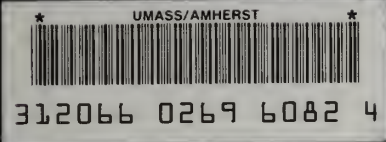


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Pioneer Valley
Metropolitan
Planning
Organization



UNIFIED TRANSPORTATION WORK PROGRAM 1998



PIONEER VALLEY PLANNING COMMISSION
26 Central Street, West Springfield, MA 01089

Pioneer Valley
Unified Transportation Work Program

Fiscal Year 1998
Draft (July 1997)

GOVERNMENT DOCUMENTS
COLLECTION

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Prepared by the
Pioneer Valley Planning Commission

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INTRODUCTION

The Unified Transportation Work Program (UWP) is a narrative description of the annual technical work program for a continuing, cooperative and comprehensive (3C) transportation planning process in the Pioneer Valley Region. As the lead planning agency for the Pioneer Valley Metropolitan Planning Organization (MPO), the Pioneer Valley Planning Commission (PVPC) is responsible for developing the UWP in cooperation with other members of the MPO including the Pioneer Valley Transit Authority, the Executive Office of Transportation and Construction (EOTC), and the Massachusetts Highway Department (MHD).

The UWP provides an indication of regional long and short-range transportation planning objectives, the manner in which these objectives will be achieved, the budget necessary to sustain the overall planning effort, and the sources of funding for each specific program element. All tasks will be performed by the PVPC in cooperation with appropriate agencies, unless otherwise stated.

The work tasks within this UWP are reflective of issues and concerns originating from transportation agencies at the federal, state and local levels. As always, the UWP continues and extends the PVPC's emphasis on "results-oriented" tasks. In addition, several tasks are specifically targeted to implement provisions of several pieces of federal legislation, particularly the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA), the Clean Air Act Amendments of 1990 (CAAA) and the Americans with Disabilities Act (ADA).

The descriptions of the tasks to be accomplished and the budgets for these tasks are based on the best estimate of what can be accomplished within the confines of available resources. If, in the performance of this work program, it becomes apparent that certain tasks cannot be accomplished due to changing or unforeseen circumstances, the UWP will be adjusted by redefining the scope of the tasks and/or reallocating funds among tasks. Such adjustments will be developed in cooperation with the EOTC, the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Pioneer Valley Transit Authority (PVTA), and other concerned agencies as appropriate.

The time periods, or "program years", for the various funding sources are outlined in the following chart:

Funding Source	Fiscal Period:
FHWA/EOTC	October, 1997 through September, 1998
FTA/EOTC	October, 1997 through September, 1998
PVTA	July, 1997 through June, 1998
Scenic Byways Program	Various Contract Periods

The Pioneer Valley Metropolitan Planning Organization endorse the 1998 Unified Transportation Work Program for the Pioneer Valley Region once it has been developed cooperatively and in accordance with the Public Participation Process developed for this region. A meeting is scheduled for August 29, 1997.

TRANSPORTATION PLANNING FUNDING SOURCES

FHWA/EOTC - EOTC receives two types of funds from FHWA that are passed through to planning agencies to conduct 3C transportation planning activities. These funds include Metropolitan Planning funds (PL) and Statewide Planning and Research funds (SPR) and are apportioned to states on the basis of population in urbanized areas and relative to the amount of highway construction funds the state receives. EOTC maintains multi-year contracts with planning agencies to conduct transportation related planning activities within their region. These multi-year contracts utilize the PL and SPR funds received by FHWA.

Within the Pioneer Valley region the predominant source of funding from the EOTC is PL funds. Unexpended funds from contract to contract are reserved in a "PL Balance" account for the region. Outlined below is a summary of PVPC continuing PL funding account.

Total PL Allocations, FFY 1974 - FFY 1997	\$
Total PL Expenditures, FFY 1974 - Present (May 31, 1997)	\$
Total PL Balance as of June 1, 1997	\$

Source: EOTC

PVPC is continuing to draw down on the PL as anticipated. Monthly expenditures through the remainder of FFY 1997 are estimated at \$45,000. This rate of expenditure will reduce the PL Balance by a total of \$ by the end of FFY 1996. The estimated PL Balance at the end of FFY 1997 will be \$.

SPR funds are also typically administered by the state to carry out specific technical activities. Within the Pioneer Valley region SPR funds are used to conduct traffic counting activities and to conduct the Pavement, Congestion, and Intermodal management systems.

FTA/EOTC/PVTA -Two types of funds are used for transit planning purposes in the Pioneer Valley region; Section 5303 (formerly Section 8 Metropolitan Planning) and Section 5307 funds (formerly Section 9 Capital) of the Federal Transit Act Amendments of 1991. Section 5303 funds are earmarked for the use of planning and technical studies related to urban mass transportation. They are filtered down from the Federal Transit Administration through the EOTC to the regional planning agencies in the Commonwealth. Section 5307 funds can be used for planning as well as other purposes, and are distributed by the FTA on the basis of the RTA service area population. The Pioneer Valley Transit Authority, using Section 5307 funds from the FTA, contracts with the PVPC for assistance on a wide range of planning activities. Both funds require a 20% local match, which in the case of this region is provided by the RTA.

Other funding sources available are typically applied for to conduct specific planning activities. These funds include highway funds such as Congestion Mitigation Air Quality (CMAQ) funds and Scenic Byway funds. Similar to incentive grants provided by the Executive Office of Community Development (EOCD), these funds are awarded on a competitive basis and award is not guaranteed.

WORK ELEMENT 1

Support of the Transportation Planning Process

This work element encompasses the administration and support of the 3-C transportation process and has been divided into the following five tasks for FY 1998.

Task 1.1 Management of the 3-C Process

OBJECTIVE:

To assist, support, and facilitate an open Comprehensive, Cooperative, and Continuing (3C) transportation planning and programming process at all levels of government in conformance with applicable federal and state requirements and guidelines as described in the 3C Memorandum of Understanding.

PROPOSED ACTIVITIES:

1. Provide liaisons between PVPC communities, PVTA, private transportation providers, abutting regions and communities including the State of Connecticut, and other organizations at the local, regional, state, and federal levels on transportation related matters, issues and actions.
2. Work with the Metropolitan Planning Organization (MPO) and its constituent members. Present transportation plans and programs developed through the 3C public participation process for appropriate MPO action.
3. Provide technical assistance to the Transportation Policy Advisory Group (i.e. Joint Transportation Committee) and subgroups thereof.
4. Participate in Transportation Managers Group as a means to continually improve the quality and operation of the transportation planning process.
5. Review and comment on federal and state transportation-related plans, programs, regulations and guidelines.
6. Provide transportation planning services in support of the PVPC's comprehensive planning programs and conduct meetings and workshops on transportation issues.
7. Participate in informational transportation programs and courses. Review literature on new transportation planning procedures.
8. Participate/assist in the State-MPO self-certification determination procedures regarding urban transportation planning functions. Prepare and periodically update other regional planning documents necessary to maintain federal certification of the PVPC's planning region and PVTA eligibility to receive transit assistance funds, including Title VI Certification and Private Participation Policy.

PRODUCTS:

1. Technical assistance memoranda, reports, and issue workshops as needed.
2. Updates to certification documents as required.

**ESTIMATED
BUDGET:
44 persons weeks
Total - \$74,750**

Task 1.2 Unified Transportation Work Program

OBJECTIVE:

To prepare and continually maintain a Unified Transportation Work Program (UWP) that describes all transportation and transportation-related planning activities anticipated within the PVPC planning region during the forthcoming period regardless of funding source. To develop, maintain, and complete the UWP in conformance with applicable federal, state, and regional guidelines.

PROPOSED ACTIVITIES:

1. Review and amend relevant portions of the PVPC's UWP in order to meet new planning requirements and/or changing needs and circumstances pertinent to the region's transportation sector. Circulate revisions to the appropriate agencies for review and/or endorsement.
2. Develop a new UWP for the PVPC planning region covering the next program year. The development of a new UWP will be prepared in cooperation with the Regional Joint Transportation Committee (JTC) and EOTC and subject to the adopted Public Participation Plan.

PRODUCTS:

1. Amendments to the current UWP as necessary.
2. UWP for the next program year (FFY 1999)

**ESTIMATED
BUDGET:
5 persons weeks
Total - \$8,500**

Task 1.3 Public Participation Process

OBJECTIVE:

To provide the public with complete information, timely notice, full access to key decisions and opportunities for early and continuing involvement in the 3C process. To assess the effectiveness of the current Public Participation Process and to develop and enhance the process of regional involvement supporting the objectives of NEXTEA.

PROPOSED ACTIVITIES:

1. Refine the current Public Participation Process as needed.
2. Apply the Public Participation Process to transportation programs and tasks: prepare for public meetings, attend public meetings, use the outreach staff person to increase public participation, inform and educate residents and employers of the region about the reauthorization of ISTEA, CAAA, and PVPC activities.
3. Review the Public Participation Process and enhance as necessary.
4. Apply new and innovative approaches to improve public participation levels and opportunities, especially for plans and programs.

PRODUCTS:

1. Innovations in Public Participation Memorandum.

**ESTIMATED
BUDGET:
27 persons weeks
Total - \$44,750**

Task 1.4 TIP Development

OBJECTIVE:

As lead planning agency of the Pioneer Valley MPO, the PVPC is responsible for annually developing, amending, adjusting and maintaining the Transportation Improvement Program (TIP) for the Pioneer Valley Region. Under this activity, PVPC will update and refine a staged, six-year program of transportation improvement projects that is consistent with the Regional Transportation Plan, the State Implementation Plan, EPA Air Quality Conformity Regulations and FHWA/FTA Planning Regulations.

PROPOSED ACTIVITIES:

1. Solicit the submittal of transportation improvement projects from municipalities, MHD, PVTA and other transportation providers.
2. Maintain a database of improvement projects. Data will satisfy the requirements of the Metropolitan Planning Rules.
3. Provide technical assistance to the JTC for the refinement and application of a project priority system.
4. Maintain financial element for all years of the TIP. Financial constraint will be maintained based on funding targets provided by EOTC. Funding sources will also be provided when available.
5. Present air quality conformity findings conducted for the RTP and TIP. Analyses and documentation will satisfy requirements of the Metropolitan Planning Rules.
6. Develop and maintain a schedule for preparing, reviewing and revising the TIP cooperatively with federal, state and regional officials.
7. Conduct appropriate public participation for the TIP consistent with the public participation plan for the region.
8. Present documents to the MPO for endorsement.
9. Conduct formal amendments and adjustments as necessary.
10. Produce and distribute TIP documents for federal, state and local parties.

PRODUCTS:

1. FFY 1999 - 2004 Transportation Improvement Program.
2. Develop and refine procedures necessary for TIP preparation and amendment as necessary.
3. TIP Amendments and Adjustments as necessary.

**ESTIMATED
BUDGET:
25 persons weeks
Total - \$42,500**

Task 1.5 Statewide Funding Proposal Assistance

OBJECTIVE:

To provide management, guidance and technical support to the development and maintenance of statewide TIP funding programs. Programs include Transportation Enhancements, Travel Demand Management, and Congestion Mitigation/Air Quality.

PROPOSED ACTIVITIES:

1. Review and comment on guidelines developed for TIP funding programs.
2. Review and determine eligibility status of proposals received.
3. Establishment of appropriate committees for the evaluation of proposals.
4. Maintain public involvement and participation in the development process.
5. Conduct mailings and workshops as necessary to educate the public on available programs.

PRODUCTS:

1. Procedures for appropriate programs.
2. Correspondence of regional activity involving programs.

**ESTIMATED
BUDGET:
6 person weeks
Total - \$10,000**

Task 1.6 Strategy 2000

OBJECTIVE:

To incorporate the initiatives set forth by the *Plan for Progress* (1994), the *Valley Vision Regional Land Use Plan* (1997) and the *Regional Transportation Plan* (1997) into a comprehensive plan for the region.

PROPOSED ACTIVITIES:

1. Assemble and organize a steering committee comprised of Plan for Progress committee members, JTC representatives, PVPC Commissioners and other interested parties.
2. Analyze the recommendations in each document for potential links and parallel efforts. For example, the Valley Vision and the RTP both cite the reduction of vehicle miles traveled as an objective.
3. Prioritize objectives and recommendations in such a manner that will maximize the benefit to the region economically, environmentally, and socially.
4. Maintain public participation in the development process.

PRODUCTS:

1. Strategy 2000.

**ESTIMATED
BUDGET:
15 person weeks
Total - \$25,000**

WORK ELEMENT 2

Regional Planning & Data Collection

This work element provides for the continuation and development of regional plans and data resources. All tasks will be directed towards the compliance with the metropolitan planning requirements of a reauthorized ISTEA. Products will supplement and enhance future updates to the Regional Transportation Plan.

Task 2.1 Regional Traffic Planning

OBJECTIVE:

To provide comprehensive roadway planning services for the constituent communities of the Pioneer Valley Planning Commission. To conduct roadway planning activities and analyses for upcoming projects that are regionally significant or involve more than one community.

PROPOSED ACTIVITIES:

1. Assist the City of Springfield and the MHD with their efforts to implement highway improvements on the I-91/I-291 corridor, including traffic analysis and modeling for the ramp reversal, and expansion at the Basketball Hall of Fame.
2. Assist the MHD, Amherst, Hadley and Northampton with construction mitigation on the Route 9 corridor. These activities include ITS applications, information dissemination to local businesses and residents, as well as roadway and bridge design review.
3. Other projects as requested or defined by JTC or constituent communities.

PRODUCTS:

1. Appropriate reports for each activity.

**ESTIMATED
BUDGET:
7.5 persons weeks
Total - \$12,500**

Task 2.2 Regional Transit Planning

OBJECTIVE:

To provide comprehensive planning services for the Pioneer Valley Transit Authority and its member municipalities. To conduct transit route studies, organizational and management analyses, market surveys and operational analyses as needed to improve system efficiency and respond to changes in the user market.

PROPOSED ACTIVITIES:

1. Conduct studies of PVTA routes to identify opportunities for improved or more efficient service, including conducting and analyzing on-board surveys, developing route planning guidelines for comparisons of costs, service levels, and performance of routes, and monitoring the quality of existing and experimental transit service.

PROPOSED ACTIVITIES (CONT.):

2. Review and analyze land use and development issues as they pertain to existing or future transit services and facilities, and identify new and potential trip generators, including new employment locations, retail centers, and housing developments.
3. Review and analyze suggested transit service changes as requested by the PVTA member communities and staff, and by non-PVTA communities in the region. Develop short-range recommendations for consideration by the PVTA and affected communities. Assist as needed in the research and analysis of service requests submitted to the PVTA route committee.
4. Provide assistance to the PVTA on request in support of PVTA operations and management. Conduct requested cost studies, contractor performance analyses, consultant evaluations and other management studies.
5. Obtain and adapt relevant software for use as needed, including the development of spreadsheet systems for specific projects, in consultation with the PVTA.
6. Participate in PVTA organized focus group meetings regularly.
7. Assist PVTA in the research of system safety improvements.
8. Perform rider and non-rider surveys when and where appropriate to gauge customer satisfaction and establish reasons why non-riders do not use PVTA.
9. Assist the PVTA in developing new transportation programs in response to the Clinton Administration's welfare reform initiatives, including the Access to Jobs Program.

PRODUCTS:

1. Reports and memoranda describing technical assistance provided to PVTA and its member communities.
2. Summary materials furnished to PVTA in support of operations and management, including periodic management studies, consultant ratings, on-board surveys and analyses, etc.
3. Reports for a series of route ridership surveys.
4. Inventory of PVTA bus stop locations and associated characteristics.
5. Informational material to assist PVTA customers in using the service, including schedules, stop locations, and attraction information.

**ESTIMATED
BUDGET:
35 persons weeks
Total - \$59,750**

Task 2.3 Paratransit Planning Assistance

OBJECTIVE:

To continue to plan for the provision of special transportation services for the elderly and disabled. To provide technical assistance to the PVTA, the communities, human service agencies, private sector entities and other parties involved in meeting special transportation needs. To formulate strategies to encourage increased coordination of special services. To fulfill the planning and programming requirements of the US DOT Section 504 regulations and other planning requirements under the Americans with Disabilities Act, which became law in 1990.

PROPOSED ACTIVITIES:

1. Assist the Pioneer Valley Transit Authority (PVTA) in continuing to plan for actions that are needed to comply with regulations promulgated under the Americans with Disabilities Act; including the evaluation of the operating policies, setting up of a public participation program, survey analysis of recent operational consolidations, and operational analysis of individual paratransit operations as needed.
2. Provide technical and administrative support to the Joint Transportation Committee on mobility issues and problems of relevance to elderly and disabled persons.
3. Provide guidance to applicants for 16(b)(2) and State Mobility Assistance Program awards concerning program requirements and service coordination options.

PRODUCTS:

1. Memoranda and reports concerning special transportation services as well as paratransit service studies.
2. Technical assistance to applicants for FTA Section 16(b)(2) and State Mobility Assistance Awards.

**ESTIMATED
BUDGET:
7 persons weeks
Total - \$12,250**

Task 2.4 Regional Land Use Planning

OBJECTIVE:

The objective of this task is to implement "Valley Vision, the Regional Land Use Plan for the Pioneer Valley" region, which: promotes compact, efficient urban growth centered around existing urban and town centers, served by existing transportation and other public infrastructure and services; discourages urban sprawl, inefficient land use, and development in environmentally sensitive areas, farmlands and other key natural resource areas; helps the region meet air quality goals by reducing auto trips and promoting use of transportation alternatives, such as transit, walking, biking and car-pooling.

PROPOSED ACTIVITIES:

1. Develop a regional mechanism to promote cooperation between municipalities in implementing the Regional Land Use Plan and improve air quality. PVPC will explore alternatives to achieve this goal, including use of the Joint Powers Act (1995 amendments to MGL Chapter 21A), which allows any combination of communities to join together to achieve regional goals.
2. Develop technical assistance materials to aid in implementing the strategies contained in the Valley Vision such as: design illustrations of key strategies applied to specific sites in the region (i.e. mixed use centers, traditional neighborhood developments, and transit-oriented developments); develop photographs and drawings to illustrate the model bylaws contained in Valley Vision.
3. Work with two selected model communities to implement specific strategies from Valley Vision. These strategies may include new local zoning bylaws and land use regulations, new regional development review procedures, and policies on infrastructure improvements or extensions.

PRODUCTS:

1. Regional mechanism to aid in implementing the Regional Land Use Plan.
2. Technical assistance materials to support the Regional Land Use Plan.
3. Assistance to two model communities to implement strategies from the Regional Land Use Plan.

**ESTIMATED
BUDGET:
18 person weeks
Total: \$30,000**

Task 2.5 Regional Bicycle and Pedestrian Planning

OBJECTIVE:

To assist area communities and local non-motorized advocacy groups to develop non-motorized facilities specified in the Bicycle and Pedestrian Plan by providing technical assistance and planning that supports these projects..

PROPOSED ACTIVITIES:

1. Update and improve PVPC's Regional Bicycle Map, and distribute the map widely throughout region. The new map would include information on reducing auto trips by using bicycles, such as: how to use the PVTA's Rack and Roll Program and locations of bike parking. The new Regional Bicycle Map will be made available to the public through a variety of mechanisms, including web page, tourist information centers, and retail outlets.
2. Coordinate a regional Bicycle/Pedestrian workshop for municipal planners, public works officials, bicycle committees, and other interested groups, on improving bicycle and pedestrian access in the Pioneer Valley, including topics such as: implementing the new state law and MHD directives on incorporating bike-ped facilities into highway projects; funding sources for bike/ped facilities; local bike/ped access ordinances; case examples of successful bike/ped projects; using the Bicycle Level of Service index to identify potential bike/ped needs and projects; partnerships and cooperation with the business community.
3. PVPC staff will conduct a feasibility study for the implementation of bike lanes in a member community using the Regional Bicycle Level of Service Model.
4. Assist in the coordination of bicycle and pedestrian safety programs in the region by participating as a member of the Massachusetts Bicycle Alliance.
5. PVPC staff will provide reference information to local communities on bicycle and pedestrian related projects and programs.
6. PVPC staff will provide comments regarding highway projects that significantly impact bicycle and pedestrian modes of travel including projects identified in the Regional Bicycle and Pedestrian Plan.
7. Update the Pioneer Valley Regional Bicycle and Pedestrian Plan by completing data collection of bicycle level of service data for roadway facilities. PVPC will work with local cycling groups to identify preferred bicycling routes in the region.

PROPOSED ACTIVITIES (CONT.):

8. Evaluate PVTA transit routes for expansion of the "Rack and Roll" program. Data will be used from the 1997 Pilot Project to estimate levels of demand and to coordinate the expansion of services to other routes.
9. PVPC staff will screen projects for eligibility, establish and schedule two (2) meetings with the Regional Enhancement Evaluation Committee and submit ranked projects to the BTP&D in accordance with Transportation Enhancement Program Guidelines.
10. PVPC will develop a demonstration project with the objective of reducing traffic speeds on residential streets and areas of high pedestrian volume.
11. PVPC will conduct initiate a comprehensive economic benefit and impact study of the Norwottuck Rail Trail in Hadley, Northampton and Amherst. The study will quantify the social, financial and environmental benefits of the non-motorized transportation facility.

PRODUCTS:

1. Traffic calming demonstration project report complete with cost estimates, data collection, CAD drawings, streetscape drawings and public review.
2. PVPC will develop a pedestrian circulation plan for a member community based on recommendations in the Regional and Statewide Bicycle and Pedestrian Plan. (including implementation strategy and funding application)
3. Conduct a Western Region Enhancement Program Guidelines Workshop (with BTP&D).
4. Database inventory of preferred cycling routes.
5. Production and distribution of a bicycle map.
6. Norwottuck Rail Trail Economic Benefit and Impact Analysis Report.

**ESTIMATED
BUDGET:
22 person weeks
Total: \$37,500**

Task 2.6 Regional Travel Demand Modeling/Clean Air Planning

OBJECTIVE:

To maintain and advance the regional travel demand model of the Pioneer Valley Region as a tool for transportation planning and air quality conformity. To develop certification documents, reports, and other materials that meet the goals of the Clean Air Act Amendments (CAAA), the **ISTEA** as it pertains to air quality planning, the State Implementation Plan (SIP), and the goals and objectives of the PVPC.

PROPOSED ACTIVITIES:

1. Continue the refinement of PVPC's travel demand model using the 'TRIPS' software to improve forecasts of highway and transit demand with consideration for changes in land use.
2. Work with the Bureau of Transportation Planning and Development (BTP&D) and the statewide Modelers Users Group for necessary improvements to the travel demand model for conformity determination purposes.

PROPOSED ACTIVITIES (CONT.):

3. Work with the BTP&D to incorporate PVPC's regional travel demand model into a new statewide model.
4. Conduct air quality conformity determinations for the Regional Transportation Plan (RTP) and the Transportation Improvement Program (TIP) according to the Massachusetts SIP Transportation Conformity Regulations.
5. Perform air quality analysis to assist in the advancement of long term projects as recommend in PVPC's current RTP.
6. Perform air quality analysis for TIP projects to be funded under the Congestion Mitigation and Air Quality (CMAQ) program.
7. Perform air quality analysis for proposed projects to be funded under the New and Innovative Transportation Demand Management (TDM) program and the Transportation Enhancement program.
8. Promote travel demand management techniques for the benefit of air quality.
9. Coordinate air quality planning efforts with the Massachusetts Department of Environmental Protection (DEP), the Bureau of Transportation Planning and Development (BTP&D) the US Environmental Protection Agency (EPA), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and other appropriate agencies and organizations.
10. Review proposed federal and state air quality of clean air regulations.

PRODUCTS:

1. Updated regional travel demand model.
2. Technical Memorandum on modeling activities.
3. Conformity statements and air quality support materials for the RTP and the TIP as necessary.
4. Memorandum on quantitative and qualitative evaluation criteria for TIP projects funded under the CMAQ program.
5. Correspondence between agencies and organizations on air quality issues.
6. Comments on proposed federal and state regulations.

**ESTIMATED
BUDGET:
54 person weeks
Total - \$91,250**

Task 2.7 ITS Early Deployment Planning

OBJECTIVE:

In cooperation with a private consultant under contract with the State, all forms of ITS applications will be reached and analyzed for the feasibility of early deployment in various locations throughout the Pioneer Valley. ITS applications, once implemented, will afford the region some alleviation of congestion and ultimately, improvement in air quality.

PROPOSED ACTIVITIES:

1. Serve as the primary resource for data related to the ITS Early Deployment Feasibility Study, including traffic, accident, census, and other necessary data.
2. Serve as a member of the Steering Committee for the project.
3. Review any and all work released by the consultant.

PRODUCTS:

1. Pioneer Valley ITS Early Deployment Feasibility Study.
2. ITS Implementation Plan.

**ESTIMATED
BUDGET:
8 person weeks
Total - \$9,000**

Task 2.8 Regional Data Center

OBJECTIVE:

To gather, develop and maintain data about the Pioneer Valley Region. This resource is established to support decision-making activities for regional transportation and land-use issues as well as municipal and economic planning. To improve the analytical capabilities, increase all aspects of access to the extensive regional database, and to analyze statistical information related to trends and projections.

PROPOSED ACTIVITIES:

1. Continue to collect useful, contemporary data. Update and expand upon existing demographic and economic databases such as major employers, employment data, economic indicators, population and household statistics.
2. Continue to build data bases into digital formats and develop mechanisms to facilitate access to those digital databases.
3. Continue to refine base line information used in developing regional population projections. Research methods and employ regional models for relating population projections to municipal/regional management issues..
4. Improve access and delivery of data to decision-makers and data users in the region through the development and application of emerging communication technologies (i.e., PVPC *on-line* data).
5. Integrate data generated in support of regional transportation planning activities into a "centralized" digital database.
6. Promote coordination and cooperation among data generators and data users emphasizing local and regional applications.
7. Serve as the principal regional liaison to the US Census Bureau and coordinate regionwide preparations for the upcoming Decennial Census.
8. Conduct a forum for data users and the exchange of regional information.
9. Increase the agency's operations and the productivity of PVPC personnel through investments in office technology and staff training.

PRODUCTS:

1. Network Digital Database.
2. Publish Data Monographs
3. Enhance PVPC Homepage on the World-Wide Web.
4. Initiate Data Users Forum.

**ESTIMATED
BUDGET:
27 persons weeks
Total - \$45,000**

Task 2.9 Regional Congestion Management System

OBJECTIVE:

To continue the advancement of the Congestion Management System (CMS) and Intermodal Management System (IMS) Work Plan in the Pioneer Valley region to maximize mobility of persons and goods. The results of the CMS and IMS will be integrated into the transportation planning and air quality process and will be used to develop the RTP and TIP.

PROPOSED ACTIVITIES:

1. Participate in the CMS and IMS Technical Teams.
2. Identify problem locations in the Pioneer Valley region.
3. Collect data for CMS problem verification, studies, regional model calibration, and transportation monitoring.
4. Work with communities, the Pioneer Valley Transit Authority (PVTA), the MHD, and other appropriate agencies to develop strategies to mitigate congestion problems through appropriate means.
5. Revise Regional Transportation Model as necessary for improved CMS problem identification and strategy alternative testing.
6. Perform short transportation studies as necessary to assist in the selection of alternatives to address existing and anticipated deficiencies.
7. Include public to participate in CMS activities.

PRODUCTS:

1. Memorandums on CMS tasks as outlined by the Technical Team.
2. Monthly status reports to EOTC as part of the routine invoicing process.
3. Annual reports to EOTC.

**ESTIMATED
BUDGET:
42 persons weeks
Total - \$70,000**

Task 2.10 Regional Pavement Management System

OBJECTIVE:

To continue assisting the state in the implementation of the regional Pavement Management System on all federal aid roadways.

PROPOSED ACTIVITIES:

1. Participate in the pavement management users group.
2. Acquire a new pavement management software program or upgrade the existing software.
3. Maintain and refine the MHD Roadway Inventory database for the Pioneer Valley Region.
4. Collect roadway condition information including but not limited to ride, distress, rutting, conditions that adversely impact surface friction.
5. Collect additional roadway information such as posted speed and shoulder width.
6. Conduct quality control checks of inventory data and condition data.
7. Analysis of segment conditions including the calculation of pavement condition index ratings and benefit/cost ratio analyses.

PROPOSED ACTIVITIES (CONT.):

8. Provide municipalities with condition and analysis information as available.
9. Submittal of findings to EOTC will be conducted regularly.
10. Documentation of PMS activity will be presented in the update to the RTP.

PRODUCTS:

1. Monthly status reports to EOTC as part of the routine invoicing process.
2. Annual reports to EOTC.

**ESTIMATED
BUDGET:
47 persons weeks
Total - \$80,000**

Task 2.11 Traffic Counting

OBJECTIVE:

To provide accurate and efficient traffic data collection services to the MHD and the PVPC's 43 member communities.

PROPOSED ACTIVITIES:

1. Collect 48 hour traffic count data in the region at locations requested by MHD.
2. Collect HPMS data and perform analysis, as requested by MHD.
3. Update the PVPC traffic count library by supplementing the MHD count locations in the region.
4. To forward all traffic count data to the MHD and the appropriate community.
5. To select at least four monthly count stations to collect seasonal traffic count information for the region and assist in the development of regional adjustment factors and growth rates.
6. Perform data collection activities for other UWP tasks including the Regional Transportation Model, Route 20 Corridor Study, and management systems.
7. Update and maintain the PVPC traffic count database.
8. Purchase four new traffic counters and one turning movement counter.

PRODUCTS:

1. Summary reports of daily traffic count information for the region.
2. Collect and document traffic counts for other UWP tasks as needed.
3. Seasonal adjustment factors and growth rates specific to the PVPC region.
4. Seasonal fluctuation and trip generation data for regional multi-use trail facilities.
5. Regional Traffic Counts Summary Report.
6. Forward all traffic count data to the MHD and the appropriate community.

**ESTIMATED
BUDGET:
21 persons weeks
Total - \$35,000**

Task 2.12 Bicycle and Pedestrian Traffic Counting

OBJECTIVE:

Perform bicycle and pedestrian counts along the Norwottuck Trail, and other multi-use facilities to establish peak hours of use and seasonal fluctuations.

PROPOSED ACTIVITIES:

1. PVPC will collect user volumes at pre-determined locations. Information on the level of use of existing bikeway facilities will be used to assist in the development of new facilities, intersection design, and establish trip generation/parking demand requirements.

PRODUCTS:

1. Trip generation data for representative bikeways in the Region
2. Peak period/and seasonal adjustment model

**ESTIMATED
BUDGET:
1.5 persons weeks
Total - \$2,000**

WORK ELEMENT 3

Sub-Regional Planning

This work element provides transportation planning support on the local level. Eligible organizations include local communities, local transportation related organizations, and the PVTA. This element has been divided into the following tasks for the upcoming year:

Task 3.1 Local Technical Assistance

OBJECTIVE:

To provide technical resources and support for member communities and organizations by responding to specific requests in a timely and cost effective manner. To review transportation related impact reports, traffic studies, and environmental notification forms.

PROPOSED ACTIVITIES:

1. Provide Local Technical Assistance (LTA) to communities on an as requested basis. Each community will be limited to three requests per year. Typical activities may include data collection, operational analysis, small corridor/signal coordination studies, and safety studies.
2. To review and comment on all Environmental Notification Forms and Environmental Impact Reports as part of the MEPA process. To attend project scoping sessions for significant projects in the region as part of the MEPA process. To review all documents prepared under federal environmental laws and regulations.
3. Develop, manage and apply the Transportation Management Systems methodologies for member communities on an as requested basis. Candidate projects may include pavement management, congestion management, and safety management.
4. Provide technical assistance to communities in implementing projects recommended in the PVPC *Non-Motorized Transportation Plan*.
5. Application of the latest versions of transportation software programs to perform analysis and test recommendations.
6. Present findings to communities through documentation and oral presentation as required.
7. Assist communities in implementing past corridor study recommendations.
8. Provide Local Technical Assistance to communities on an as requested basis. Each community will be limited to three requests per year. Typical activities may include assistance in pedestrian and bicycle projects, assistance in start-up activities for **ISTEA Enhancement** projects.

PRODUCTS:

1. Reports documenting the findings and recommendations of all LTAs.
2. Recommendations and comments as appropriate for the review of MEPA documents.
3. Transportation Management System reports as requested.

**ESTIMATED
BUDGET:
40 persons weeks
Total - \$66,250**

Task 3.2 Transit System Surveys and Route Implementation

OBJECTIVE:

Develop and design a protocol to conduct comprehensive surveys on all PVRTA routes. Conduct route surveys on a series of routes each year in order to complete all routes within a specified time frame.

PROPOSED ACTIVITIES:

1. Develop a system of surveys to evaluate a series of routes each year.
2. Establish a protocol/schedule in order to complete surveys on all routes in the PVRTA within an ideal time frame.
3. Form a committee to evaluate the questions on the surveys in order to collect all necessary information.
4. Conduct on-board surveys of a number of PVRTA routes to identify rider characteristics, performance of routes, and service levels.
5. Analyze the results of the on-board surveys to determine characteristics of average users.

PRODUCTS:

1. PVRTA Route Survey Protocol Report.
2. Ridership Database including boardings by stop to be added to the bus stop inventory.
3. Reports for surveys conducted on Route Red 10/West Springfield-Westfield, and Route 700/Minuteman Express.

**ESTIMATED
BUDGET:
21 persons weeks
Total - \$35,477**

Task 3.3 Route 20 Corridor Study

OBJECTIVE:

To complete the Route 20 Corridor Study started during FY '97 by identifying the future problems associated with transportation and land uses along the Route 20 corridor in West Springfield and Westfield. Alternatives to mitigate the existing and future impacts will be identified and tested. Finally, the preferred alternatives will be developed into a recommended transportation improvement and land use plan.

PROPOSED ACTIVITIES:

1. Continue to meet with the Corridor Advisory Committee (CAC) to discuss the growth scenarios and alternatives for study. Work with the CAC to develop and review report documentation.
2. Continue work on the traffic demand model for use in analyzing alternate future growth scenarios and testing transportation and land use alternatives.
3. Perform analysis of land use characteristics, zoning, development constraints and trends.
4. Develop land use alternatives and recommendations.
5. Develop and analyze alternative growth scenarios for the corridor to determine the effect on future traffic conditions.
6. Test alternatives to reduce future traffic impacts and congestion along the corridor.

PROPOSED ACTIVITIES:(CONT.)

7. Prepare Draft Reports on all findings and respond to comments received from the CAC.
8. Present the Draft Corridor Study at a public meeting to solicit comments from the general public.
9. Prepare the Final Report, including all comments received at the public meeting.

PRODUCTS:

1. Documentation for the appropriate stages of the Corridor Study. Including Scope of Work, existing and future transportation and land use conditions and analysis, maps and graphics.
2. Traffic demand model for the Route 20 Corridor.
3. Draft Report.
4. Final Report.

**ESTIMATED
BUDGET:
36 person weeks
Total - \$61,250**

Task 3.4 State Street Signal Coordination Feasibility Study

OBJECTIVE:

To finish the uncompleted portion of the implementation plan to coordinate traffic signals along a 1.5 mile segment of State Street in downtown Springfield.

PROPOSED ACTIVITIES:

1. Estimate reductions in congestion.
2. Estimate the air quality impact of the project.
3. Forecast future traffic volumes along the corridor.
4. Analyze the corridor for future conditions.
5. Create a detailed report.
6. Prepare necessary bid specifications and request for proposals.
7. Purchase the necessary equipment if needed.
8. Coordinate the implementation with MHD and the City of Springfield.

PRODUCTS:

1. Signal Coordination Feasibility Report.
2. Signal Coordination Implementation Plan.
3. Cost estimates.
4. Request for proposals to implement preferred alternatives with MHD assistance.

**ESTIMATED
BUDGET:
12 person weeks
Total - \$20,000**

Task 3.5 Jacob's Ladder Trail Scenic Byway Project

OBJECTIVE:

The work of Phases V and VI of this project will continue with corridor management, planning, and construction. Phase V has several components including the reproduction and marketing a series of antique postcards, the research and preparation of a landscape plan for the corridor, and the production of a video program on the natural, scenic and historic features of the Trail. Phase VI will purchase and remove billboards in Lee on the Trail; and will research, produce a mobile history exhibit and publish an illustrated catalogue of the exhibit.

PROPOSED ACTIVITIES:

1. Develop early automotive history theme of the Trail as a means of promoting tourism by obtaining rights to and printing a series of antique postcards from private collections. Publicize and distribute sets to stores, cultural institutions and regional festivals.
2. Following corridor management plan, research and design a landscape management plan for Jacob's Ladder Trail with recommendations for Massachusetts Highway Department, District #1 selective maintenance, possible town-generated improvements, and Jacob's Ladder Trail Scenic Byway, Inc.'s active stewardship.
3. Produce and edit and distribute for broadcast a short educational video on the cultural, recreational and natural history features which contribute to the history and character of the Trail.
4. Produce and distribute two off-road bicycle and hiking maps covering trails leading from Trail into woodland of five towns.
5. Continue to guide Jacob's Ladder Trail Corridor Management organization in on-going effort to promote economic development through tourism, while preserving natural and cultural features for which Byway is designated.
6. Phase VI activities include additional planning, design and construction. A mobile exhibit on the history of the roadway, its construction, early travelers and their vehicles, existing and lost roadside amenities, early tourism accounts and touring destinations will be researched, written, constructed and published. A series of billboards in Lee will be removed.

PRODUCTS:

1. Printed reproduction sets of historic postcards of Lee, Becket, Chester, Huntington and Russell views.
2. Educational video for classroom and television broadcast use.
3. A landscape plan for the Trail in graphic and written form with recommendations from routine year-round maintenance to active landscaping improvements to be carried out by a combination of state highway department (routine) and corridor management organization (on-going landscape improvements and special care).
4. Removal of three billboards.
5. A mobile history exhibit of Jacob's Ladder Trail and an illustrated catalogue of the exhibit.

**ESTIMATED
BUDGET:
50 person weeks
Total - \$359,336**

**also includes direct costs*

Task 3.6 Connecticut River Scenic Farm Byway Strategy Implementation

OBJECTIVE:

To recognize, interpret, preserve, and promote the unique scenic, cultural, and recreational resources along Route 47 and the Connecticut River through the development of a corridor management plan.

PROPOSED ACTIVITIES:

1. Complete work on the byway management plan for the Connecticut River Scenic Farm Byway.
2. Continue to coordinate meetings of the local Byway Area Committee to achieve local involvement in the project, and to participate in meetings of the Tri-State Scenic Byway Committee.
3. Provide technical assistance to Hadley and South Hadley officials to implement land use strategies included in the Byway Management Plan.

PRODUCTS:

1. Completed Byway Management Plan.
2. Staff support to Byway Advisory Committees.
3. Technical assistance to implement land use recommendations from completed byway plan.

**ESTIMATED
BUDGET:
15 person weeks
Total - \$29,000**
**also includes direct costs*

Task 3.7 Local Pavement Management Program

OBJECTIVE:

To continue pavement management technical assistance and administration. A total of twelve local pavement management programs were completed by the end of 1994. These programs need to be updated and PVPC will provide technical assistance upon request.

PROPOSED ACTIVITIES:

1. Identify several additional rural, suburban, and urban communities interested in conducting pavement management programs.
2. Meet with elected officials, highway superintendents, and/or public works directors from the selected communities to explain the program and to coordinate activities.
3. Document the efforts undertaken and review the results with officials from the selected municipalities.
4. Conduct training sessions for local highway department personnel to acquaint them with the pavement management process and educate them in identification of pavement distresses and data recording techniques.
5. Develop a program to monitor progress in each community to allow for updating of resource data for continuing pavement management.
6. Provide follow-up technical assistance, as needed, to communities for which pavement management programs were developed during the previous years.

PRODUCTS:

1. An operational pavement management program for additional communities in the region documented by individual reports and databases.
2. Updates for existing municipal pavement management plans, as requested.

**ESTIMATED
BUDGET:
12 person weeks
Total - \$20,000**

Task 3.8 Implement VMT Reduction Strategy**OBJECTIVE:**

To take steps to implement PVPC's recently developed policy to improve air quality through land use measures in area communities. To provide outreach to community planners and provide technical assistance to communities.

PROPOSED ACTIVITIES:

1. Update, reprint and distribute the "The VMT Workbook", which was previously developed by PVPC, and contains strategies for improving air quality through land use measures in the region. Increase the number of model bylaws included in the workbook, which focus on land use controls which have air quality impacts, such as growth centers at highway interchanges, tree belt requirements, clustering commercial use types on highway corridors, etc. Prepare a summary of the workbook for PVPC's internet home page.
2. Select 2-3 key strategies from the VMT Workbook, and seek to implement each of the selected strategies in model communities. Provide technical assistance to work with model communities (i.e. planning boards, planners, chief elected officials, citizen advisory committees) to tailor model bylaws to local needs, coordinate public meetings, and seek adoption of bylaws.
3. Develop a media campaign to increase public awareness of VMT and air quality issues, including working with a newspaper or radio station to print on air regular news items on such issues as: ozone alerts on days when air quality standards are being exceeded and residents should use alternative travel modes; VMTs and air quality as a quality of life indicator.
4. Prepare a VMT Reduction presentation for use in public meetings and forums, including the Bicycle/Pedestrian workshop which will be undertaken as part of Task 1.2 above.

PRODUCTS:

1. Updated version of "The VMT Workbook".
2. Development and application of land use measures designed to improve air quality, including adoption of model bylaws.
3. Media campaign to increase public awareness of VMT and air quality issues.

**ESTIMATED
BUDGET:
8 person weeks
Total - \$14,000**

Task 3.9 Elmwood Bypass Study

OBJECTIVE:

In cooperation with the City of Holyoke , a report will be prepared that outlines existing recommendations to resolve the transportation deficiencies between I-391 and the Holyoke Mall. The report will focus on selecting a preferred alternative to alleviate the existing safety and congestion problems experienced in the Elmwood neighborhood as highlighted in PVPC's Regional Transportation Plan.

PROPOSED ACTIVITIES:

1. Serve as a resource for data required as part of this report.
2. Assist in the organization of public meeting(s) to solicit comments on the preferred alternative options.
3. Review the recommendations of past studies.
4. Perform analysis and modeling if necessary.

PRODUCTS:

1. Updated Travel Demand Model for the study area.
2. Preferred Alternative Report.

**ESTIMATED
BUDGET:
10 persons weeks
Total - \$16,250**

Task 3.10 East Longmeadow Rotary Study

OBJECTIVE:

In cooperation with a private consultant under contract with the State, the East Longmeadow rotary will be studied and analyzed. A series of short and long range recommendations geared towards improving safety and congestion in this area will be tested. This location currently appears as part of the PVPC's Congestion Management System.

PROPOSED ACTIVITIES:

1. Serve as the primary resource for travel demand modeling work required as part of this study.
2. Serve as a member of the Steering Committee for the project.
3. Review any and all work released by the consultant.

PRODUCTS:

1. Travel Demand Model for the study area.

**ESTIMATED
BUDGET:
12 persons weeks
Total - \$20,000**

WORK ELEMENT 4

Transportation Planning Technical Support

This element outlines specific activities to be conducted in support of Transportation Planning tasks described in other UWP elements.

Task 4.1 GIS, Mapping and Graphics

OBJECTIVE:

To continue to develop and maintain digital geo-coded referenced data about the Pioneer Valley Region and its transportation systems. The Information Center looks to increase access to an extensive regional database; improve spatial analytical capabilities; and serve as a catalyst for cooperative development, exchange and distribution of map data. A strong emphasis will be placed on the development of high quality products which enhance decision-makers' understanding of complex issues and facilitate the implementation of local and regional goals.

PROPOSED ACTIVITIES:

1. Continue to develop and implement management strategies which address staff training, establish agency data standards and conformance to map standards that can be applied to all GIS products.
2. Pursue the use of GIS and other automated mapping technologies for transportation applications. Enhance existing digital base map data and develop geographically referenced data layers for use in transit service analysis, regional land use & build-out analysis, air quality impact and highway system planning.
3. Integrate information generated to support transportation management systems programs into the GIS. Create work maps and visual displays.
4. Update analog municipal base maps on a phased basis using aerial photography, municipal sources, field checks, and liaison with local officials.
5. Work with state and federal agencies to review, correct and enhance regional GIS map coverage and related data to meet state standards.
6. Upgrade GIS operating system and provide enhancements to the PVPC office network to improve access and the use of GIS data.
7. Pursue development of regional GIS service center designed to promote GIS and related technologies, improve public access to digital data and provide technical support to municipalities interested in developing a GIS.
8. Promote the agency and its efforts to resolve regional issues through published materials, thematic maps and educational multi-media presentations.

PRODUCTS:

1. GIS System Status Reports and Data/Metadata Documentation.
2. Development of New and Enhanced Digital (Geo-coded) Data Layers.
3. Update to municipal planimetric base maps as necessary.
4. Transportation Systems Facility Maps.

**ESTIMATED
BUDGET:
43 persons weeks
Total - \$72,000**

Task 4.2 Computer Operations Support

OBJECTIVE:

To provide support for the day to day operations of the PVPC Transportation Section's computer system.

PROPOSED ACTIVITIES:

1. Provide necessary support for the effective operation of the PVPC Transportation Section's computer facilities.
2. Assist in maintaining up-to-date computer equipment and software as the needs of staff change.

PRODUCTS:

1. Updated listing of staff computer needs and equipment inventory.

**ESTIMATED
BUDGET:
7 persons weeks
Total - \$11,250**

FFY 1998 Unified Transportation Work Program Funding Profile

7/11/97

	Total	MHD 3C	SPR	Other***	Sec.8	PVPC*	PVTA** S8 Match	Sec.9	PVTA S9 Match	Scenic	CMAQ
3C Support											
1.1 Management of the 3C Process	74,750	45,000			8,000	1,000	2,000	15,000	3,750		
1.2 Unified Transportation Work Program	8,500	5,000			2,000	1,000	500				
1.3 Public Participation Process	44,750	35,000			3,000	1,000	750	4,000	1,000		
1.4 TIP Development	42,500	35,000			1,000		250	5,000	1,250		
1.5 Statewide Funding Proposal Assistance	10,000	10,000									
1.6 Startegy 2000	25,000	25,000									
Regional Planning											
2.1 Regional Highway Planning	12,500	10,000			2,000		500				
2.2 Regional Transit Planning	59,750				20,000	1,000	5,000	27,000	6,750		
2.3 Regional Paratransit Planning	12,250				5,000	1,000	1,250	4,000	1,000		
2.4 Regional Land Use Planning	30,000	20,000						8,000	2,000		
2.5 Regional Bike & Ped Planning	37,500	25,000						10,000	2,500		
2.6 Regional Modeling/Clean Air Planning	91,250	70,000			2,000		500	15,000	3,750		
2.7 ITS Early Deployment Planning	9,000	9,000									
2.8 Regional Data Center	45,000	40,000						4,000	1,000		
2.9 Regional Congestion Management System	70,000		70,000								
2.10 Regional Pavement Management System	80,000		80,000								
2.11 Traffic Counting	35,000		35,000								
2.12 Bike & Ped Traffic Counting	2,000	2,000									
Sub-Regional Planning											
3.1 Local Technical Assistance	66,250	60,000						5,000	1,250		
3.2 Transit System Surveys & Route Implementation	35,477				10,382		2,595	18,000	4,500		
3.3 Route 20 Corridor Study	61,250	55,000			5,000		1,250				
3.4 State Street Signal Coordination Feasibility Study	20,000										
3.5 Jacobs Ladder Trail Scenic Byway	359,336									359,336	20,000
3.6 CT River Valley Scenic Farm Strategy Implementation	29,000									29,000	
3.7 Local Pavement Management Program	20,000	10,000		10,000							
3.8 VMT Reduction Strategy Implementation	14,000	14,000									
3.9 Elmwood Bypass Report	16,250	15,000						1,000	250		
3.10 East Longmeadow Rotary Study	20,000			20,000							
Transportation Planning Technical Support											
4.1 GIS, Mapping and Graphics	72,000	60,000			4,000	2,000	1,000	4,000	1,000		
4.2 Computer Operations Support	11,250	10,000			1,000						
MHD 3C Direct Costs											
	45,000	45,000									
Program Sum	1,459,563	600,000	185,000	30,000	63,382	7,000	15,845	120,000	30,000	388,336	20,000

* PVPC funds serve as an overmatch to Section 8 Program
 **PVTA Section 8 match is 20% of total program amount only.
 *** Dollar figures in this column are from local sources and not necessarily confirmed.

