



## Central Virginia Transportation Technical Committee (TTC)

Thursday, April 11, 2024

10:30 a.m.

### Hybrid Meeting

**In-person:** CVPDC/CVTPO Conference Room  
828 Main Street, 12<sup>th</sup> Floor  
Lynchburg, VA 24504

**Virtual:** <https://us02web.zoom.us/j/86885791870?pwd=dWhsZHRwaDU1UkU4QXRmbWptZmNJQT09>

**Meeting ID:** 868 8579 1870

**Passcode:** 012349

**Phone:** 1 309 205 3325

## Agenda

- 1. Welcome & Virtual Participation Acknowledgment** *Josh Moore, Interim Chair*
- 2. Approval of Minutes: Action Requested** *Josh Moore, Interim Chair*  
Attachment 2 – February 8, 2024 meeting minutes
- 3. FY2024 -2027 CVTIP Amendment: Action Requested** *Mariel Fowler, CVPDC/CVTPO*  
Attachment 3 – Narrative of Proposed Changes
- 4. FY24 Work Program Update** *CVPDC/CVTPO Staff*
  - Intersection Safety Study
  - Route 221 Study
  - GLTC FlexFare App User Survey Update
  - Safety Data Analysis
- 5. FY25 Rural and Urban Work Program: Action Requested** *Mariel Fowler, CVPDC/CVTPO*  
Attachment 4 – Draft Urban Work Program  
Attachment 5 – Draft Rural Work Program
- 6. Matters from the Committee** *All*
  - 2050 Lynchburg Model – VDOT information request
  - SMART SCALE Program Updates
  - VDOT and DRPT Program Updates
  - Federal Grants Information & Updates
- 7. Adjourn** - Next Meeting May 9, 2024, at 10:30 AM unless otherwise notified.

# Central Virginia Transportation Technical Committee

828 Main Street, 12th Floor, February 8, 2024, at 10:30 a.m.

## Draft Minutes

*(Hybrid Meeting)*

### PRESENT

Paul Harvey, Chair (U/R)..... Campbell County  
Tyler Creasy (U/R)..... Amherst County  
Erik Smedley (U/R)..... Bedford County  
Rachel Frischeisen (U)..... City of Lynchburg  
Josh Moore (U)..... Greater Lynchburg Transit Company  
Carson Eckhardt ..... VDOT-Lynchburg District  
Jared Thompson ..... Town of Bedford  
Mitch Huber ..... VA Department of Rail & Public Transit  
Matt Perkins (R) ..... Town of Altavista  
Kathryn Benedict (U/R) ..... FHWA-Virginia  
Carol Moneymaker (U/R)..... VDOT-Salem District  
Daniel Wagner..... DRPT  
Rick Youngblood (U/R) ..... VDOT-Lynchburg District

### ABSENT

Todd Carroll (U)..... Liberty University  
Andrew LaGala (U)..... Lynchburg Regional Airport  
Russell Thurston (R)..... Town of Brookneal  
Terry McGhee..... Town of Appomattox  
J.P. Morris (U/R) ..... VDOT – Salem District  
Chelsea Beytas (U/R) ..... FTA Region III  
Catherine (Leslie) Gamble (U/R) ..... Amherst County  
Ryan Roberts (U)..... City of Lynchburg  
Sara McGuffin (U) ..... Town of Amherst  
Johnnie Roark (R)..... Appomattox County  
Barry Butler ..... Lynchburg Regional Business Alliance

*U- Members representing the urbanized area of the region*

*R- Members representing the rural area of the region*

### STAFF PRESENT

Kelly Hitchcock..... CVPDC/CVTPO  
Kirsten Trautman..... CVPDC/CVTPO  
Mariel Fowler..... CVPDC/CVTPO

## Attachment 2

### 1. Welcome and Introductions

Paul Harvey called the meeting to order and thanked everyone for joining in the meeting both virtually and physically. Paul then introduced Mariel Fowler, the newest member of the CVPDC staff. Mariel will be taking over the TTC meetings.

### 2. Approval of Meeting Minutes: December 14, 2023

MOTION: Josh Moore made a motion to approve the minutes of the December 14<sup>th</sup> meeting. Rick Youngblood seconded the motion of approval of the meeting minutes. All were in favor, and the motion passed.

### 3. FY24 Work Program Update

Kelly Hitchcock began updating the committee on the intersection Safety Study. She explained that the scope of the study has been updated. Based on discussions with Amherst and Bedford County staff, they have requested the following:

- Removal of Amherst Highway (163)/Old Town Connector intersection from study
- Removal of Amherst Highway (163)/Merrymoor Drive (1059) from study
- Addition of Amelon Expressway (130)/Amelon Road (669)/Amelon Center Parkway intersection to study
- Shift in focus at the intersection of Perrowville Road (663)/Mays Mill Road (622) to consider improvements to Mays Mill Road and the intersection in light of the redevelopment of the adjacent industrial/manufacturing site

EPR is currently working on a new analysis to include the added intersections and should have this information back to the TTC at the next meeting.

The Safety Data Analysis, Kelly stated, that Mark will have information to send out to everyone in two weeks. The presentation will take place at the March meeting.

Kelly thanked Mariel for her work with Josh Moore on the GLTC FlexFare User Survey. Mariel had developed the survey and Josh with his team will be getting this to the users. The second survey will be sent out to the general public in late spring/early summer.

Regarding the Commuter Study, Kelly said that Ada Hunsberger is currently working on the data development and adjusted the surveys. Two surveys will be sent out at the same time to businesses and their employees. The goal is to have everything in late February/ early March.

### 4. FY25 Rural and Urban Work Program

Regarding the Urban Work Program, Kelly explained that she and Mariel had met with almost all the localities. Mariel provided summaries of what they had heard from the different localities. Mariel then thanked all the localities for the information that they had provided; they were able to find the common denominators and identify what they would be able to add to the future Urban and Rural Work Program.

For the Rural Work Program, Kelly stated that they are looking for one specific project to work on while having other general common projects that need attention as well. She said that Alec Brebner had led the procurement process, and they had gotten ten firms that would be able to work with the committee. Eric Smedley said that there were several rural intersections that they had considered and there may be some interest in pursuing Smart Scale; however, they are still in discussion of this.

Kelly said that the Thriving Communities application had been submitted, and she had found out that they are finalists to receive this. They are currently awaiting word to see if their application had been rewarded.

## Attachment 2

### 5. Matters from the Committee

Kathryn Benedict stated that the RAISE FY23 application closes at the end of the month and FY24 should be released any day.

Daniel Wagner gave an update saying that the DRPT Connects Businesses Campaign started this month, where businesses will be able to learn the different opportunities they have available for commuter options. A new interactive dashboard has been released for Smart Scale projects.

Josh Moore said that GTLC has new technology available that includes locating services, a mobile fair collection system, and a micro-transit that will be launched in a few months.

Rick Youngblood explained that the district will receive information on Smart Scale Round 6 and its recommendations. If they had any questions or comments, they could reach out to Carson or himself.

### 6. Adjourn

MOTION: Josh Moore made a motion to adjourn the meeting. Rick Youngblood seconded the motion, and all were in favor. The meeting adjourned at 11:01 a.m.



**Narrative of Changes to the FY 2024-2027 Transportation Improvement Program  
(Pending Public Comment and CVTPO Approval 4/18/2024)**

The following Amendment to the FY 24-27 Central Virginia Transportation Improvement Program (CVTIP) is proposed. These funding changes—which have been reviewed and supported by agency staff—reflect changes in program and project needs.

The Virginia Department of Transportation (VDOT) has proposed the following project amendments to reflect funding needs regarding the Route 221/501 Intersection improvements. This Amendment is within the “Urban Projects” portion of Section 3 of the CVTIP (denoted in \$1,000s).

UPC NO	113116	SCOPE	Reconstruction w/ Added Capacity			
SYSTEM	Urban	JURISDICTION	Lynchburg	OVERSIGHT	NFO	
PROJECT	#SMART20 RTE 221/501 - INTERSECTION IMPROVEMENT (SPLIT PAIR)			ADMIN BY	Locally	
DESCRIPTION						
PROGRAM NOTE	TIP AMD - move \$4,226,365 (STP/STBG) FFY24 from RW phase to PE phase FFY24; release \$4,765,337 (AC-Other) & add \$5,103,940 (REVSH) FFY24 RW phase					
ROUTE/STREET	ROUTE 501 (LYNCHBURG EXPRESSWAY) (0221)			TOTAL COST	\$77,787,287	
	FUND SOURCE	MATCH	FY24	FY25	FY26	FY27
PE	Federal - STP/STBG	\$0	\$4,226,365	\$0	\$0	\$0
RW	Federal - STP/STBG	\$0	\$1,440,298	\$0	\$0	\$0
	Other	\$5,103,940	\$5,103,940	\$0	\$0	\$0
RW TOTAL		\$5,103,940	\$6,544,238	\$0	\$0	\$0
CN AC	Federal - AC OTHER	\$0	\$0	\$32,244,450	\$0	\$0

Federal funds include the use of soft match supported by approved toll credits unless otherwise indicated and/or matching funds are shown in the "Match" column. Non-federal fund sources are as noted in the "Program Note" and shown in the "Match" column, when applicable.

UNIFIED PLANNING WORK PROGRAM  
(UPWP)

Fiscal Year (FY) 2024 - 2025



CVTPO

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Central Virginia Transportation  
Planning Organization  
(CVTPO)

828 Main Street, 12<sup>th</sup> Floor  
Lynchburg, VA 24504  
434-845-3491  
[www.cvtpo.org](http://www.cvtpo.org)

Transportation Technical Committee (TTC) Recommendation  
xx-xx-xx

CVTPO Policy Board Adoption  
xx-xx-xx

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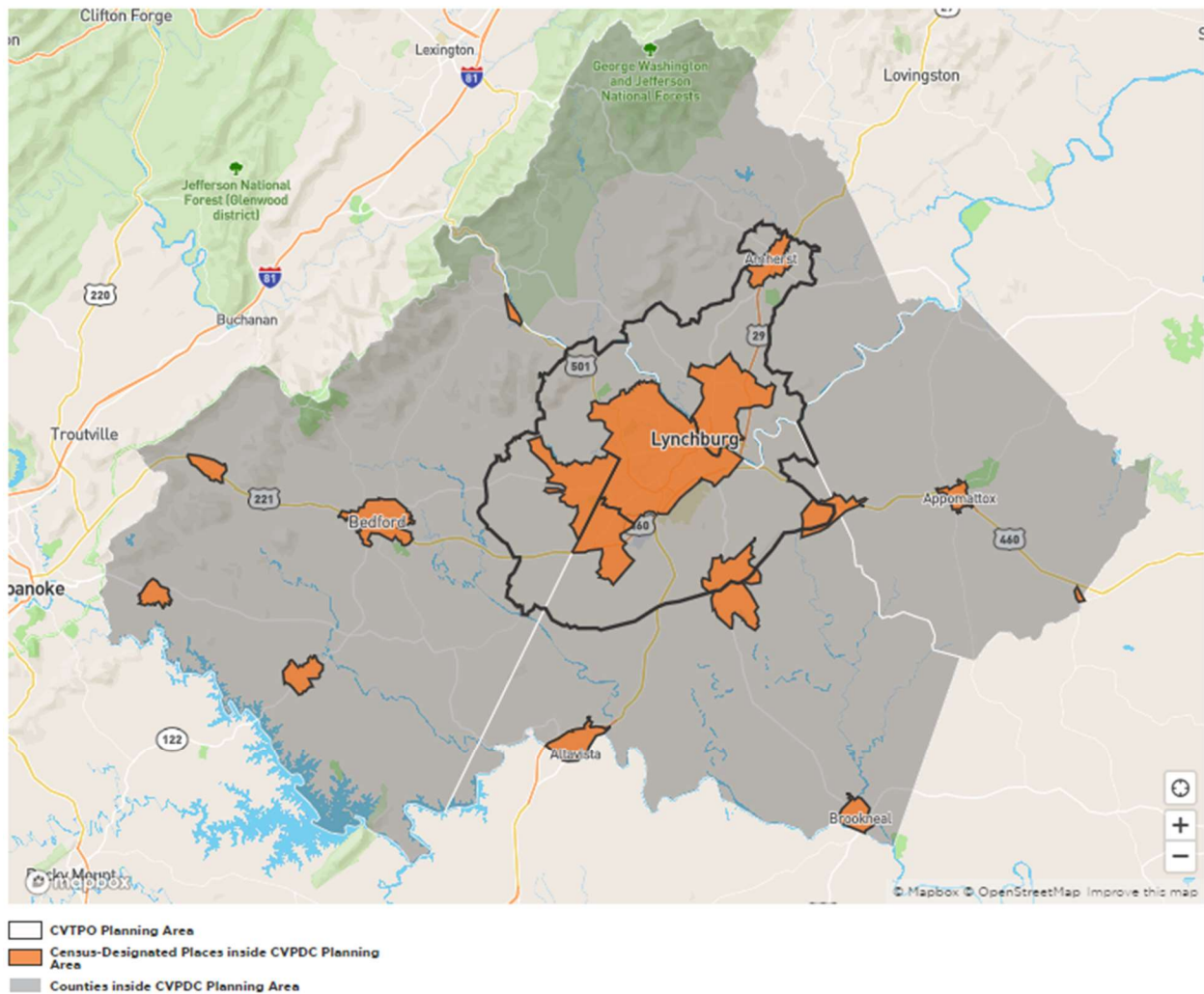
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**Location of Future CVTPO Resolution**

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## INTRODUCTION

The Central Virginia Transportation Planning Organization (CVTPO) is the federally mandated Metropolitan Planning Organization (MPO) for the Central Virginia urbanized area. The CVTPO urbanized area encompasses the City of Lynchburg, the Town of Amherst, and portions of Amherst, Bedford, and Campbell Counties. This area also includes sections likely to become urbanized in the foreseeable future. The map below shows the boundary of the CVTPO planning area.

**CVTPO Boundaries and Communities**



The CVTPO is responsible for creating and maintaining a forum for a cooperative, continuing, and comprehensive regional planning process (3-C). The CVTPO Policy Board is the key decision-

making board consisting of the following members from each locality and transportation partners within the CVTPO planning area:

- an elected official
- an appointed official
- a representative of the Virginia Secretary of Transportation
- a representative from the Greater Lynchburg Transit Company (GLTC)
- others who may be designated in accordance with the bylaws.

The CVTPO considers long-range regional projects and combines public input, technical data, and agency collaboration to develop innovative improvements for the region's transportation network. Additionally, the CVTPO coordinates with several transportation-related agencies and consultants on projects that directly and indirectly impact the transportation network.

The planning process is carried out through coordination between the Technical Transportation Committee (TTC) and CVTPO Policy Board. Representatives of CVTPO appoint the members of TTC from their respective localities, who are individuals at staff levels from local and state agencies with technical knowledge of multi-modal transportation matters. They may include representation from each of the following jurisdictions, agencies, and organizations. As warranted, the TTC may include representatives from interest groups and local citizens.

- City of Lynchburg Planning and Engineering Divisions
- Amherst County Community Development Division
- Appomattox County Community Development Division
- Bedford County Community Development Division
- Campbell County Community Development Division
- Town of Altavista Planning or Administration Department
- Town of Amherst Planning or Administration Department
- Town of Appomattox Planning or Administration Department
- Town of Bedford Planning or Administration Department
- Town of Brookneal Planning or Administration Department
- Up to one citizen with technical knowledge from each of the member jurisdictions
- Lynchburg District Virginia Department of Transportation (VDOT)
- Salem District VDOT
- Virginia Department of Rail and Public Transit (DRPT)
- Greater Lynchburg Transit Company (GLTC)
- Lynchburg Regional Airport
- Liberty University

**Title VI Plan**

This plan provides an overview of Environmental Justice and Limited English Proficiency (LEP) concepts, definitions of Title VI and associated nondiscrimination acts, and how Title VI, Environmental Justice, and LEP are incorporated into the metropolitan transportation planning process.

The CVTPO ensures nondiscrimination and equal employment in all programs and activities in accordance with Title VI and Title VII of the Civil Rights Act of 1964. If you have questions or concerns about your civil rights regarding any project or special assistance for persons with disabilities or limited English proficiency, please contact the CVTPO Title VI Coordinator at (434) 845-3491. Sign language or non-English language interpreters will be provided if needed and requested in advance.

**Public Participation Plan**

This plan contains the guidelines for outreach strategies used by the CVTPO. Federal regulation requires that designated MPOs establish and utilize a documented participation plan by which public stakeholders and interested parties are provided reasonable opportunities to be engaged and involved and provide comments on transportation planning programs and projects in the urbanized area.

Both plans can be found on the CVTPO website at [www.cvtpo.org](http://www.cvtpo.org).

**PURPOSE**

This UPWP identifies all transportation planning activities in the CVTPO planning area for the fiscal year 2025 (July 1, 2024 – June 30, 2025). The UPWP provides a mechanism for coordinating these activities in the region and is required for all federal funding assistance for transportation planning by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). This Unified Planning Work Program is prepared and published yearly and outlines the planning activities and the funding required to undertake these annual efforts. Funding is provided by the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Virginia Department of Transportation (VDOT), the Virginia Department of Rail and Public Transportation (DRPT) and CVTPO local funds.

In addition to the FHWA and the FTA, the transportation planning regulations of the FAST Act (Fixing America's Surface Transportation), and MAP-21 (Moving Ahead for Progress in the 21st Century) dictate that the CVTPO's primary activities shall include the development and maintenance of a Long-Range Transportation Plan (LRTP) and a Transportation Improvement Program (TIP).

Beyond these requirements, the CVPDC/CVTPO is dedicated to enhancing our region's transportation network through equitable development, advancing opportunities for all people.

## SECTION I - FHWA, VDOT, CVTPO FUNDED ACTIVITIES

### 1.00 ADMINISTRATION

#### 1.01 General Administration & Operations

##### **Description**

CVTPO staff will execute program activities that ensure proper management and operation of the continuing, comprehensive, and coordinated (3-C) planning process in the implementation of the Fiscal Year (FY) 2024 - 2025 Unified Planning Work Program (UPWP). This task includes the execution of all required administrative functions, including accounting, personnel, contract, and office administration. The task provides for staff support to activities of the Central Virginia Transportation Planning Organization (CVTPO) through the preparation of agendas, attendance, and scheduling meetings, reports, minutes, and other duties, as needed, for the CVTPO board and subcommittees.

Additionally, this activity provides for staff training that supports the transportation program planning services, such as attendance at American Planning Association (APA) and Virginia Chapter of the American Planning Association (APA VA) conferences, geographic information system (GIS) conferences, bicycle and pedestrian seminars, and other opportunities as identified. Also included is funding for membership in the Virginia Association of Metropolitan Planning Organizations (VAMPO).

##### **Products**

- Efficient office operation.
- Accurate financial information.
- Preparation of quarterly reports and billings.
- Direct and indirect supporting roles to the CVTPO.
- Informed and knowledgeable staff.
- A year-end work summary report.

**Estimated Budget:** \$50,000

**Completion Date:** June 30, 2025

## **1.02 Work Program Administration**

### **Description**

To meet the requirements of 23 Code of Federal Regulations (CFR) Part 420 and 23 CFR Part 450, the CVTPO, in cooperation with the Virginia Department of Transportation (VDOT), the Virginia Department of Rail and Public Transportation (DRPT), membership localities, and public stakeholders, is responsible for the development of a UPWP. This UPWP describes regional transportation planning activities that will, or are anticipated to, utilize federal funding within the CVTPO planning area. The UPWP also identifies state and local matching dollars for these Federal planning programs.

### **Products**

- UPWP for FY 2025.
- Amendments to the FY 2024 UPWP (as needed).

**Estimated Budget:** 12,000

**Completion Date:** June 30, 2025

## **2.0 LONG RANGE TRANSPORTATION PLANNING**

### **2.01 Long-Range Transportation Plan Update (Horizon Year 2050)**

#### **Description**

This development effort is to begin updating the existing Long Range Transportation Plan (Connect Central Virginia 2045) to the new horizon year 2050. Staff will select a consultant to collaborate with this effort. The update will include developing goals, objectives, improvements, strategies, performance measures, and prioritization efforts. VDOT has started developing the transportation demand forecasting model for this area to serve as the base layer.

The Connect Central Virginia 2050 plan will be prepared to follow the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) planning requirements and the performance measures and management provisions of Moving Ahead for Progress in the 21st Century (MAP-21) and 23 CFR 450.322. This task also includes researching, selecting, purchasing, and maintaining a web-based approach or other suitable data technology for publishing and distributing the final plan. Development of the preliminary scope of work and activities will occur in FY25. Plan completion and adoption are anticipated in FY26.

#### **Products**

- Consultant contract, including scope and completion timeline.
- Managing the review process through coordination with localities, VDOT, and consultant as required.
- A project public engagement plan, that will include web-based or technology (TBD) approach, meetings, and print material format, to ensure a broad, transparent, and equitable public outreach process in used through the LRTP development and adoption process.
- Any other final products as determined by the MPO.

**Budget:** \$200,000

**Completion Date:** Ongoing through June 30, 2026

## **2.02 Transportation Improvement Program**

### **Description**

Maintaining the Central Virginia Transportation Improvement Program (TIP), preparing TIP amendments, and intergovernmental review of transportation projects. This activity includes training and integrating any new program reporting/documentation factors.

### **Products**

- Approved TIP.
- TIP amendments (as needed).
- Intergovernmental review of transportation projects (as needed).

**Budget:** \$6,000

**Completion Date:** June 30, 2025

## **3.0 TECHNICAL ASSISTANCE**

### **3.01 General Technical Assistance (Development and Comprehensive Planning)**

#### **Description**

CVPDC staff will assist localities and other area program partners on transportation-related activities on an individual or CVTPO basis to advance local and regional transportation-related programs and projects. This task includes, but is not limited to, providing transportation technical input to the CVTPO's localities transportation network planning and implementation initiatives; promote integration of the land use and transportation planning processes in local, regional and state initiatives; , assisting with comprehensive plan updates to ensure transportation, land use, and other elements are consistent with

the statewide transportation plan requirements; provide transportation planning guidance in local neighborhood planning efforts; and assist with other planning or implementation and duties as requested by VDOT, FHWA, and the CVTPO.

Development, advancement, and management of Geographic Information System (GIS) information software, enhancement and maintenance of the CVTPO website, and the transportation component of the Central Virginia Planning District Commission's website are actions included within this program task, as well as system software evaluation and system costs.

This task provides staff support to member jurisdictions and, with VDOT and CVTPO approval, other transportation stakeholders for transportation-related grant development services, including writing, GIS mapping, and other data-related activities and services as needed.

This task provides staff flexibility to assist with short projects, program adjustments, and other support needs.

### **Products**

- Develop and submit transportation-related grant applications as needed.
- Update the CVTPO website and transportation component of the CVPDC website to include the annual work program, Long Range Transportation Plan, Transportation Improvement Program, project data, transportation studies, meeting information, public participation plan, and related information in compliance with federal regulations.
- Locality assistance in developing transportation priorities for the CVTPO and region.
- GIS data maintenance, analysis, and map development for transportation planning activities and grants.
- Assistance on comprehensive plan transportation elements.
- Assistance on other transportation-related matters.
- Provide leadership or support, as appropriate, to regional transportation, multimodal, land use, and connectivity initiatives, such as the regional Comprehensive Economic Development Strategy (CEDS) update and the Lynchburg Regional Business Alliance (LRBA) Transportation Group (LRTAG). As requested, the TPO staff may support other initiatives, including placemaking, transit and transportation demand, intercity passenger rail, air service development, and cargo-oriented development initiatives.

**Budget:** \$60,000

**Completion Date:** June 30, 2025



### **3.02 Central Virginia Multimodal Transportation Planning**

#### **Description**

CVTPO staff will assist localities and area program partners in support of pedestrian, bicycle, and other active transportation planning, project integration, and implementation initiatives. The program tasks include but are not limited to providing technical input and resources to assist in facility evaluation; development, or evaluation, of prioritization strategy or tools to facilitate pedestrian and bicycle facility integration; identification for project inclusion within the Long Range Transportation Plan, TIP, or SYIP; coordination and administration oversight of federal (e.g. Safe Streets and Roads for All), state, or foundation grants where the grant focus is Complete Streets, Vision Zero, or other multimodal policy, evaluation, or implementation initiatives; and assist, as requested, local, regional, and state partners in advancing multimodal planning, evaluation and implementation programs, policy, and projects.

This project task provides for CVTPO staff, as necessary, to update and contribute dedicated bike, pedestrian, and transit activity content to the CVTPO/CVPDC website and social media channels. It also supports managing pedestrian and bicycle use data collection initiatives to facilitate and inform multimodal planning and implementation decisions.

CVTPO staff will assist in active transportation grants, including planning, facility development, and implementation. Grants such as VDOT's Transportation Alternatives Program (TAP), Department of Conservation and Recreation (DCR) Recreational Trails, FHWA Highway Safety Improvements Program (HSIP), USDOT Safe Streets and Roads for All (SS4A), and private or public foundation programs – where creating an alternative transportation corridor/facility is the activity focus – represent eligible staff grant assistance activity examples.

Included in this program task is the provision for staff participation in initiatives to advance pedestrian and bicycle safety, awareness, and use promotion. Included within this activity is participation in the Association of Pedestrian and Bicycle Professionals (APBP), League of American Bicyclists, Pedestrian and Bicycle Information Center (PBIC), and other webinar series – to serve as a learning and information tool for local planners, locality staff, and the public.

This task also involves researching and evaluating opportunities to create pedestrian-friendly, safe, and community-driven multimodal corridors (e.g., tactical urbanism) within local and VDOT-maintained right-of-way.

Finally, this task provides for the current trail, sidewalks, parks, and river access data collection and locality stakeholder communication for the first phase of an update to the Region 2000 Greenways, Blueways, and Trails Plan, last updated in 2012.

### **Products**

- User-friendly and maintained multimodal and active transportation component of the CVTPO/CVPDC website and social media channels.
- Support and increase application development and submittal of pedestrian, bicycle, transit, and other multi-modal transportation applications.
- Better pedestrian, bicycle, transit, and multimodal integration within land use, transportation, housing, and community development programs, planning, and implementation initiatives.
- Grant administration and guidance to multimodal and safe streets, complete streets grant and program initiatives.
- Summary of participation activities, results, and liaison activities presented to TTC, CVTPO, and other area agencies, organizations, and stakeholders.
- Webinar and other public engagement efforts will result in more informed and engaged stakeholders. This can help support and expand bike, pedestrian, and other multimodal planning and facility development initiatives.

**Budget:** \$35,000

**Completion Date:** June 30, 2025

### **3.03 Consultant Support**

#### **Description**

Consultant support may be needed to execute studies or project costs estimates to advance projects, as approved by the Policy Board. Studies or project support may, depending on the scope, be conducted by a firm under the PDC/TPO on-call firm, or through an individually executed scoping/bidding process. Staff may contract multiple consultants to optimize funding or utilize specific expertise. Consultant agreements will include provisions for products to be presented for the project.

#### **Product**

Summary and documentation of study or project support, if any.

**Budget:** \$5,000

**Completion Date:** June 30, 2025

### 3.04 Staff Coordination for Consultant Support Projects

#### Description

CVTPO staff will assist project consultant(s) in project execution of VDOT, FHWA, USDOT funded projects, including participation in project management meetings, oversight of public outreach and involvement activities, including surveys, website updates, and public meeting planning, documentation, and marketing; coordination with funding agencies to ensure proper documentation; and assistance in final product dissemination to project partners and stakeholders. Projects for staff support include the Long Range Transportation Plan Update and the USDOT Safe Streets for All Planning Grant to develop the Comprehensive Safety Action Plan, that incorporates all of the CVTPO planning area.

#### Product

Summary and documentation of all staff activity in the support of consultant-funded projects.

**Budget:** \$33,000

**Completion Date:** June 30, 2025

### 3.05 Diversity, Inclusion, and Environmental Justice

#### Description

Ongoing public consultation and public participation to guide transportation planning. Our planning process should be inclusive and work to allocate benefits fairly to concentrations of poverty, minorities, disability, limited English proficiency, or any other federally protected groups. Included will be the execution of the Four Factor Analysis, an evaluation methodology as outlined in the *CVPDC Title VI Implementation Plan*, that evaluates the need for program translation, interpretation, or other targeted outreach process, and the utilization of a USDOT Environmental Justice Screening and Mapping Tool (e.g., EJScreen) to evaluate and guide project public outreach and communication strategies. The Environmental Justice evaluations will also be used in all grant and program evaluations, per the *CVPDC Title VI Implementation Plan* and the *CVTPO Public Participation Plan*.

To ensure compliance and enhancement of Environmental Justice and Title VI regulations, the CVTPO will report, as required, to VDOT's Civil Rights Division regarding the CVTPO's activities and practices.

#### Products

- Updated CVPTO website.

- Documentation of utilization of the *CVTPO Public Participation Plan* and *CVPDC Title VI Implementation Plan* project evaluation, including confirmation of environmental justice mapping evaluation and Four-Factor Analysis evaluation on all programs and projects.
- Activities to include documented Environmental Justice and Title VI response to VDOT's Civil Rights Division, as requested.

**Budget:** \$7,000

**Completion Date:** June 30, 2025

### **Section I – FY2026 Rollover**

The CVPDC will directly rollover a portion of the FY2025 funds for the execution of future program and project priority initiatives that will be developed as a result of the CVTPO Multimodal, Comprehensive Safety Action Plan, and Long Range Transportation Plan – Horizon 2050 initiatives.

**Budget:** \$90,833

**Completion Date:** June 30, 2026

## SECTION II – FTA, VDRPT, CVTPO FUNDED ACTIVITIES

### 44.21.00 Program Support and Administration

#### Description

CVTPO Staff will participate in program management and operation of continuing, comprehensive, and coordinated (3-C) planning process activities. The primary task objectives are to implement the FY 2025 UPWP throughout the fiscal year; execute all required administrative functions, including all accounting, personnel, contract, and office administration; and to support the activities of the CVTPO through the preparation of agendas, attendance, and scheduling meetings, reports, minutes, and other duties, as needed, for the CVTPO board and subcommittees. This task provides an amendment to the current UPWP and prepares for the following year's UPWP. Additionally, this task includes staff participation in GLTC Board meetings, GLTC committee meetings, and additional community stakeholder meetings (e.g., Centra Health Community Health Initiative) where coordination advances identified safety, equity, community, or multimodal transportation initiatives that support transit access.

#### Product

- Efficient office operation
- Accurate financial information
- Preparation of quarterly reports and billing, and the various direct and indirect supporting roles to the CVTPO
- Amendments to and preparation of future UPWP.

**Budget:** \$40,000

**Completion Date:** June 30, 2025

### 44.22.00 General Development and Comprehensive Planning

#### Description

This item provides ongoing transportation planning support services for GLTC and the CVTPO. The CVTPO will provide data gathering and analysis resources as requested and will be available to assist any regional transit agency in their planning efforts. The items in this section are geared toward increasing the safety, security, and accessibility of the transportation system to motorized and non-motorized users and improve the integration and connectivity of the transportation network. Finally, project activities are developed to support GLTC efficient system operation and management.

Included within this program task is continued support to the comprehensive multimodal plan within the City of Lynchburg. This project element will be executed through a

consultant-led effort and supported by CVTPO staff. The project will be a data and stakeholder-driven planning process to improve and expand an interconnected transportation network providing safe access by all users – transit, pedestrian, bicycle, vehicular – to City resources. The multimodal plan will include programs, policy and partner recommendations to support a robust multimodal network.

### **Tasks**

1. Maintain a current database of GLTC stops and routes.
2. Support implementation of GLTC's Transit Strategic Plan (FY2019-2028). Initiatives include assisting GLTC with any examinations of existing transit services, reviewing funding sources, and assisting in public stakeholder engagement and other activities, as needed, that contribute to the implementation of the GLTC Strategic Plan and articulated program goals. This action may include transit route analysis for modified or expanded transit services and changes in the route schedule.
3. Continued CVTPO staff assistance and guidance to the comprehensive multimodal plan to evaluate existing resources (GIS layers), consider socio-economic, demographic, and socio-economic factors, bike and pedestrian first and last mile connectivity, route, and primary destination factors. This action will provide the data and supporting program funding foundation to guide short- and long-term infrastructure, program, and service efficiency actions. This action includes assistance, as needed, in additional grants, policy, programming, or implementation projects that are identified or arise as a project of the multimodal planning effort. This action will result in a planning document to facilitate future actions and directly support the GLTC Transit Strategic Plan (FY2019 – 2028). This activity includes stakeholder meeting coordination and public outreach program execution in coordination with the project consultant.
4. Support ADA (Americans with Disabilities Act) Bus Stop accessibility improvements, with a focus on the most heavily use stops. CVTPO staff will work closely with program stakeholders and data evaluation (e.g., bus stop boarding/alighting) to guide system improvements.
5. Assist GLTC in ridership origin and destination analysis utilizing StreetLight data. This effort will serve to assist GLTC in learning where their passengers start and end destinations; the evaluation of sidewalk, bike, and other modal access improvement decisions; provide an understanding of those areas outside of the route/stop areas where service needs that could be improved with route adjustments; and provide planning information for future service route considerations and route adjustments. CVTPO staff, in coordination with GLTC staff and stakeholders, will assist in pulling,

- evaluating, and presenting information in a report format.
6. As requested, assist GLTC in developing rider surveys to help with routes and new technology existing riders use. This effort includes coordinating with the CVPDC Commuter Assistance Program (CAP) to evaluate the effectiveness of route and system marketing campaigns through surveys and stakeholder communication.
  7. General Transit Planning: CVPDC staff will, as needed, incorporate transit components into other agency and Work Program studies and plans and support urban transit service planning and any rural area or other agency, including park and ride or other commuter assistance program activities.
  8. This effort will provide for CVTPO staff to coordinate with GLTC and Lynchburg City staff with a land use, transit-oriented redevelopment planning process along 12<sup>th</sup> Street, Church Street to Kemper, and Kemper, 12<sup>th</sup> Street to Kemper Street Station. This foundational transit-oriented development plan will consider reusing this essential GLTC transit route corridor. Staff will assist in grant application development or, with award to CVPDC from USDOT Thriving Communities program, provide project administration and oversight.

**Products**

- A current database of GLTC stops will be sent to the City of Lynchburg's GIS department at least yearly.
- An up-to-date bus stop database will be maintained by CVTPO staff.
- A multi-modal connectivity network document that will identify short-term and long-term first and last-mile recommendations, including ADA accessibility stop improvements. Efforts may include programmatic recommendations to improve rider experience and choice rider promotion efforts.
- Execution of data analysis, surveys, applications, and planning reports for GLTC as requested.

**Budget:** \$243,000 (\$150,000 Consultant, \$93,000 staff).

Comprised of FY25 \$96,468 and FY24 \$146,533

**Completion Date:** Ongoing through December 30, 2025

#### **44.23.01 Long Range Transportation Plan Update**

##### **Description**

The CVTPO will begin the CVLRTP Year 2050 update process. Integral to the LRTP update will be integration of identified GLTC program and project priorities to advance multimodal network improvements that support safe and efficient system access and new technology utilization to advance efficient system improvements. This section also includes execution of any adjustments of the CVLRTP - Year 2045 updates as requested.

##### **Products**

- Provide public assistance and information and prepare for any necessary updates of the CVLRTP 2045 and provides foundation for CVLRTP 2050 update.

**Budget:** \$5,000

**Completion Date:** June 30, 2025

#### **44.25.00 Transportation Improvement Program**

##### **Description**

CVTPO Staff will oversee the maintenance of the Central Virginia Transportation Improvement Program (TIP), preparation of TIP amendments, and transportation project intergovernmental review efforts. Any transit-related TIP projects - including bicycle and pedestrian facilities providing transit service access – are included within TIP amendment activities. The TIP program supports the economic vitality within the metropolitan area by enabling productivity and efficiency.

##### **Products**

- Approved TIP.
- Updated TIP maps.
- TIP amendments.
- Intergovernmental review of transportation projects.

**Budget:** \$4,500

**Completion Date:** June 30, 2025



**FY25 CVTPO UPWP  
Proposed Expenditures**

CVTPO Program Expenditures	FHWA	STATE	LOCAL	TOTAL
<b>SECTION I - FHWA &amp; VDOT ACTIVITIES</b>				
<b>1.00 Administration</b>				
1.01 General Admin & Operations	\$40,000.00	\$5,000.00	\$5,000.00	\$50,000.00
1.02 Work Program Administration	\$9,600.00	\$1,200.00	\$1,200.00	\$12,000.00
Subtotal	\$49,600.00	\$6,200.00	\$6,200.00	\$62,000.00
<b>2.00 Long Range Planning</b>				
2.01 Long Range Transportation Plan (CVL RTP)	\$160,000.00	\$20,000.00	\$20,000.00	\$200,000.00
2.02 Transportation Improvement Program (CVTIP)	\$4,800.00	\$600.00	\$600.00	\$6,000.00
Subtotal	\$164,800.00	\$20,600.00	\$20,600.00	\$206,000.00
<b>3.00 Technical Assistance</b>				
3.01 General Technical Assistance	\$48,000.00	\$6,000.00	\$6,000.00	\$60,000.00
3.02 Multimodal Transportation Planning	\$28,000.00	\$3,500.00	\$3,500.00	\$35,000.00
3.03 Consultant Support	\$4,000.00	\$500.00	\$500.00	\$5,000.00
3.04 Consultant Studies Support (staff)	\$26,400.00	\$3,300.00	\$3,300.00	\$33,000.00
3.05 Environmental Justice	\$5,600.00	\$700.00	\$700.00	\$7,000.00
Subtotal	\$112,000.00	\$14,000.00	\$14,000.00	\$140,000.00
<b>FY25 Direct FY26 Rollover</b>	\$72,667.00	\$9,083.00	\$9,083.00	\$90,833.00
<b>SECTION I TOTAL</b>	\$399,067.00	\$49,883.00	\$49,883.00	\$498,833.00
<b>SECTION II - FTA &amp; DRPT ACTIVITIES</b>				
44.21.00 Program Support & Administration	\$32,000.00	\$4,000.00	\$4,000.00	\$40,000.00
44.22.00 General Dev. & Comprehensive Planning	\$77,174.00	\$9,647.00	\$9,647.00	\$96,468.00
44.23.01 Long Range Transportation Plan (CVL RTP)	\$4,000.00	\$500.00	\$500.00	\$5,000.00
44.25.00 Transportation Improvement Program (CVTIP)	\$3,600.00	\$450.00	\$450.00	\$4,500.00
Subtotal	\$116,774.00	\$14,597.00	\$14,597.00	\$145,968.00
<b>Section II - FTA &amp; DRPT FY24 Rollover</b>				
44.21.00 Program Support & Administration	\$0.00	\$0.00	\$0.00	\$0.00
44.22.00 General Dev. & Comprehensive Planning	\$117,226.00	\$14,653.00	\$14,654.00	\$146,533.00
44.23.01 Long Range Transportation Plan (CVL RTP)	\$0.00	\$0.00	\$0.00	\$0.00
44.25.00 Transportation Improvement Program (CVTIP)	\$0.00	\$0.00	\$0.00	\$0.00
FY24 Subtotal *	\$117,226.00	\$14,653.00	\$14,654.00	\$146,533.00
<b>SECTION II TOTAL</b>	\$234,000.00	\$29,250.00	\$29,251.00	\$292,501.00
<b>FY25 UPWP PROGRAM TOTAL</b>				
	\$633,067.00	\$79,133.00	\$79,134.00	\$791,334.00

\*Represents estimated FY24 remaining funds

## Federal Transportation Planning Emphasis Areas

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have requested the inclusion of eight priority areas of emphasis in the work conducted through the UPWP. The CVTPO work program endeavors to align with these federal emphasis areas in developing planning programs and projects that address the transportation goals and challenges identified in the region.

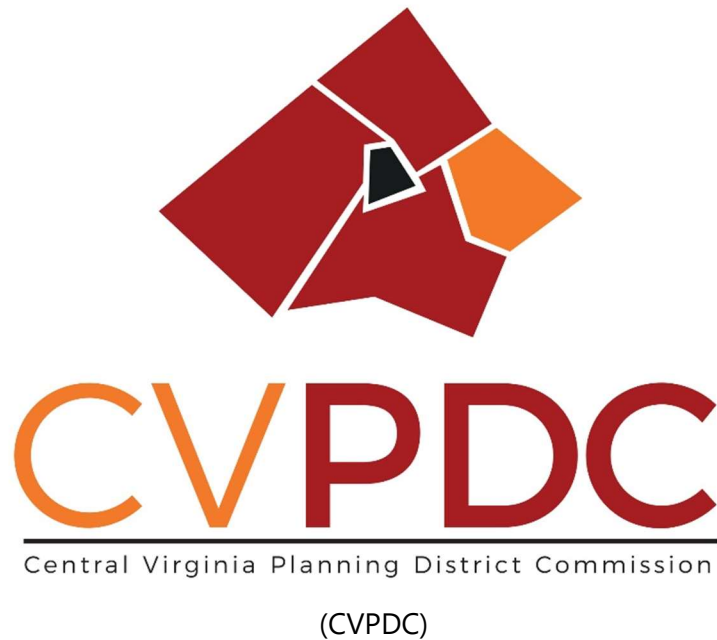
1. **Tackling the Climate Crisis - Transition to a Clean Energy, Resilient Future**  
Ensure that our transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change.
2. **Equity and Justice<sup>40</sup> in Transportation Planning**  
Advance racial equity and support for underserved and disadvantaged communities, ensuring public involvement reflects various perspectives, concerns, and priorities. Using [Executive Order 14008](#) and [M-21-28](#) comprehensive approach to advancing environmental justice by stating that at least 40% of the benefits from many grants, programs, and initiatives flow to disadvantaged communities.
3. **Complete Streets**  
A complete street is safe and feels safe for everyone using the street. Arterial roadways are prone to be designed for vehicle movement rather than mobility for non-motorized users and often lack convenient and safe crossing opportunities. These roads should have safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities as necessary to access destinations, thus making them "complete streets. A safe and complete network for bicycles may be achieved by safe, comfortable facilities located on the roadway, adjacent to the road, or on a nearby parallel corridor. Prioritizing safety improvements and speed management on arterials are essential to creating complete travel networks for those without access to single-occupancy vehicles. This vision is not achieved through a one-size-fits-all solution – each complete street is unique and developed to best serve its community context and its primary role in the network.
4. **Public Involvement**  
Early, effective, and continuous public involvement brings diverse viewpoints into the decision-making process. Part of the overall public involvement approach is utilizing Virtual

Public Involvement (VPI) tools while ensuring continued public participation by individuals without access to computers and mobile devices.

5. Strategic Highway Network (STRAHNET) / U.S. Department of Defense (DOD) Coordination  
Coordinate with DOD representatives in transportation planning and programming processes on infrastructure and connectivity needs for STRAHNET routes and public roads that connect to DOD facilities. STRAHNET is the network of highways that provides connecting routes to military installations, industries, and resources essential to national security. It is a subset of the National Highway System and is important to the national strategic defense policy by providing access, continuity, and emergency transportation of personnel and equipment for defense purposes.
6. Federal Land Management Agency (FLMA) Coordination  
Coordinate with FLMAs in transportation planning and programming processes on infrastructure and connectivity needs related to access routes and other public roads that connect to Federal lands, including exploring opportunities to leverage transportation funding to support access and transportation needs of FLMAs before projects are programmed into the TIP.
7. Planning and Environment Linkages (PEL)  
PEL is an approach to decision-making that considers environmental, community, and economic goals early in the transportation planning process. Information, analysis, and products developed during planning inform the environmental review process of proposed investments and aim to serve the community's transportation needs more effectively while avoiding and minimizing the impacts on human and natural resources.
8. Data in Transportation Planning  
Data sharing between state, regional, and local levels on issues such as freight, bike and pedestrian planning, equity analyses, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety.

# RURAL TRANSPORTATION PLANNING WORK PROGRAM

Fiscal Year (FY) 2024 – 2025



828 Main Street, 12<sup>th</sup> Floor  
Lynchburg, VA 24504  
434-845-3491  
[www.cvpdc.org](http://www.cvpdc.org)

Transportation Technical Committee (TTC) Recommendation  
xx-xx-2024

CVPDC Policy Board Adoption  
xx-xx.-2024

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**CVPDC Resolution****RESOLUTION APPROVING THE FISCAL YEAR 2025  
RURAL TRANSPORTATION PLANNING WORK PROGRAM**

**WHEREAS**, the staff of the Central Virginia Planning District Commission (CVPDC) has prepared the annual Rural Transportation Planning Work Program for fiscal year 2025; and,

**WHEREAS**, the Rural Transportation Planning Work Program has been reviewed and recommended for approval by the Transportation Technical Committee; and,

**WHEREAS**, this Rural Transportation Planning Work Program is now before the Central Virginia Planning District Commission (CVPDC) for approval.

**NOW, THEREFORE, BE IT RESOLVED** that the Central Virginia Planning District Commission does hereby approve the Rural Transportation Planning Work Program for Fiscal Year 2025 and authorizes it to be submitted to the Virginia Department of Transportation.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_ 2024 by the Central Virginia Planning District Commission.

**ATTESTED BY:**

**CERTIFIED BY:**

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**Alexander W Brebner**, *Secretary*  
Central Virginia Planning District  
Commission

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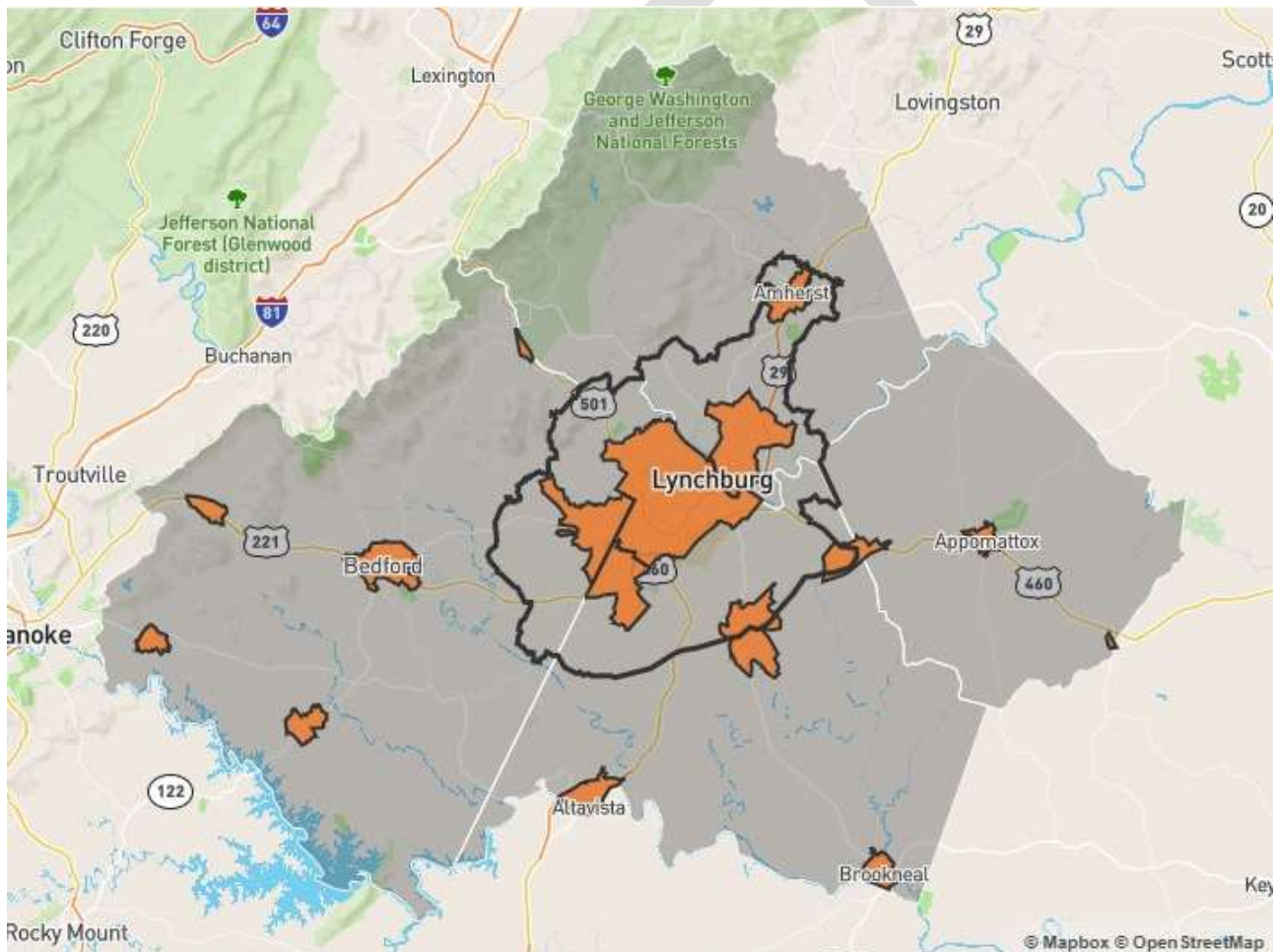
, *Chair*  
Central Virginia Planning District  
Commission

## INTRODUCTION

The CVPDC is established under section 15.2-4200 of the Code of Virginia as one of 21 planning districts that serve the local governments of the Commonwealth. The CVPDC works to provide services for member localities and identify and develop opportunities for coordination among the region's local governments. The CVPDC area encompasses the Counties of Amherst, Appomattox, Bedford, and Campbell.

The CVPDC encourages and facilitates collaboration among local governments, businesses, citizen organizations, and other interested parties. The goal is to address challenges and opportunities of greater-than-local significance and build regional approaches to issues like transportation planning, economic development, solid waste management, and legislative priorities. The map below shows the localities in the PDC planning area.

### CVPDC Communities



-  CVTPO Planning Area
-  Census-Designated Places inside CVPDC Planning Area
-  Counties inside CVPDC Planning Area

Transportation planning includes long-range planning, transit planning, corridor studies, bicycle and pedestrian planning, and land use planning. PDC staff also coordinates the RIDE Solutions program in the region, which provides alternative transportation options such as ridesharing (carpooling and vanpooling), biking, public transit, walking, and "guaranteed ride home" services to those residents living in our communities.

The CVPDC provides staffing and technical support for both urban and rural transportation planning throughout the PDC service area. While the Central Virginia Transportation Planning Organization (CVTPO) has authority over the urbanized areas of the Counties of Amherst, Bedford, Campbell, and the City of Lynchburg, the CVPDC Policy Board focuses on the planning process carried outside the TPO boundaries. The CVPDC Policy Board is the key decision-making board for the region's rural areas. It consists of the following members from each locality and others as designated in accordance with the bylaws:

- an elected official
- an appointed official
- two members of the General Assembly
- one representative from the CVPDC

Both the urban and rural transportation planning programs are guided in their execution by the Transportation Technical Committee (TTC). As warranted, the TTC may include representatives from interest groups and local citizens:

- City of Lynchburg Planning and Engineering Divisions
- Amherst County Community Development Division
- Appomattox County Community Development Division
- Bedford County Community Development Division
- Campbell County Community Development Division
- Town of Altavista Planning or Administration Department
- Town of Amherst Planning or Administration Department
- Town of Appomattox Planning or Administration Department
- Town of Bedford Planning or Administration Department
- Town of Brookneal Planning or Administration Department
- Up to one citizen with technical knowledge from each of the member jurisdictions
- Lynchburg District Virginia Department of Transportation (VDOT)
- Salem District VDOT
- Virginia Department of Rail and Public Transit (DRPT)
- Greater Lynchburg Transit Company (GLTC)
- Lynchburg Regional Airport
- Liberty University



**Title VI Implementation Plan**

The CVPDC gives public notice that it complies with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 (Public Law 100.259), and all related statutes. The CVPDC ensures that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination under any program or activity for which the CVPDC receives federal funding. CVPDC furthermore commits to making every effort to ensure nondiscrimination in executing all programs and activities, regardless of funding origin.

The CVPDC has developed the CVPDC Title VI Implementation Plan to articulate the process by which the CVPDC, in the execution of all programs, will endeavor to ensure nondiscrimination with regard to race, color, national origin, income, gender, age or disability in the execution of program communication, public participation, planning and programming, consultant contracts, and education and training.

The full document can be found on the CVPDC website at [www.cvpdc.org](http://www.cvpdc.org).

**American Disability Act (ADA)**

The CVPDC shall not, in accordance with Title II of the Americans with Disabilities Act of 1990 (ADA), discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Should you, or an individual with whom you represent, need a reasonable accommodation, such as translation or interpretation services, to attend a CVPDC program public meeting or participate in any program activity (e.g., public survey), please contact the CVPDC ADA Compliance Officer Kelly Hitchcock, 434-845-3491 or [kelly.hitchcock@cvpdc.org](mailto:kelly.hitchcock@cvpdc.org) as soon as possible and no later than 48 hours before a scheduled public event.

Any person who believes he, she, or any specific person has been subjected to discrimination prohibited by Title VI or ADA may file a written complaint with the CVPDC Title VI Coordinator. Said complaint must be submitted no later than 180 days after the date of the alleged discrimination instance. Please contact the Title VI Coordinator via phone or email at [info@cvpdc.org](mailto:info@cvpdc.org) or 434-834-3491 for more information. You may also directly file a complaint utilizing the Title VI Discrimination Complaint Form, which you can find on the website at [www.cvpdc.org](http://www.cvpdc.org).

**PURPOSE**

The Virginia Department of Transportation (VDOT) allocates part of the State Planning and Research (SPR) funding to provide annual transportation planning assistance for non-urbanized areas within the Commonwealth. The Rural Transportation Planning (RTP) Program was created to aid the State in fulfilling the requirements of the State Planning Process to address the transportation needs of non-metropolitan areas. Funds appropriated under 23 U.S.C. 505 (SPR funds) are used in cooperation with the Department of Transportation, Commonwealth of Virginia, for transportation planning as required by Section 135, Title 23, U.S. Code. These Federal funds provide 80 percent funding and require a 20 percent local match.

In FY25, each planning district commission / regional commission with rural areas will receive \$58,000 from VDOT's Rural Transportation Planning Assistance Program. The corresponding planning district commission / regional commission will provide a local match of \$14,500 to conduct rural transportation planning activities. This resource may be supplemented with additional planning funds. The arrangement of all such funds involves the development of a scope of work, approval, and other coordination in the administrative work programs of the Transportation and Mobility Planning Division (TMPD).

The scope of work shall include specific activities as requested by VDOT and the Federal Highway Administration (FHWA). The scope of work may also include activities or studies addressing other transportation planning-related issues that may be of specific interest to the region. The criteria for determining the eligibility of studies for inclusion as part of this work program are based on 23 U.S.C. 505, State Planning and Research.

## **I. PROGRAM ADMINISTRATION (\$28,000.00)**

### **Background and Objective**

This work element aims to provide oversight of regional transportation planning and programming efforts and facilitate regional participation and consensus building on transportation-related issues through a continuing, comprehensive, and coordinated planning process.

### **1. Rural Transportation Planning Management \$26,000.00**

#### **Description**

This activity includes all program management and administrative responsibilities not directly attributable to specific program activities. This task has two defined objectives: (1) the administration of transportation planning work program activities; and (2) the completion of necessary contracts, invoices, progress reports, correspondence, and grant applications supporting the work program. Activities include, but are not limited to, the following:

- Completion and submission of necessary agreements and contracts, invoices, progress reports, correspondence, and grant applications supporting the work program.
- Prepare meeting agenda minutes and resolutions, arrange for and attend meetings, trainings, and conferences.
- Preparation for and attendance at CVPDC Transportation Technical Committee (TTC) meetings and required and necessary VDOT, FHWA, or other transportation local, state, or federal partner meetings, training, workshops, and conferences, as necessary, to enhance the rural transportation planning program.
- Prepare the Rural Transportation Planning Work Program and scope of work, manage program funds, and provide outreach and data assistance. This includes executing any adjustments or alterations in project scope or funding.
- Maintain Title VI and Americans with Disabilities Act (ADA) compliance and ensure environmental justice, non-discrimination, and equity, including consultation with appropriate groups, committees, and community representatives by implementing the approved Title VI and Public Participation Plan.
- Review, as necessary, consultant contracts or supplements and monitor consultant contracts, negotiations, and work progress on corridor studies and plans employing consultants.

#### **Products**

The primary result of this task should be a well-functioning transportation program.

### **2. Rural Transportation Planning Work Program \$2,000.00**

#### **Description**

This task provides for the annual preparation of the Rural Transportation Planning Assistance Program – Scope of Work for the upcoming fiscal year. This also includes executing any amendments or revisions to the existing scope of work and providing necessary outreach and data development to support current Scope completion and future year Scope development.

**Products**

The FY 2025-2026 Rural Transportation Planning Work Program documents the activities to be accomplished by the Central Virginia Planning District Commission staff in the upcoming fiscal year. It will also include any scope of work amendments or revisions.

**SPR Funds (80%)** **\$22,400.00**

**PDC Funds (20%)** **\$ 5,600.00**

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**Total Budgeted Expenditure for Program Administration** **\$28,000.00**

**II. PROGRAM ACTIVITIES (\$44,500.00)****Background and Objective**

Address regionalized transportation issues identified through coordination with local, state, and federal transportation stakeholders, including but not limited to CVPDC Transportation Technical Committee (TTC), VDOT, FHWA, and FTA.

**1. General Technical Assistance \$27,000.00****Description**

This task allows for assistance to localities, VDOT, and USDOT on transportation-related activities on an individual or regional basis as needed.

This task includes, but is not limited to, the following:

- Complete any outstanding items from the FY24 Scope of Work.
- Participate in VTrans meetings regarding needs consolidation, prioritization, recommendations, and SMART SCALE regional meetings.
- Participate in meetings and training regarding Title VI and Environmental Justice.
- Ensure that completed projects include as integral in the planning process the 2021 articulated FHWA Planning Emphasis Areas – actions that support resiliency and clean energy transition; advance equity and underserved communities; support Complete Street and multimodal networks; advance diverse public involvement; support the Strategic Highway Network; coordination with Federal Land Management Agencies; incorporates environmental impact evaluation; and advances and supports continued transportation planning and programming data development, sharing, and analysis.
- Participate in the VDOT, OIPI, and USDOT meetings held in the region and, as requested, provide a display to serve as an outreach to the region’s citizens.
- Participate in outreach meetings and review data pertaining to VTrans and other appropriate efforts as requested by VDOT throughout the fiscal year.
- Coordinate with VDOT, USDOT, and stakeholders on meeting performance measures goals.
- Coordinate with local stakeholders, VDOT, and localities, developing project pipeline studies, including recommendation development and public involvement.

- Provide transportation technical input and resources to the PDC's localities outside of the MPO area to improve the overall effectiveness and efficiency of the transportation network.
- Development, as requested, comment and review of the transportation chapter of Comprehensive Plans from partner localities.
- Program support duties as required by VDOT, FHWA, and the PDC. This action includes executing the yearly VDOT Rural Park and Ride Lot Count and Condition Assessment.
- GIS training activities, program development, and necessary software provision for GIS use as a tool in transportation projects and planning efforts.
- Enhancement and maintenance of a website.
- Provide education, information, and referral assistance to localities on local transportation planning committees such as the Lynchburg Regional Transportation Advocacy Group (Lynchburg Regional Business Alliance) and local chamber of commerce transportation committees.
- Writing transportation planning grants, including VDOT Transportation Alternatives Program, SMART SCALE, Revenue Sharing, and USDOT Federal Program grants (e.g., Safe Streets and Roads for All) as requested by program partners. This task includes any research and plan development necessary to support grant application efforts.
- Evaluation and review of special situations such as significant traffic generators, site plans, elderly and handicapped needs, and para-transit projects, as needed.
- Compile all available current and future land use GIS layers/attribute data from local comprehensive plans within the Planning District Commission boundaries. Use the GIS tool to be provided by VDOT-TMPD to geo-reference local transportation plan recommendations. VDOT-TMPD will provide technical assistance on an as-needed basis to accomplish this task. The information gathered will be used to update existing land use data within the Statewide Planning System and augment data for the Statewide Travel Demand Model currently under development. For localities that do not have GIS layers/attribute data for the current and future land use plans, develop a schedule and identify resources needed to allow this data to be captured via GIS. VDOT-TMPD will provide detailed instructions and templates to provide consistency across the state.
- Association, National Association of Development Organizations, Virginia Association of Planning District Commissions, and similar organizations.
- Enhance and maintain the transportation component of the CVPDC website.
- Facilitate the coordination of the CVPDC Comprehensive Safety Action Plan, funded through the USDOT Safe Streets and Roads for All grant, within the CVPDC rural areas to ensure representation and evaluation in the regional planning project.

### **Products**

Specific technical assistance products requested by member local governments and other partner agencies or as needed to support other elements of this Work Program.

## **2. Town of Bedford Stormwater Inventory \$6,000.00**

**Description:** The CVPDC staff will inventory the Town of Bedford culverts and general roadway stormwater drainage. The effort will include physical inventory, general rating (as agreed through project team evaluation metric), examination during rain to document current stormwater

drainage conditions, and GIS mapping, image, and summary documentation. The project will include participation in VDOT culvert/stormwater drainage courses.

### Products

- A GIS-based inventory map of culverts within the Town of Bedford. Inventory effort will also include review and recordation of culverts during rainfall conditions to assist in evaluating and prioritizing improvement needs. The study will not result in direct culvert replacement recommendations.
- A document summarizing the findings and providing recommendations for potential future actions, including, if warranted, funding application(s).

### 3. Multimodal Corridor and Active Transportation Activities \$11,500.00

#### Description

The following items will be accomplished in support of active transportation planning efforts. These items coordinate with the Safe Streets and Roads for All (SS4A) and general regional active transportation and multimodal program initiatives. Task items include, but are not limited to, the following:

- Grant assistance.
- Multimodal education, outreach, and event development and execution (e.g., Bike Month).
- Active Transportation Webinar Series
- Roadway Right-of-Way use evaluation for creating pedestrian-friendly, safe, and community-driven multimodal corridors (e.g., tactical urbanism) within local and VDOT-maintained roadways.
- Assemble bicycle and pedestrian recommendations from comprehensive plans and standalone bicycle and pedestrian plans into a GIS shapefile.
- Support the State partners, VDOT, DCR, and Virginia Office of Trails in developing region-wide evaluation of current and future connection corridors.

#### Product

A summary report of the above-referenced activities.

<b>SPR Funds (80%)</b>	<b>\$35,600.00</b>
<b>PDC Funds (20%)</b>	<b>\$ 8,900.00</b>
<hr/>	
<b>Total Budgeted Expenditure for Program Activities</b>	<b>\$44,500.00</b>

<b><u>FY25 Budget Summary Tasks</u></b>	<b>VDOT (SPR) 80%</b>	<b>PDC (Match) 20%</b>	<b>Total 100%</b>
<b><u>Program Administration</u></b>			
1. Rural Transportation Planning Management	\$20,800.00	\$5,200.00	\$26,000.00
2. FY 25-26 Rural Work Program Development	\$1,600.00	\$400.00	\$2,000.00
<b>Total Program Administration</b>	<b>\$22,400.00</b>	<b>\$5,600.00</b>	<b>\$28,000.00</b>
<b><u>Program Activities</u></b>			
1. General Technical Assistance	\$21,600.00	\$5,400.00	\$27,000.00
2. Bedford Town Stormwater Inventory	\$4,800.00	\$1,200.00	\$6,000.00
3. Multimodal Corridor and Active Transportation Activities	\$9,200.00	\$2,300.00	\$11,500.00
<b>Total Program Activities</b>	<b>\$35,600.00</b>	<b>\$8,900.00</b>	<b>\$44,500.00</b>
<b>Total Rural Program Activities</b>	<b>\$58,000.00</b>	<b>\$14,500.00</b>	<b>\$72,500.00</b>

DRAFT