# Unified Planning Work Program

Fiscal Year 2018

July 1, 2017 – June 30, 2018



# Cumberland Area Metropolitan Planning Organization Website: gov.allconet.org/mpo/

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#### RESOLUTION

No. 17-11

Resolution endorsing the Draft Fiscal Year 2018 Unified Planning Work Program, approving its submission to both the Federal Transit Administration and the Federal Highway Administration.

WHEREAS, the Cumberland Area Metropolitan Planning Organization was established to manage and provide policy direction to the Unified Planning Work Program in accordance with Federal requirements, and the Allegany County Commissioners have been designated as the Metropolitan Planning Organization for this area as approved by Maryland Governor Harry Hughes on May 17, 1982; and

WHEREAS, the staff of the Maryland Department of Transportation and the Allegany County Department of Community Services, have together prepared a draft work program and budget for Fiscal Year 2018 in compliance with applicable Federal programs and regulations.

NOW, THEREFORE, BE IT RESOLVED that the Allegany County Commissioners acting as the Cumberland Area Metropolitan Planning Organization endorses the Draft Fiscal Year 2018 Unified Planning Work Program; approves its submission to the appropriate Federal agencies, contingent on no significant public comment; and declares its intent to enter into contractual arrangements as necessary to carry out the work, with the understanding that if the work program and budget is revised through negotiations with Federal funding agencies it will be subject to approval by the Cumberland Area Metropolitan Planning Organization.

ADOPTED THIS 9th day of March, 2017

David A. Eberly
County Administrator

COUNTY COMMISSIONERS OF ALLEGANY COUNTY, MARYLAND

Jacob C. Shade, President

Creade V. Brodie, Jr., Commissioner

William R. Valentine, Commissioner

# I. Background and Introduction

#### A. Status of the Urbanized Area

The Cumberland Urbanized Area as defined by the U.S. Census in 1980 and 1990 included portions of Allegany County Maryland and Mineral County West Virginia. The Maryland portion included Cumberland and Frostburg and the surrounding areas. The requirement for classification as an urbanized area is a population of at least 50,000. The population of the urbanized area in 1980 was approximately 59,000, and in 1990 it declined to 54,655. In 2000 the population decreased 4.87% to 52,115 and in 2010 the population decreased 0.42% to 51,899.

# B. FHWA/FTA Regulations for Urban Transportation Planning

Since the 1960's, the federal government has established urban transportation planning requirements in all metropolitan areas, as a prerequisite to the approval of federal funding (23 CFR Part 450 and 49 CFR Part 613). The regulations require a continuing, comprehensive and cooperative (3-C) planning process in all urbanized areas of more than 50,000.

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) of the U.S. Department of Transportation issued amendments effective June 30, 1983 to their existing regulations governing urban transportation planning under FHWA and FTA grant programs. These amendments were partially intended to simplify administration of the planning process for urbanized areas under 200,000 population such as the Cumberland area.

In 1991 the Intermodal Surface Transportation Efficiency Act (ISTEA) was passed. This act revised some of the established regulations and procedures and placed a new emphasis on Metropolitan Planning Organizations. As part of this Act the MPO planning process has been more specifically defined and new planning requirements have been prescribed.

In 1998 the Transportation Equity Act for the 21st Century (TEA-21) was passed continuing the initiatives of the 1991 Act, and adding several new provisions and programs.

In 2005 the Safe Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) was passed. This Act which provides for the Country's largest surface transportation investment ever retained most of the planning provisions of the previous legislation and added several new metropolitan transportation planning requirements. SAFETEA-LU expired in 2009 and after a series of Continuing Resolutions, Moving Ahead for Progress in the 21st Century (MAP-21) was signed into law.

Moving Ahead for Progress in the 21st Century (MAP-21) was enacted July 6, 2012, and authorized the Federal surface transportation programs for highways, highway safety, and transit for a two-year period from 2013 through 2014 with subsequent extensions authorized through 2015. MAP-21 provided a framework for creating and addressing targeted performance measures in transportation planning and project development.

The Fixing America's Surface Transportation (FAST) Act replaced MAP-21 and became law on December 7, 2015. The new law authorizes Federal transportation programs for Federal fiscal year (FFY) 2016 through FFY 2020. At the time of publication of this UPWP, Federal guidance was not available on all aspects of the FAST Act; therefore, this UPWP has been developed in accordance with MAP-21 guidance with activities tailored to support the requirements of the FAST Act.

# C. A. Steps Taken to Comply with FHWA/FTA Regulations

The Allegany County Commissioners, acting as the Cumberland Area Metropolitan Planning Organization (MPO), annually approve and amend as appropriate the Transportation Improvement Program as required by U.S. DOT, to be eligible to receive funding for the region's transportation projects

# II. USDOT Planning Emphasis Areas

USDOT has recently published circular on Planning Emphasis Areas (PEAs). The PEAs are topical areas that USDOT wants to place emphasis on as the MPOs and State DOTs develop their respective planning work programs. The PEAs for Federal FY 2016 include:

#### Map-21 Implementation

• Transition to Performance Based Planning and Programming.

#### Models of Regional Planning Cooperation

• Promote cooperation and coordination across MPO boundaries and across State boundaries here appropriate to ensure a regional approach to transportation planning.

#### Ladders of Opportunity

• Access to essential services – as part of the transportation planning process, identify transportation connectivity gaps in access and essential services.

CAMPO has developed tasks in this FY2018 UPWP that address each of the PEAs as shown in the table below. A detailed description of each task is included under each task heading of this document.

Planning Emphasis Area	CAMPO Task
Map-21 Implementation	Transit System Evaluation
Transition to Performance Based Planning and	Transit Safety Plan Evaluation
Programming.	Allegany County Transit Safety Management
	Systems Plan
Models of Regional Planning Cooperation	2018 Priority Letter Coordination
Promote cooperation and coordination across	CAMPO Bylaw Development
MPO boundaries and across State boundaries here	Allegany County Title VI Plan Update
appropriate to ensure a regional approach to	
transportation planning.	
Ladders of Opportunity	Transit Advisory Committee Coordination
Access to essential services – as part of the	Allegany County Transit Technologies Review and
transportation planning process, identify	Specification Development
transportation connectivity gaps in access and	Lower LaVale to GAP Connection Plan Part 2
essential services.	Eckert to Frostburg Pedestrian Connection Part 1
	Constitution Park Trail Plan

# A. Core Planning

#### 1. MPO Administration

#### Objective

This is a continuing task and includes all necessary coordination and administration associated the performance of the urban transportation planning process through this Unified Planning Work Program. Included in this activity is the coordination between federal, state, county and municipal levels of government by the MPO.

#### Previous Work

Ongoing task.

#### Methodology

- Participation in and attendance at meetings of the Association of Metropolitan Planning Organizations.
- Development of the FY 2018 Unified Planning Work Program.

#### End Product

FY 2019 Unified Planning Work Program

Participating Agencies	Funding	
Cumberland Area MPO & MDOT	FHWA FTA	\$12675 \$2925
Project Schedule	MDOT County	\$1950 \$1950
Ongoing	Total	\$19500

# 2. Transportation Improvement Plan

# Objective

To update the Cumberland Urbanized Area Transportation Improvement Program (TIP) for FY 2017 – FY 2021 as specified by the Federal urban transportation planning requirements.

#### Previous Work

FY 2017 – FY 2021 Cumberland Area Transportation Improvement Program

# Methodology

- Compile a comprehensive list of federally funded transportation improvements recommended for implementation during the 4 year program period. The document will represent the region's transportation priorities and include realistic financially constrained cost estimates.
- In addition to the sub-tasks mentioned above this task includes the day-to-day operation of the MPO including but not limited to compliance with requests for data and the preparation of presentations to the MPO policy body (The Allegany County Commissioners).

#### End Product

FY 2017 - FY 2021 Cumberland Area Transportation Improvement Program

Participating Agencies	Funding	
City of Cumberland, City of Frostburg, Cumberland Area MPO, Allegany County & MDOT	FHWA FTA	\$1925 \$875
Project Schedule	MDOT County	\$350 \$350
Ongoing	Total	\$3500

# B. Special Studies

# 1. Transit System Evaluation (NTD)

## Objective

To assemble data that meets the standards set by the Federal Transit Administration (FTA) for use in the National Transit Database on ridership, mileage and other characteristics of the Allegany County Transit System within the Cumberland Urbanized Area.

#### Previous Work

Previously limited statistical data was collected and tabulated. This task will formalize and refine the collection, tabulation, storage and analysis of the transit system statistical data.

## Methodology

- Evaluate the format for the collection and analysis of data that was used in FY 2016. Revise collection and analysis tools as appropriate.
- Various service indicators of performance will be considered and data will be collected including ridership by route and time of day, vehicle route miles traveled, total vehicle miles, hours of operation, cost per route mile, revenue by route and other data.

#### End Product

Statistical reports to support the National Transit Database Annual Report and to serve as a basis for service evaluation and route planning. This is an ongoing task.

Participating Agencies	Funding	
Cumberland Area MPO	FHWA FTA	\$0 \$9600
Project Schedule	MDOT County	\$1200 \$1200
Ongoing	Total	\$12000

# 2. Transit System Safety Plan Evaluation

#### Objective

A task in the FY 2016 Cumberland Urbanized Area Unified Planning Work Program provided for the updating of the Transit System Safety Plan to address the additions that were made to the system using ARRA and other capital funding. The plan update will be completed by the end of FY 2014. The purpose of this task is to complete a preliminary evaluation and assessment of the actions taken based on the recommendations from the FY 2014 update.

#### Previous Work

The September 2006 Transit System Safety, Security and Emergency Preparedness Plan, and the annual updates.

### Methodology

The consultant that developed the Transit System Safety Plan will assess and evaluate the
effectiveness of the recommendations that have been implemented as a result of the plan.
 Findings will be documented and if necessary modifications to the actions and improvements will
be proposed.

#### End Product

A report that evaluates the effectiveness of the Allegany County Transit System Updated Safety Plan.

Participating Agencies	Funding	·
Cumberland Area MPO, Allegany County Transit, and Consultants	FHWA FTA	\$0 \$3200
Project Schedule	MDOT County	\$400 \$400
Ongoing	Total	\$4000

# 3. Allegany County Transit Safety Management Plan

#### Objective

Safety Management System (SMS) is a comprehensive, collaborative approach that brings management and labor together to build on the transit industry's existing safety foundation to control risk better, detect and correct safety problems earlier, share and analyze safety data more effectively, and measure safety performance more carefully.

#### Previous Work

The September 2006 Transit System Safety, Security and Emergency Preparedness Plan, and the annual updates.

#### Methodology

- Defined roles and responsibilities
- Strong executive safety leadership
- Formal safety accountabilities and communication
- Effective policies and procedures
- Active employee involvement

#### End Product

A Safety Management Systems document for Allegany County Transit

Participating Agencies	Funding	
Cumberland Area MPO, Allegany County Transit, and MTA.	FHWA FTA	\$0 \$4800
Project Schedule	MDOT County	\$600 \$600
Ongoing	Total	\$6000

# 4. Allegany County Transit Advisory Committee Coordination

# Objective

The Maryland Transit Administration requires all Locally Operated Transits to have a Transit Advisory Committee (TAC). The Cumberland MPO staff will organize and hold bi-annual meetings with the TAC to discuss and resolve transit related issues in the area.

#### Previous Work

2012 Allegany County Transit Development Plan

#### Methodology

• The MPO staff will organize and hold bi-annual meetings with Transit Advisory Committee.

#### End Product

Transit Advisory Committee meetings, with minutes and sign in sheets.

Participating Agencies	Funding	
Cumberland Area MPO & Allegany County Transit	FHWA FTA MDOT	\$0 \$800 \$100
Project Schedule	County	\$100
Ongoing	Total	\$1000

# 5. Allegany County Title VI Plan Update

#### Objective

The Maryland Transit Administration requires all Locally Operated Transits to have a Title VI Plan. Allegany County Transit's manual was last updated in January 2015. In October 2012 the FTA released an updated Title VI Circular (4702.1B). Using this new guidance Allegany County Transit staff will rework their Title VI plan to comply with the newest regulations.

#### Previous Work

2015 Allegany County Transit Title VI Plan

#### Methodology

The MPO planners and Transit Staff will review the current plan and the Title VI Circular 4702.1B. The finished plan will be sent to Maryland Transit Administration's Office of Fair Practices for review and to verify compliance.

#### End Product

2018 Allegany County Transit Title VI Plan

Participating Agencies	Funding	
Allegany County Transit, MTA and the Cumberland Area MPO	FHWA FTA	\$0 \$6400
Project Schedule	MDOT County	\$800 \$800
Jun-17	Total	\$8000

# 6. Allegany County Transit Technologies Review and Specification Development

## Objective

To specify level of approaches on-vehicle cameras and automated passenger counters appropriate for Allegany County Transit's operations and funding.

#### Previous Work

Allegany County Transit 2015 Annual Transportation Plan 2012 Allegany County Transit Development Plan

# Methodology

Allegany County Transit has capital funding for a new on-board surveillance system and automated passenger counters. There is a wide variety of options from very sophisticated to less technical options.

- Consultant will be hired to research available options
- Provide cost analysis for long term maintained
- Write a specification for procuring new on-board surveillance system and automated passenger counters for ACT.

#### End Product

Cost Analysis and ongoing maintenance estimate for ITS

Written specification for procuring new on-board surveillance system and automated passenger counters for ACT.

Participating Agencies	Funding	
Cumberland Area MPO, Allegany County Transit, MTA and consultant.	FHWA FTA	\$0 \$8000
Project Schedule	MDOT County	\$1000 \$1000
April 2017	Total	\$10000

# 7. CAMPO By-Laws Development

#### Objective

Develop bylaws and operating procedures to provide rules and procedures to assure the orderly function of the Transportation Planning Process for the Cumberland Metropolitan planning area.

#### Previous Work

CAMPO MOU's and Agreements

#### Methodology

• CAMPO Staff will review other MD MPO by-law and procedure document and draft bylaws for CAMPO. The bylaws will be reviewed by the Technical Advisory Committee and MPO Board before its adoption.

#### **End Product**

**CAMPO** Bylaws and Procedures Document

Participating Agencies	Funding	
Cumberland Area MPO and Technical Advisory Committee.	FHWA FTA	\$2000 \$2000
Project Schedule	MDOT County	\$800 \$800
Jun-18	Total	\$5000

# 8. 2018 Priority Letter Coordination

#### Objective

Allegany County is required to coordinate with the local jurisdictions when requesting projects for Maryland Department of Transportation to consider on Consolidated Transportation Plan. The MPO staff will assist Allegany County in coordinating and compiling the projects for the priority letter.

#### Previous Work

Transportation Improvement Program, Long Range Transportation Plan.

# Methodology

- Review the prior year's priority letter submission.
- Meet with the county and the local jurisdictions to begin selecting projects, in December 2017.
- Request local jurisdiction's priorities by February 1, 2018.
- Meet again with local jurisdictions to decide upon priority project order, before March 1, 2018.
- Coordinate priority letter development with State Delegates, County Commissioners, and Local mayors, and request their endorsement of the letter.

#### End Product

The 2018 Priority Letter to the Maryland Secretary of Transportation for Allegany County and the local jurisdictions.

Participating Agencies	Funding	
Cumberland Area MPO, Allegany County, City of Cumberland, City of Frostburg, Town of Midland, Town of Barton, Town of Lonaconing, Town of Luke and Town of Westernport  Project Schedule	FHWA FTA MDOT County	\$6400 \$0 \$800 \$800
Project Schedule April 30, 2016	Total	\$8000

# 9. Eckert to Frostburg Pedestrian Connection Part 1

#### Objective

Provide a conceptual plan to connect the area of Main Street (US 40) in Frostburg end at the City limits near Mountain Ridge High School to Businesses past the City Limits along MD 36 and connect the Eckert Community Along Old National Pike (MD Alt 40).

#### Previous Work

2012 Allegany County Bike and Pedestrian Master Plan

#### Methodology

- Base mapping / Background using reference materials and critical areas supplemented by survey.
- Identify right of way acquisition needs
- Traffic Impact Analysis
- Evaluate drainage / stormwater management requirements
- Preliminary striping, signage, signals, and lighting plan
- Identify environmental or historic features impacting design (Formal environmental, cultural, or other studies to be completed in the future design phase)
- 2 Meetings with Owners rep and 1 public meeting
- Consideration of school bus route
- Conceptual plan for pedestrian and bicycle improvements on Route 36 and Route 743

#### **End Product**

- Base mapping / Background using reference materials and critical areas supplemented by survey.
- Identify right of way acquisition needs
- Traffic Impact Analysis
- Evaluate drainage / stormwater management requirements
- Preliminary striping, signage

Participating Agencies	Funding	
Cumberland Area MPO, City of Frostburg, Allegany County, State Highway Administration, and MDOT	FHWA FTA	\$21600 \$0
Project Schedule	MDOT County	\$2700 \$2700
June 2018	Total	\$27000

#### 10. Lower LaVale to GAP Connection Plan Part 2

#### Objective

Identify funding sources to help construct a non-motorized connection from Lower LaVale to the Great Allegany Passage make planning recommendations and up to 30% design that can be used to move the project into implementation phases.

#### Previous Work

2012 Allegany County Bike and Pedestrian Master Plan

#### Methodology

- Consultant will be hired to identify potential funding sources to implant trail connection.
- Consultant then will make a recommendations up to 30% design for Allegany County to use in Appling for funding to implement this project.

#### End Product

Provide recommendations and up to 30% design to connect Lower LaVale to the Great Allegany Passage.

Participating Agencies	Funding	
Cumberland Area MPO, MDOT, SHA and Consultant	FHWA FTA	\$27200 \$0
Project Schedule	MDOT County	\$3400 \$3400
October 2018	Total	\$34000

### Il. Constitution Park Trail Plan

#### Objective

Providee a plan for a non-motorized trails for walking, biking and mountain biking connecting areas of Consitution Park in Cumberland MD. Trails will also connect to areas outside of park boundaries.

#### Previous Work

Cumberland 2008 Bike and Pedestrian Master Plan and Trail Network

# Methodology

Review of existing Trails

Develop project

Community Consultation

Management and Maintenance Plan

Concept design

Financial viability and funding sources

#### End Product

Deliverables containing conceptual plan for trails containing maps, documents, public input, etc.

Participating Agencies	Funding	
Cumberland Area MPO, City of Cumberland, and Consultant	FHWA FTA	\$12800 \$0
Project Schedule	MDOT County	\$1600 \$1600
May-16	Total	\$16000

# Budget

# Cumberland Urbanized Area Metropolitan Planning Organization FY 2018

# Unified Planning Work Program

		FHWA	FTA	MDOT	COUNTY	TOTAL
A. C	ORE PLANNING					
1	Coordination/Administration	\$12,675.00	\$2,925.00	\$1,950.00	\$1,950.00	\$19,500.00
2	TIP	\$1,925.00	\$875.00	\$350.00	\$350.00	\$3,500.00
		\$14,600.00	\$3,800.00	\$2,300.00	\$2,300.00	\$23,000.00
B. SI	PECIAL STUDIES					
1	Transit System Evaluation (NTD)		\$9,600.00	\$1,200.00	\$1,200.00	\$12,000.00
2	Transit System Safety Plan Evaluation		\$3,200.00	\$400.00	\$400.00	\$4,000.00
3	Allegany County Transit Safety Management Plan		\$4,800.00	\$600.00	\$600.00	\$6,000.00
4	Allegany County Transit Advisory Committee Coordination Allegany County Title VI Plan Update Allegany County Transit Technologies Review and Specification Development		\$800.00	\$100.00	\$100.00	\$1,000.00
5			\$6,400.00	\$800.00	\$800.00	\$8,000.00
6			\$8,000.00	\$1,000.00	\$1,000.00	\$10,000.00
7	CAMPO By-Laws Development	\$2,000.00	\$2,000.00	\$800.00	\$800.00	\$5,000.00
8	2018 Priority Letter Coordination	\$6,400.00		\$800.00	\$800.00	\$8,000.00
9	Eckert to Frostburg Pedestrian Connection Part 1	\$21,600.00		\$2,700.00	\$2,700.00	\$27,000.00
10	Lower LaVale to GAP Connection Plan Part 2	\$27,200.00		\$3,400.00	\$3,400.00	\$34,000.00
11	Constitution Park Trail Plan	\$12,800.00		\$1,600.00	\$1,600.00	\$16,000.00
	0					
	Special Studies Total	\$70,000.00	\$34,800.00	\$13,400.00	\$13,400.00	\$131,000.00
	FY 2018 Total	\$84,600.00	\$38,600.00	\$15,700.00	\$15,700.00	\$154,000.00