

**FY 2020 Rural Transportation Planning
Work Program
SCOPE OF WORK
for the
Roanoke Valley-Alleghany Regional Commission
(July 1, 2019 – June 30, 2020)**



Roanoke Valley-Alleghany

REGIONAL
commission

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Approved on March 28, 2019

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RESOLUTION

Prepared by the Roanoke Valley-Alleghany Regional Commission staff through a cooperative process involving the City of Covington, the Towns of Clifton Forge and Rocky Mount, the Counties of Alleghany, Botetourt, Craig, Franklin and Roanoke, the Virginia Department of Transportation, and the Federal Highway Administration.

I. PURPOSE AND OBJECTIVE

The Virginia Department of Transportation (VDOT) allocates part of the State Planning and Research (SPR) funding to provide annual transportation planning assistance for non-urbanized areas within the Commonwealth. The Rural Transportation Planning (RTP) Program was created to aid the State in fulfilling the requirements of the State Planning Process to address the transportation needs of non-metropolitan areas. Funds appropriated under 23 U.S.C. 307(c) (SPR funds) are used in cooperation with the Department of Transportation, Commonwealth of Virginia for transportation planning as required by Section 135, Title 23, U.S. Code. These Federal funds provide 80 percent funding and require a 20 percent local match.

In this fiscal year each planning district commission / regional commission that has rural area will receive \$58,000 from VDOT's Rural Transportation Planning Assistance Program. The corresponding planning district commission / regional commission will provide a local match of \$14,500 to conduct rural transportation planning activities. This resource may be supplemented with additional planning funds. The arrangement of all such funds involves the development of a scope of work, approval and other coordination in the Transportation & Mobility Planning Division's administrative work programs.

The scope of work shall include specific activities as requested by VDOT and/or the Federal Highway Administration. The scope of work may also include activities or studies addressing other transportation planning related issues that may be of specific interest to the region. The criteria for the determination of eligibility of studies for inclusion as part of this work program are based upon 23 U.S.C. 307 (c), State Planning and Research.

II. PROGRAM ADMINISTRATION (\$14,005)

Background and Objective: The purpose of this work element is to facilitate regional participation and consensus building on transportation-related issues through a continuing, comprehensive, and coordinated planning process.

Description: This activity includes all ongoing department-wide management and administrative activities, not attributable to specific program activities. There are four (4) objectives for this work task:

- (1) administration of the current transportation planning work program;
- (2) preparation for the next year's work program;
- (3) participation in meetings with staff and stakeholders regarding the management and administration of the work program, and
- (4) the completion of necessary contracts, invoices, progress reports, correspondence, and grant applications in support of the work program.

Deliverable End Products and Schedule: The primary result of this task will be a well-functioning transportation program.

- Preparation of Commission and rural transportation technical stakeholder meeting agendas, notices, minutes and memorandums.
- Participation in Commission, rural transportation technical stakeholder, and other administrative meetings.
- Preparation of the next fiscal year's Work Program and any amendments or revisions to the existing scope of work as needed.
- Preparation of quarterly financial and work program progress reports.
- Purchase of professional reports, materials, equipment, and services as needed to assist staff in work activities.

Lead: RVARC staff

SPR Funds (80%)	\$11,204
PDC Funds (20%)	\$2,801
Total Budgeted Expenditure for Program Administration	\$14,005

III. PROGRAM ACTIVITIES (\$58,495)

Background and Objective: Address regional transportation issues that are identified by member local governments and/or the Planning District Commission. Individual projects and work elements are described below:

A. **Long-Range Planning, Programming and Stakeholder Outreach (\$19,787)**

Objective and Description: Participate in long-range planning, financial programming, and stakeholder outreach meetings throughout the fiscal year pertaining to:

- Participate in VTrans meetings and webinars and SMART SCALE Meetings.
- Participate in meetings with VDOT staff regarding Title VI and Environmental Justice compliance.
- Participate in the CTB's Six-Year Improvement Program Fall/Spring Transportation Meetings and when possible, provide a display to serve as outreach to the region's citizens.
- Participate with the MPOs and VDOT on setting and tracking performance measure goals.
- Participate in statewide rural transportation planning meetings including WEBEX Webinars (various topics and on a monthly basis).
- Participate in annual statewide rural transportation-related meetings and any other related stakeholder outreach meetings that may arise; provide / review data as requested by VDOT throughout the fiscal year.
- Support local governments prepare grant applications such as SMART SCALE, Transportation Alternatives, FTA 5310, FTA 5311, etc.

Deliverable End Products: Specific assistance to be requested by member localities, VDOT, or others as necessary to provide input into the statewide transportation planning and programming process; staff participation in related rural transportation meetings.

Lead: RVARC staff

B. **Corridor/Area Studies, Land Use and Traffic Analysis (\$7,667)**

Objective and Description: Analysis of existing and future transportation conditions, as well as the evaluation of traffic conditions at specific intersections, corridors, or proposed developments. At a minimum, this item will include the following projects:

- **I-81 Corridor Improvements** – The Commonwealth Transportation Board approved the I-81 Corridor Improvement Plan in December 2018. Staff will continue working with state agencies and other stakeholders to continue the efforts to improve I-81.

- **I-81 Freight Rail Study Review** – Staff will review VDRPT’s 2010 Feasibility Plan for Maximum Truck to Rail Diversion in Virginia’s I-81 Corridor and work with VDRPT and/or VDOT to better understand the potential for rail diversion of interstate truck flows from I-81. Staff will summarize the study and where possible, provide updated data related to annual truck flows, annual potential number of rail cars hauling two containers per flat car and double stack of four containers per flat car, as well as potential savings in road maintenance costs from potential truck diversions.

As needed or requested, this item may also include the following:

- Compilation of available regional (current and future) land use GIS layers and attribute data for updating Statewide Planning System and Statewide Travel Demand Model.
- Assist TMPD with updating a database with information from localities comprehensive plans.
- Provide assistance to local governments identifying multimodal districts or urban development areas.
- Attendance at meetings related to I-81; monitoring of I-81 legislation and other efforts to improve the corridor.
- Other corridor/area, land use, or traffic analysis.

Deliverable End Products:

- Participation in ongoing I-81 meetings; Review of I-81 Freight Rail Study

Lead: RVARC staff

C. Public Transportation Planning and Analysis (\$8,845)

Objective and Description: The Unified Human Services Transportation Systems, Inc. (RADAR) provides deviated fixed-route transit service in the Alleghany Highlands. Other specialized transit services are provided by the Alleghany Highlands Community Services Board, Botetourt County’s Senior and Accessible Van Program, and the County of Roanoke Transportation (CORTRAN) operated by RADAR.

This item aims to provide public transportation planning assistance as needed to support a well-coordinated and efficient transit and travel demand management service within the rural area as well as to the Roanoke Valley urban area. At a minimum this item includes:

- **Alleghany Highlands/Roanoke Valley Commuter Transportation** – Follow-up work to the Rural Transit Study completed in FY20, this task will assist localities between the Alleghany Highlands and the Roanoke Valley with developing a pilot project focusing on a new transit connection. The purpose of this service would be to provide commuters in the north part of

the region with transportation to jobs, Amtrak, Valley Metro, health services, and shopping in the Roanoke Valley.

- Provide public transportation planning support as needed; Provide VDOT's Transportation Mobility and Planning Division – Central Office with updated Travel Demand Management Plans when submitted to DRPT.

Deliverable End Products:

- A proposal for a pilot project focusing on a connection from the Alleghany Highlands to the Roanoke Valley.

Lead: RVARC staff

D. Bicycle and Pedestrian Planning (\$11,892)

Description: Planning and development of non-motorized transportation infrastructure, such as sidewalks, shared-use paths, greenways, bike lanes, and other facilities. This item will include the following projects:

- **Update to the Rural Bikeway Plan** – Work began in FY19 to update the current Rural Bikeway Plan from 2006. Staff will meet with local governments and obtain citizen input as necessary to support the plan's update. The RVTPO Bikeway Plan recommendations will be considered for consistency between the RVARC urban and rural areas.
- **Route 311/Appalachian Trail Pedestrian Bridge** – Staff will continue to participate in meetings initiated in FY19 to develop a pedestrian bridge across Route 311 and provide temporary shuttle service to the Appalachian Trail.

Deliverable End Products:

- Update to the Rural Bikeway Plan
- Assemble bicycle and pedestrian recommendations from comprehensive plans and standalone bicycle and pedestrian plans into a GIS shapefile for which VDOT – Transportation Mobility and Planning Division will provide a standardized format.

Lead: RVARC staff

E. General Technical Assistance (\$10,304)

Description: RVARC staff will research, develop, maintain, and analyze data for use in a variety of technical support and planning support activities. Work activities will be organized around the following subtasks. Any combination of subtasks may be completed this fiscal year as opportunities and needs arise; however, circumstances may not permit all subtasks to be finalized by the end of the fiscal year.

- **General Technical Assistance** to local governments, planners and citizens as requested.
- **Technical Support Activities** – a variety of planning support activities to support work program projects and/or the general planning process.

Deliverable End Products: Specific technical assistance products requested by member local governments and other partner agencies or as needed to support other elements of this Work Program.

Lead: RVARC staff

SPR Funds (80%)	\$ 46,796
PDC Funds (20%)	\$ 11,699
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Total Budgeted Expenditure for Program Activities	\$ 58,495

IV. BUDGET

Tasks	VDOT (SPR)	Local	Total
<u>Program Administration</u>			
Total Administration	\$11,204	\$2,801	\$14,005
<u>Program Activities</u>			
A. Long Range	\$15,829	\$3,957	\$19,787
B. Corridor Studies	\$6,134	\$1,533	\$7,667
C. Public Transportation Planning & Analysis	\$7,076	\$1,769	\$8,845
D. Bike/Pedestrian	\$9,514	\$2,378	\$11,892
E. General Technical Assistance	\$8,243	\$2,061	\$10,304
Total Program Activities	\$46,796	\$11,699	\$58,495
TOTALS	\$58,000	\$14,500	\$72,500



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The 28th day of March 2019

RESOLUTION

Approval of the FY 2020 Rural Transportation Planning Work Program Scope of Work

WHEREAS, the FY 2020 Rural Transportation Planning Work Program Scope of Work will serve as the basis for all federal Department of Transportation (DOT) and/or Virginia Department of Transportation (VDOT) funding participation and will be included in all requests for DOT/VDOT planning funds within the rural planning area of the Roanoke Valley-Alleghany region; and

WHEREAS, this Planning Work Program Scope of Work details all transportation and transportation-related planning activities anticipated within the rural area of the district during the coming fiscal year.

NOW, BE IT THEREFORE RESOLVED, that the Roanoke Valley-Alleghany Regional Commission does hereby approve and adopt the FY 2020 Rural Transportation Planning Work Program Scope of Work, as presented.

A handwritten signature in black ink that reads "Bradley E. Grose".

Bradley E. Grose
Chairman