



243 High Street Room 110
Morgantown, WV 26505
(304) 291-9571
www.plantgether.org

Agenda

Citizens Advisory Committee Meeting MPO Offices
243 High Street Room 110
Morgantown WV
October 13, 2020
6:00 PM

<https://morgantownmonongaliampo.my.webex.com/meet/baustin>

1. Call To Order
2. Approval of Minutes
3. Mountain Line Transit Study Scope of Work Amendment
4. TIP Amendments
5. Performance Measures
 - a. Highway Safety Performance Measures (Action Item)
 - b. Transit Asset Management Performance Measures (Action Item)
 - c. Transit Safety Performance Measures (Informational)
6. Discussion of upcoming Transportation Plan Update and Comprehensive Plans
7. Other Business
8. Meeting Adjournment



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Memorandum

Date: October 7, 2020
To: Citizens Technical Advisory Committee Members
From: Bill Austin, AICP
Subject: October 15, 2020 TTAC Meeting Agenda Items

This memorandum is to inform you of the action items for the October 15, 2020 Transportation Technical Advisory Committee Meeting to be held by Webex in the MPO's Offices 243 High Street at 6:00 PM. A link to connect to the meeting was included in the agenda transmittal email.

-Transit Study Scope of Work Amendment- With support from the WVU, the City of Morgantown, and the MPO, Mountain Line Transit successfully applied for a Accelerating Innovative Mobility (AIM) grant from the Federal Transit Administration. The purpose of the grant is to identify unified fare collection mechanisms that could potentially work for Mountain Line, WVU and the Morgantown Parking Authority. Each agency using the same fare collection system could create cost savings and encourage increased usage of each agencies facilities, Another potential benefit of the additional work could be the identification of methods of collecting fares that could minimize the potential for exposure to contamination. The draft scope of work for the project is included with this agenda packet. It is respectfully requested that the TTAC recommend the amendment of the Scope of Work for the Transit Study to include this additional work.

-Proposed TIP Amendments- The West Virginia Department of Transportation Division of Highways and Mountain Line Transit have proposed the following Transportation Improvement Program amendments:

West Virginia Department of Transportation Division of Highways

FY 2020

Add

Fairchance Road (CO857)-Construction-Resurfacing-Project Number S331857124300-CR 857 to PA line-2.5 Miles
Total Cost \$372,000 GO Bond, Federal Funds \$0

Daybrook Road (WV 218)-Construction-Resurfacing-Project Number S33121800000-Marion County Line to CR 25-
5.88 Miles Total Cost \$880,000 Federal Funds \$0

Pedlar Run-Hagans Road (CO37)-Construction-Resurfacing-Project Number S3313700000-US 19 to CR 37/10-
4.87 Miles Total Cost \$1,407,538 Federal Funds \$0

FY 2021

Add

Burroughs Street (CO 59/2)-Construction-Install ADA Ramps-Project Number STP0592001D-4.4 miles Total Cost \$954,000 Federal Funds \$763,200

I-79 Westover Bridge-Bridge Rehabilitation-Replace Pier, Replace Deck joints-

Engineering Project Number STP0792204DTC Total Cost \$15,000 Federal Funds \$13,500

Construction Project Number STP0792205DTC-0.5 miles Total Cost \$1,100,000 Federal Funds \$990,000

FY 2022

Add

Holland Avenue (WV 100)-Construction-Install ADA Ramps Design/Build-Project Number STP0100157D-2.4 miles Total Cost \$783,000 Federal Funds \$626,400

FY 2025 (Informational)

Add

University Avenue (CO055)-Construction-Install ADA Ramps Design/Build-Project Number STP0055052D-1.33 miles Total Cost \$1,593,000 Federal Funds \$1,274,400

A map of the projects locations was included with the agenda packet email. It is respectfully requested that the TTAC recommend approval of the proposed TIP Amendments to the MPO Policy Board.

In addition to the WVDOH requested TIP Amendments Mountain Line Transit has requested the following TIP Amendments. Funding for this amendment comes from an Accelerating Innovative Mobility grant from the Federal Transit Administration.

Mountain Line Transit has requested the following TIP Amendment:

2021 ADD

Accelerating Innovative Mobility Funding

Accelerating Innovative Mobility Funding \$50,000, \$40,000 Federal Funds, \$10,000 Local Funds

These funds are a grant from the Federal Transit Administration to expand the scope of the ongoing Transit Study to develop a plan for coordinated fare and fee collection with other local partners. A copy of the scope of work for this item is included in the agenda packet. It is respectfully requested that the TTAC recommend approval of the proposed TIP Amendments to the MPO Policy Board.

Performance Measures

A) Highway Safety Performance Measures

State's are required to adopt goals for these Performance measures to document progress in achieving national goals. Metropolitan Planning Organizations are asked to adopt a portion of the State goals and or their own goals to assist states in achieving progress toward their attainment. Specifically MPO's are

asked to adopt the Highway Safety goals. The West Virginia Department of Transportation's Division of Highways has identified the following safety goals:

- 1) Reduce five year average fatalities on highways by 50% by 2030
- 2) Reduce the five year average number of serious injuries on highways by 66% by 2030
- 3) Reduce the five year average fatality rate per hundred million miles of traveled (HMVMT) by 50% by 2030
- 4) Reduce the five year average injury rate per hundred million of miles of travel (HMVMT) by 66% by 2030
- 5) Reduce the five year average of non-motorized fatalities and injuries:
 - a. Reduce fatalities by 50%
 - b. Reduce non-motorized serious injuries by 66% by 2030

The State's progress toward meeting these goals is fully documented in the letter attached to the Agenda package. The achievement of goals for 2020 cannot be summarized since the year is not complete. For comparison purposes how the goals for the period ending in 2019 are documented below each proposed goal.

To reach these targets the Division of Highways has established the following targets for the next year.

- 1) Target 2017-2021 Traffic fatalities-263.70

The previous target goal for this metric was not met. The goal for previous period (2015-2019) was 271.4. The actual number of fatalities was 274.2

- 2) Target 2017-2021 Number of serious injuries over a 5 year period 1002.4

The previous target goal for this metric (2015-2019) was met with a target goal of 1123.5 and an actual number of 1077.8.

- 3) Target 2017-2021 Fatality Rate over a five year period 1,457

The previous target goal for this metric (2015-2019) was met with a target goal of 1,470 and an actual rate of 1,459.

- 4) Target 2017-2021 Injury Rate over a five year period 5,023

The previous target goal for this metric (2015-2019) was met with a target goal of 5629 and an actual rate of 5619.

- 5) Target Non-motorized fatalities and serious injuries (2017-2021) 86.2

The previous year's target goal for this metric (2016-2020) was not met with a target of 91.6 and the actual number of 96.8.

It is respectfully requested that the TTAC recommend adoption of the 2017-2021 Highway Safety Performance measures to the MPO Policy Board.

B) Transit Asset Management Goals

Similar to the requirements put on states for the maintenance of bridges transit providers are to develop performance measures and goals for the maintenance of their vehicles, infrastructure and equipment. For the purposes of these measures transit providers have to maintain a "State of Good Repair". A state of

good repair is defined as all assets operating at their ideal capacity within their design life. Being such a small state the WVDOT Division of Public Transit works with the transit systems around the state to develop the performance measures and target goals for the state’s public transportation providers. The table below identifies the goals targets for 2021.

Category	Class	Performance Measure	Dependency	2020 Targets	2020 Actual	2021 Targets
Rolling Stock	12 Year/500K Miles	SGR %	TAM Plan	94%	99%	100%
	10 Year/350K Miles	SGR %	TAM Plan	85%	95%	96%
	7 Year/200K Miles	SGR %	TAM Plan	85%	79%	82%
	5 Year/150K Miles	SGR %	TAM Plan	88%	88%	90%
	4 Year/100K Miles	SGR %	TAM Plan	89%	89%	90%
AVIS						
WVDOT System Reviews						
Facility	Admin, Maintenance, Storage	SGR %	WVDOT System Reviews	100%	100%	100%
	Transfer Center	SGR %	AVIS	100%	100%	100%
Equipment	Support Vehicles	SGR %	WVDOT System Reviews AVIS	77%	94%	95%
	Maintenance Equip	SGR %		100%	45%	50%

SGR-State of good repair, TAM-Transit Asset Management, AVIS-West Virginia’s asset management system

It is respectfully requested that the TTAC recommend the adoption of the Transit Asset Management targets for 2021 to the MPO Policy Board.

C) Transit Safety Performance Targets

As part of the same legislation that mandates the Highway Performance Measures the Federal Transit Administration is required to mandate that State and local transit agencies adopt Safety performance measures to ensure that Federal funding is meeting goals for efficiency and safety. **The MPO does not have to adopt these performance measures**, however we do have to take them into account as we move forward with our planning efforts. Please find Mountain Line’s performance measures for the Public Transportation Safety Plan.

Bus Service

-Fatalities-Total Number of fatalities per year and the fatality rate per million revenue miles

Number of fatalities per year-0

Number of fatalities per 1,000,000 vehicle revenue miles-.05

-Injuries-Total number of injuries per year and injuries per million revenue miles

Number of injuries per year less than 12

Number of injuries per 1,000,000 revenue miles less than 10

-System Reliability-Measured as revenue miles operated divided by the number of mechanical failures

-Distance between major failures greater than 80,000 miles

-Distance between minor failures greater than 3,200

Demand Response Service

-Fatalities-Total Number of fatalities per year and the fatality rate per million revenue miles

Number of fatalities per year-0

Number of fatalities per 1,000,000 vehicle revenue miles-.05

-Safety Events-Total number of events per year and per million revenue miles

Number of major/minor events per year less than 1

Number of major/minor events per 1,000,000 revenue miles less than 10

-System Reliability-Measured as revenue miles operated divided by the number of mechanical failures

-Distance between major failures greater than 80,000 miles

-Distance between minor failures greater than 3,200

-Discussion of upcoming Transportation Plans and Comprehensive Plan Updates-It has been almost 10 years since the most comprehensive update of the area's transportation plan, the Crossroads planning effort. This effort included the development of updated Comprehensive plans for the City of Morgantown and the town of Star City. These comprehensive plans as well as the Comprehensive Plans for Westover, Granville and Monongalia County are all due for an update in 2022. MPO Staff is proposing that the area's municipalities as well as Monongalia County update their comprehensive plans in conjunction with the update the area's Metropolitan Transportation Plan in a single effort that would develop updated land use for use in the MPO's regional travel demand model. The MPO would use transportation planning funds to supplement the local funds public involvement in the development of the Comprehensive plans to more efficiently develop all of the plans. The purpose of this discussion is to determine the interest of the area's municipalities and Monongalia County in participating in this effort.



MINUTES

MPO Citizens Advisory Committee Meeting

via Webex

MMMPO Conference Room 243 High St. Room 110, Morgantown, WV

August 13, 2020, 6:00 PM

Members Present

Christiaan Abildso (Chair), Matt Cross, Maria Smith, Chip Walmsley, Ed Sneckenberger, Robert Mullins
Bill Austin

Others Present

Bill Austin, Jessica Shuey, Jing Zhang

1. Call to Order

Mr. Austin noted that due to the COVID 19 pandemic, the CAC meeting was held as a teleconference. The phone number and web address to access the teleconference were publicized. Mr. Austin welcomed Mr. Mullins who represents Westover. Mr. Mullins thanked Mr. Austin and stated that he felt honored to be serving on the committee.

With a quorum present, Chairman Abildso welcomed Mr. Mullins and called the meeting of the CAC to order at 6:00 PM.

2. Approval of Minutes

Mr. Austin noted that the minutes of the last meeting were included in the agenda packet. Mr. Walmsley moved to approve the minutes as noted; seconded by Mrs. Smith. With no further discussion, the motion was approved.

3. TIP Amendment

Mr. Austin noted that WVDOH has requested TIP amendments. They include Brockway Ave Resurfacing project, Burrough St Resurfacing project, Carroll B Lilly Memorial Bridge inspection, WV100 resurfacing projects, and Willey St resurfacing project. Mr. Austin noted that TTAC raised a concern that the project length of the Burrough St Resurfacing project is not correctly reflecting the cost of that

project. Mr. Austin noted that the MPO will request more information from the DOH to verify project scope.

Mr. Abildso moved to recommend approval of the TIP Amendment; seconded by Mr. Walmsley. Mr. Mullins noted that he did not believe that the WV 100 resurfacing project would be effective if the brick underlying the asphalt is not dealt with. He noted that there is also an issue with the water/sewer lines running under the street and that these problems would continue to cause problems after the resurfacing project is implemented. Mr. Austin noted that he understood that WVDOH was aware of these issues and he would reinforce the concern to District 4. After further discussion, the motion was unanimously approved.

4. Draft Public Involvement Policy

Mr. Austin noted that a copy of the draft public involvement policy has included in the agenda package. The revised document does more clearly elaborate on virtual public involvement. It also specified public involvement strategies for different planning procedures. There are no substantive changes to other subjects of the policy. Mrs. Smith noted that the new layout provides a clearer a view on public involvement procedures and strategies. Mrs. Smith moved to recommend approval of the draft public involvement policy to the MPO's Policy Board; seconded by Mr. Cross. With no further discussion, the motion passed unanimously.

5. Update on Mountain Line's Transit Study

Mr. Austin noted that the Mountain Line Transit Study is moving forward. To cope with the current pandemic, the study team adopted virtual public involvement strategies, including social media, to engage the community. Mrs. Smith noted that the study team is developing recommendations based existing condition analysis and public input.

8. Other Business

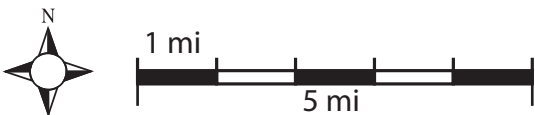
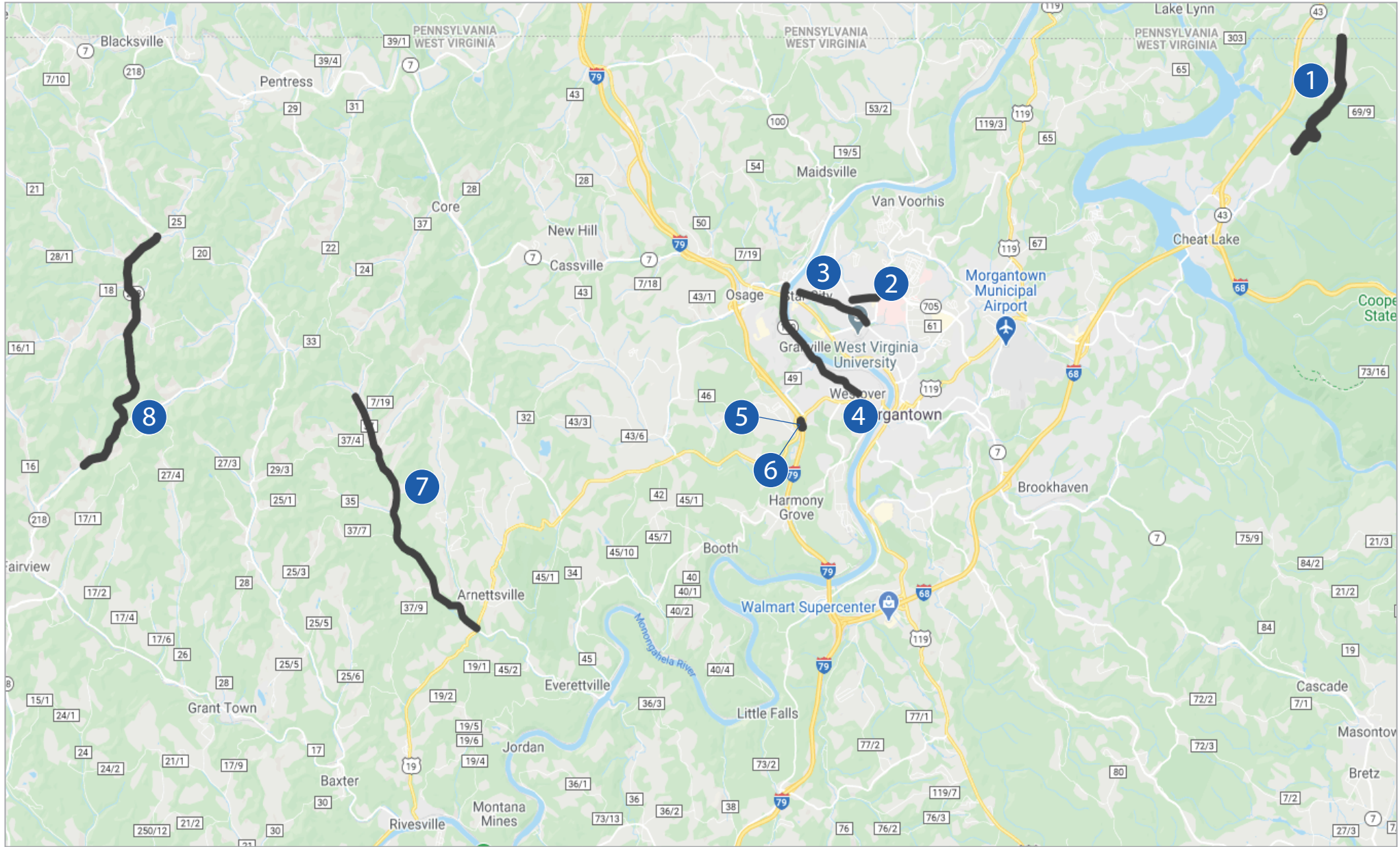
Mr. Mullins noted that as a representative of Westover he plans to continue to express his concerns about WV 100. Mr. Austin stated that Mr. Mullins is welcome to express his concerns and that they will be passed on to WVDOH.

10. Meeting Adjournment

The meeting adjourned at 6:55 PM.

Project Location Map

Transportation Improvement Program (TIP) Amendment - October 2020





Project Location Map

Transportation Improvement Program (TIP) Amendment - October 2020

- 1 CO 857 Fairchance Road**
 State Project Number S331857124300-Construction-Resurfacing 2"-2.5 miles from Milepost 12.43 (In the vicinity of Morgan's Run Road) to Pennsylvania State Line Total Cost \$374,000
 - 2 BURROUGHS ST +4**
 State Project Number S33159200100-Construction-DESIGN/BUILD ADA RAMPS-4.4 miles from milepost 0. Total Cost \$954,000
 - 3 UNIVERSITY AVE +2**
 State Project Number S3315500000-Construction-DESIGN/BUILD ADA RAMPS-1.33 miles from milepost 0. Total Cost \$1,593,000
 - 4 HOLLAND AVE +1**
 State Project Number S33110000000-Construction-DESIGN/BUILD ADA RAMPS-2.4 miles from milepost 0. Total Cost \$783,000
 - 5 WESTOVER BR - Engineering**
 State Project Number S331791525200-Engineering-REP PIERS, REPL DECK JOINTS-0.09 miles from milepost 152.53. Total Cost \$15,000
 - 6 WESTOVER BR - Construction**
 State Project Number S331791525200-Construction-REP PIERS, REPL DECK JOINTS-0.09 miles from milepost 152.53. Total Cost \$1,100,000
 - 7 CO37 Pedlar Run-Hagans Road**
 State Project Number S3313700000-Construction-Resurfacing-4.87 miles from US 19 to CR 37/10 Total Cost \$1,407,538
 - 8 WV 218 Daybrook Road**
 State Project Number S33121800000-Construction-Resurfacing-5.58 miles from Marion County Line to CR 25 Total Cost \$880,000
- No Map MMMPO VANPOOL**
 State Project Number S331MMMVP2000-VANPOOL PURCHASE-Resurfacing-\$20,000



September 1, 2020

Mr. Bill Austin, AICP, Executive Director
Morgantown Monongalia MPO
243 High Street Room 110
Morgantown, WV 26505

Re: Contract Amendment for Grant Support

Dear Mr. Austin:

Enclosed is our scope and fee contract amendment based on the grant application and previous correspondence. This project is to provide grant support for a study to identify the proper mechanism to unify fee collection among multiple transportation agencies.

We are excited to begin work on this task upon initiating a contract amendment and receiving Notice to Proceed. If you have any questions, please do not hesitate to contact me.

Sincerely,

HDR Engineering, Inc.

Michael Crall
Vice President

Two handwritten signatures in black ink. The first signature is on the left and the second is on the right.

Josh Sikich, AICP
Project Manager
614-949-3538
Joshua.Sikich@hdrinc.com

Enclosures





Exhibit E

Contract Amendment for
Grant Support

EXHIBIT E CONTRACT AMENDMENT FOR GRANT SUPPORT

Introduction

The Morgantown Monongalia Metropolitan Planning Organization (MMMPO) led an effort for the Mountain Line Transit Authority (MLTA) to apply for Federal Transit Administration Accelerating Innovation Mobility grant funding in May 2020. MLTA was recently awarded the grant.

Currently MLTA, West Virginia University (WVU), and the City of Morgantown (City) each have separate customer payment systems for buses, Personal Rapid Transit, and public parking. The grant will support a study to identify the proper mechanism to unify fee collection among multiple transportation agencies and to prepare a plan for the implementation of the study's recommendations.

Scope

This planning study will be facilitated in two phases: Existing Conditions and Implementation Plan. There will not be public engagement because recent transit planning engagement identified public perception and needs.

Existing Conditions and Requirements

1. Review current fee collection processes

HDR will review existing processes for the three agencies: MLTA, WVU, and the City. Currently there are cost sharing agreements for shared services and reallocation of costs for ridership that is tracked on certain services. Each agency will ~~be required to~~ provide HDR with documentation regarding existing processes, as appropriate.

2. Identify agency requirements

HDR will collaborate with the three agencies and MMMPO to identify requirements for each agency regarding cost, speed of implementation, and interoperability among agencies. Agency needs will be considered along with the public's desires as identified during recent public engagement completed in March 2020.

3. Identify available technology to address requirements

HDR will utilize best practices along with the needs of MLTA, WVU, and the City in order to identify available technology. Information will be summarized with key characteristics, general costs, and vendors. A matrix will be developed that connects technology options with information about the three agencies and the customer experience.

4. Work with agencies to select preferred technology

Based on the information compiled and the input from the MLTA, WVU, and the City, a preferred option(s) will be selected. HDR will facilitate a meeting to discuss, but it is anticipated that the agencies might not have the same preferences. Each agency shares

Commented [CS1]: I want to be sure that we maintain data that is private and information that can't be shared. Also, time constraints with the volume of data.

similar constituents, but each agency also has unique needs. HDR will present the information but cannot guarantee at this stage that the agencies will see eye to eye.

Existing Conditions and Requirements Deliverables:

- Monthly video call meetings and progress memo one week prior
- Technical memo summarizing Existing Conditions and Requirements

Implementation Plan

1. Develop draft specifications and review with agencies

With input from initial tasks, HDR will create draft specifications pertinent to the preferred alternative for the technology selected. These specifications will not be comprehensive, but will identify key points of consideration based on data collected and input from MLTA, WVU, and the City. This step will drive the implementation plan forward.

2. Develop coordinated timeline and identify general cost for implementation

Implementation will require multiple parties to collaborate in order to address shared needs. With input from MLTA, WVU, and the City, HDR will create a timeline for implementation of the preferred alternative. Decision points will be highlighted. Traditional agency funding sources will be identified by MLTA, WVU, and the City for consideration. HDR will identify potential funding from federal sources applicable to implementation.

3. Prepare Powerpoint Presentation

HDR will assist each agency with adoption of proposal by preparing a presentation describing the planning process and results. HDR can participate in a video call to assist on the presentation.

Implementation Plan Deliverables:

- Monthly video call meetings and progress memo one week prior
- Technical memo summarizing Implementation Plan

Schedule

A schedule that is six months (26 weeks) will allow for quick identification of needs so that MMMPO can proceed to implementation with agency partners. At several points, this schedule will require collaborative decision-making by MLTA, WVU, and the City. HDR will facilitate the planning process and engage with MLTA, WVU, and the City, but ultimately the decision to implement will be in the agencies' control.

Estimated Notice to Proceed based on grant funding		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	
Task	Week:																											
Existing Conditions and Requirements																												
Review current fee collection processes																												
Identify agency requirements																												
Identify available technology to address requirements																												
Work with agencies to select preferred technology																												
Technical memo summarizing Existing Conditions and Requirements																												
Monthly video call meetings																												
Implementation Plan																												
Develop draft specifications and review with agencies																												
Develop coordinated timeline and identify general cost for implementation																												
Prepare Powerpoint Presentation																												
Technical memo of Implementation Plan																												
Video call meetings																												
Project Management																												
Proposed Workplan & Schedule																												
Monthly Invoicing and Project Closeout																												
Task Progress																												
Draft Deliverable																												
Revised Deliverable																												
Meeting																												

Cost

Task	Approx. Hours	Approx. Cost
Existing Conditions and Requirements	194	\$28,500
Implementation Plan	112	\$17,100
Project Management	16	\$2,700
Expenses*		\$0
Total	322	\$48,300

*Due to public health guidance regarding COVID-19, this budget does not include travel expenses. Meetings will be held remotely using video calls.

5. Number of non-motorized fatalities and serious injuries

	<i>Goal</i>	Safety Performance Target Year	2013	2014	2015	2016	2017	2018	2019	2020	2021
		Baseline for Safety Performance Target Year	2015	2016	2017	2018	2019	2020	2021	2022	2023
		5 Year Time Period	2009-2013	2010-2014	2011-2015	2012-2016	2013-2017	2014-2018	2015-2019	2016-2020	2017-2021
<i>Bike & Ped Fatalities & Serious Injuries</i>	<i>66% Reduction by 2030</i>	<i>Actual Annual Number</i>	116.0	107.8	106.4	102.6	93.4	96.4	96.8		
		<i>Target to Reach Goal</i>		111.5	103.5	101.9	98.0	89.2	91.6	91.5	86.2
		<i>Target Met/Not Met</i>		Met	Not Met	Not Met	Met	Not Met	Not Met		
		<i>Better than Baseline?</i>		Yes	Yes	Yes	Yes	Yes	No		
		<i>Met or Made Significant Progress</i>		Yes	Yes	Yes	Yes	Yes	No		

5. Number of non-motorized fatalities and serious injuries

<i>Bike & Ped Fatalities & Serious Injuries</i>	<i>Goal</i>	Safety Performance Target Year	2013	2014	2015	2016	2017	2018	2019	2020	2021
		Baseline for Safety Performance Target Year	2015	2016	2017	2018	2019	2020	2021	2022	2023
		5 Year Time Period	2009-2013	2010-2014	2011-2015	2012-2016	2013-2017	2014-2018	2015-2019	2016-2020	2017-2021
	66% Reduction by 2030	<i>Actual Annual Number</i>	7.8	6.4	6.2	5.4	3.8	4.4	4.6		
		<i>Target to Reach Goal</i>		7.5	6.2	6.0	5.2	3.7	4.2	4.4	4.2
		<i>Target Met/Not Met</i>	<i>Not Met</i>	<i>Met</i>	<i>Not Met</i>	<i>Met</i>	<i>Met</i>	<i>Not Met</i>	<i>Not Met</i>		
		<i>Better than Baseline?</i>	<i>Yes</i>	<i>Yes</i>	<i>Yes</i>	<i>Yes</i>	<i>Yes</i>	<i>Yes</i>	<i>No</i>		
		<i>Met or Made Significant Progress</i>	<i>Yes</i>	<i>Yes</i>	<i>Yes</i>	<i>Yes</i>	<i>Yes</i>	<i>Yes</i>	<i>No</i>		