



243 High Street Room 026
Morgantown, WV 26505
(304) 291-9571
www.plantgether.org

Agenda
MPO Policy Board
By WEBEX
Morgantown WV
March 18, 2021
6 PM

1. Call To Order
2. Public Comment
3. Committee Report
 - a. Citizens Advisory Committee
 - b. Finance Report
 - c. Executive Directors Report
4. Approval of Minutes
5. TIP Amendments
6. FY 2021-2022 UPWP
7. Scope of work for Metropolitan Transportation Plan Update
8. Performance Measures-
 - a. Pavement Management/Bridge Maintenance
 - b. Congestion Management
9. Mountain Line Transit Study
10. Don Knott's Boulevard Crash Report
11. Letter Concerning Project Delays
12. Other Business
13. Meeting Adjournment



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Memorandum

Date: March 11, 2021
To: MMMPO Policy Board Members
From: Bill Austin, AICP
Subject: March 18 Meeting Agenda Items

This memorandum is to inform you of the action items for the March 18 Policy Board Meeting to be held by Webex at 6 PM. A link to connect to the meeting was included in the agenda transmittal email.

-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

TIP Amendments

West Virginia Department of Transportation-Division of Highways

FY 2021

Delete

BEECHURST AVE @ 6TH (GO BOND 4): Construction (State ID-U3310190132400; Federal ID-NFA2317024D). The project to be merged to the **University Ave-Campus Dr** project: Construction (State ID- U331190114400; Federal ID- NFA2317024).
Amendment

Adjust

WESTOVER BR: Engineering (State ID- S331791525200; Federal ID- STP0792204DTC). Increase total funding from \$15,000 to \$1,175,000.

VAN VOORHIS RD: Right-of-way (State ID- U3310590000000; Federal ID-STP0059007D). Decrease state funding from \$4,000,000 to \$1,864,000 and total funding from \$5,000,000 to \$2,330,000.

FY 2022

Delete

UFFINGTON I/C +1: Engineering, Right-of-way (State ID-S331781488100; Federal ID-NHPP0078288D). The project to be added into I-79 Bridge Bundle Amendment

Adjust

UNIVERSITY AVE - CAMPUS DR: Construction (State ID- U331190114400; Federal ID-NFA2317024). Increase total funding from \$6,100,000 to \$8,000,000.

FY 2023

Delete

UFFINGTON I/C +1: Construction (State ID-S331781488100; Federal ID- NHPP0078300D). The project to be added into I-79 Bridge Bundle

FY 2025 – 2026

Delete

I-68 SB RAMP BR: Engineering, Right-of-way, Construction (State ID- S3316805600; Federal ID-NHPP0068184D, NHPP0068185D, NHPP0068186D). The project to be added into I-79 Bridge Bundle

USAC DANIEL MEHRINGER MEM BR NB&SB: Engineering, Right-of-way, Construction (State ID-S33178 1423701; Federal ID- NHPP0783285D, NHPP0783286D, NHPP0783287D). The project to be added into I-79 Bridge Bundle

The proposed TIP Amendments are a result of the WVDOH receiving a BUILD grant from the Federal Highway Administration. Under the provisions of the BUILD grant the bridge projects will be combined

The TTAC and the CAC recommended approval of the proposed TIP Amendments to the Policy Board. It is respectfully requested that the Policy Board approve the proposed the TIP amendments requested by WVDOH.

-FY 2021-22 UPWP-Please find included in the agenda package the proposed UPWP for the period 2021-2022. This document was initially reviewed by the Policy Board and the MPO's Committee's in January. The primary items on the UPWP are a request for \$210,000 (80% Federal, 10% State, 10% Local) in additional funding for the Metropolitan Transportation Plan Update, a 2.75% cost of living increase for MPO staff, and two work items for Mountain Line Transit. The work items for Mountain Line are a review of selected intersections where Mountain Line vehicles have to make left turns to identify any operational improvements that could facilitate the movement and improve safety, and a review of Mountain Line data to identifying heavily utilized locations heavily used by Mountain Line passengers that could use sidewalk and or bus shelter improvement. **It should be noted that the original request for funding for the Transportation Plan during this FY was for \$200,000 staff increased that funding by \$10,000 to make up for funding that was unavailable in FY 2020-2021**

because we had to use that funding to complete the Transit Study. This use of the Transportation Plan funding was due to the delay in completing the Transit Study due to the impacts of Covid on the public participation process of the Transit Study. The total amount presented in this draft document did not change due to this change. The \$10,000 increase came from funds that would have been used to conduct traffic counts. Staff does not anticipate that traffic will return to a normal enough condition during the upcoming fiscal year that traffic counts will be needed. It is respectfully requested that the TTAC recommend adoption of the UPWP to the Policy Board.

-Scope of work for the Metropolitan Transportation Plan-Please find enclosed with the Agenda the scope of work for the MPO's Metropolitan Transportation Plan Update. The scope includes an extensive public involvement process, an update of the regional travel demand model, and the creation of a fiscally constrained transportation plan. The work for the MTP update is to be performed in conjunction with the preparation of comprehensive plans for Monongalia County, the City of Morgantown, Star City and Westover. The proposed cost of this work is under \$250,000 of which 80% will be provided by Federal funds, 10% from State funds and 5% each from Monongalia County and the City of Morgantown. This project is funded partially in the current fiscal year and it is included in the FY 2021-2022 UPWP. Staff is still finalizing small details of this scope of work and would appreciate any recommendations for its improvement. **However, this version is close to the final product and the TTAC and CAC have recommended to the Policy Board to authorize the Executive Director and the Policy Board Chairman to enter into the contract for this work upon successful completion of the negotiations.**

-Pavement and Bridge Performance Measures and Congestion Performance Measures-The FAST Act requires that the State Departments of Transportation adopt performance measures for a variety of transportation purposes. The MPO recently adopted the state's Highway Safety performance measures. In addition to safety Congress expressed an interest in ensuring that roadway surfaces and bridges are well maintained to accomplish this the states are to set goals for the condition of their pavement and bridges. The tables below identify the State of West Virginia's goals for these performance measure for the next year.

Table 3 Performance Trend and Target Summary

Performance Measure	Baseline Performance (2017)	2-Year Performance (2019)	2-Year Target (2019)	Significant Progress (2019)	4-Year Target (2021)	4-Year Adjustment (2021)
Percentage of Pavements of the Interstate System in Good Condition	73.4%	80.6%			75.0%	
Percentage of Pavements of the Interstate System in Poor Condition	0.1%	0.0%			4.0%	
Percentage of Pavements of the Non-Interstate NHS in Good Condition	40.9%	43.0%	40.0%	Yes	45.0%	
Percentage of Pavements of the Non-Interstate NHS in Poor Condition	1.2%	2.0%	5.0%	Yes	5.0%	
Percentage of NHS Bridges Classified as in Good Condition	13.9%	11.6%	14.0%	No	16.0%	11%
Percentage of NHS Bridges Classified as in Poor Condition	11.9%	13.5%	10.0%	No	10.0%	13%
Percent of the Person-Miles Traveled on the Interstate That Are Reliable	99.8%	99.1%	98.0%	Yes	96.0%	
Percent of the Person-Miles Traveled on the Non-Interstate NHS That Are Reliable	91.9%	93.7%			87.0%	
Truck Travel Time Reliability (TTTR) Index	1.21	1.28	1.25	No	1.30	1.40
Total Emission Reductions: PM2.5	0.092	0.122	0.092	Yes	0.092	
Total Emission Reductions: PM10	0.000	0.133	0.000	Yes	0.000	

The TTAC and CAC have recommended approval of the performance measures for pavement and bridge maintenance as well as congestion identified by the State to the Policy Board. It is respectfully requested that the Policy Board approve the State’s goals for these performance measures.

-Mountain Line Transit Study-Please find enclosed an executive summary of the recently completed Mountain Line Short to Medium Range Transit Plan. The full plan is available at the MPO’s website. The Plan reviews Mountain Lines current operations and make recommendations for improvements including a variety of changes. Please review the attached summary for more information. The Mountain Line Board has reviewed the Plan and adopted it. The TTAC and the Citizens Advisory Committee have reviewed and recommended the adoption of the Plan to the MPO Policy Board. The full plan may be found on the MPO’s website. www.plantgether.org It is respectfully requested that the Policy Board accept this report.

It should be noted that the Consultant for this Study is working on an additional work task for this project. They are working with WVU, Mountain Line and the City of Morgantown Parking Authority on developing an interoperable fare/payment collection system for these agencies. This portion of the project is the responsibility of Mountain Line since they are the recipient of the Federal Transit Administration Advancing Innovation for Mobility Grant that is funding this work. The MPO assisted in preparing the grant application for Mountain Line.

-Don Knott’s Boulevard Crash Report-Please find included with the agenda a report by MPO staff on crashes and crash locations on Don Knott’s Boulevard between Pleasant Street and Route 73. This report identifies several high incident locations particularly at Pleasant Street, Greenbag Road, Smithtown Road (SR 43) and Foundry Street. The TTAC and CAC have reviewed and commented on this report and recommended its acceptance. It is also respectfully requested that the Policy Board accept this report.

-Letter Concerning Project Delays-The Policy Board has consistently expressed concern about the lack of progress on the construction of the Mileground Project and the improvement of the University Avenue/Collins Ferry Road intersection. WVDOH has reported that these projects are primarily being delayed by the legal process. At the request of the Monongalia County Commission the MMMPO contacted WVDOH Right of Way personnel to learn the status of the parcels associated with these project. WVDOH identified 14 parcels that had been submitted to the judicial system for consideration. Two of these projects have been in the process for about three years and the majority of them have been in the process for about two years. The County Commission has requested that I draft a letter to the Court requesting that these projects be scheduled for consideration quickly. The proposed letter is included in the Agenda packet for the Policy Board's consideration.



CRASH REPORT

(draft)

Don Knotts Blvd / US 119 from Pleasant St to Smith Town Rd

(2015-2019, 5 years)

January 2021

Morgantown Monongalia Metropolitan Planning Organization
243 High Street Room 026
Morgantown, WV 26505
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1. Introduction

The report is to provide a planning level analysis of crash records on Don Knotts Blvd from 2015 to 2019. The segment is from the Pleasant St / Westover Bridge (US19) intersection to the Smithtown Rd (CR 73) / Grafton Rd (US119) intersection.

Crash data was provided by the WV DOT Division of Highways and the City of Morgantown. The city crash data was merged into the state crash data with duplicate records deleted¹.

Key findings identified in this report are:

- The subject segment of Don Knotts Blvd had total 364 recorded crashes from 2015-2019, with an average of 73 crashes per year. The crash rate per 100 million vehicle miles traveled (HVMVT) is 439.7 (State Average: 102), the injury rate per HVMVT is 95.2 (State Average: 28), and the fatality crash per HVMVT is 1.2. (State Average: 1.27²)
- Intersections with a high number of crashes were the Pleasant St intersection, the Smithtown Rd intersection, the Greenbag Rd intersection, and the Foundry St intersection.
- The segment between the Prairie Ave intersection and the Callen Ave intersection had a higher injury-to-crash ratio than other segments in the corridor.
- There were three recorded non-motorist crashes on Don Knotts Blvd. Two of them at the Pleasant St intersection; one at the Kirk St intersection. They were all in the Morgantown Downtown area.
- There was one fatal vehicle crash during the report period. It was at the Smithtown Rd intersection. The intersection also has a high injury-to-crash ratio (26/59).
- Compared with other intersections, the Smithtown Rd intersection has a large number of single vehicle crashes and head-on crashes.
- A significant percentage of crashes (46%) at the Greenbag Rd intersection were rear-end crashes.
- There is no obvious trend for the number of crashes during the report period of 5 years.

¹ The city database has 26 records that were not in the state database for a four-year timeframe (2016-2019). Only state database was used for the year of 2015. The number of potentially missing records in the state database for 2015 is considered minor.

² 2016-2018 Statewide Average Crash Rate: Urban Other Principal Arterial.

2. Corridor Summary

Corridor Character	Name	Don Knotts Blvd/University Ave/US 119
	Corridor Length	2.1 miles
	From	Westover Bridge/Pleasant Street Intersection
	To	Smithtown Rd/Grafton Rd Intersection
	Annual Daily Traffic Volume	21,600 ¹
	Intersection Density	7.6 per mile
	Land Use Characters	Transition from CBD/downtown to a spread-out pattern with highway access
	Sidewalks	Partial
	Dedicated Bicycle Facilities	None

Crash Data Summary	Total number of Crashes (Injury Crashes)	364 (79)
	Number of Crashes at or near an Intersection	352
	Number of Non-Motorist Crashes	3
	Crash Rate per 100 million VMT ²	439.7 (State Average: 102)
	Injury Crash Rate per 100 million VMT	95.4 (State Average: 28)
	Fatality Crash Rate per 100 million VMT	1.2 (State Average: 1.27)
	Number of Annual Average Crashes	73
	Intersections of High Number of Crashes (Number of Crashes)	Pleasant St (73), Smithtown Rd (59), Greenbag Rd (56), Foundry St (53)
	Frequent Manner of Collision (Number of Crashes)	Rear End (126), Right Anger (59), Sideswipe, Same Direction (42)

¹ Based on the three-year average (2017-2019) volume on Don Knotts Blvd, south of Westover Bridge. Source: MMMPO 2020 Traffic Report

² Crash rate per 100 million vehicle-miles of travel = Total number of crashes in the study period X 100,000,000 / (AADT volume * 365 x number of years of data x length of the roadway segment). Injury crash rate per 100 million VTM and fatality crash rate per 100 million VTM used similar calculation method. Source: FHWA Office of Safety

3. Crash by Intersection

The following table shows crashes at or near intersections. The table is ordered by intersections from north to south on Don Knotts Blvd.

<i>Intersecting Street</i>	<i>Total Crashes</i>	<i>Annual Average</i>	<i>Injury</i>	<i>Fatality</i>	<i>Non-Motorist Crashes</i>	<i>Major Crash Manner³</i>
<i>Pleasant St¹</i>	73	15	13	0	2	2, 4
<i>Moore St</i>	9	2	0	0	0	2
<i>Moreland St</i>	6	1	0	0	0	8
<i>Kirk St</i>	14	3	2	0	1	2
<i>Foundry St</i>	53	11	7	0	0	2, 10
<i>Prairie Ave</i>	6	1	3	0	0	3
<i>Hurley St</i>	9	2	1	0	0	10
<i>Mechanic St</i>	4	1	0	0	0	2
<i>Donley St</i>	3	1	0	0	0	4
<i>Dorsey Ave</i>	16	3	2	0	0	2
<i>Waterfront Place Dr</i>	11	2	3	0	0	2
<i>S Plaza Entrance</i>	8	2	2	0	0	2
<i>Callen Ave</i>	22	4	9	0	0	10, 2
<i>Univ. Toyota Entrance</i>	3	1	0	0	0	2
<i>Greenbag Rd</i>	56	11	11	0	0	2
<i>Smithtown Rd²</i>	59	12	26	1	0	2, 9

¹ Alternatively noted as Westover Bridge intersection in crash database.

² Alternatively noted as Grafton Rd intersection in crash database.

³ Manner of Collision: 2-Rear End, 3-Head-On, 4-Sideswipe, Same Direction, 8-Angle (Front to Side) Same Direction, 9-Angle (Front to Side) Opp. Direction, 10-Right Angle.

4. Crash by Year

The following table shows intersections of high crash frequency by year. The listed intersections constitute 68 percent of crashes during the report period in the corridor.

<i>Intersecting Street</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>	<i>2018</i>	<i>2019</i>	<i>Total</i>	<i>Average</i>
<i>Pleasant St</i>	14	21	14	7	17	73	15
<i>Smithtown Rd</i>	14	13	14	11	7	59	12
<i>Greenbag Rd</i>	11	12	12	14	7	56	11
<i>Foundry St</i>	3	20	5	13	12	53	11

5. Crash by Injury Rate

The following table shows intersection of high crash rates during the report period in the corridor.

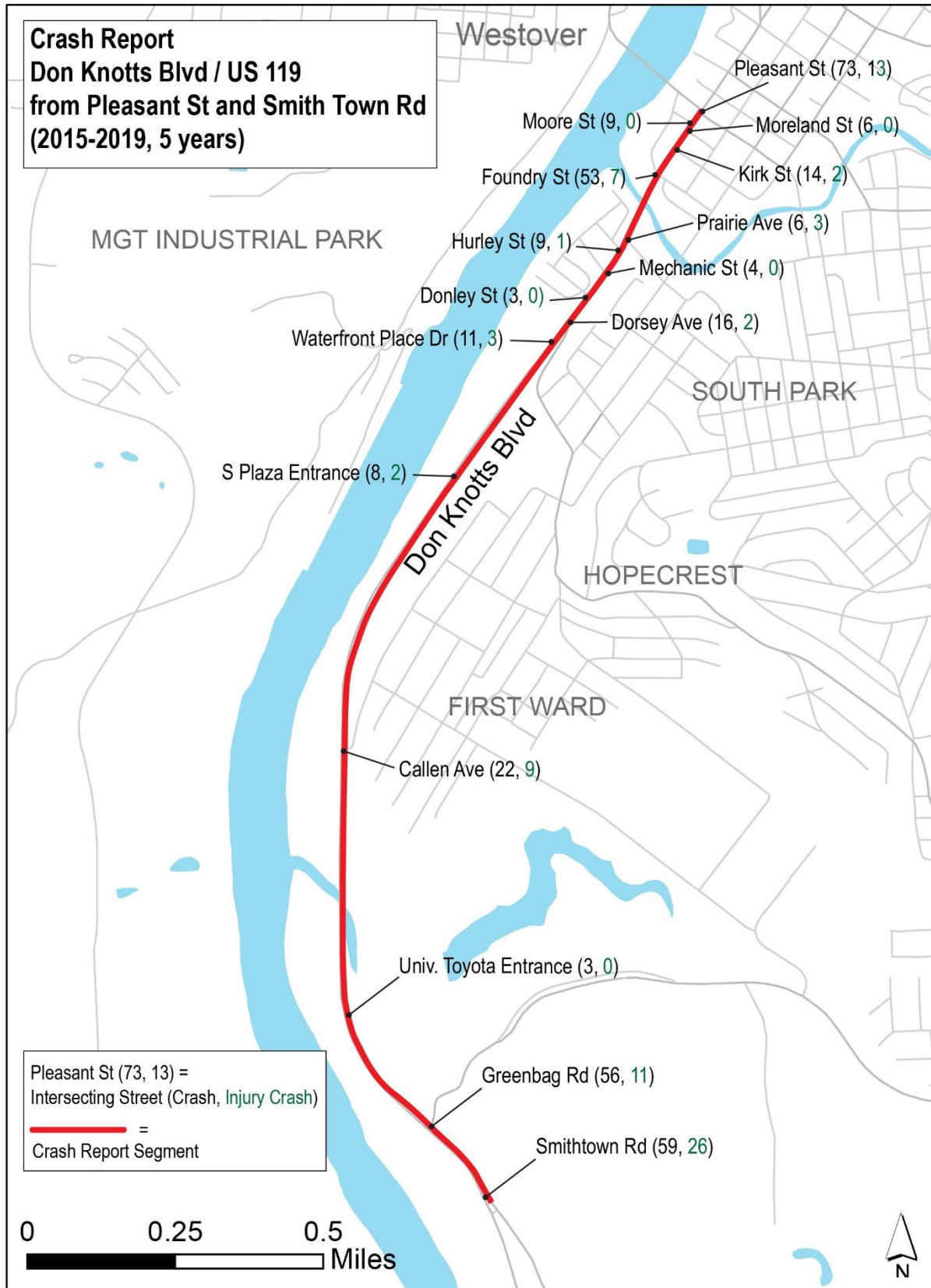
<i>Intersecting Street</i>	<i>Injury Rate¹ (per 1,000 Crashes)</i>	<i>Total Crash (Injury Crash)</i>
<i>Prairie St</i>	500.0	6 (3)
<i>Smithtown Rd</i>	440.7	59 (26)
<i>Callen Ave</i>	409.1	22 (9)
<i>Waterfront Place Entrance</i>	272.7	11 (3)
<i>South Plaza Entrance</i>	250.0	8 (2)

6. Crash by Collision Type

The following table shows intersections of high number of crashes for each major type of collision manner in the corridor.

<i>Manner of Collision</i>	<i>Intersecting Street (Number of Crashes per each collision type)</i>
<i>Single Vehicle Crash</i>	Smithtown Rd (8)
<i>Rear End</i>	Pleasant St (26), Greenbag Rd (26)
<i>Head-on</i>	Smithtown Rd (9)
<i>Sideswipe, Same Direction</i>	Pleasant St (16)
<i>Angle, Front to Side</i>	Foundry St (11), Smithtown Rd (10)
<i>Right Angle</i>	Foundry St (18)

¹ Injury rate per 1000 crashes = (total number of injury crashes in the report period / total number of crashes in the report period) x 1,000.



UNIFIED PLANNING WORK PROGRAM

DRAFT FISCAL YEAR 2021 – 2022



Adopted:

Amended:

Monongalia County Courthouse
243 High Street Room 026
Morgantown, WV 26505
(304) 291-9571 phone
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INTRODUCTION

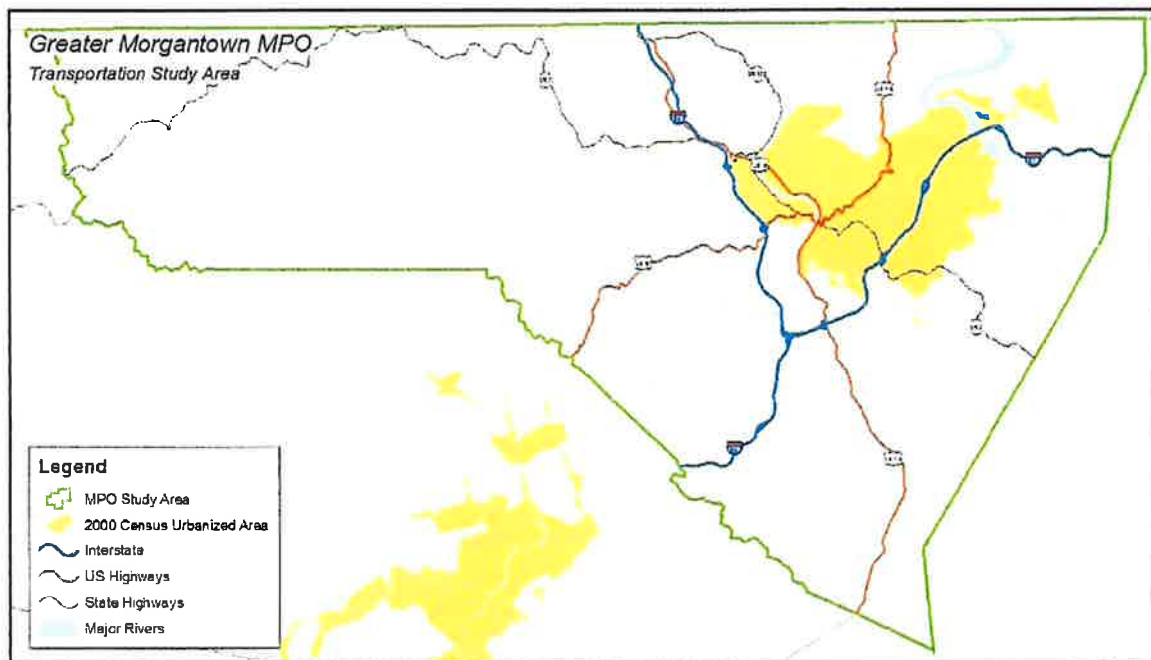
In accordance with Federal Regulations, this document outlines the budget for the Morgantown Monongalia MPO for Fiscal Year 2021-2022, which begins July 1, 2021. In addition to identifying the funding sources for work to be performed in the upcoming year, it also fulfills the requirement that the MPO provide a summary of the work the MPO has performed in the previous fiscal year.

STUDY AREA

The Morgantown Monongalia MPO covers Monongalia County including the municipalities of Blacksville, Granville, Morgantown, Star City, and Westover.

The MPO's Policy Board includes representatives from:

1. Monongalia County (pays one half of any local match requirements) - three county commissioners
2. City of Morgantown (pays one half of any local match requirements) - three council members
3. City of Westover — one elected representative
4. Town of Star City — one elected representative
5. Town of Granville — one elected representative
6. Town of Blacksville — one representative
7. Mountain Line Transit Authority — one representative
8. Monongalia County Board of Education — one representative
9. West Virginia University — one representative
10. West Virginia Department of Transportation — MPO liaison



Accomplishments

During Fiscal Year 2020-2021 the Morgantown Monongalia MPO staff worked with the West Virginia Department of Transportation and the area's local governments to improve transportation in the region. The MPO's efforts were focused on updating the transit element of the plan and the implementation of the area's 2045 Long Range Transportation Plan. Other tasks were limited due to the unforeseen impacts of the Corona Virus. Please find below a short description of these activities.

The primary focus of the MPO during the fiscal year was working with a consultant to update Mountain Line's short to medium term transit plan. In addition to the review of Mountain Line's existing services and the identification of the agency's future needs, MPO Staff worked with Mountain Line staff and representatives of the Morgantown Parking Authority and WVU to get an Accelerating Innovative Mobility grant to expand the study to include the identification of a unified fare/fee collection system that can work for the partner agencies. This effort was successful.

Other work performed by MPO Staff during FY 2020-2021, included:

Development of an RFQ for a consultant to update the area's Metropolitan Transportation Plan (MTP) to include an updated Regional Travel Demand Model, the inclusion of the recently completed Bicycle and Pedestrian Plan and Transit Study in the MTP, the development of local performance measures and revisions to the area's goals and objective and the fiscally constrained Plan. This work is to be conducted in conjunction with the update of the Comprehensive Plans for Granville, Monongalia County, City of Morgantown, Star City and the City of Westover. The consultant for this project will be selected and the project underway shortly.

Participation in the development of several Preliminary Investigation and Environmental Studies for three programmed projects. These projects were the the Van Voorhis Widening project, the Greenbag Road Widening project, and the Beechurst Avenue spot improvement project. This work included coordination with various stakeholders including Mountain Line Transit, WVU, and the various jurisdictions where the projects are located.

MPO Staff also worked to keep the University Avenue/Collins Ferry Road intersection improvement project and the WV 7/ SR 857 intersection project moving forward. Staff also worked to keep the MPO Policy Board informed of the construction process for the Mileground Widening project. Since both projects are in the right of way acquisition process, the MPO's ability to impact the project progress is limited.

In addition to project work MPO staff, performed several duties to maintain traffic related databases these databases include an annual traffic count program and an accident database. The 2019 traffic counts were taken in April and October to allow for the development of peak period factors. The accident database was updated using additional data available from the WVDOH. It should be noted that, due to the decline in traffic attributable to the COVID 19 pandemic, the MPO did not have traffic counts taken in 2020. To account for 2020 the MPO's database will be updated using counts taken by

WVDOH. Staff also initiated the creation of a subcommittee of the Technical Advisory Committee to advise staff on the creation of a bicycle and pedestrian count database.

The MPO has been working to implement the Regional Transportation Demand Management program. During FY 2014-2015 MPO staff, working with Mountain Lines Mobility Coordinator instituted a coordinated advertising campaign and a redefined incentive package for new van pools. The momentum from this effort continued in FY 2019-2020 when there were two ongoing vanpools. Since that time the initial funding for the program has been expended. MPO Staff successfully sought funding for the continuation of this initiative in FY 2020-21.

During FY 2020-2021 MPO Staff also assisted Monongalia County, and the City of Morgantown in evaluating the impact of ongoing development on the transportation network as new development is proposed. MPO Staff also provided significant assistance in the development of transportation and parking guidelines for the Monongalia County Subdivision ordinance.

MPO Staff continued work begun in 2013-2014 with the other MPO's across the State to develop an MPO Association to share best practices in transportation planning and to enhance coordination with WVDOH. The MPO Executive Director was the vice-chairman of the WVAMPO in 2020, and he worked to develop the program for the 2020 Conference. Unfortunately, the Conference was canceled due to the ongoing pandemic.

Operational initiatives undertaken during FY 2020-2021 included work to implement transportation performance measures as required by the FAST Act. With the addition of a part-time staff person shared with Monongalia County the MPO expanded its online presence to include several new platforms including Twitter, LinkedIn, a larger presence on Facebook and other social media. The presence of citizens at the MPO's Committee meetings grew with this effort. The new employee also worked to standardize the format of the MPO's letter head and other documents. Normal operations included MPO consideration of numerous TIP Amendments by the MPO's committees. MPO Staff also performed other normal administrative functions including financial management, staff technical support to the Pedestrian and Bicycle Board's, and other similar tasks.

FOCUS FOR FISCAL YEAR 2021-2022

Local initiatives:

Major initiatives to be under taken this year include:

During FY 2020-2021 the MPO developed an RFQ for the selection of a consultant to update the highway portion of the Metropolitan Transportation Plan beginning during FY 2020-2021. The actual planning effort has been split between FY 2020-2021 and FY 2021-2022. The MTP Update is coordinated with the City of Morgantown's, Monongalia County's and other jurisdictions Comprehensive Plan Updates. This allows all of the Comprehensive Plans and the Transportation Plan to benefit from the same public involvement activities. The focus of the MTP update for the MPO will be updating the highway portion of the MTP and creating an opportunity for the public to comment on all aspects of the MTP including the recently completed Transit Plan and the Bicycle and Pedestrian Plan.

In response to a recommendation of the Transit Plan and a request by Mountain Line Transit MPO staff will investigate the potential for improving the operation, particularly left turns, of selected intersections along Mountain Line Transit's routes where Mountain Line vehicles need to make left turns. The potential improvements looked at may include physical improvements requiring construction and or operational improvements up to and including warrant analysis for the installation of signage or signals. Staff will also examine if the MPO can be of assistance in identifying locations for sidewalk and bus stop improvements to assist in optimizing access to Mountain Line routes for the physically impaired.

As recommended in the Metropolitan Transportation Plan, MPO Staff in FY 2020-21 investigated establishing an ongoing bicycle and pedestrian data collection program. Initial discussions of such a program indicate that collecting this data every two to three years at select locations will be adequate in the beginning of the program. These efforts will build on the recently completed Bicycle and Pedestrian Plan Update. Staff will finalize with the MPO's Committee's to determine the appropriate locations and time frame for these efforts.

During FY 2019-2020 the MPO hired a part-time employee to expand its public outreach efforts as identified in the MPO's Public Involvement Policy. This staff person is responsible for developing a newsletter to be issued at least quarterly, website maintenance, and the MPO's social media presence. These efforts will continue in the upcoming Fiscal Year.

Other tasks:

The MPO will reinstitute the traffic count program once the travel situation becomes more reliable. The purpose of the program will be to update the annual traffic count database with counts taken for the MPO as well as counts taken by other local agencies. The first counts for this database were taken in April of 2011 and April 2012. This database provides the MPO with base data, which may be used to project the future growth of traffic, as well as to provide decision makers with complete information about the existing conditions in the area. This data will continue to be available to the public at large for

use in developing business plans and other marketing efforts, and to the area's municipalities so they may evaluate the impact of proposed new development in the area. The traffic counts will be of use to the MPO in assessing the Long Range Transportation Plans model, as well as in identifying areas where operational improvements to the road network may be needed. The information will also be useful to the Division of Highways when planning operational improvements to the area's transportation facilities.

MPO Staff will work to implement the process for monitoring and reporting on the impact of transportation decision-making in the TIP and the Metropolitan Transportation Plan on the safety and operational performance of the transportation system in accordance with the performance planning requirements of the FAST Act and MAP 21. MPO Staff will continue to provide ongoing administrative functions including scheduling and staff meetings, preparation of minutes and other arrangements for the MPO's standing committee meetings. Staff will continue preparation of Transportation Improvement Program amendments, preparation of the budget, performance of human resource functions and intergovernmental relations and public involvement activities. Staff will also continue to provide technical assistance to area municipalities as well as the Bike Board and the Pedestrian Board. Staff will also review the MPO's Public Involvement Policy and the MPO's Bylaws to determine the need for an update to the provisions of those documents. Staff will also continue to work with the statewide MPO Association on issues common to all of the state's MPOs.

BUDGET ITEMS BY MAJOR CATEGORY

The Project codes used in this document refer to the work codes identified in the MPO's Prospectus.

II-A Continuing Transportation Planning Activities-Surveillance of Inventory Data

II-A-1 Traffic Counts- MPO will reinstitute the annual traffic count program as traffic resumes more normal patterns after the effects of the current pandemic are judged to be concluded. The initial program included 58 locations counted in the spring of 2012. As of the 2014 counts the MPO had 74 count locations around the urbanized portion of the County. As of 2019 the number of counts was reduced to approximately 58 due to budgetary constraints. The data collected includes daily directional traffic volumes, peak period traffic volumes and vehicle classification counts at selected locations. These counts supplement traffic counts taken every three years in the area by the Division of Highways they will be used both as base data for traffic modeling efforts and as information for decision-makers as they consider the impact of proposed development in the area. These counts will be performed by a consultant team already on contract with the State of West Virginia to perform these services. The MPO will also seek to augment these counts by upgrading traffic count technology to have the capability to collect data on both bicycle and pedestrian travel at selected locations and corridors.

II-A-4 Traffic Accidents-MPO Staff will continue to collect, quantify and locate traffic accident data as it becomes available.

II-A-10 Mapping- The MPO is using ArcGIS to work with Monongalia County to share data. This work will also include supplementing the County's recently acquired aerial photography with additional data.

II-B Long Range Transportation Plan Development

II-B-3 Model Update-The MPO regional travel demand model will be updated using data projected from the recent transit plan as well as the ongoing comprehensive planning efforts.

II-B-6-Community Goals and Objectives-The MPO will have a robust public involvement process to identify any new community goals and objectives since the last major update of the MTP and to validate those goals and objectives from the 2013 Plan Update that are still pertinent to the community.

II-B-8 Deficiency Analysis-Ongoing efforts to identify deficient elements of the transportation network.

II-B-9 Highway Element-the highway element of the MTP will be updated to reflect changes proposed in the area's comprehensive plans on the network in the regional travel demand model and the recently developed transit plan as well as the bicycle and pedestrian plan.

II-B-10 Transit Element-The MPO's consultant will incorporate the recently updated transit plan into the update of the highway portion of the transportation plan. The update of the Transportation Plan will also be coordinated with the update of various comprehensive plans for area jurisdictions.

II-B-11 Bicycle and Pedestrian Planning- The MPO's consultant will incorporate the recently updated Bicycle and Pedestrian plan into the update of the highway portion of the transportation plan.

II-B-13 Collector Street Planning- MPO Staff will provide support to area municipalities in reviewing proposed development to ensure that the proposed collector streets are adequate. Staff will also review proposals to ensure that the proposed connection between major arterials and collector streets are consistent with the capacity anticipated in the Long Range Transportation Plan.

II-B-16 Financial Planning- MPO Staff will continue to work for the development of funding streams for transportation in general and especially for implementing the Metropolitan Transportation Plan.

II-B-17 Congestion Management Strategies- MPO staff will review and coordinate with WVDOH on potential congestion mitigation strategies including ongoing TDM activities. MPO staff will also work with Mountain Line staff on the van pool program. MPO Staff will continue to provide information on operational improvements that may assist in the mitigation of congestion including an ongoing study of signalization improvements and the operation of the downtown Morgantown street network being conducted by the State.

III Administration

III-A Planning Work Program

MPO staff will monitor the revised Planning Work Program process to insure it is being adequately implemented. Staff will also develop the 2022 Planning Work Program.

III-B Transportation Improvement Program

MPO staff will update the Transportation Improvement Program (TIP) as needed. The MPO will work with WVDOH on updating the State Transportation Improvement Program operating procedures and updating the TIP to meet the revised procedures.

III-C-6 Public Involvement

The MPO will continue to televise Policy Board Meetings. Staff also anticipates increased public involvement activities associated with the TIP, and MTP. The MPO will continue to develop a newsletter and upgrade its online presence. Staff will also reach out to neighborhoods throughout the area to inform residents about the MPO and its activities.

III-C-7 Private Sector Participation-The MPO will seek to encourage private sector participation wherever possible with projects as they move forward. This effort will immediately focus on the implementation of the MPO's TDM Project and in freight planning.

III-C-8 Performance Measures-MAP 21 and the FAST Act require the States and MPOs to establish and report performance measures to ensure that transportation investments are addressing national, state, and local priorities for safety, air quality, system reliability and transit and highway asset management. The MMMPO will be establishing the performance measures for these facilities during the upcoming fiscal year. These performance measures will need to be reflected in the MPO's Metropolitan Transportation Plan and Transportation Improvement Program. This will be an ongoing task.

III-D-1 Transportation Enhancement Planning-MPO Staff will provide assistance with enhancement planning activities as requested by area agencies.

III-D-2 Environmental Coordination-MPO Staff will work with WVDOH to provide environmental resource agencies with information on projects proposed in the updated Metropolitan Transportation Plan to help ensure that environmental concerns are recognized as potential projects move forward to implementation.

III-D-3 Special Studies- MPO Staff will review and analyze selected intersections along Mountain Line's routes where Mountain Line's vehicles make left turns to determine if there are physical and or operational improvements that can be made to improve the safety and efficiency of those movements. MPO staff will also examine Mountain Line data to determine the best locations for pedestrian infrastructure to enhance access to Mountain Line routes.

MPO Staff will conduct additional operational studies as requested.

III-E Management and Operations This line item includes normal administrative functions such as the cost of the MPO audit, supplies, insurance and other administrative cost

Draft Morgantown Monongalia MPO Operating Budget FY 2021-2022

Cost Allocation Rate Table

All work performed outside program areas shall be charged at an hourly rate to cover actual expenses. Reimbursement/allocation rates are as follows:

Position	Hourly Rate
Executive Director	\$ 58.92 Incl. benefits + Overhead
Planner II	\$ 39.29 Incl. benefits + Overhead
Shared Planner (50% MPO)	\$ 33.63 Includes benefits + Overhead
Additional Travel	Monongalia County Rate as adjusted

Note: The Director and the Planner II are salaried positions. Therefore, all holidays, vacation and sick leave benefits are included in the base wage rate. Hourly rate is calculated using a 2080 hour work year as the base line for full time employees. For the shared employee a 1,040 hour work year is used.

Proposed Line Item Fixed Operating Expenses

Category	Consolidated Federal Planning Funds	WVDOT	City/CountyM PO/Other	Total Cost Allocation
Salaries*				
Director	\$ 76,289.00	\$ 9,536.12	\$ 9,536.12	\$ 95,361
Planner 2	\$ 43,622.72	\$ 5,452.84	\$ 5,452.84	\$ 54,528
Shared Planner	\$ 17,097.60	\$ 2,137.20	\$ 2,137.20	\$ 21,372
Benefits (see below)	\$ 54,473.54	\$ 6,809.19	\$ 6,809.19	\$ 68,092
Contracted/Capital Expenses				
Contracted Services	\$ 11,200.00	\$ 1,400.00	\$ 1,400.00	\$ 14,000
Consulting Services	\$ 168,000.00	\$ 21,000.00	\$ 21,000.00	\$ 210,000
Computer Equipment	\$ 6,400.00	\$ 800.00	\$ 800.00	\$ 8,000
Software	\$ 4,000.00	\$ 500.00	\$ 500.00	\$ 5,000
Public Notices/Publishing	\$ 3,200.00	\$ 400.00	\$ 400.00	\$ 4,000
Overhead				
Travel & Training	\$ 9,600.00	\$ 1,200.00	\$ 1,200.00	\$ 12,000
Utilities (phone, internet, web site)	\$ 800.00	\$ 100.00	\$ 100.00	\$ 1,000
Copier lease, supplies, postage	\$ 800.00	\$ 100.00	\$ 100.00	\$ 1,000
Total	\$ 395,482.86	\$ 49,435.36	\$ 49,435.36	\$ 494,354

Proposes 2.75% COLA for Exec. Director and Planner II, Shared Planner

Draft Morgantown Monongalia Metropolitan Planning Organization Operating Budget FY 2021-22

Revenues and Expenditures By Major Category

Task Number	Task Item	Category	Consolidated	WVDOT	City/County/MPO	Other	Total Cost Allocation
			Federal Planning Funds				
II-A	Inventory of Facilities						
	1	Traffic Counts	20,000	2,500	2,500		\$25,000
	10	Mapping	12,000	1,500	1,500		\$15,000
		Total	32,000	4,000	4,000		\$40,000
II-B	LRTP						
	3	Travel Model Update					\$60,000
	6	Community goals	64,000	8,000	8,000		\$80,000
	8	Deficiency Analysis	32,000	4,000	4,000		\$40,000
	9	Highway Element	64,000	8,000	8,000		\$80,000
	10	Transit Element	8,000	1,000	1,000		\$10,000
	11	Bicycle and Ped.	8,000	1,000	1,000		\$10,000
	13	Collector Street	4,000	500	500		\$5,000
	16	Financial Planning	8,000	1,000	1,000		\$10,000
	17	Cong. Mgmt. Strat.	4,800	600	600		\$6,000
		Total	\$192,800	\$24,100	\$24,100	\$0	\$241,000
III	Admin.					0	
	A	Work Program	\$4,800	\$600	\$600		\$6,000
	B	TIP	\$8,000	\$1,000	\$1,000		\$10,000
	C-6	Public Involvement	\$48,000	\$5,000	\$5,000		\$50,000
	C-7	Private Sector	\$8,000	\$1,000	\$1,000		\$10,000
	C-8	Performance	\$12,000	\$1,500	\$1,500		\$15,000
	D-1	Enhancement Plan	\$8,000	\$1,000	\$1,000		\$10,000
	D-2	Env. And Pre-TIP	\$5,600	\$700	\$700		\$7,000
	D-3	Special Studies	\$12,000	\$1,500	\$1,500		\$15,000
	D-4	Regional and State	\$16,000	\$2,000	\$2,000		\$20,000
	E	Management and Ops	\$56,000	\$7,000	\$7,000		\$70,000
		Total	\$178,400	\$21,300	\$21,300	\$0	\$213,000
Grand Totals - All Programs			\$403,200	\$49,400	\$49,400	\$0	\$494,000

C-8

Executive Summary

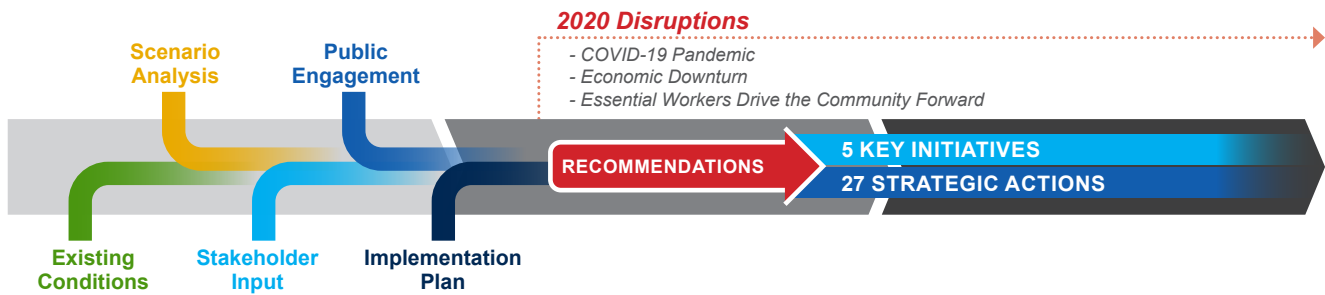
DRAFT

The Morgantown Monongalia Metropolitan Planning Organization (MMMPO) collaborated with the Mountain Line Transit Authority (MLTA) in developing a short to medium term strategic plan for the transit system. Together with the community, MLTA and MMMPO will move the region forward to the year 2025. The plan provides a guide for enhancing the customer experience and pursuing improvements over the next five years. The planning process included analysis and robust community

engagement to build consensus and create a cohesive plan. The report highlights existing conditions, scenario alternatives, engagement outcomes, recommendations, and implementation. With a geographic focus on frequent bus service in transit-oriented areas as well as job hubs across the region, in conjunction with equitable access to opportunity, the plan points to five key initiatives to guide the future.

Planning Process

The planning process focused on delivering a 5-year plan through creating understanding and building consensus. Technical analysis combined with robust public engagement in order to proceed from a “blank slate” at the outset to recommendations at the conclusion.



Community Engagement

Robust and inclusive community engagement informed the plan using multiple methods and local activities.

Engagement sessions and public meetings occurred at Mountainlair, Mountaineer Station, Mountain Line’s office, Evansdale Crossing, Westover Transfer Hub, and online.

 <p>CHILDREN'S ACTIVITIES</p>	 <p>STAKEHOLDER MEETINGS</p>	 <p>SOCIAL MEDIA OUTREACH</p>	 <p>ON-BUS SURVEYS</p>
 <p>INTERACTIVE MAPPING</p>	 <p>TELEVISED & PRINTED PRESS</p>	 <p>ONLINE SURVEYS</p>	 <p>PUBLIC MEETINGS</p>

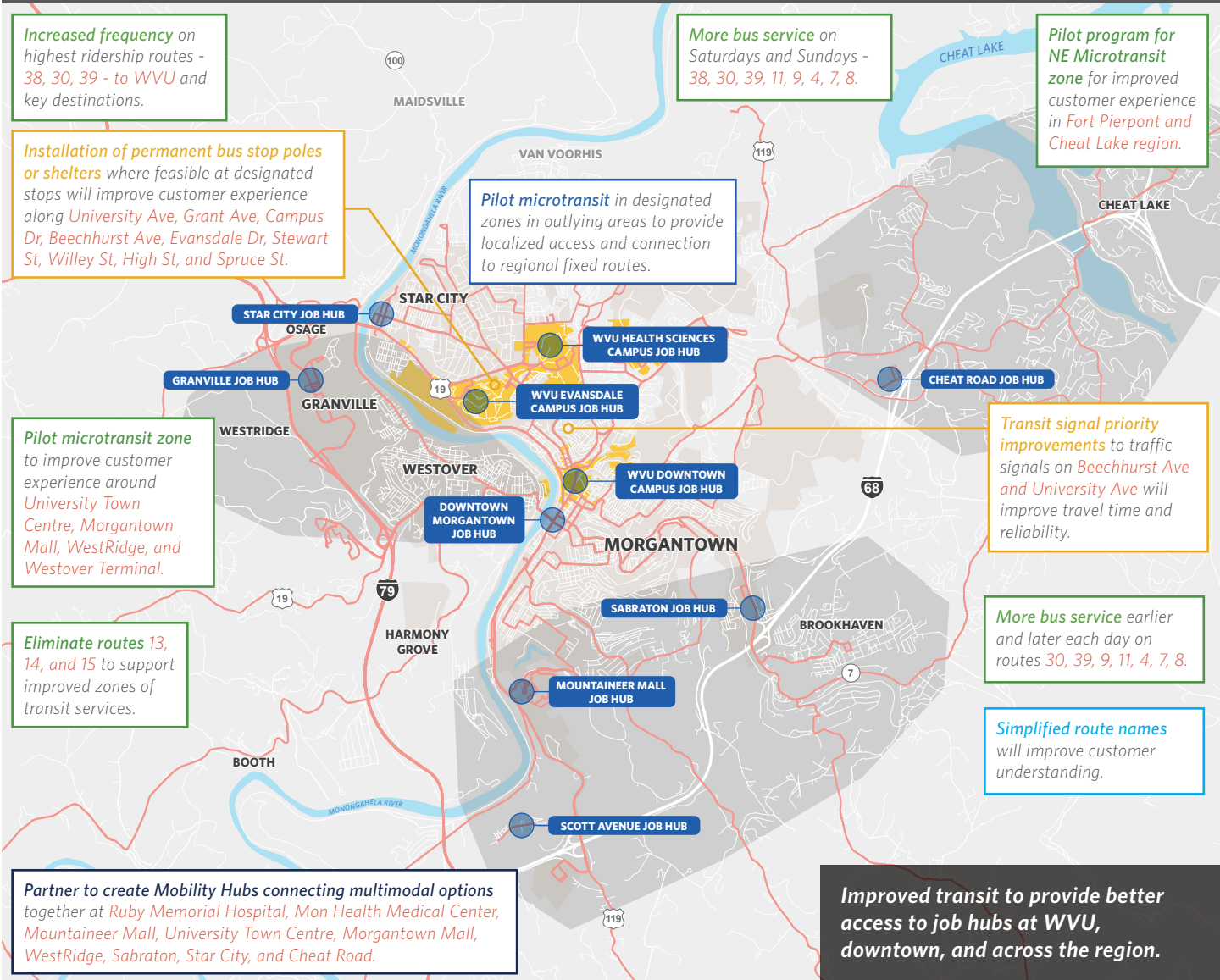
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Recommendations

- Improve How Buses Travel
- Improve Street Infrastructure to Support Transit
- Improve Customer Information
- Engage with Emerging Technology and New Mobility
- Continue to Partner to Support Access to Opportunity

These five initiatives provide a guide for enhancing the customer experience and pursuing capital improvements through the year 2025.

SUMMARY OF POTENTIAL REGIONAL IMPROVEMENTS



Improved transit to provide better access to job hubs at WVU, downtown, and across the region.

DRAFT



Type	Date	Num	Name	Memo	Split	Amount	Balance
							38,458.85
Centra-Checking (voucher checks)	Deposit	02/01/2021	Monongalia County	J Shuey reimbursement	Salary	2,268.46	40,727.31
	Check	02/11/2021	9308 HDR Engineering	Transit Study	Consulting (Consulting Expense)	-7,489.03	33,238.28
	Check	02/11/2021	9309 Public Employees Insurance Agency		Salary	-2,217.14	31,021.14
	Check	02/11/2021	9310 Retiree Health Benefit Trust Fund		Salary	-480.00	30,541.14
	Check	02/11/2021	9311 Service Plus		Accounting (Accounting Fees)	-172.30	30,368.84
	Check	02/12/2021	5868 J. William B. Austin	Electronic Transfer	Salary	-2,272.16	28,096.68
	Check	02/12/2021	5869 Jessica D. Shuey	Electronic Transfer	Salary	-1,150.09	26,946.59
	Check	02/12/2021	5870 Jing Zhang	Electronic Transfer	Salary	-1,458.03	25,488.56
	Check	02/12/2021	941 IRS	Electronic Transfer	Salary	-1,505.18	23,983.38
	Check	02/12/2021	5871 ICMA. Retirement Corp		Salary	-2,138.41	21,844.97
	Deposit	02/26/2021	Monongalia County	Deposit Jessica Shuey reimbursement	Salary	2,268.46	24,113.43
	Check	02/26/2021	9312 Centra Bank - Mastercard	WEBEX subscription etc	Telephone (Telephone)	-47.81	24,065.62
	Check	02/26/2021	9313 WV State Auditor	Audit Fee	Accounting (Accounting Fees)	-248.00	23,817.62
	Check	02/26/2021	5872 J. William B. Austin	Electronic Transfer	Salary	-2,272.16	21,545.46
	Check	02/26/2021	5873 Jessica D. Shuey	Electronic Transfer	Salary	-1,150.11	20,395.35
	Check	02/26/2021	5874 Jing Zhang	Electronic Transfer	Salary	-1,458.03	18,937.32
	Check	02/26/2021	5875 ICMA. Retirement Corp		Salary	-2,138.41	16,798.91
	Check	02/26/2021	941 IRS	Electronic Transfer	Salary	-1,505.14	15,293.77
	Check	02/26/2021	022621 WV Dept of Tax and Revenue	Electronic Transfer	Salary	-592.00	14,701.77
Total Centra-Checking (voucher checks)							14,701.77

TOTAL



243 High Street Room 026
Morgantown, WV 26505
(304) 291-9571
www.planttogether.org

March 19, 2021

The Honorable Philip D. Gaujot
Monongalia County Justice Center
75 High Street Suite 31
Morgantown, WV 26505

RE: MMMPO Policy Board Request concerning West Virginia Department of Transportation-
Division of Highways Cases

Dear Judge Gaujot,

In order to fulfill Federal requirements under 23 CFR 450 the Morgantown Monongalia Metropolitan Planning Organization (MMMPO) has been designated by agreement with the West Virginia Department of Transportation and the US Department of Transportation as the transportation planning agency for the greater Morgantown area. Under this agreement, the MMMPO's governing board is charged with creating the urban area's Metropolitan Transportation Plan and for approving the use of Federal surface transportation funds for roadway construction and other appropriate purposes as being consistent with that plan within its jurisdiction. The MPO's governing body, the Policy Board, is made up of elected officials from all of the urban area's incorporated jurisdictions, as well as the Monongalia County Board of Education, the Monongalia County Commission, and representatives of West Virginia University, Mountain Line Transit Authority, and WVDOH.

In following up with the West Virginia Department of Transportation on the status of two projects the MMMPO's Policy Board has approved for funding, it has come to our attention that there has been a delay of the construction of these projects due to the inability of the Department of Transportation to schedule hearings on the eminent domain proceedings required for the projects to move forward. These projects are commonly known as the Mileground Widening Project (Federal ID# U331-119-16.00.03 and U331-119-16.00) and the University Avenue/Collins Ferry Intersection Improvement Project (Federal ID# U331-55-1-.10.00).

The MPO's Policy Board first approved the funding for these projects approximately seven years ago, finding that the projects are consistent with the area's Transportation Plan to reduce vehicular congestion and to improve public safety. Since that time, the public and the MMMPO have been inquiring as to why WVDOH has not constructed these projects. When asked why the Division of Highways had not constructed these projects, the Division of Highways provided the MMMPO with a list of properties that are awaiting hearing dates. According to the information we were provided, the proceedings on these properties were filed with the judicial system as far back as June of 2018. While not all of the properties have been in the system that long, the vast majority of them have been awaiting hearing for close to two years.

The MMMPO Policy Board requested that I write this letter to request your assistance in ensuring the timely consideration of the Division of Highway's petitions. We understand that you are as concerned about such a delay in the judicial process as the MMMPO and the public. We therefore respectfully request that you assist in moving these proceedings forward for consideration. We are providing you with a list of the properties that are awaiting hearing (below) for your use in determining why the hearings for these projects have not been scheduled.

Project U331-55-1.10 00, CMAQ-0055(037) D

University Avenue I/S Improvements Filing Date

Monongalia County, West Virginia

Parcel 1: Case No. 19-P-234

Parcel 2: Case No. 19-P-171 5/24/19

Project U331-119-16.00 03, STP-0119(384) D

Mileground-Airport Road

Monongalia County, West Virginia Filing Date

Parcel 11: 18-P-362 10/18/18

Parcel 12: 18-P-353 10/10/18

Parcel 13: 19-P-169 5/24/19

Parcel 14: 18-P-420 12/6/18

Parcel 15-1: 18-P-245 6/18/18

Parcel 15-2: 18-P-246 6/22/18

Parcel 17: 19-P-35 1/30/19

Parcel 24: 19-P-32

Filing Date

Parcel 26: 19-P-191

6/10/19

Parcel 29: 20-P-115

5/18/20

Project U331-119-16.00, STP-0119(372) D

Easton Elementary to Airport Rd. 4 Lane Upgrade

Monongalia County, West Virginia Filing Date

Parcel 27: 19-P-170

5/24/19

Parcel 35: 19-P-168

5/24/19

Thank you for your consideration in this matter. Please do not hesitate to contact us if we may be of any assistance or if you have any questions in this or any other matter.

Respectfully,

J. William B. Austin, AICP

Secretary/Executive Director

C: Secretary Byrd White, Del. Joe Statler, MBE Board Member Mike Kelly, Commissioner Tom Bloom, Commissioner Sean Sikora, Commissioner Jeff Arnett, Councilman Bill Kawecki, Councilperson Jennifer Selin, Councilman Dave Harshbarger, Mayor Patricia Lewis, Councilperson Janice Goodwin, Recorder Steven Blinco, Mr. Ron Justice, Mr. David Bruffy, Mr. Brian Carr

Type	Date	Num	Name	Memo	Split	Amount	Accrual Basis Balance
Centra-Checking (voucher checks)							21,462.04
Deposit	01/07/2021		Monongalia County	Deposit Jessica Shuey reimburse	Salary	2,268.46	23,730.50
Check	01/15/2021	5860	J. William B. Austin	Electronic Transfer	Salary	-2,272.16	21,458.34
Check	01/15/2021	5861	Jessica D. Shuey	Electronic Transfer	Salary	-1,150.09	20,308.25
Check	01/15/2021	5862	Jing Zhang	Electronic Transfer	Salary	-1,458.03	18,850.22
Check	01/15/2021	941	IRS		Salary	-1,505.18	17,345.04
Check	01/15/2021	9299	HDR Engineering	Transit Study	Consulting	-9,904.03	7,441.01
Check	01/15/2021	9300	Public Employees Insurance Agency		Salary	-2,217.14	5,223.87
Check	01/15/2021	9301	Retiree Health Benefit Trust Fund		Salary	-480.00	4,743.87
Check	01/15/2021	9302	WV Newspaper Publishing Co.	TIP Ad	Administrative Overhead	-118.87	4,625.00
Check	01/15/2021	9303	City of Morgantown		Salary	-117.00	4,508.00
Deposit	01/22/2021		WVDOH	Deposit Nov and Dec 2020	PL Funds (Funds)	44,696.14	49,204.14
Check	01/28/2021	9304	Fringe Benefits Management Company		Salary	-1,028.36	48,175.78
Check	01/28/2021	9305	Service Plus		Accounting (Accounting Fees)	-124.30	48,051.48
Check	01/28/2021	9306	WV Assoc. of MPOs	Dues	Professional Fees	-200.00	47,851.48
Check	01/29/2021	5864	J. William B. Austin	Electronic Transfer	Salary	-2,272.16	45,579.32
Check	01/29/2021	5865	Jessica D. Shuey	Electronic Transfer	Salary	-1,150.10	44,429.22
Check	01/29/2021	5866	Jing Zhang	Electronic Transfer	Salary	-1,458.03	42,971.19
Check	01/29/2021	5867	ICMA. Retirement Corp		Salary	-2,138.41	40,832.78
Check	01/29/2021	941	IRS	Electronic Transfer	Salary	-1,505.16	39,327.62
Check	01/29/2021	01292	WV Dept of Tax and Revenue	Electronic Transfer	Salary	-592.00	38,735.62
Total Centra-Checking (voucher checks)							38,735.62

Statement of Work

Approach – Scope of Work Description

Mike Rutkowski will provide project management to all three elements (Comp Plans, Travel Demand Model, and MTP) of this project. You will note that **economies of scale** are achieved by combining the public workshops and open houses for the Comp Plans and MTP. That is, each meeting will focus on transportation as well as land use issues for the specific study area. We will also develop the preferred growth scenario and Socioeconomic data (for TDM) for the entire study area using combined work sessions and Building Block Exercise. We have used this process previously for multijurisdictional transportation and LU studies with great results. To that end, you will note that our scope will identify the combined public events and growth scenario tasks included in each scope for the Comp Plans and MTP.

Metropolitan Transportation Plan (MTP)

This scope of work provides a synopsis of our understanding of the purpose and desired outcomes for the MTP and is based on several similar MTP/LRTP projects. Critical path items are displayed in [blue text](#).

TASK 1: Meetings, Communication, & Project Management

The Client will form a **Technical Steering Committee** (TAC) that may include MPO Policy Board, WVDOH and MPO staff, as well as the five (5) municipal Comp Plan representatives. The TAC will provide feedback and guidance throughout the duration of MTP plan development and work on technical and non-technical issues that arise within the overall planning process. **Project Team** (Stantec and Client PM) coordination calls (approximately monthly) to keep team members focused on their assignments and the overall project schedule. The Consultant will provide the Client with a [project work plan \(PWP\)](#) at the beginning of the planning process.

Note: A virtual kickoff meeting will be hosted by the Client and facilitated by the Consultant at the inception of the Study. [Coordination with WVDOH and FHWA will occur within a month of the contract execution.](#)

Deliverables: (1) Refined scope of professional services based on communication / coordination with the Client; (2) project coordination calls; and (3) Project Work Plan that includes communication protocol, milestone schedule & deliverables. These products will be digitally transferred to the Client.

TASK 2: Data Collection & Analysis

The Consultant will review [relevant data assembled by the client/WVDOH](#) and employ a critical review method that summarizes key data, recommendations and policies for the planning process reflected in past, adopted plans and policy documents. Several previous and on-going documents will be reviewed and documented for consistency including the current MMMPO MTP, Statewide Multimodal Plan, municipal/County Transportation plans, MMMPO Bike/Ped Master Plan, Transit Master Plan, etc. The Consultant will summarize key data and plans using three criteria:

1. Plan / policy title, date of adoption / last update
2. Description of content (summary of goals and recommendations, status of plan implementation, new issues since plan adoption)
3. Contact points with the MTP including information gathered from past planning processes as well as observations made by the review team. The Consultant will interview those in charge of plan implementation to help identify post-plan issues and opportunities to address them in the MTP.

Statement of Work

As a part of this task, the [Consultant will submit a Data Needs request letter](#) to the Client/WVDOH of all relevant data needed for the development of the MTP. This will include all associated GIS datasets from previous studies/plans (including bike/ped (Stantec/Alta), freight, transit, etc.) as well as the CAD files/cost estimates for select TIP/CIP projects. The Consultant will set up a conference call with WVDOH, MPO and FHWA staff to discuss how FAST Act requirements (the federal transportation bill) apply to the MTP planning process and project prioritization.

Documentation for this task will include three chapters: (1) **Introduction and History** – providing a brief synopsis of the historical context of the MPO planning area as well as past and future transportation and challenges within the region; (2) **Purpose, Goals and Objectives** – providing a summary of the stakeholder outreach efforts, Vision, Goals and Objectives for the planning process; and (3) **Land Use (Comp Plans), Urban Form and Travel Behavior** – using Infographics, Census data and other resources, we will review and develop a series of maps and data summary that describes the land use, development/growth, and travel/mobility characteristics for the region.

Deliverables: (1) Conference call meetings with WVDOH, FHWA staff as well as Comp Plan PM staff person; (2) review of past plans / policies; and (3) description of existing conditions (e.g., demographics) as well as chapters for Introduction and History, Purpose, Goals and Objectives, and Land Use, Urban Form and Travel Behavior. These products will be digitally transferred to the Client.

TASK 3: Public Involvement

Traditional on-site meetings will shift to virtual formats while we continue to navigate appropriate safety protocols of the Covid-19 pandemic. Virtual meeting platforms, such as **Zoom**, and **Microsoft Teams** will be utilized for meeting facilitation and discussion, as well as collaborative workspaces such as **ArcGIS Online**, **Mural**, or **3D Vista**.

Technical Advisory Committee (TAC) Work Sessions. The [Technical Advisory Committee \(TAC\)](#) validates the planning process and provides a direct conduit between MPO staff, elected officials (Policy Committee), stakeholder interests and the general public for developing a successful MTP. The TAC will be a subcommittee of staff and the MPO Study Team, including a WVDOH staff representative and other key stakeholders. The TAC will meet up to four (4) times (two meetings virtually) to review planning activities and provide direction on the MTP process. It is assumed that two of these meetings will be virtual based on the status of COVID-19.

Based on the consolidated schedule for this MTP and Comp Plans update, the Consultant knows it will be important to be responsive and direct when working with the TAC. Their involvement will be timely and strategic as the Consultant will work with them and obtain their feedback and direction on specific MTP elements and recommendations.

Project Website. The Consultant (set up, host/maintain) will work with the Client to prepare content for a project website developed by the Consultant. Creating a central online resource for residents to obtain project information throughout the process is one of the key initial engagement tasks and will ensure that project content for all planning processes can be accessed easily. We will work with the Client to decide early on what platform makes the most sense to use (the Consultant can host the Domain unless the client prefers to maintain authorship/ownership of the digital information on an established government website). Leveraging this platform with interactive mapping and online surveys will be key to solicit early input.

The Consultant recommends the following:

- One domain for the overall project (MTP and Comp Plans) with unique project pages for each of the individual jurisdictions (Comp Plans)
- Be the launch point for a survey prepared by the Consultant with the assistance of the Client (linked out to dedicated, third-party survey instrument provided by the Consultant)
- Host an interactive mapping exercise using ArcGIS Online
- Be updated often to reflect new meeting agendas/ announcements, findings, and events

Statement of Work

- Include a section for documents and images that highlight project work to date

The Consultant will generate images, maps, applicable videos, and text to be included in this website. The Consultant will be responsible for set up, content, and maintenance of website domain. The client shall be responsible for promotion and communication to local stakeholder organizations via email, social media, and other digital outreach.

Public Survey and Interactive Online Mapping. The Consultant will prepare a public survey (digital i.e., QuestionPro, Survey Monkey or equivalent) to solicit feedback from the general public. The Consultant will work with the Client to utilize their [contact database information and public listservs](#) to distribute the online survey to participants, targeting outreach to minority/disadvantaged populations. The project website/webpage will have a link to the digital survey.

Virtual Project Symposium/ Public Workshop (combined meeting with Comp Plans). The Consultant will work with the Client to prepare personal invitations to elected officials and their key staff, which substantially boosts attendance. The Consultant will prepare exercise(s) for people to conduct at this virtual meeting, whether it is taking a survey (live polling), participating in interactive mapping exercises, or working in small groups to develop solutions to problems that the Consultant outlines for them. The timing of the [project symposium](#) will coincide with the first few TAC meetings, Comp Plan development mtgs, aligning with the initial phase for due diligence, data inventory and visioning process.

MPO Policy Committee Meetings/Briefings (3). The Consultant (or Client) will make three Board Briefings/presentations to the MPO Policy Committee to keep them engaged and updated during the planning process. Our virtual briefings (including a brief PPT slideshow) may include a summary of key issues for the TAC, present data, or recommendations for developing the MTP, and highlight important action items and responsibilities in the plan implementation matrix. As a part of these meetings (towards the midway point of the planning phase) the Consultant will develop and submit a survey to the Policy Committee. The survey will be used to prioritize criteria used for ranking transportation projects.

Stakeholder Identification & Meetings (up to 20 included for all Comp Plans and MTP). *Stakeholder identification and meetings are included in each of the five (5) Comp Plan scopes.* During the first two months of the planning process, the Consultant (with attendees from the MPO) will virtually meet with representatives from the following agencies: WVDOH/FHWA (to discuss timeline, deliverables and prioritization process/criteria); local municipalities/county (to discuss planning process, growth/development, local issues and priorities); special interest groups (developers, economic development, Chamber, etc.); and freight operators.

Public Open House (combined meeting with Comp Plans). Toward the end of the project, the consultant will hold a virtual or in-person (depending on COVID) public open house to review the MTP and Comp Plans processes and present draft recommendations by mode as well as growth strategies. Feedback and comments will be compiled and used to refine the draft plan report. As stated previously, the Client has the option of choosing an in-person event or to conduct a virtual open house using 3D Vista software. Ideally, the virtual open house would include stations that participants can interact with at their leisure for a period of two-weeks or a month to allow the best opportunities for interaction which may be more appropriate for this broad geography.

Deliverables: (1) Content (and maintenance) for project website developed by Consultant; (2) Three Policy Committee briefings/presentations; (3) TAC meetings (four); (4) One Project Symposium coinciding with TAC meeting timeframe; and (5) Print-ready materials to Client to support public outreach: (6) Stakeholder Meetings (up to 20 covered by Comp Plans) with select groups, to be conducted concurrent to other scheduled meetings/events; (7) Public Open House virtual or in-person presentation near the end of the project.

TASK 4: Assessment of Current and Future Needs

The travel demand model, crash analysis and population/employment forecast will be the primary tools for this analysis. This task will address the identification of needs and coordination across governmental boundaries. The Consultant will rely on the accuracy and completeness of the regional travel demand model (base and future year

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networks – Task 5). MPO-wide available crash data (including vehicular, freight, bicycle, and pedestrian) will be collected (as available) and evaluated for needs that will improve the safety and evacuation readiness of the transportation system.

The Stantec Team will evaluate the potential effectiveness of traditional capacity improvements, as well as recommend access management, ITS (Intelligent Transportation System) improvements, Complete Streets, and network connectivity (Collector Street analysis). This will be accomplished through secondary and collector street development as ways of alleviating existing or forecasted congestion and safety concerns. Traditional improvements will be explained through three-dimensional cross-section diagrams, and deficiencies/improvements will utilize two independent tools: (1) Outputs from the travel demand model, and (2) multimodal level-of-service analysis to assess performance and benefits from recommendations.

Concept Designs/Hot Spots. This effort will include the development of Complete Streets or access management concepts for up to three (3) Hot Spot concept designs (intersection or corridors up to one-mile in length) will be developed using CAD software designed to 15% - 20% level of detail. Terrain data will rely on LiDAR or planimetric data (if available) for the design layout. Selected by the Client, the intent of the concept designs is to illustrate the location of access management techniques, streetscape, or Complete Streets applications that enhance the operation, safety, and capacity of the roadway. Concept designs may show locations for multimodal treatments, driveway consolidation, use of landscaped medians, enhanced cross access, and connectivity improvements.

Note: These are concept designs for specific problem intersections or corridors. Concept designs are inexpensive and most often lead to construction due to their effectiveness at addressing an existing design issue or congestion problem and coming up with a constructible solution.

Deliverables: (1) Review of travel model for future capacity deficiencies (including mapping for reporting purposes by horizon year). Develop roadway recommendations for specific corridors including laneage requirements access management, and other potential solutions. (2) Develop up to three (3) concept designs for roadway corridors or intersection/interchange locations using CAD software. Design features may include access management, Complete Streets, streetscape, and capacity improvements.

TASK 5: Travel Demand Model Update

Task 5A – Model Review

This task will include a review of the existing model development reports, the most recent calibrations reports and installation of the model on our computer system. Stantec will coordinate with clients modeling staff to ensure that we have the complete model for all horizon years. Stantec will summarize the data sets for the existing 2010 calibration and all future years. Stantec will also coordinate the transformation of this data into formats required for the comprehensive plan analysis. The review of the model development reports will identify the necessary refinements to support the optional modeling tasks listed under Optional Tasks. After completing the initial review of this task, Stantec will meet with the client modeling team to identify specific model-related concerns or issues that could be addressed during the update and recalibration effort.

Task 5B – Base Year Model Preparation

For the 2019 base year conditions, the client modeling staff will edit the networks to include all recent projects completed up to 2019. As part of this task Stantec will verify network connectivity and will address coding inconsistencies with the base year network. Stantec will also review traffic counts at the model's external zones to ensure reasonable external trip values for the year 2019. Stantec will also obtain the updated 2019 socioeconomic (SE) data (see Community Viz Task) for the zonal system that is being developed for this project. Stantec will also review the SE data for inconsistencies prior to use in the modeling process.

The client will prepare any passive OD data sources to be used in the project. These data sources will be used as both calibration data sets and will provide traffic patterns for external traffic passing through the modeled region. With

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guidance from Stantec, the client modeling staff will post all available traffic counts for the years from 2015 through 2019. This data will be reviewed and processed by the client to provide observed travel throughout the network. Stantec will also review existing classification data provided by the client to assist in the development of commercial vehicle traffic.

If the optional tasks for mode choice and non-motorized trip estimation are approved, the base year data collection will also include information related to the existing sidewalk network system and bike network system along with transit ridership data for the year 2019 for all available services. This would include ridership data for any transit routes serving West Virginia University.

Task 5C – Base Year Model Calibration

This task will focus on calibration of the model to 2019 conditions. Stantec will apply the updated SE data and the modified 2019 network in the modeling process and will review the estimated results for each model component. Existing survey data, if available, and the passive data sources will be used to assist in the calibration effort. The primary focus will be replication of the observed traffic counts by vehicle type utilizing all of the data gathered in Task 5B. The calibration will be deemed acceptable when replication consistent with industry standards has been achieved. Stantec will produce a brief technical memorandum that will summarize the results of the calibration, sections of which can be included in the final project documentation.

Task 5D – Land Use-Transportation Model Communication Strategy

A routine will be established for migrating output data from the CommunityViz Model (Comp Plans) to the new regional travel demand model, which will use general formats and reporting categories required for the socioeconomic data files in the regional travel demand model. The Consultant will also work with the Client and their partners to determine if a feedback loop from the travel demand model to the land use model is desirable — specifically whether loaded networks from the travel demand model should be used in the land suitability analysis module of the land use model. If determined desirable, the CommunityViz Model will be reworked to accept the data in ArcGIS shapefile format.

Task 5E – Future Year Model Application – Base Case

This task includes the application of the model to designated horizon years, specifically 2035 and 2050. These model runs will provide a baseline condition that include assumed SE data developed from the Comprehensive Plan analysis for each of the communities in the modeled region and the existing and committed improvements assumed to be completed to for each horizon year. These forecasts will then establish the baseline future year travel conditions and level of service that can be used as measures of effectiveness to evaluate improvements for the MTP. This task will also include porting these statistics and performance measures into the visual display tools prepared for this project.

Task 5F – Future Year Model Application - MTP Alternatives

This task includes the application of the model to two designated horizon years, 2035 and 2050. These model runs (network alternatives) will summarize the near-term and more distant term impacts of the proposed improvements included in the MTP. Measures of effectiveness will be estimated and compared to the Base Case (Task 5E) in order to quantify the benefits. This task will also include porting these statistics and performance measures into the visual display tools prepared for this project.

TASK 6: Multimodal Transportation Strategies & Scenarios

The Consultant will work with the Technical Advisory Committee (TAC) to identify key intersections and corridors for detailed reviews and multimodal assessments. This task will build upon the adopted Morgantown Bike and Pedestrian Plan (2019) which includes a subset of the MMMPO planning area. It will also build upon the current MLTA Short Range Strategic Plan for transit (2021). The Transit element will include prioritizing select recommendations from the MLTA Short Range Strategic Plan into the horizon years as a part of the financially constrained MTP. In addition, the demand response service for the transit dependent is provided by a separate agency, NewFit, housed in MLTA. This task will work with MLTA to determine priority recommendations and associated costs for each horizon year.

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Assumption - the Client will provide all relevant digital copies (InDesign and GIS Shape files) of the Bike/Ped Plan and the MLTA Short Range Strategic Plan to be used in this task.

Multimodal Assessment. The Consultant will gather data (for the study area outside of the Morgantown Bike and Pedestrian Plan) on street widths, shoulder type, bicycle/pedestrian accommodations from the client or other available resource. The Consultant will conduct a **Multimodal Level-of-Service (MMLOS)** assessment of major travel ways (i.e., arterials) and intersections to complement traditional volume-to-capacity (V/C) and safety (crash data provided by WVDOH) maps that only indicate roadway congestion. The MMLOS method (also referred to as Bicycle Level of Traffic Stress [LTS]) provides a service rating (A-F) for every travel mode, allowing for a relative comparison with vehicles.

Bicycle/Pedestrian/Greenway Integration. We will integrate the findings from Morgantown Bike and Pedestrian Plan as well as recommendations from the expanded study area into the MTP planning process. The MTP will incorporate near- and long-term recommended project lists into the overall MTP horizon years (as a part of the financially-constrained MTP) and phasing plan, and include planning-level cost estimates.

Hot Spots/Corridor Concepts (Bike/Ped). The next logical step for integrating the Bicycle and Pedestrian Plan is to develop hot spots/concept designs as a part of the Roadway Concept Designs mentioned previously - to give project guidance/design guidance for high-priority bike/ped/trail projects. These concept designs will be conducted using CAD to 15% - 20% design level of detail. The hot spot locations could include a problematic intersection or interchange or a corridor (typically one-mile length).

Transit Revenue and Needs Analysis. This task will include an analysis of existing and anticipated transit revenues over the MTP timeframe (30 years). Our team, working with MLTA, FTA, agency and MPO staff will review existing and anticipated transit revenues (as available). An Excel based funding analysis (Financial Toolkit) with summary document for inclusion in the MTP will be provided.

Note: all of the aforementioned transit operations data will be required for developing the financially constrained plan (revenues/expenditures) for each Horizon Year for the Transit element.

Transit Fiscally Constrained Plan & Funding. We will develop the 2050 Fiscally Constrained Plan (as a part of the MTP), relative to transit investment (recommendations from the MLTA Short Range Strategic Plan). Part of this effort will be to develop a financially constrained MTP for all modes including transit. [These revenue forecasts are typically based on an estimation of federal, state, and local revenues \(as provided by Client/MLTA\).](#)

Freight Assessment. Our engagement efforts will include working directly with the existing Freight Committee to develop a targeted survey of regional freight carriers and stakeholder groups to identify issues and opportunities pertaining to freight movements. The Consultant will develop and administer (in coordination with the Client) a freight survey for targeted outreach to distribution centers and inland port staff, and other known trucking centers. Further, the Consultant will prioritize corridors and make recommendations with respect to applicable policies, plans and program. Additional project recommendations may stem from this assessment and be included in the project summary and prioritization exercises.

Deliverables: (1) Develop MMLOS analysis and mapping for all modes for select key corridors within the MPO region; (2) Integrate and expand upon the recommendations and priorities from the Morgantown Bike and Pedestrian Plan; (3) Develop bike/ped as well as transit projects by horizon years including costs as a part of the financially-constrained MTP; (4) Content for MTP sections including bike, ped, roadway, and freight assessment and recommendations; (5) Develop a fiscally constrained transit investment strategy for each horizon year for the MTP. (6) Freight distributors survey and summary.

TASK 7: Transportation Recommendations

This task will result in the development of multimodal recommendations and a program of phased projects supported by the Region's vision, stakeholder, and public input.

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Detailed system-level maps for all modes will be developed as a part of the MTP planning process. This will include project identification (ARC GIS database) for bicycle, pedestrian, greenway, roadway, and transit modes/facilities. Part of this task will include a discussion of national trends in transportation, including network resiliency and functional evacuations, connected and autonomous vehicles (CAV), and electric vehicle technology (EV).

In an effort to support MTP development, detailed Project Sheets for select project recommendations will be generated. Up to 25 project sheets will be prepared. Generally, the project sheets will follow similar format created for previous Transportation Plans (CTPs/LRTPs) projects including project location, map, description, traffic/transportation metrics, length, cross section (if applicable), problem statement, and planning level cost. Project sheets are an innovative product, provided in digital format and will also be included in the project Workbook (report).

Note: at the conclusion of the study, all digital copies of the materials generated for the study (including the Project Sheet Database) will be provided to the Client.

Deliverables: (1) System level maps for all modes; (2) up to 25 project sheets (multimodal and/or roadway) as selected by the Client.

TASK 8: Implementation for Multimodal Transportation

Stantec has collaborated with State DOTs to effectively apply State/Local prioritization criteria to other MTP projects. Even with the WVDOH prioritization scheme, there is latitude to input local priorities. If warranted, we can include broader consideration of externalities and replacement/ rehabilitation costs, which promotes sustainability more than “one-and-done” capital programming has in the past.

The Consultant will produce a map indicating prioritized project recommendations, or tiers of priorities, for discussion with the TAC/Policy Committee. Each recommended project will have an opinion of probable cost, termini, and its prioritization score. Our evaluation analysis may be based on criteria that considers the following available data (up to eight *quantitative* measures), and aligns with the established FHWA Performance Measures:

- Financial viability, including a life cycle analysis of estimated maintenance and repair costs
- Public safety
- Potential for economic development
- Traffic (and truck/freight) volume and congestion
- Pavement quality index, *if applicable*
- Environmental impact
- Geographic distribution of proposed projects for Environmental Justice and Equity
- Alternative transportation solutions
- Consistency with local land use plans

To successfully evaluate roadway and multimodal improvements and other projects, these elements, at a minimum, must have consistent data and a consistent methodology to achieve a priority ranking. A summary table of the recommended projects, by mode, will be provided with key information from the plan development process.

Deliverables: (1) opinions of probable costs for each recommended project, by mode; (2) project prioritization; and (3) summary map and table indicating pertinent information and location of each recommended project by horizon year. These products will be digitally transferred to the Client.

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TASK 9: Fiscally Constrained Financial Plan & Funding

The Consultant will use our **Financial Tool Kit** to develop the MPO's fiscally constrained MTP. This tool kit (module-based Excel spreadsheet) may include the following key revenues and expenditures factors, where applicable:

- Highway, bike, pedestrian, and transit modal components
- Operations and maintenance (based on available data)
- Multiple horizon years (2035 and 2050)
- Multiple revenue evaluation assumptions (local bond, Sales Tax, TIP, etc.)
- Inflation factors (if applicable)
- Summary report figures and tables

The Consultant will conduct at least one round of balancing to align anticipated costs to future revenues based on TAC and/or Policy Committee decisions. We will designate projects that cannot be agreed upon as unfunded (Illustrative [Vision] Plan) to facilitate the MTP's long-term horizon years.

Note: the financial plan level of detail is subject to available funding data/documents obtained from the Client and WVDOH.

Deliverables: (1) Summary of historical revenues (by source) and expenditures forecasted to 2035 and 2050; (2) comparison of available, forecasted revenues compared against project costs, and; (3) mapped projects by horizon year; and (4) Financial Toolkit Excel Spreadsheet. These products will be digitally transferred to the Client.

TASK 10: Preparing Draft Final MTP Report

We will prepare and present the draft report (partial) to the TAC. Key elements and chapters of the report will be produced throughout the planning process and provided to the Client and TAC for review and edits. The Consultant will provide technical appendices electronically in the final draft document. The following sections are proposed to be submitted to the Client for review as they become available (i.e., throughout the planning process):

- Current Context: Existing Conditions assessment
- Multimodal/Intersection Analysis
- Draft Project Recommendations and Mapping
- Financial Plan
- Public Engagement
- Draft/Final MTP

The MTP document, created in MS-Word™ or InDesign format, will summarize in a more graphical manner the detailed contents of the preceding tech memos/ reports. The Client will make one consolidated copy of comment revisions for the Consultant. The Consultant will make one (1) round of revisions to the draft report following a presentation to the Policy Committee. **The emphasis in the report will be on graphic presentation of concepts and data** to the extent possible given available data, time, and resources.

Deliverables: (1) Project Sheets and digital base files; (2) Digital copy of a draft report including, the sections listed in this Task; and (3) Five complete copies of a final report including, the sections listed in this Task. Digital editions of certain appendices will also be included as a part of the final report, as well as one (1) set of digital elements of the report and planning process. These products, and a complete of all previously produced products, will be digitally transferred to the Client.

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OPTIONAL TASKS:

Task 5F – Mode Choice Model (*optional task*)

As an optional task Stantec will implement a logit-based mode choice model suitable for the needs of the Morgantown MPO region. In order to provide an efficient process, Stantec will adopt an existing mode choice model structure from a similar region and modify this model as necessary to meet the specific needs other Morgantown MPO. The mode choice model will require additional model components to support the estimation of transit ridership. This would include transit networks, transit path building routines, and similar transit assignment routines. These new routines can be transferred from existing models to minimize resources. However, the development of the transit network itself will require creating versions for both 2019 and altered versions reflecting the new transit route system and relocated bus terminal for the future years.

Task 5G – Non-Motorized Model (*optional task*)

There are several options for modeling non-motorized travel. The first option would involve estimating non-motorized travel as part of the main mode choice model. This is a more complex process as it requires the development of impedances (times and distance) and the treatment of non-motorized travel in both trip distribution and mode choice. The rationale for this using this approach would be the assumption that non-motorized travel competes to a large degree with motorized travel.

In contrast, the second option is based on the premise that non-motorized travel is primarily short distance movements that primarily do not compete with motorized travel options. Under this second option non-motorized travel would be estimated following trip generation as a function of land use conditions and network conditions related to non-motorized travel. Under this option the urban form, in terms of mixed land use, density, and the presence of sidewalks, that facilitate short distance travel movements would be used as variables to predict the likelihood of nonmotorized choice within the individual traffic analysis zones. This modeling approach has been employed in many regions similar to Morgantown and can be tailored to address the specific issues such as topography that are controlling features for the Morgantown MPO.

Task 5H – New Model Element Calibration (*optional task*)

This optional task would include additional calibration focused on any new model elements adopted from the optional tasks 2B and 2C. This would include refinements to replicate these new travel modes along with additional documentation describing the calibration results. Stantec would include a training workshop for the client modeling staff to discuss the development of these new components and demonstrate the necessary coding requirements for transit systems and land use variables required for the modeling components. This optional task is contingent on whether new model components were selected for inclusion in the project.

Task - Information Sharing Pop-Ups (In Person, When/If Appropriate)

Should health and weather conditions permit, we recommend the use of targeted pop-ups in hard-to-reach communities to share information and collect feedback. These pop-ups will be timed according to phases on the Comprehensive Plan Update and MTP schedules so that residents are made aware of upcoming engagement opportunities (such as virtual workshops) or are able to offer input outside of a scheduled engagement event.

Task - Ongoing Project Outreach

Leveraging tools developed at the project outset, as well as integrating other communication tools (such as robo-calls and robo-texts) as appropriate, we will continue to adapt our outreach approach to ensure that residents in each locality are able to access information efficiently, understand the information being conveyed, and are able to ask questions and share feedback in a meaningful manner.

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Tentative Schedule

The schedule below reflects the tasks described in the Scope of Work and is consistent with the schedule proposed in the Statement of Work Request.

Assumptions

- Schedule is dependent on final scope of services, Comp Plans schedule and client needs
- Draft 2050 MTP – April 2022
- Revised Draft 2050 MTP – May 2022
- Final 2050 MTP and [Adoption – June 2022](#)