

FY 2022



Work Program Status Report August 2021

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The RRTPO Work Program Progress Report provides a short summary of each activity for the month of August 2021. Please reference the [FY 2022 UPWP](#) for details concerning the approved budget and work description for each task. Table 1 identifies all the tasks in the UPWP and the associated budget.

Table 1 summarizes overall federal and local revenues budgeted by PlanRVA in FY 2022 to support the work of RRTPO. Federal funds budgeted constitute 80 percent of the total; State and local matching funds constitute 20 percent, unless otherwise noted.

TABLE 1. SUMMARY OF FY 2022 RRTPO UPWP BUDGET

Work Task	RRTPO Budget				
	PL Approved	5303 Approved	CO 5303 Approved	OTHER (1)	GRAND TOTAL
7110 MPO Prog Mgmt	\$128,885	\$32,221	\$ -	\$ -	\$161,106
7120 UPWP Budget & Contracts	\$32,314	\$8,079	\$ -	\$ -	\$40,393
7210 Public Outreach/ Equity Analysis	\$138,590	\$59,396	\$ -	\$ -	\$197,985
7220 Special Planning Efforts	\$51,472	\$ -	\$ -	\$ -	\$51,472
7230 Contingency Funding	\$281,049	\$57,670	\$ -	\$ -	\$338,719
7310 Long Range Transp Pln	\$144,088	\$46,921	\$ -	\$200,000	\$391,009
7320 Travel Demand Model	\$119,756	\$ -	\$ -	\$250,000	\$369,756
7330 Transit	\$ -	\$239,087	\$ -	\$ -	\$239,087
7340 Act Transp- Bike/Ped	\$234,338	\$ -	\$ -	\$ -	\$234,338
7350 System Resiliency	\$130,051	\$ -	\$ -	\$ -	\$130,051
7410 Perf Based Transp Plng	\$192,149	\$ -	\$ -	\$ -	\$192,149
7420 Financial Prog/TIP	\$149,270	\$32,767	\$ -	\$ -	\$182,037
7430 Rail & Freight	\$37,746	\$9,437	\$ -	\$ -	\$47,183
TOTAL (\$)	\$1,639,708	\$485,577	\$ -	\$450,000	\$2,575,285

(1) 7310 funds are direct carryover from FY21, 7320 funds are RSTBG funds for travel demand model development

7100 Program Management

7100	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Program Management	\$201,499	\$10,673	\$23,044	11%	11

- Developed agenda packages for the RRTPO Policy Board, Technical Advisory Committee and Community Transportation Advisory Committee
- Made initial contacts with representatives of the Virginia Tech Transportation Institute, Drive to Work, RideFinders and the Center for Urban Transportation Research concerning presentations for the September 16 CTAC meeting. Prepared the draft agenda for the September 16 CTAC meeting, and met virtually with CTAC Vice Chair Lisa Guthrie on August 31 to review the agenda. Revised the agenda to reflect the comments and suggestions of Vice-Chair Guthrie
- Participated in the August 5 PlanRVA Great Shiplock Park service project. The work consisted of weeding and cleaning out rain gardens adjacent to the Capital to Capital Trail
- Participated in (observed) the August 5 TPO meeting. The primary topics included a presentation on Virginia’s Transportation Program and recent changes and COVID-19 impacts, the draft Regional Conformity Assessment Report, and the ConnectRVA 2045 Public Review and Comment Period.
- Participated in (observed) the August 6 meeting of the Tri-Cities MPO TAC. Primary topics included the Plan2045 Metroquest survey and the draft outline, the list of regionally significant projects to be included in the Plan2045 financially constrained list, a summary of the MPO’s Round 4 SMART SCALE applications and scores, and an update on applications submitted for Congressional earmark funding.
- Participated in (observed) the August 10 virtual meeting of the TPO Technical Advisory Committee. Primary topics included approval of the allocation of CRRSAA Highway Infrastructure Program Funds and updates on Transportation Alternatives Set-Aside Program applications and STBG/CMAQ coordination guidelines with VDOT.
- Prepared an update of recent and future transportation planning activities for distribution and discussion at the August 11 meeting of the Goochland Community Partners.
- Participated in the August 11 UVA Transportation Training Academy course, “ADA and the Public Right-of-Way-Overview of Preparing Transition Plans.” Topics covered in the course included the Americans with Disabilities Act, self-evaluation of accessibility improvements within the right-of-way, development of accessibility improvement transition plans, curb ramp placement and design considerations, use of detectable warning surfaces, accessibility considerations within roundabouts and turn lanes, and accessible pedestrian signals.
- Participated in the August 12 ChamberRVA Shared Values Conversation. The program featured remarks by JB Holston, CEO of the Greater Washington Partnership and Loren Hudson of Comcast on actions to enhance diversity, equity, and inclusion within the region. The speakers noted the importance of diverse teams, use of Employee Resource

Groups, and the action steps ChamberRVA will be taking to promote diversity, equity and inclusion.

- Participated in an August 12 virtual discussion with Sandra Wright of the Knowledge Advisory Group concerning staff succession planning at PlanRVA.
- Reviewed and provided proposed edits to the CVTA Informal request for Proposals for Special Bond Counsel and Financial Advisory Services.
- Researched Virginia Cowles' tenure as the representative from the League of Women Voters on CTAC and prepared a resolution of appreciation for her service.
- Participated in (observed) the August 24 and 25 certification review meetings for the Richmond and Tri-Cities MPO's, respectively. Among the topics discussed were an overview of the transportation planning organization; public transportation, coordination and transit planning; Unified Planning Work Program and Multimodal Planning; Planning Factors, Long Range Transportation Plan, Transportation Improvement Program and Performance Measures; Financial Planning; and Public Involvement Process, Title VI, DBE, EJ and ADA. Prepared a summary of the major topics discussed as part of the Tri-Cities MPO Certification Review.
- Participated in the August 27 VAMPO Peer Exchange. In addition to a presentation on the FAMPO Transportation Improvements Survey, the meeting included a discussion of the need for additional funds to support the planning process, and how to incorporate SMART SCALE and OIPI-recommended projects and studies into MPO planning documents and processes
- Participated in the August 30 staff meeting. Among the topics discussed were tools and platforms for communication and productivity, project management resources, alternatives to the virtual IT environment, Office 365 training, and the potential implications of regular teleworking on office space requirements.
- Worked with staff to develop "Welcome to CTAC" letters (e-mails) for new League of Women Voters representative and alternate to CTAC.

7210 Public Outreach & Equity Analysis

7210	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Public Outreach & Equity Analysis	\$197,985	\$11,177	\$18,129	9%	13

- LRTP Public Engagement coordination meetings - internal
- Directed engagement meetings with the public related to ConnectRVA 2045
- General outreach to planning partners and stakeholders, relating to ConnectRVA 2045 and other transportation projects.

7220 Special Planning Efforts

7220	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Special Planning Efforts	\$51,472	\$1,755	\$2,993	6%	15

- Data requests from planning partners and peer agencies
- GRP technical advisory steering committee
- Coordination with GRTC, RMTA, GRP, ChamberRVA and RRT on their initiatives and areas of overlap with our agencies.
- Data sharing discussions with GRTC, RMTA and GRP
- Coordination of speaking engagements to highlight agency achievements with groups like AMPO, NADO, and local/regional partners
- Coordinated with local staff, elected officials, and congressional representatives on developing project applications for potential federal earmarks.

7230 Contingency Funding

7230	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Contingency Funding	\$338,179	\$0	\$0	0%	16

7310 Long-Range Transportation Plan (ConnectRVA 2045)

7310	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
L RTP	\$391,009	\$68,237	\$115,483	30%	17

- Finalized the draft document including the technical documents which were published in the website for public review.
- Worked to prepare for an active in-person and virtual public engagement process for the final public review and comment period. The final public review and comment period of the plan is from August 16 to September 15.
- Conducted open houses public meetings on August 25, 26, 30 and 31 at Ashland library, Twin Hickory library, Atlee library and City Main library respectively.
- Participated in the August 26 virtual meeting of the ConnectRVA 2045 Advisory Committee. Principal meeting topics included summaries of the plan sections on systemwide performance, transportation savings, economic impacts, and accessibility. Also presented was information on the final public engagement period
- Continued work and participation in the internal staff meetings to execute various tasks for the LRTP Including plan evaluation, documents refinements and website maintenance.
- Participated in the August 4 virtual meeting concerning the public outreach plan for ConnectRVA 2045. Among the topics discussed were dates, locations and formats for the public outreach associated with the draft long-range plan.
- Participated in the August 10 virtual meeting concerning the LRTP public engagement efforts. Among the topics discussed were scheduling in-person meetings, the development of collateral materials and creating talking points for discussing the plan with the public.

7320 Regional Travel Demand Model (RTDM)

7320	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
RTDM	\$359,753	\$10,479	\$20,482	6%	19

Consultant Support

- Continued discussion with the consultants and finalization of the tools developed for Task 8: ConnectRVA 2045 Tools Development. These tools were used to evaluate the ConnectRVA 2045 Constrained Plan.
- Reviewed the on-call consultant close-out invoices for Task 6,7 8 and 9 and developed invoice cover memos for the invoice delivered on August 24, 2021.

7330 Transit

7330	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Transit	\$239,087	\$11,303	\$19,605	8%	21

- Staff is serving on a Transit Oriented Development (TOD) advisory committee with community partners—PHA, GRTC, ChamberRVA, DRPT--to assist Greater Washington Partnership (GWP) conduct a data-driven research analysis of the next potential north-south BRT route. PlanRVA's role is to provide underlying statistics from the July 2017 Pulse Corridor Plan (prepared under contract by PlanRVA for the City of Richmond) sharing similar metrics which may be considered to measure viability of a north-south route. A stakeholder meeting for the new study was held on June 21 and will be followed up with a second one planned for August 4. Report out on transit survey anticipated for review by larger stakeholder group in September.
- Participated in the August 10 Metro Magazine webinar, "Bring Confidence Back and Restore Ridership." The webinar featured a presentation and discussion of a proprietary air purification system and surface cleaner that can significantly reduce the presence of the COVID-19 virus in the interiors of transit vehicles. According to the manufacturer, installation of the systems, when coupled with public information efforts, can restore confidence in using public transit.
- Reviewed the following documents:
 - Discovering Potential Market for the Integration of Public Transportation & Emerging Shared Mobility Services
 - The Innovative Mobility Landscape-The Case of Mobility as a Service
- Participated in the August 13 FTA Transit Renewal Initiative Listening Session, "America's Open and Transit's Open." The session consisted of a series of speakers on such topics as partnerships and coalitions; addressing inequities and creating equitable systems; and advocacy and community engagement.
- Participated in (observed) the August 17 virtual meeting of the GRTC Board of Directors and prepared a summary of the Board's discussions and decisions.
- Participated in the August 19 National Aging and Disability Transportation Center webinar, "AAA's and Transportation-Spotlighting Opportunities Under Section 5310." The webinar featured presentations by representatives of Bay Aging (VA) and the Old Colony Planning Council (MA) concerning their agencies' transportation services. Ken Pollock of Bay Transportation described the types of transportation services offered by his organization, the measures taken to protect drivers and passengers during the COVID-19 pandemic, and a "Good to Go" campaign that had been developed to educate riders about returning to the use of the service. David Klein of the Old Colony Planning Council described his agency's volunteer driver reimbursement program and how rides for this service were arranged by the Taking People Places website. Virginia Dize of the NADTC talked about a 2019 survey of transportation providers, and that a key finding of the survey was that many providers rely upon a patchwork of funding sources to support their services.
- Participated in the August 24 Eno Center for Transportation webinar, "Sharing the Sidewalk with Robots; Personal Delivery Device Technology and Policy." The presentation included a definition of personal delivery vehicles, a summary of regulations by type and state, issues associated with crashes involving these devices, and recommendations to encourage more widespread use of these devices.

Paratransit and CHSMP

- Reviewed the following documents:
 - NADTC 2020 Trends Report
 - Older Adults and Perceptions in Self-Driving, Ride-Hailing Services
- In response to an inquiry from Colleen Wilhelm of Senior Connections, looked into and compiled resources and suggestions for helping to estimate the number of transportation-disadvantaged seniors in Goochland and Powhatan Counties.
- Participated in the August 26 FEMA Preparedness Call for People with Disabilities. The call featured information and tips for emergency preparedness for persons with disabilities. Practical suggestions were offered on communications access, emergency awareness and preparation, and suggested items to include in an emergency “Go Bag”.

7340 Active Transportation: Bicycle and Pedestrian

7340	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Active Transportation	\$234,338	\$11,081	\$27,475	12%	22

Active Transportation Work Group

- Staff continues to work with Henrico staff on the County’s ATWG and efforts to develop the bicycle and pedestrian chapter of the county’s comprehensive plan.
- Staff attended a Bike Month planning session for BikeWalkRVA, intended for promoting events scheduled for October.

East Coast Greenway

- Staff has been working with East Coast Greenway Alliance (ECG) to plan for the Sept. 21 East Coast Greenway Fall Virginia Summit to be held at the PlanRVA offices (and virtually).
- Staff also continues to work with ECG on updates to designated sections of the trail the Richmond region.

Richmond Regional Bicycle and Pedestrian Plan

- Staff continues to consult with regional partners to make additions and revise the interactive GIS story map data collected for the plan. The draft plan was prepared for review by the steering committee and delivered during our meeting on July 14 with review comments due by end of July.
- Staff is in process of reviewing comments, meeting with individual localities about the draft plan with renewed efforts to bring the next draft before the steering committee in September. A number of steering committee members have moved on to other positions requiring a reset for the committee.
- As part of the Bike/Ped plan, staff continues to develop and revise the [regional plan story map](#). The map and data have been presented to the steering committee and staff will continue to revise.

- Continued update of a SharePoint website and a Google Drive updated for committee members to share resources and their own observations of travel around the region on foot or bike.

Town of Ashland Pilot Project and Regional Guidance for Complete Streets

- Complete streets guidelines, or a “tool-box” of resources, depicted through graphic and photographic examples will to serve as implementation support for the regional bike/ped plan. The illustrated [story map](#) is available for review and continues to be updated in conjunction with the bike ped plan update.

Fall Line (formerly Ashland to Petersburg Trail)

- The National Park Service (NPS) Rivers, Trails, and Conservation Assistance (RTCA) program continues to provide technical assistance for the Ashland Trolley Line Trail, or northern 14-mile portion of the Fall Line Trail.
- A site visit to Ashland, Hanover and Henrico is being planned for September 14-15 for the NPS staff to help conceptualize historic interpretation opportunities which can add an important dimension to the Trolley Line Trail and be considered as a template for the Fall Line Trail.

7350 Systems Resilience Plan

7350	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Systems Resil. Plan	\$130,051	\$986	\$3,054	2%	23

- Continued Coordination with coastal program initiatives, and hazard mitigation plan effort, including data mapping and overlap in programs among the eastern counties in the MPO study area.
- Coordination through participation of the transportation work group for the RVA Green 2050 plan being prepared by the City of Richmond Office of Sustainability.

7410 Performance Based Transportation Planning

7410	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Perf. Based Transp. Plng.	\$192,149	\$5,220	\$9,089	5%	24

System Performance

- Updated the dashboard (<https://planrva.org/transportation/covid-19-pandemic/>) to track various PlanRVA transportation related metrics and the changes in those metrics due to the COVID-19 pandemic. The dashboard is on the Transportation home page of the PlanRVA website. The interactive dashboard was created using Tableau.
- Attended an FHWA Along with feature updates to the NPMRDS the webinar included presentations from NYSDOT and FDOT on their use of the data.
- Attended the Eastern Transportation Coalition's virtual event on how other states are handling conflation issues when trying to match TMC to their highway data.
- Attended the FHWA/FTA Joint Certification Review for RRTPO to answer questions concerning the Congestion Management Process and Federal Performance Measures and the RRTPO participation in quarterly meetings with OIPI, VDOT and DRPT.

7420 Transportation Improvement Program (TIP)

7420	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
TIP	\$182,037	\$21,827	\$39,617	22%	25

Maintenance

Based on TPO approval on the GRTC Shop Equipment Shed project (GRTC069) at the 8/5/21 TPO meeting, TIP amendment documents were prepared and submitted the following project to GRTC and DRPT on 8/6/21:

- UPC GRTC069: GRTC Shop Equipment Shed project – GRTC

The updated TIP with this amendment was placed on the PlanRVA web site on 8/6/21.

Developed a proposed allocations plan for the Highway Infrastructure Program (HIP) funds appropriated in the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSAA). The proposed allocations and adjustments to the

STBG and CMAQ allocations plans are included in the August 10 TAC agenda for review and recommendation to the policy board.

Based on TAC discussion and recommendation to the TPO at the 8/10/21 TAC meeting, STBG and CMAQ funds allocation documents for the following projects have been prepared and included in the 9/2/21 TPO agenda package for their approval:

- Allocating \$150,000 FY23 STBG funds to the Early Settlers Road sidewalk between Robious Road and Hospital/Park project (UPC 113846)—Chesterfield County
- Allocating \$1,638,526 FY23 STBG funds and \$231,471 FY24 STBG funds to the Route 360 widening between 0.61 MW Route 643 (Lee Davis Rd) and 0.18 ME Route 643 project (UPC 13551)—Hanover County
- Allocating \$638,725 FY23 STBG funds and \$2,271,787 FY24 STBG funds to the Route 1 improvements between Ashcake Road and Arbor Oak Drive project (UPC 112042) – Town of Ashland)
- Allocating \$2,711,897 HIP funds to the Brook Road/Hilliard Road trail between Belmont Recreation Center and Lakeside Avenue/Brook Road intersection project (UPC 118153)—Henrico County

Based on TAC discussion and recommendation to the TPO at 8/10/21 TAC meeting, STBG fund transfer documents have been prepared and included in the 9/2/21 TPO meeting agenda package for their approval. The details of the transfers are as follows:

- Transferring \$150,000 FY23 STBG funds from the Early Settlers Road sidewalk project (UPC 113846) in Chesterfield County to the RRTPO Balance Entry funds (UPC 70721).
- Transferring \$1,638,526 FY23 STBG funds and \$231,471 FY24 STBG funds from the Route 360 widening between 0.61 MW Route 643 (Lee Davis Rd) and 0.18 ME Route 643 project (UPC 13551) in Hanover County to the RRTPO Balance Entry funds (UPC 70721).
- Transferring \$638,725 FY23 STBG funds and \$2,271,787 FY24 STBG funds from the Route 1 improvements between 0.056 MN Ashcake Road and 0.01 MS Arbor Oak Drive project (UPC 112042) in Town of Ashland to the RRTPO Balance Entry funds (UPC 70721).

Received a TIP amendment request from VDOT for the following project on 8/17/21:

- UPC 118147: Route 288 (West Creek Area) IJR from West Broad Street Road to Tuckahoe Creek Parkway (UPC 118147) – Goochland County

After receiving Goochland staff's concurrence on 8/23/21, the TIP amendment documents for this project (#118147) have been prepared and will be included in the September 14, 2021 TAC meeting agenda package.

Received a TIP adjustment request from GRTC for the following project on 8/23/21:

- UPC GRTC062: BRT Park & Ride -- GRTC

After receiving DRPT staff's concurrence, TIP adjustment documents were prepared and submitted to GRTC and DRPT on 8/26/21. The updated TIP with this adjustment has been placed on the PlanRVA web site.

7430 Rail, Freight, Intermodal Planning

7430	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Rail, Freight, Interim. Pang.	\$47,183	\$0	\$1,215	3%	26

Staples Mill Road Station Advance Planning and Design Study

No new update-but the background for this soon-to be launched VDOT study remains:

- DRPT and their consultant are in the final stage of completing 30% design documents for the replacement of the Staples Mill Amtrak Station. The final Staples Mill Road Station Area Transit-Oriented Development Concept Plan recommended a corridor working group be formed that consists of Henrico, VDOT, DRPT, and PlanRVA to guide the VDOT sub-area plan and more detailed traffic studies of Staples Mill Road to improve both multimodal access to the station and usher in a more supportive land use pattern within the corridor.
- The working group is being formed by VDOT for the next stage of the sub-area plan.

7500 Rural Transportation

7500	BUDGET	Billed this month	Total Funds Expended	% Total Funds Expended	UPWP Page
Rural Transportation	\$18,125	\$2,252	\$4,428	24%	27

Rural Transportation Advisory Committee (RTAC)

- Staff followed up on the February meeting with data layer which shows the populations in the rural counties which are the most vulnerable to being cut off from road access due to road flooding from extreme weather events, poor road/bridge conditions or sea level rise, all factors which contribute to an assessment of the rural road system with regard to “resilience”. This package of mapping is intended to help the rural localities in their own comprehensive planning and capital improvements programming.

Opportunities related to environmental and coastal resources and hazard mitigation plan development continue to be shared with the rural jurisdictions.