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**SOUTH CENTRAL REGIONAL COUNCIL OF GOVERNMENTS**

*Judy Gott, Executive Director*

## **Summary of Amendments to FY 2009 and FY 2010 UPWP**

**3-4-09**

The following is a summary by page of the draft amendments to the adopted UPWP:

Contents page – page numbers adjusted as necessary.

Pages 2-5 – The changes in the tables reprogram funds from FY09 to FY 10 for the Regional Buildout Analysis, Congestion Management Process study, and TransCad Model Application. It adds five new municipal requested projects for FY10 and adjusts the allocation of funds for the other consultant supported projects.

Pages 6 and 7 – Programs funds for an update of the 15 year old accounting system to allow for vendor support after December 31, 2009.

Page 9 – Under Congestion Management and Products, adds the acquisition of equipment and software to support data collection for the mandated Congestion Management Process and adjusts the schedule for data collection to Fall 2009.

Pages 14-16 – Notes the reprogramming of the items above from FY 09 to FY 10 and adds the new municipal consultant supported projects. Under FY 2010 Consultant Supported Activity on page 15, added NEPA conformance statement as stated in FY 2009 on page 14

Page 25-31 - The tables are revised to reflect the items noted above.

Prepared by Stephen B. Dudley, P.E., Transportation Planner

***Transportation Planning Work Program***  
***Unified Planning Work Program***

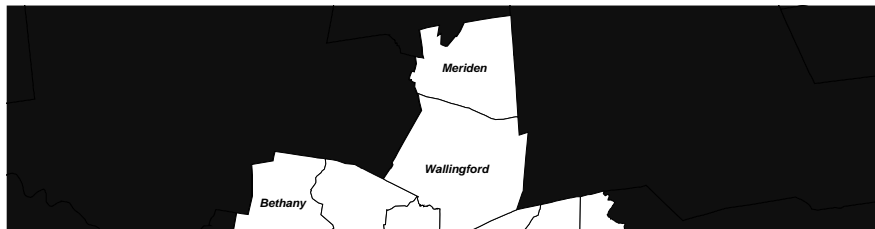
***Fiscal Years 2009 and 2010***

*July 2008—June 2009*

*July 2009-June 2010*

*Final adopted 6-25-08*

*Draft Amendment as recommended by Transportation Committee 3-11-09*



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## ***Key Issues for the 2009 and 2010 Program Years***

### **Responding to the Goals of SAFETEA-LU**

The Federal transportation act, the Safe, Accountable, Efficient Transportation Equity Act – a Legacy for Users (SAFETEA-LU) identifies eight (8) planning factors that Metropolitan Planning Organizations (MPO's), such as the South Central Regional Council of Governments (SCRCOG), must consider in their Unified Planning Work Programs (UPWP). These general planning goals are:

1. **Economic Vitality** – Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency;
2. **Safety** – Increase the safety of the transportation system for motorized and non-motorized users;
3. **Security** – Increase the security of the transportation system for motorized and non-motorized users;
4. **Mobility** – Increase the accessibility and mobility of people and freight;
5. **Environment** – Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns;
6. **System Integration** – Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. **System Management** – Promote efficient system management and operation, and;
8. **System Preservation** – Emphasize preservation of the existing transportation system.

Responding to State and Federal guidelines, SCRCOG will complete, by June 2008, the update of the Regional Plan of Conservation and Development which complements the completed update of the Long Range Transportation Plan accomplished during the 2007 fiscal year. In order to provide a high level of public outreach and input, a series of meetings were held during the preparation of both plans in each of the member cities and towns, as well as meetings with interested organizations representing a wide range of perspectives on critical regional issues. Public outreach and input shaped the formulation of Long Range Plan into a document that responds to public concerns regarding issues such as congestion, smart growth, non-vehicular transportation, and context sensitive design solutions, while continued public involvement identifies areas for emphasis in future updates. Similarly, the Regional Plan of Conservation and Development responds to these areas of emphasis and suggests strategies for future actions in the Region.

Safety of our transportation network has become an increasing concern, and a key consideration in the selection and prioritization of future projects. The publication of the Connecticut Strategic Highway Safety Plan provides a framework for increasing highway safety. Mobility of the region's population is another key goal of any transportation solution. The proposed work program elements respond to the planning goals noted above.

SCRCOG's FY2009 and FY 2010 Unified Planning Work Program (UPWP) addresses major regional transportation issues and opportunities through a combination of regional staff effort,

consultant support and coordination with ConnDOT and the related staff work at our member cities and towns.

This plan document summarizes ongoing staff work, such as inter-agency coordination, data monitoring, modeling and outreach, as well as special projects to be conducted during the coming fiscal year.

For each of these tasks, the following sections of the UPWP identify objectives, prior FY 2008 work program activity, and major activities for the FY 2009 and FY 2010 work program. Products, such as technical memoranda, final reports or other documentation are also noted, and the anticipated schedule for major work tasks is identified. Maintaining a balanced, multi-modal transportation program is a critical element in meeting State and Federal planning guidelines.

The FY2009 and FY 2010 UPWP work program consists of five work tasks:

**Task 1: Management of the Planning Process - Program Administration**

**Task 2: Data Collection/Analysis - Monitoring and Projections**

**Task 3: Planning Activities**

**Task 4: Other Technical Assistance**

**Task 5: Public Participation**

***Work Program Highlights – FY 2009***

<b>Program Element/Study</b>	<b>Description</b>	<b>Consultant Support</b>
Wilbur Cross Parkway Interchange Needs Assessment Study	In cooperation with CDOT, evaluate safety deficiencies and improvement opportunities for interchanges within the Region between Milford and Meriden. Prepare needs assessment study report, utilizing and building upon previous Region and CDOT study work, analyzing existing conditions, future no-build conditions, and preparing viable conceptual safety and operational improvement alternatives for future implementation and construction. Update Region’s Transcad model for the study.	\$350,000
Regional Buildout Analysis	First phase of a two year project to prepare a buildout analysis for the Region to provide congestion management and planning tools to allow the Region and its municipalities to plan for future growth. The buildout analysis would provide data on potential development impacts in congested corridors and throughout the Region. The data will provide municipalities with data for use in revising zoning regulations to direct growth to areas which have infrastructure to support	\$0

	development while mitigating or reducing future congestion. Data would be utilized in SCRCOG Congestion Management Reports to federal and state agencies. The first phase will involve data collection from the Region to allow future second phase analysis and projections.(Reprogrammed to FY2010)	
City of New Haven Intermodal Access/ Information Management Plan	Analysis and information review for Union Station and Tweed New Haven Airport which includes: <ol style="list-style-type: none"> <li>1. A “user” perspective on access to and from Union Station and Tweed New Haven Airport.</li> <li>2. A review of the efficiency and adequacy of existing parking, transit, taxi and other connecting services.</li> <li>3. An analysis of wayfinding and other access related materials (e.g. on and off-street signage, web/internet, GPS systems commercial/government maps, airline materials, and brochures).</li> <li>4. Presentation of report to Tweed New Haven Airport Authority and the Union Station “Joint Advisory Committee”.</li> </ol>	\$20,000
City of New Haven Hill Neighborhood Corridor Studies	Study including Davenport Avenue, Howard Avenue, Congress Avenue and Columbus Avenue (Route 1) existing conditions review and recommendations for creating “complete Streets” to allow safe access for all users, including pedestrians, bicyclists, motorists, and bus riders. A draft implementation plan outlining necessary steps shall be submitted with the final report.	\$40,000
City of New Haven Downtown Bicycle and Pedestrian Gap Analysis	Review bicycle and pedestrian circulation in the downtown, as defined by the historic Nine Squares. The analysis shall: <ol style="list-style-type: none"> <li>1. Inventory the existing condition of bicycle and pedestrian facilities.</li> <li>2. Prepare a gap analysis based upon user experience and technical data.</li> <li>3. Make detailed recommendations with preliminary cost estimates to enhance bicycle and pedestrian conditions and address crucial gaps.</li> </ol>	\$25,000
City of West Haven East Brown Street Traffic Calming Study	Review traffic conditions in the area of East Brown Street between First Avenue and Second Avenue. Review previous work done by the City of West Haven on this issue. Prepare options, and conduct public outreach. Prepare draft recommendations and final report for presentation to City and SCRCOG.	\$25,000
City of Meriden Transportation Improvements Study	Assist the City of Meriden in evaluating and prioritizing the City’s transportation improvement projects and providing an assessment of local, state and federal funding opportunities	\$20,000
Congestion Management Process Study	Analyze region’s congested corridors and propose management protocols for future Congestion Management Process data collection and mitigation and reduction opportunities. (Reprogrammed to FY2010)	\$0
TransCAD Model Application	Continue to incrementally improve and adjust the region’s transportation model. Evaluate opportunities for broader application of the model and integration with other traffic	\$0

analysis tools.(Reprogrammed to FY2010)	
Total	\$480,000

**Work Program Highlights – FY 2010**

City of Meriden Road Planning Studies Allen Avenue, Johnson Avenue, Preston Ave.	Allen Avenue, Johnson Avenue and Preston Avenue are three streets in the City with very similar conditions. All of these streets lack storm drainage and have deficiencies in their vertical and horizontal alignments. Make recommendations for improvements to the three identified roadways to alleviate current safety hazards.	\$54,000
City of Meriden Traffic Signal Study	Review each of the City owned (+/-70) signals. Determine if signals conform to current MUTCD and State standards for pedestrian and vehicular displays, and layout of equipment. Review the existing intersection geometry to determine if any realignments would be required to improve the flow of traffic and reduce congestion and vehicle emissions. Review location of existing closed loop systems and make recommendations for expansion of existing systems or the implementation of new. Recommend if any of existing signals should be eliminated.	\$65,000
City of New Haven Whalley Avenue Corridor Study	Update various prior studies between Broadway and Westville Center. Provide existing conditions analysis addressing engineering safety and traffic, review alternative approaches to reconstruction, provide public participation, and recommend a preferred concept with estimate of probable cost.	\$70,000
Town of Wallingford Route 68 Corridor Study	Update prior study between Hanover Street and North Main Street. Provide existing conditions analysis addressing engineering safety and traffic, review alternative solutions, provide public participation, and recommend a preferred concept with estimate of probable cost.	\$65,000
Town of East Haven I-95, Route 1, Route 100 Intersection Study	Review operations at these highways including the intersections of Kimberly Ave. and Forbes Pl., and Forbes Pl. and Saltonstall Parkway (Route 1). Prepare conceptual alternatives for municipal and CDOT review. The study will recommend a solution based upon these reviews.	\$20,000
Regional Buildout Analysis	First and Second phase of a two phase project to prepare a buildout analysis for the Region to provide congestion management and planning tools to allow the Region and its municipalities to plan for future growth. The buildout analysis would provide data on potential development impacts in congested corridors and throughout the Region. The data will provide municipalities with data for use in revising zoning regulations to direct growth to areas which have infrastructure to support development while mitigating or reducing future congestion. Data would be utilized in SCRCOG Congestion	\$40,500

	Management Reports to federal and state agencies. The first phase in will involve data collection from the Region to allow second phase analysis and projections.	
Congestion Management Process Study	Analyze region's congested corridors and implement management protocols for Congestion Management Process data collection and mitigation and reduction opportunities.	\$55,000
TransCAD Model Application	Continue to incrementally improve and adjust the region's transportation model. Evaluate opportunities for broader application of the model and integration with other traffic analysis tools.	\$35,000
		\$404,500
<b>Total</b>		

**Task 1: Management of the Planning Process**

*Objectives*

1. Schedule planning activities and allocate staff resources appropriately to conduct all identified UPWP work tasks in a timely and efficient manner.

2. Prepare and adopt a planning work program for the upcoming fiscal year.
3. Ensure that expenditures are well documented and cost-effective.

### ***Prior Year Activity***

The Council adopted the 2008 planning work program after outreach and consultation as revised at its June 27, 2007 meeting. The program was adopted as amended at the Council's November 15, 2007 meeting. SCRCOG's 2006 - 2007 audit was performed by a certified public accountant from the firm of Kilcadie, Randall & McNab and accepted by SCRCOG on September 26, 2007, as following recognized procedures and practices.

The Affirmative Action Plan for SCRCOG is approved by resolution annually at the February Council meeting. (Latest Approval – February 25, 2009)

### ***Major 2009 and 2010 Activities***

*Mid-Year FY 2009 Work Program Review* - Review and adjust the work program relative to emerging issues, opportunities and progress through the first six months.

*Amend FY 2010 Consultant Supported Work Program* - Work with Council members through the Transportation Technical Committee to review and adjust, as necessary, the 2010 consultant work program that reflects current priorities and responds to the goals identified in the regional Long Range Transportation Plan.

*Certification* - Re-certification process is scheduled for FY 2009. Work with CDOT, FHWA and FTA to document compliance with applicable federal standards and recertification requirements. For FY 2010, annual self-certification by Council members (Mayors and First Selectmen) that the planning process is consistent with applicable federal regulations.

*Accounting Software Update* – Current accounting system is 15 years old and will no longer be supported by the vendor after December 31, 2009. This update of the accounting software will allow financial reporting as required by ConnDOT and federal agencies.

### ***Products/Reports***

- *Financial Control.* Maintain financial records and develop reports in accordance with USDOT and ConnDOT regulations and guidance.
- *Quarterly Reports.* Develop quarterly narrative and financial status reports for funding agencies.
- *Annual Affirmative Action Plan.* Review and revise Affirmative Action Plan (February 2009 and February 2010).
- *Annual Audit.* Comprehensive audit of Council FY 2008 and FY 2009 revenue, expenditures and internal management practices (September 2008 and September 2009, respectively).

- *Accounting Software.* Purchase and install update (Late FY2009 through early FY2010).

This task requires continuing activity throughout the year. Reporting milestones are noted above.

## **Task 2: Data Collection/Analysis – Monitoring and Projections**

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### ***Objectives***

1. Provide a database for regional transportation planning in close coordination with Connecticut Department of Transportation (ConnDOT) data developed for statewide needs.
2. Maintain regional highway and transit databases as components of SCRCOG's regional travel demand model.
3. Coordinate data acquisition with the ConnDOT and member municipalities to ensure the utility and compatibility of data.
4. Continue a major intersections counting program to provide data necessary for highway planning and congestion monitoring.

### ***Prior Year Activity***

*Traffic Data Collection Program* - Continued the region's manual turning movement count program in the fall of 2007 and spring of 2008 primarily to support major study efforts, such as the Route 10 Corridor Transportation Study, the I-691 Interchange Study, the Branford North Main Street Access Study, the Branford Route 146 Scenic Gateway Study, and the Guilford Town Center South Study. Data was collected at approximately 42 intersections in the fall, and approximately 40 intersections in the spring, for a total of 82 intersections. Staff continued to maintain the Council's GIS intersection count database.

*Commuter Parking Lot Occupancy* - Council staff performed the region's portion of ConnDOT's quarterly statewide commuter parking lot inventory data and published reports.

*ConnDOT Photolog* – Continued to make 2006 digital orthophotography available to interested towns and cities within the region.

*Congestion Monitoring* – Reviewed ConnDOT congestion information for Region and undertook data collection for selected corridors. Council staff will prepare report and submit it to ConnDOT and FHWA by June 2008.

### ***Major 2009 and 2010 Activities***

*Demand Modeling Database* – Update and maintain the region's travel demand model. Integrate new ConnDOT and SCRCOG traffic counts. Continue network maintenance for additions and changes to the roadway and transit systems.

*Traffic Data Collection Program* - Continue major intersections counting program in the fall of 2008 and 2009 and spring of 2009 and 2010. Select 40-50 locations each counting season that are identified at the municipal level for evaluation of congestion and safety-related issues. As in the

past, share the proposed counting program with municipalities and ConnDOT's Office of Traffic Engineering and coordinate with other data collection programs at the state and local level.

*Rail Commuter Parking Lot Occupancy Survey* - Monitor late-morning occupancy (maximum occupancy) at New Haven's Union Station, at the Milford Railroad Station and at Branford, Guilford and Madison Shore Line East stations on a quarterly basis and publish report.

*Congestion Monitoring* - SCRCOG staff will work with municipal staff to identify target areas for operations and management strategies (O & M) including development and implementation of Intelligent Transportation System (ITS) strategies and technologies in the region, as well as Travel Demand Management (TDM). Staff will continue to cooperate with ConnDOT on the six elements of the congestion management process (CMP): Determining the CMP network in the Region, Defining congestion, identifying congested links, developing strategies to address congested links, implementing strategies: short and long term, and monitoring the network. Equipment and software acquisition will be required to provide travel time data as part of the CMP.

*Safety Monitoring* - Review safety data, goals, objectives and strategies to promote safety and solicit projects for participation in the ConnDOT Local Accident Reduction Program. Work with ConnDOT to further implementation of the Connecticut Strategic Highway Safety Plan.

*Capital Expenditures Report* – Assist ConnDOT with the 536 report on capital expenditures on local roads.

### ***Products***

- Model Database Updates
- Traffic Data Collection
- Commuter Parking Lot Occupancy
- Congestion Management Process review with ConnDOT and recommendations
- Acquisition of equipment and software for CMP data collection prior to FY2010 activities (Late FY2009)

### ***Schedule***

*Traffic Data Collection* - Fall and spring counting programs (November 2008 and May 2009, November 2009 and May 2010).

*Commuter Parking Lot Occupancy* - Quarterly commuter parking lot occupancy data collection. (September and December 2008; March and June 2009, September and December 2009; March and June 2010).

*Congestion Monitoring* – Fall 2009 and Spring 2010 – Data collection and report.

### **Task 3: Transportation Planning Activities**

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#### ***Objectives***

1. Maintain a four-year Transportation Improvement Program reflecting current regional priorities, long-range regional objectives, and SAFETEA-LU transportation planning requirements. Accompany TIP actions with an air quality conformity statement as appropriate establishing relationships to the State Implementation Plan for Air Quality.
2. Facilitate public awareness of the adoption process for the TIP and STIP, and provide the opportunity for public comment on TIP-related actions at the SCRCOG level.
3. Develop transportation planning proposals and studies that are consistent with the goals identified for the Long Range Transportation Plan (prepared during FY 2007) and the updated regional plan of conservation and development (prepared during FY 2008), Connecticut's *Plan of Conservation and Development*, State and local municipal economic development objectives and the region's economic development program.
4. Develop recommended capital and operational improvements to enhance the existing transportation system, including consideration for the development and implementation of Transportation Systems Management and Operations (TSMO) improvements, advancing the use of Intelligent Transportation Systems (ITS) strategies and technologies in the region, as well as Travel Demand Management measures.
5. Implement the Regional Long Range Transportation Plan adopted May 9, 2007.
6. Coordinate the updated Regional Plan of Conservation and Development with member municipalities.
7. Identify general direction for future SCRCOG work and offer member municipalities a range of options and experience gained from basic planning research.
8. Continue to work with the State of Connecticut Governor's Transit Oriented Development initiatives, the Transportation Strategy Board (TSB) and the Connecticut Department of Transportation (CDOT) to plan transit improvements and provide support for transit oriented development (TOD).

#### ***Prior Year Activities***

*Programming* - In concert with the Connecticut Department of Transportation's Local Roads Section (Bureau of Engineering and Highway Operations) and municipalities, conducted monthly review of progress of regional construction projects. Reported to the Transportation Committee the nature, extent and reason for cost escalation or project delay.

*Project Development* – Monitored scoping packages through ConnDOT's Project Concept Unit (Bureau of Engineering and Highway Operations) for funding through a range of sources, including the STP Urban program and STP Anywhere funding. Identified municipal proposals intended to extend the SCRCOG six-year STP program as current projects are obligated.

*Transportation Improvement Program* – The Region adopted a 2007-2011 Transportation Improvement Plan on August 23, 2006. In concert with ConnDOT, SCRCOG staff drafted financially constrained TIP amendments to the TIP for review and approval by the Transportation Committee and SCRCOG Board. SCRCOG staff utilized Telus format (per federal guidance), and updated and enhanced the TIP database, continuing to prepare comprehensive TIP updates after each amendment.

*Urbanized Area Coordination* - Continued Surface Transportation Program Urban (STPU) and Federal Transit Administration Section 5307 transit enhancement program coordination with the Bridgeport/Stamford and New Haven UZA's.

*FTA Section 5310* - Identified priorities (April 2008) following an outreach process to local social service providers, prioritization by a selection committee including public transit operators and SCRCOG Board action.

*Traffic Diversion Routes* – Review of previous individual municipal plans completed by ConnDOT and implemented by Region as they are impacted by new construction and roadway modifications.

*Planning Studies* - During 2008, SCRCOG staff assisted in the eight studies from the 2008 UPWP, which included the following:

*Regional Transit Study Implementation Plan and Options* - Recommended revisions to current CTTransit bus routes to provide better transit options and service for the Region, including additional regional hubs and connections. Recommended routes and options for new flex route service implementation to provide better mass transit suburban links to fixed routes. Researched modern streetcar systems in urban areas similar to New Haven and provide documentation on start-up costs, implementation issues and operational costs for applicability to the Region.

*Town of Guilford Town Center South Transportation Study* - Transportation study anticipated future parking and access needs to the neighborhood and train station. Study documented existing conditions, future parking and traffic.

*Regional Traffic Calming Study* – Traffic calming study which a) developed a systematic approach to traffic calming, b) identified key locations throughout the Region, c) engaged the community in the design process for a pilot project, d) developed cost effective solutions for the

pilot project, e) developed preliminary design concepts for the pilot project which could be permitted and constructed.

*City of New Haven, Town of Hamden - Route 10 Corridor Study* – Transportation study including corridor from I-95 to Skiff Street in Hamden which analyzed land use, existing conditions, identified key neighborhood and community issues, prepared conceptual improvements for key segments and a draft implementation plan.

*City of New Haven Southeast Downtown Circulation Study* - Reviewed vehicular and pedestrian circulation in the southeasterly portion of downtown, with particular emphasis on the possible re-opening of Fair Street to provide additional connections between Wooster Square and downtown. The study investigated alternatives, provided outreach to the community on the alternatives, reviewed the legal status of proposed connections and developed concept plans for the additional connections recommended.

*City of Meriden I-691 Interchange Study* – Reviewed, expanded, and updated CDOT study concerning interchange improvements to study operations of Interchanges 5,6 and 7. Reviewed and studied access options to Mid-State Medical Center and Meriden Central Business District. Provided conceptual plan for roadway improvements or improved access.

*Town of Branford, Route 1 (North Main Street) Access Management Study* - Access Management Study along North Main Street portion of Route 1 corridor recommended methods to improve operations, minimize curb cuts and enhance off highway circulation among properties, following recommendation of town wide traffic study. Provided town-wide access management suggestions for inclusion in zoning regulations.

*Town of Branford, Route 146 Scenic Highway Gateway Plan* - Studied alternatives for improving traffic safety and achieving a more attractive transition from I-95 at exit 53 to the official beginning of the Scenic Highway at the western end of the Town Green.

### ***Major 2009 and 2010 Activities***

*Review of Land Use and Transportation Models* – Staff will work with municipal staff to assess impacts on transportation of projected land uses in the Region. Land use decisions will be analyzed to assess consistency with State, Regional, and local Plans of Conservation and Development. Identification of major growth corridors and review of major transportation improvements will help frame preferred growth patterns including transit-oriented development (TOD) and smart growth initiatives. Technical assistance will be provided to the Region's municipalities as requested. Staff will work to support State efforts to fund transit improvements and TOD through ConnDOT projects and funding, such as the West Haven train station project and related TOD, Union Station proposed TOD, pilot program TOD in Meriden as authorized by statute and other potential TOD proposals throughout the Region such as the reuse of the former Pratt and Whitney site in North Haven.

*Maintain and Update FY2007-FY2011 TIP* – Update as required the adopted five-year Transportation Improvement Program (TIP). The TIP is consistent with the region’s Long Range Transportation Plan 2007-2035 and state-defined financial constraints.

*Prepare new FY2009-2012 TIP* – Prepare new TIP for adoption in FY 2009 as per guidance to conform to ConnDOT update schedule and continue project and funding programming through FY 2009 and FY 2010.

*Surface Transportation Program* - Establish regional priorities with ConnDOT to facilitate the annual statewide program development process (March, 2009 and March 2010). Maintain a four-year program that balances priorities, costs, available funds and the progress of individual projects. Sustain a continuous interchange with municipalities advancing Surface Transportation Program projects on municipal roads per ConnDOT STP guidelines. Continue project definition to advance to ConnDOT concept team; SCRCOG participation through the scoping process; and Council monitoring of programmed work. Continue programming consultation with regional planning organizations comprising the Bridgeport-Stamford and New Haven-Meriden urbanized areas.

*FTA Section 5310 Outreach to Non-Profit Organizations* - Share notice of an annual Section 5310 (non-profit capital assistance) grant funding and help potential non-profit applicants advance proposals consistent with FTA and ConnDOT guidelines (January 2009 and January 2010).

*Local Transit Districts* - Continue attendance at Greater New Haven Transit District meetings and, periodically, at meetings of the Meriden Transit District and the Milford Transit District. Meetings provide feedback for the areawide planning and programming process.

*Local Accident Reduction Program* - Prepare municipal local accident reduction program applications per annual state/regional outreach, emphasizing a state/federal pedestrian safety focus. Develop proposals with municipal staff, frame material for municipal review and advance proposals for Council review per longstanding practice (April 2009 and April 2010).

*Transportation Enhancement Projects* – As per anticipated ConnDOT guidance, solicit proposals from the Region for ranking and forwarding to ConnDOT for new enhancement funding under the next federal highway act.

*Shoreline Greenways Planning Study* – At the request of ConnDOT and the municipalities of East Haven, Branford, Guilford, and Madison, SCRCOG agreed to serve as lead agency for the planning study for the Shoreline Greenways Trail through these four towns. Consultant selection should occur during FY 2008 and the study should be accomplished during FY 2009 and FY 2010.

FY 2009 Consultant Supported Activity

The next nine studies will be conducted by consultants engaged by the Region. All consultant work will be undertaken in a manner consistent with the National Environmental Policy Act (NEPA).

*Wilbur Cross Parkway Interchange Needs Assessment Study* - In cooperation with CDOT, evaluate safety deficiencies and improvement opportunities for interchanges within the Region between Milford and Meriden. Prepare needs assessment study report, utilizing and building upon previous Region and CDOT study work, analyzing existing conditions, future no-build conditions, and preparing viable conceptual improvement alternatives for future implementation and construction.

*Regional Buildout Analysis* - First phase of a two year project to prepare a buildout analysis for the Region to provide congestion management and planning tools to allow the Region and its municipalities to plan for future growth. The buildout analysis would provide data on potential development impacts in congested corridors and throughout the Region. The data will provide municipalities with data for use in revising zoning regulations to direct growth to areas which have infrastructure to support development while mitigating or reducing future congestion. Data would be utilized in SCRCOG Congestion Management Reports to federal and state agencies. The first phase will involve data collection from the Region to allow future second phase analysis and projections. (Reprogrammed to FY 2010)

*City of New Haven Intermodal Access/ Information Management Plan* - Analysis and information review for Union Station and Tweed New Haven Airport which includes:

1. A “user” perspective on access to and from Union Station and Tweed New Haven Airport.
2. A review of the efficiency and adequacy of existing parking, transit, taxi and other connecting services.
3. An analysis of wayfinding and other access related materials (e.g. on and off-street signage, web/internet, GPS systems commercial/government maps, airline materials, and brochures).

Presentation of report to Tweed New Haven Airport Authority and the Union Station “Joint Advisory Committee”.

*City of New Haven Hill Neighborhood Corridor Studies* - Study including Davenport Avenue, Howard Avenue, Congress Avenue and Columbus Avenue (Route 1) existing conditions review and recommendations for creating “complete Streets” to allow safe access for all users, including pedestrians, bicyclists, motorists, and bus riders. A draft implementation plan outlining necessary steps shall be submitted with the final report.

*City of New Haven Downtown Bicycle and Pedestrian Gap Analysis* - Review bicycle and pedestrian circulation in the downtown, as defined by the historic Nine Squares. The analysis shall:

1. Inventory the existing condition of bicycle and pedestrian facilities.
2. Prepare a gap analysis based upon user experience and technical data.

Make detailed recommendations with preliminary cost estimates to enhance bicycle and pedestrian conditions and address crucial gaps.

*City of West Haven East Brown Street Traffic Calming Study* - Review traffic conditions in the area of East Brown Street between First Avenue and Second Avenue. Review previous work done by the City of West Haven on this issue. Prepare options, and conduct public outreach. Prepare draft recommendations and final report for presentation to City and SCRCOG.

*City of Meriden Transportation Improvements Study* - Assist the City of Meriden in evaluating and prioritizing the City's transportation improvement projects and providing an assessment of local, state and federal funding opportunities.

*Congestion Management Process Study* - Analyze region's congested corridors and propose management protocols for future Congestion Management Process data collection and mitigation and reduction opportunities. (Reprogrammed to FY 2010)

*Regional Travel Demand Model Improvements* - Working in coordination with a consultant to be selected during the FY2009 program year, SCRCOG staff will utilize the TransCAD model's capabilities more fully to interface with and support municipal study efforts and to present various data to the public in a clear, understandable way. Staff will also identify opportunities to utilize Geographic Information Systems (GIS) options for the previously developed TransCAD network. (Reprogrammed to FY2010)

#### FY 2010 Consultant Supported Activity

The next eight studies will be conducted by consultants engaged by the Region. All consultant work will be undertaken in a manner consistent with the National Environmental Policy Act (NEPA).

*City of Meriden, Road Planning Studies Allen Avenue, Johnson Avenue, Preston Ave.* - Allen Avenue, Johnson Avenue and Preston Avenue are three streets in the City with very similar conditions. All of these streets lack storm drainage and have deficiencies in their vertical and horizontal alignments. The study will make recommendations for improvements to the three identified roadways to alleviate current safety hazards.

*City of Meriden, Traffic Signal Study* – The study will review each of the City owned (+/-70) signals and determine if signals conform to current MUTCD and State standards for pedestrian and vehicular displays, and layout of equipment. A review the existing intersection geometry will determine if any realignments would be required to improve the flow of traffic and reduce congestion and vehicle emissions. The study will review the location of existing closed loop systems and make recommendations for expansion of existing systems or the implementation of new ones. After analysis, a recommendation will be made if any of existing signals should be eliminated.

*City of New Haven, Whalley Avenue Corridor Study* – The study will update various prior studies between Broadway and Westville Center. An existing conditions analysis will be provided addressing engineering safety and traffic. A review of alternative approaches to

reconstruction will be undertaken. The process will provide public participation opportunities. The final report will recommend a preferred concept with an estimate of probable cost.

*Town of Wallingford, Route 68 Corridor Study* – The study will update the prior study between Hanover Street and North Main Street. An existing conditions analysis will be provided addressing engineering safety and traffic. A review of alternative solutions will be provided. The process will provide public participation opportunities. The final report will recommend a preferred concept with estimate of probable cost.

*Town of East Haven, I-95, Route 1, Route 100 Intersection Study* – The study will review operations at these intersections, as well as the intersections of Kimberly Ave. and Forbes Pl. and Forbes Pl. and Saltonstall Parkway (Route 1). Conceptual alternatives will be prepared to address improved traffic operations on the key components of the East Haven street network. Municipal and CDOT review of the concepts will help focus on a recommended solution.

*Regional Buildout Analysis* – First and Second phase of a two phase project to prepare a buildout analysis for the Region to provide congestion management and planning tools to allow the Region and its municipalities to plan for future growth. The buildout analysis would provide data on potential development impacts in congested corridors and throughout the Region. The data will provide municipalities with data for use in revising zoning regulations to direct growth to areas which have infrastructure to support development while mitigating or reducing future congestion. Data would be utilized in SCRCOG Congestion Management Reports to federal and state agencies. The first phase will involve data collection from the Region to allow second phase analysis and projections.

*Regional Travel Demand Model Improvements* - Working in coordination with a consultant to be selected during the FY2010 program year, SCRCOG staff will utilize the TransCAD model's capabilities to interface with and support municipal study efforts and to present various data to the public in a clear, understandable way. Staff will also identify opportunities to utilize Geographic Information Systems (GIS) options for the previously developed TransCAD network.

*Congestion Management Process Study* - Analyze region's congested corridors and implement management protocols for Congestion Management Process data collection and mitigation and reduction opportunities.

### ***Other Planning Activities***

*Locally Coordinated Public Transit Human Services Transportation Plan (LOCHSTP)* - This requirement of SAFETEA-LU is the planning element under which SCRCOG will coordinate transit services to provide for the basic mobility needs of the Region's elderly and disabled (Section 5310); access to jobs and reverse commute programs (Section 5316); and the New Freedom program (Section 5317). During FY2008, the Region undertook a LOCHSTP review process, with outreach to service providers and municipalities to identify service gaps and needs. During FY 2009 and FY 2010, staff will continue outreach to service providers and CDOT and work with them to implement service priorities. The outreach to the service providers and

municipalities also has served to frame the Region's priorities for the utilization of the Governor's Service Initiative Phase 2 funding for improved and expanded transit services.

*Transit Planning:* Most day-to-day operational planning for the transit systems in the SCRCOG region is done at the individual agency level (i.e. by Greater New Haven Transit District, CTTransit, Milford Transit District and Meriden Transit District). SCRCOG staff play a role in coordinating programs between these regional districts, assessing demographic and land use policies that will impact the viability of transit services, and identifying new opportunities for transit service outside the existing route network and service areas. Following up on previous initiatives, SCRCOG staff will continue to pursue additional "flex-route" service beyond the Winter 2008 initiation of the regional pilot program "R-Link" service through North Haven, North Branford and Branford. Recommendations of the FY2008 Regional Transit Implementation Project will be pursued. Working in conjunction with the region's transit operating agencies and interested municipalities, additional "flex-route" opportunities will be evaluated and advanced for consideration and implementation.

*Freight Movement Planning* - Planning for more efficient truck freight movement and reducing the impacts of existing truck trips on adjacent residential areas is a key element in previous UPWP studies. Implementation of the recommendations of the New Haven Truck Route Study will work toward fulfillment of these goals in the Region's core municipality.

Other freight-related staff activities will focus on evaluation of intermodal issues relating to the Port of New Haven and potential expanded utilization, assisting the City of New Haven with their evaluation of site and development alternatives for the proposed intermodal terminals at the Port, including the economic viability of feeder barge services from Port Newark/Port Elizabeth. The staff will continue to work with municipalities and the State to maximize future intermodal opportunities as they develop throughout the Region.

Improvements to track connections in the vicinity the Port of New Haven due to be completed in 2009 will allow, for the first time in several decades, direct connection between the port area and the mainline rail network. This project will substantially enhance the economics of intermodal freight shipment and will provide strong economic development benefits to the region.

*Operations and Management Strategies* - SCRCOG staff will continue to review State ITS Architecture refinements, and will ensure coordination with regional and local plans. Many of the study efforts outlined above are focused on alleviating traffic congestion through enhanced operation and utilization of existing transportation system assets.

### ***Products***

- FY2007-2011 TIP. Maintain the four-year Transportation Improvement Program and adopt amendments as appropriate through the two year period.
- New FY 2009-2012 TIP approval and adoption of amendments as appropriate throughout the two year period.

- Local Accident Reduction Program. Prepare applications for ConnDOT review in association with interested municipalities (April 2009 and April 2010).
- FTA Section 5310 Capital Priorities. Share with ConnDOT after Council review (April 2009 and April 2010).
- New Transit Enhancement projects as part of ongoing program.
- New Transportation Enhancement Projects as per anticipated ConnDOT guidance.

## **Task 4: Other Technical Assistance**

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### ***Objective***

1. Coordination with Department of Emergency Management and Homeland Security on emergency response planning.
2. Provide technical assistance and coordination with Safe Routes to School (SRTS) program participants and ConnDOT concerning applications for funding.
3. Provide assistance to new transit station development in the Region, including transit oriented development (TOD) for New Haven, West Haven, North Haven, Madison, Guilford, Orange, Wallingford, Meriden, and Milford.
4. Work with Regional Growth Partnership to insure continued regional economic vitality.
5. Utilize Regional Performance Grant awarded by Office of Policy and Management to produce economic development portal website for the Region.

### ***Prior Year Activities***

*Coordination with DEMHS* – Attendance by Executive Director and staff at DEMHS regional meetings to work with DEHMS and municipal staff on emergency response planning and implementation.

*Safe Routes to Schools* – Attendance at ConnDOT sponsored workshops to prepare for outreach to municipalities in FY 2009 and FY 2010.

*Regional Growth Partnership* – Promote regional economic vitality through representation on the RGP Board. Five Chief Elected Officials and the Executive Director serve on the RGP Board, which identifies regional economic opportunities.

### ***Major 2009 and 2010 Activities***

*Coordination with DEMHS* – Review of DEMHS communications and plans to insure integration with other regional initiatives.

*Safe Routes to Schools* – Work with interested schools and ConnDOT to provide coordination and technical assistance in the preparation of SRTS Master Plans and application for infrastructure grants through the program

*Transit stations and TOD* - Work with interested municipalities, ConnDOT, local legislators and residents to help promote transit and TOD opportunities to increase mobility, improve transportation options, promote economic vitality, and encourage the linking of transportation and land use decisions.

*Regional Growth Partnership* – Continued Board membership and participation, with periodic reports to the Council, will help promote economic vitality and opportunities.

*Economic Development Portal* – Utilize Regional Performance Incentive grant to develop web portal. Work with municipalities and consultant to create website for improved regional economic development and vitality.

**Task 5: Public Participation**

***Objectives***

1. Facilitate a timely flow of information to interested individuals and organizations through media outreach, and our agency website.
2. Provide a focus for public input relative to the region's Transportation Plan, Transportation Improvement Program and other key products by elected officials, any interested citizens and specifically by minority, low-income and non-English speaking communities.
3. Solicit public interest for each of our regional planning and transportation studies and for the SCRCOG decision-making process in general. Ensure that outreach, review and project definition respond to USDOT/ConnDOT Environmental Justice requirements contained in the SAFETEA-LU federal transportation act.
4. Share technical material with professionals, elected officials and the public at appropriate times as major study efforts progress.

### ***Prior Year Activity***

The Council of Governments continued its commitment to public outreach during FY 2008 through a wide range of outlets:

1. *Annual Report*

SCRCOG's annual report was issued in March 2008.

2. *Media Coverage*

A Transportation Committee agenda notification process includes 35 area media organizations. Meeting notices for Transportation Committee/Council actions and SCRCOG publications were regularly shared with a wide range of print and broadcast media including the *New Haven Register*, the *Connecticut Post*, the *Meriden Record-Journal*, *Northeast Minority News*, and other local (non-daily) newspapers in the region, and radio and television news departments.

3. *Transportation Committee and Technical Transportation Committee*

The Region's Transportation Committee (chief elected officials) and Technical Transportation Committee (municipal staff), meeting together monthly, continued to interact with ConnDOT personnel, federal staff and other interested parties. The committees advanced programming and planning proposals to the Council as a whole. Over 100 organizations and individuals, including advocacy organizations, environmental groups, social services organizations, and private transit operators, are notified of committee meetings by email or fax. Notice of meetings is also provided on the SCRCOG website. Council-adopted *Public Participation Guidelines* clearly identify

the Council's commitment to broad, ongoing participation, and highlight the avenues for public.

#### 4. *Public Meetings*

- Multiple meetings to review construction schedule, mitigation and included/excluded elements for Pearl Harbor Memorial Bridge replacement (Central I-95) program.
- Attendance at I-91 TIA, Coastal Corridor TIA and TSB meetings.
- Rideworks' monthly meetings. SCRCOG's Executive Director serves on Rideworks' Board of Directors.
- Monthly Greater New Haven Transit District meetings and periodic attendance at meetings of the Milford and Meriden transit districts to facilitate planning and programming activities.
- Regional Growth Partnership (RGP), the region's non-profit economic development organization, was established jointly by SCRCOG and the private sector. Five chief elected officials and the Executive Director serve on the Board of the RGP.
- Regional Growth Connection Steering Committee meetings. The RGC shapes the region's job access transportation commitment together with state, municipal and regional partners. The Executive Director serves on the Steering Committee.
- Regional Alliance work sessions. The seven-year-old Alliance brings a broad array of regionally oriented organizations together to share experience, initiatives and ideas in the educational, social service, economic development, land use and transportation fields.
- Regional Chambers of Commerce – Executive Directors meet at SCRCOG monthly in conjunction with Regional Economic Development Directors to address business-related transportation issues.
- New Haven Environmental Justice Coalition – This organization invites SCRCOG Executive Director periodically to seek input on transportation issues and needs.

#### 5. *Council of Governments Meetings*

Monthly Council meetings (chief elected officials) provided opportunities to review the status of major planning and programming efforts, gain further guidance from chief elected officials and take formal Council TIP actions. Fiscal year 2008 meetings allowed chief elected officials to share their concerns on the I-95 Central Corridor Project with the ConnDOT as the project continues and moves to bridge construction.

#### 6. *SCRCOG Web Site*

The agency website provides ready access to Council meeting agendas, reports and memos including *Public Participation Guidelines*, the TIP and proposed TIP amendments, and *Mobility* (the region's transportation plan). Links to ConnDOT, municipalities, data sources and transit/transportation sites are also included here.

7. *Public Participation Guidelines*

SCRCOG public participation guidelines outline broad public involvement, including a 45 day public comment period for major items, and were revised to a more user-friendly booklet format in response to a Federal Highway Administration request during the certification review. Ongoing public participation confirms their effectiveness.

8. *Evaluation of Effectiveness*

Evaluation of the effectiveness of the Region's public outreach is an ongoing process. Staff continually reviews the attendance at SCRCOG and Transportation Committee meetings, as well at public meetings held as part of consultant supported work. This review indicates that the outreach is working and involving the community and interested parties. Hits on the SCRCOG website indicate a high level of interest in our activities. Staff attendance at public meetings of regional and state organizations and civic groups, and reports back to our members, provide involvement of the region and important communication both within and beyond the Region. This high level of involvement and communication is indicative of the Region's commitment to effective public outreach.

***Major 2009 and 2010 Activities***

Efforts will focus on enhanced public awareness and understanding region's transportation needs. In FY 2009 and FY 2010, outreach will continue to emphasize the implementation of the Regional Long Range Plan and the Regional Plan of Conservation and Development, working toward solutions involving policies such as smart growth, non-vehicular transportation, and context sensitive design solutions. Chief elected officials and staff will continue to participate in the organizations as noted in the activities outlined for the prior year.

The Region will continue to evaluate the effectiveness of public outreach and revise our outreach as appropriate to insure maximum feasible public participation.

Adoption of the FY 2009-2012 TIP will provide additional opportunities for public outreach and participation.

Public outreach will include opportunities for public input on the FY2010 Consultant supported activity and ConnDOT transit improvements. Staff will continue to monitor progress on the I-95 Corridor Improvement Program with monthly updates available at the regular public meetings of SCRCOG.

**Appendix A**

**Table 1**  
**Fiscal Year 2009 - Anticipated Revenues**

	<i>Federal</i>	<i>State</i>	<i>Local</i>	<i>Total</i>
<i>Consolidated Planning Grant - FY 09</i>	733,182	93,397	93,397	919,976
<i>FY 06 Planning Grant - Released Funds</i>	225,852	28,232	28,232	282,316
<i>Safe Routes to Schools</i>	14,000	0	0	14,000
<b>Total</b>	<b>973,034</b>	<b>121,629</b>	<b>121,629</b>	<b>1,216,292</b>

**Table 2**  
**Fiscal Year 2009 - Planning Costs by Task**

	<i>Federal</i>	<i>State</i>	<i>Local</i>	<i>Total</i>
<i>Management of the Planning Process</i>	85,897	10,737	10,737	107,371
<i>Data Collection / Analysis - Monitoring &amp; Projections</i>	132,516	16,565	16,565	165,646
<i>Transportation Planning Activities</i>	613,308	76,663	76,663	766,634
<i>Other Technical Assistance</i>	103,463	12,933	12,933	129,329
<i>Public Participation</i>	37,850	4,731	4,731	47,312
<b>Total</b>	<b>973,034</b>	<b>121,629</b>	<b>121,629</b>	<b>1,216,292</b>

Table 3  
**Fiscal Year 2009 - Direct Salaries by Task - Hours & Cost <sup>1</sup>**

	Personnel Costs by Task									
	Ex. Dir.		Planners		Asst. Planner		Field		Total	
	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost	Hrs	Cost
Management of the Planning Process	300	15,024	777	29,335	50	1,329	0	0	1,127	45,688
Data Collection / Analysis - Monitoring & Projections	50	2,504	1,042	37,670	150	3,988	2,400	24,600	3,642	68,762
Transportation Planning Activities	710	35,557	2,600	82,731	500	13,293	0	0	3,810	131,581
Other Technical Assistance	300	15,024	984	32,342	475	12,628	0	0	1,759	59,994
Public Participation	50	2,504	450	15,214	150	3,988	0	0	650	21,706
<b>Total</b>	<b>1,410</b>	<b>70,613</b>	<b>5,853</b>	<b>197,292</b>	<b>1,325</b>	<b>35,226</b>	<b>2,400</b>	<b>24,600</b>	<b>10,988</b>	<b>327,731</b>

<sup>1</sup> Maximum hourly rates for Executive Director - \$50.08, Planners - \$38.96, Asst Planners - \$26.59, Admin Asst - \$19.77, Field Personnel - \$10.25.

Table 4  
**Fiscal Year 2009 - Total Labor by Task - Salaries & Overhead Applied <sup>1</sup>**

	Labor Costs by Task				
	Ex. Dir.	Planners	Asst. Planner	Field	Total
Management of the Planning Process	31,986	62,454	2,830	0	97,270
Data Collection / Analysis - Monitoring & Projections	5,331	80,199	8,490	52,373	146,393
Transportation Planning Activities	75,701	176,134	28,300	0	280,135
Other Technical Assistance	31,986	68,857	26,886	0	127,729
Public Participation	5,331	32,391	8,490	0	46,212
<b>Total</b>	<b>150,336</b>	<b>420,035</b>	<b>74,996</b>	<b>52,373</b>	<b>697,740</b>

1. Audited overhead rate @ 1.1290

Table 5  
**Fiscal Year 2009 - Direct Expenditures by Task**

	Direct Expenditures by Task						Total
	Print & Repro	Travel	Data Proc	Consultants	Misc <sup>1</sup>	Capital <sup>2</sup>	
<i>Management of the Planning Process</i>	0	100	0	0	0	10,000	10,100
<i>Data Collection / Analysis - Monitoring &amp; Projections</i>	0	14,800	1,200	0	252	3,000	19,252
<i>Transportation Planning Activities</i>	600	2,000	3,000	480,000	900	0	486,500
<i>Other Technical Assistance</i>	100	600	600	0	300	0	1,600
<i>Public Participation</i>	0	100	0	0	1,000	0	1,100
<b>Total</b>	<b>700</b>	<b>17,600</b>	<b>4,800</b>	<b>480,000</b>	<b>2,452</b>	<b>13,000</b>	<b>518,552</b>

1. Miscellaneous expenses include technical training, technical publications, and advertising expenses.
2. Capital expense includes the purchase of three (3) computers, and traffic data collection equipment/software.

Table 6  
**Fiscal Year 2009 - Planning Projects with Consultant Assistance**

	Cost
<i>Wilbur Cross Interchange Needs Assessment</i>	350,000
<i>TransCAD Model Enhancements</i>	0
<i>Regional Buildout Analysis</i>	0
<i>New Haven - Intermodal Access / Info Mgt Plan</i>	20,000
<i>New Haven - Hill Neighborhood Corridor</i>	40,000
<i>New Haven - Bicycle Ped Gap Analysis</i>	25,000
<i>West Haven - East Brown St - Traffic Calming</i>	25,000
<i>Meriden - Project Coordination Planning</i>	20,000
<i>Congestion Management Planning</i>	0
<b>Total</b>	<b>480,000</b>

**Table 7**  
**Fiscal Year 2009 - Total UPWP Program Cost**

	<b>Cost</b>
SCRCOG Salaries	327,731
Overhead - Indirect Applied (1.1290)	370,009
Print & Reproductions	700
Travel	17,600
Data Processing	4,800
Consultants	480,000
Miscellaneous	2,452
Capital	13,000
<b>Total</b>	<b>1,216,292</b>

**Table 8**  
**Fiscal Year 2010 - Anticipated Revenues**

	<i>Federal</i>	<i>State</i>	<i>Local</i>	<i>Total</i>
Consolidated Planning Grant - Year 1	96,958	10,371	10,371	117,700
FY 06 Planning Grant - Released Funds	11,609	1,452	1,452	14,513
Consolidated Planning Grant - Year 2	885,862	110,733	110,733	1,107,328
<b>Total</b>	<b>994,429</b>	<b>122,556</b>	<b>122,556</b>	<b>1,239,541</b>

**Table 9**  
**Fiscal Year 2010 - Planning Costs by Task**

	<i>Federal</i>	<i>State</i>	<i>Local</i>	<i>Total</i>
<i>Management of the Planning Process</i>	111,168	13,896	13,896	138,960
<i>Data Collection / Analysis - Monitoring &amp; Projections</i>	145,955	18,244	18,244	182,443
<i>Transportation Planning Activities</i>	577,626	72,203	72,203	722,032
<i>Other Technical Assistance</i>	114,918	14,365	14,365	143,648
<i>Public Participation</i>	41,966	5,246	5,246	52,458
<b>Total</b>	<b>991,633</b>	<b>123,954</b>	<b>123,954</b>	<b>1,239,541</b>

**Table 10**  
**Fiscal Year 2010 - Direct Salaries by Task - Hours & Cost**

	<i>Personnel Costs by Task</i>									
	<i>Ex. Dir.</i>		<i>Planners</i>		<i>Asst. Planner</i>		<i>Field</i>		<i>Total</i>	
	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>
<i>Management of the Planning Process</i>	300	16,800	777	32,269	50	1,500	0	0	1,127	50,569
<i>Data Collection / Analysis - Monitoring &amp; Projections</i>	50	2,800	1,042	41,437	150	4,500	2,400	27,000	3,642	75,737
<i>Transportation Planning Activities</i>	710	39,760	2,600	91,002	500	15,000	0	0	3,810	145,762
<i>Other Technical Assistance</i>	300	16,800	984	35,577	475	14,250	0	0	1,759	66,627
<i>Public Participation</i>	50	2,800	450	16,736	150	4,500	0	0	650	24,036
<b>Total</b>	<b>1,410</b>	<b>78,960</b>	<b>5,853</b>	<b>217,021</b>	<b>1,325</b>	<b>39,750</b>	<b>2,400</b>	<b>27,000</b>	<b>10,988</b>	<b>362,731</b>

1 Maximum hourly rates for Executive Director - \$56.00, Planners - \$43.00, Asst Planners - \$30.00, Admin Asst - \$21.75, Field Personnel - \$11.25.

Table 11  
**Fiscal Year 2010 - Total Labor by Task - Salaries & Overhead Applied 1**

	Labor Costs by Task					Total
	Ex. Dir.	Planners	Asst. Planner	Field		
<i>Management of the Planning Process</i>	35,767	68,700	3,194	0		107,661
<i>Data Collection / Analysis - Monitoring &amp; Projections</i>	5,961	88,220	9,580	57,483		161,244
<i>Transportation Planning Activities</i>	84,649	193,747	31,935	0		310,331
<i>Other Technical Assistance</i>	35,767	75,742	30,338	0		141,847
<i>Public Participation</i>	5,961	35,630	9,581	0		51,172
<b>Total</b>	<b>168,105</b>	<b>462,039</b>	<b>84,628</b>	<b>57,483</b>		<b>772,255</b>

1. Audited overhead rate @ 1.1290

Table 12  
**Fiscal Year 2010 - Direct Expenditures by Task**

	Direct Expenditures by Task						Total
	Print & Repro	Travel	Data Proc <sup>1</sup>	Consultants	Misc <sup>2</sup>	Capital <sup>3</sup>	
<i>Management of the Planning Process</i>	0	100	20,200	0	0	11,000	31,300
<i>Data Collection / Analysis - Monitoring &amp; Projections</i>	0	16,300	1,300	0	300	3,300	21,200
<i>Transportation Planning Activities</i>	700	2,200	3,300	404,500	1,000	0	411,700
<i>Other Technical Assistance</i>	100	700	700	0	300	0	1,800
<i>Public Participation</i>	0	100	0	0	1,186	0	1,286
<b>Total</b>	<b>800</b>	<b>19,400</b>	<b>25,500</b>	<b>404,500</b>	<b>2,786</b>	<b>14,300</b>	<b>467,286</b>

1. Data Processing includes the upgrade of SCRCOG accounting software to Deltek Vision. Includes software, data base conversion, testing & training.

2. Miscellaneous expenses include technical training, technical publications, and advertising expenses.

3. Capital expense includes the purchase of three (3) computers, and traffic data collection equipment/software.

**Table 13**  
**Fiscal Year 2010 - Planning Projects with Consultant Assistance**

	Cost
<i>Wilbur Cross Interchange Needs Assessment</i>	0
<i>TransCAD Model Enhancements</i>	35,000
<i>Regional Buildout Analysis</i>	40,500
<i>New Haven - Intermodal Access / Info Mgt Plan</i>	0
<i>New Haven - Hill Neighborhood Corridor</i>	0
<i>New Haven - Bicycle Ped Gap Analysis</i>	0
<i>West Haven - East Brown St - Traffic Calming</i>	0
<i>Meriden - Project Coordination Planning</i>	0
<i>Congestion Management Planning</i>	55,000
<i>New Haven - Whalley Avenue Corridor Study</i>	70,000
<i>Meriden - Traffic Signal Study</i>	65,000
<i>Meriden - Roadway Planning Studies</i>	54,000
<i>Wallingford - Route 68 Corridor Study</i>	65,000
<i>East Haven - I-95 Rte 1 Rte 100 Intersection Study</i>	20,000
<b>Total</b>	<b>404,500</b>

**Table 14**  
**Fiscal Year 2010 - Total UPWP Program Cost**

	Cost
<i>SCRCOG Salaries</i>	362,731
<i>Overhead - Indirect Applied (1.1290)</i>	409,524
<i>Print &amp; Reproductions</i>	800
<i>Travel</i>	19,400
<i>Data Processing</i>	25,500
<i>Consultants</i>	404,500
<i>Miscellaneous</i>	2,786
<i>Capital</i>	14,300
<b>Total</b>	<b>1,239,541</b>

## **Appendix B**

### **Statement of Cooperative MPO/State/Transit Operators Planning Roles & Responsibilities**

#### **Purpose**

The purpose of this statement is to outline the roles and responsibilities of the State, the South Central Regional Council of Governments (SCRCOG) and appropriate providers of public transportation as required by 23 CFR Sec. 450.314(a) "Metropolitan Planning Agreements" [formerly 23CFR 450.310(e)].

#### **General Roles & Responsibilities**

SCRCOG will perform the transportation planning process for the South Central Region and develop procedures to coordinate transportation planning activities in accordance with applicable federal regulations and guidance. The transportation process will, at a minimum, consist of:

1. Preparation of an annual Unified Planning Work Program that lists and describes all transportation planning studies and tasks to be completed during the year.
2. Preparation and update of a long range, multi-modal regional transportation plan.
3. Preparation and maintenance of a short-range transportation improvement program (TIP).
4. Financial planning to ensure plan and program are financially constrained and within anticipated funding levels.
5. Conduct of planning studies and system performance monitoring, including highway corridor and intersection studies, transit system studies, application of advanced computer techniques, and transportation data collection and archiving.
6. Public outreach, including survey of affected populations, electronic dissemination of reports and information (website), and consideration of public comments.
7. Ensuring the transportation planning process does not have a significant or disproportionate impact on low income, minority and transit dependent Title VI populations.
8. Development and implementation of a Congestion Management Process as appropriate.
9. Ensuring plans, projects and programs are consistent with and conform to air quality goals of reducing transportation-related emissions and attaining National Ambient Air Quality Standards.

#### **Long Range Transportation Plan**

1. SCRCOG will be responsible for preparing and developing the long range (20–25 years) transportation plans for the South Central Region.
2. SCRCOG may develop a consolidated transportation plan summary report for the South Central Region that includes the key issues facing the area and priority programs and projects.
3. ConnDOT will provide the following information and data in support of developing the transportation plan:
  - a. Financial information - estimate of anticipated federal funds over the 20-25 year time frame of the plan for the highway and transit programs.
  - b. Trip tables - for each analysis year, including base year and the horizon year of the plan by trip purpose and mode.

- c. Traffic count data for state roads in the South Central Region, and transit statistics as available.
  - d. List of projects of statewide significance by mode, with descriptions, so that they can be incorporated into the regional transportation plans.
  - e. Assess air quality impacts and conduct the regional emissions assessment of the plan. Will provide the results of the assessment in a timely manner to allow inclusion in the plan and to be made available to the public at public information meetings. (Refer to air quality tasks.)
4. SCRCOG may conduct transportation modeling for the area
  5. SCRCOG will consult with the appropriate providers of public transportation on local bus capital projects to include in the transportation plan, and will work together to develop local bus improvements for the plan from the 10-year capital program. Through consultation, SCRCOG, in cooperation with ConnDOT, will identify future local bus needs and services, including new routes, service expansion, rolling stock needs beyond replacement, and operating financial needs.

### **Transportation Improvement Program (TIP)**

1. The TIP will be prepared and compiled through a consultative process among ConnDOT, SCRCOG, and the appropriate provider(s) of public transportation.
2. ConnDOT will prepare an initial list of projects to include in the new TIP. This list will be based on the current TIP that is about to expire and an assessment of which projects will be obligated for funding before the end of the current federal fiscal year.
3. ConnDOT, SCRCOG and transit provider(s) – ConnDOT will solicit comments on the TIP and incorporate where practicable.
4. ConnDOT will provide detailed project descriptions, cost estimates and program schedules. The project descriptions will provide sufficient detail to explain the projects to SCRCOG and the general public.
5. ConnDOT will provide a list of projects obligated during each of the federal fiscal years covered by the expiring TIP/STIP. The annual listing of obligated projects should include both highway and transit projects.
6. SCRCOG will compile the TIP for the Region, including preparing a narrative. Projects will be categorized by federal aid program and listed in summary tables. The TIP will be converted into a format that will allow it to be downloaded to the Region's website. SCRCOG will maintain the TIP by tracking amendments and changes to projects (schedule, scope and cost) made through the administrative action process.
7. ConnDOT will develop the STIP based on the MPO's TIPs and projects located in the rural regions of the State.
8. ConnDOT will include one STIP entry each for the Bridge program, the Highway Safety Improvement program and the Recreational Trails program. This entry will list the total funds needed for these programs for each fiscal year. All Regions will receive back up lists in the form of the Connecticut Bridge Program, the Office of Traffic Engineering Safety Plan and the Recreational Trails program administered by the Department of Environmental Protection. The one line entry will reduce the number of entries needed in the STIP.
9. ConnDOT will provide proposed amendments to SCRCOG for consideration. The amendment will include a project description that provides sufficient detail to explain the proposed changes to SCRCOG. It will also provide a clear reason and justification for the amendment. If it involves a new project, ConnDOT will provide a clear explanation of the reasons and rationale for adding it to the TIP/STIP.

10. When an amendment to the TIP/STIP is being proposed by SCRCOG and ConnDOT, ConnDOT will ensure financial consistency.
11. ConnDOT will provide a financial assessment of the STIP with each update. SCRCOG should prepare a TIP summary table listing all projects by funding program sorted by year based on ConnDOT's financial assessment.

### **Air Quality Planning**

1. ConnDOT and SCRCOG may meet at least once per year to discuss the air quality conformity process, the regional emissions analysis and air quality modeling.
2. ConnDOT will conduct the regional emissions analysis, which includes the South Central Region and provide the results to SCRCOG. The regional emissions analyses for the build or future years will include the proposed transportation improvements included in the regional long-range transportation plans and TIP. It will contain a table showing the estimated emissions from the transportation system for each criteria pollutant and analysis year.
3. The report provided by ConnDOT on the regional emissions analyses will be inserted into the long-range transportation plan and TIP.
4. SCRCOG will make the regional emissions analysis available to the public.

### **Public Participation Program**

1. SCRCOG will annually review and evaluate its public participation program.
2. SCRCOG will update and prepare a list of neighborhood and local organizations and groups that will receive notices of SCRCOG plans, programs and projects.
3. SCRCOG will work to ensure that low-income, minority and transit dependent areas are afforded an adequate opportunity to participate in the transportation planning process, receive a fair share of the transportation improvement benefits and do not endure a disproportionate transportation burden. SCRCOG will comply with federal legislation on these issues.
4. SCRCOG's process for developing plans, projects, and programs will include consultation with state and local agencies responsible for land use and growth management, natural resources, environmental protection, conservation and historic preservation.
5. SCRCOG will maintain its website to provide clear and concise information on the transportation planning process and provide an opportunity to download reports and documents. This will include developing project and study summaries, converting reports into a pdf or text format, and maintaining a list of available documents. The website will provide links to other associated organizations and agencies.

### **Public Transportation Planning**

1. SCRCOG will allow for, to the extent feasible, the participation of transit providers at all Transportation Committee and SCRCOG meetings to provide advice, information and consultation on transportation programs within the South Central Region.
2. SCRCOG will provide the opportunity for the transit providers to review and comment on planning products relating to transit issues within the Region.
3. SCRCOG will allow for transit provider(s) to participate in UPWP, long-range plan, and TIP development to insure the consideration of any appropriate comments.

4. SCRCOG and ConnDOT will assist the transit provider(s) to the extent feasible with planning for transit related activities.

### **Fiscal/Financial Planning**

1. The ConnDOT will provide SCRCOG with up-to-date fiscal and financial information on the statewide and regional transportation improvement programs to the extent practicable. This will include:
  - a. Anticipated federal funding resources by federal aid category for the upcoming federal fiscal year, as shown in the TIP financial chart.
  - b. Annual authorized funds for the STP-Urban account.
  - c. Annual authorized funds for the FTA Section 5307 Program.
  - d. A listing of FTA Section 5309 Bus and Section 5309 New Starts projects that are earmarked in federal legislation and also as appropriated by Congress.
  - e. Monthly updates of STP-Urban Program showing current estimated cost & scheduled obligation dates.
2. The ConnDOT will notify SCRCOG when the anticipated cost of a project, regardless of funding category, has changed in accordance with the agreed upon TIP/STIP amendment and administrative action process.
3. SCRCOG will prepare and distribute summary tables and charts that display financial information.

### **Congestion Management Process (CMP) Program**

1. The ConnDOT, as state's primary CMP, will provide SCRCOG its congestion screening report.
2. SCRCOG will review the congestion screening report and select critical corridors for analysis as a second level CMP in the state.
3. SCRCOG will conduct a highway performance monitoring program that includes the collection of traffic counts, conduct of travel time surveys, and determination of travel speeds and delay.
4. SCRCOG will conduct congestion strategies studies for critical corridors and identify possible improvements to reduce congestion and delay.
5. SCRCOG will work with ConnDOT on programming possible congestion-reducing projects.
6. SCRCOG will, upon implementation of a congestion reduction improvement, assess post-improvement operations and determine level of congestion relief.

### **Intelligent Transportation Systems (ITS) Program**

1. The ConnDOT will maintain the statewide ITS architecture and ensure consistency with the Regional ITS Architecture for the South Central Planning Region.
2. SCRCOG will maintain and update the Regional ITS Architecture for the South Central Planning Region, where appropriate.

### **Amendment**

This Statement on Transportation Planning may be amended from time to time or to coincide with annual UPWP approval as jointly deemed necessary or in the best interests of all parties, including Federal transportation agencies.

**Effective Date**

This Statement will be effective after it has been endorsed by SCRCOG as part of the UPWP, and as soon as the UPWP has been approved by the relevant Federal transportation agencies.

**No Limitation on Statutory Authority**

Nothing contained in this Statement is intended to or shall limit the authority or responsibilities assigned to signatory organizations under Connecticut law, federal law, local ordinance, or charter.