

**UNIFIED PLANNING WORK PROGRAM**  
**FFY 2020**



# Unified Planning Work Program

## Federal Fiscal Year 2020

Boston Region MPO

ENDORSED BY THE MPO, JULY 18, 2019

Prepared by  
The Central Transportation Planning Staff:  
Staff to the Boston Region Metropolitan Planning Organization

Directed by the Boston Region Metropolitan Planning Organization,  
which is composed of the:

Massachusetts Department of Transportation

Metropolitan Area Planning Council

Massachusetts Bay Transportation Authority

MBTA Advisory Board

Massachusetts Port Authority

Regional Transportation Advisory Council

City of Boston

City of Beverly

City of Everett

City of Framingham

City of Newton

City of Somerville

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The Boston Region Metropolitan Planning Organization certifies that its conduct of the metropolitan transportation planning process complies with all applicable requirements, which are listed below, and that this process includes activities to support the development and implementation of the Regional Long-Range Transportation Plan and Air Quality Conformity Determination, the Transportation Improvement Program and Air Quality Conformity Determination, and the Unified Planning Work Program.

1. 23 USC 134, 49 USC 5303, and this subpart.
2. Sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 USC 7504, 7506 (c) and (d) and 40 CFR Part 93.
3. Title VI of the Civil Rights Act of 1964, as amended (42 USC 2000d-1) and 49 CFR Part 21.
4. 49 USC 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity.
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6. The provisions of the Americans with Disabilities Act of 1990 (42 USC 12101 et seq.) and 49 CFR Parts 27, 37, and 38.
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July 18, 2019

A handwritten signature in black ink, appearing to read "Stephanie Pollack", is written over a horizontal line.

Stephanie Pollack, Secretary and Chief Executive Officer  
Massachusetts Department of Transportation  
Chair, Boston Region MPO

*The signatures of the other MPO members may be found on page 2.*

  
Massachusetts Department of Transportation  
Highway Division

  
Massachusetts Department of Transportation

Massachusetts Bay Transportation Authority

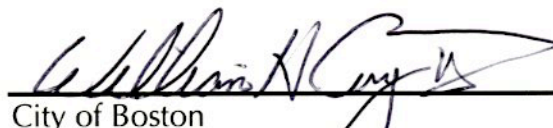
Advisory Board to the MBTA

  
Metropolitan Area Planning Council

  
Massachusetts Port Authority

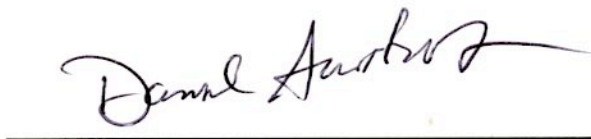
  
Regional Transportation Advisory Council

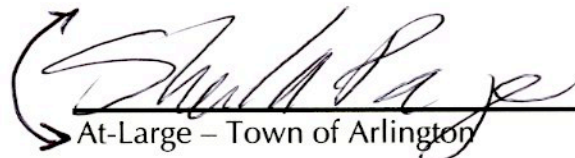
  
City of Boston

  
City of Boston

  
At-Large - City of Everett

  
At-Large - City of Newton

  
At-Large - Town of Lexington

  
At-Large - Town of Arlington

Minuteman Advisory Group on Interlocal  
Coordination - Town of Bedford

South Shore Coalition - Town of Braintree

  
Inner Core Committee - City of Somerville

  
North Shore Task Force - City of Beverly

SouthWest Advisory Planning Committee -  
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MetroWest Regional Collaborative - City of  
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North Suburban Planning Council - City of  
Woburn

  
Three Rivers Interlocal Council - Town of  
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# TABLE OF CONTENTS

# PAGE

EXECUTIVE SUMMARY .....	ES-1
WHAT IS THE BOSTON REGION MPO? .....	ES-1
Boston Region MPO Jurisdiction and Membership .....	ES-1
The Transportation Planning Process .....	ES-5
The 3C Planning Process .....	ES-5
WHAT IS THE UPWP? .....	ES-6
How does the UPWP relate to the goals of the Boston Region MPO? .....	ES-6
What are federal metropolitan planning funds? .....	ES-8
Are there other funding sources in the UPWP? .....	ES-8
WHAT STUDIES AND ACTIVITIES ARE IN THIS FFY 2020 UPWP? .....	ES-9
WHAT IS THE PROCESS FOR CREATING THE UPWP AND MONITORING PROGRESS ON STUDIES? .....	ES-13
Developing the UPWP .....	ES-13
What is the public review process? .....	ES-14
How are progress and outcomes monitored? .....	ES-15
OVERVIEW OF THIS DOCUMENT .....	ES-15
<b>CHAPTER 1: 3C TRANSPORTATION PLANNING AND THE BOSTON REGION MPO .....</b>	<b>1-1</b>
<b>THE TRANSPORTATION PLANNING PROCESS .....</b>	<b>1-1</b>
3C Transportation Planning .....	1-2
<b>THE BOSTON REGION MPO .....</b>	<b>1-2</b>
MPO Central Vision Statement .....	1-7
Certification Documents .....	1-7
<b>CHAPTER 2: COORDINATING COMPREHENSIVE TRANSPORTATION PLANNING IN THE REGION: WHAT IS THE UNIFIED PLANNING WORK PROGRAM? .....</b>	<b>2-1</b>
<b>BACKGROUND .....</b>	<b>2-1</b>
<b>WHAT DOES THE UPWP DO? .....</b>	<b>2-2</b>
Certification Requirements and Other MPO Support Activities .....	2-2
Ongoing/Continuing Work Programs .....	2-2

**TABLE OF CONTENTS (CONT.)**

**PAGE**

New Studies . . . . . 2-2

Agency Studies and Technical Analyses . . . . . 2-3

THE PROCESS OF CREATING AND MONITORING THE UPWP. . . . . 2-3

    Developing the New Federal Fiscal Year UPWP . . . . . 2-3

HOW IS THE WORK FUNDED?. . . . . 2-9

**CHAPTER 3: CERTIFICATION REQUIREMENTS . . . . . 3-1**

INTRODUCTION . . . . . 3-1

SUPPORT TO THE MPO AND ITS 3C PROCESS. . . . . 3-9

    Support to the MPO and its Committees . . . . . 3-9

    Regional Transportation Advisory Council Support . . . . . 3-12

    Public Participation Process . . . . . 3-13

    General Graphics . . . . . 3-15

    Provision of Materials in Accessible Formats. . . . . 3-16

    Professional Development . . . . . 3-17

3C PLANNING AND OTHER CERTIFICATION REQUIREMENT ACTIVITIES. . . . . 3-18

    Long-Range Transportation Plan . . . . . 3-18

    Transportation Improvement Program . . . . . 3-21

    Performance-Based Planning and Programming . . . . . 3-24

    Air Quality Conformity and Support Activities. . . . . 3-27

    Unified Planning Work Program. . . . . 3-31

    Transportation Equity Program . . . . . 3-33

    Congestion Management Process . . . . . 3-36

    Freight-Planning Support . . . . . 3-38

    Regional Model Enhancement . . . . . 3-40

    Transit Committee Support. . . . . 3-43

## TABLE OF CONTENTS (CONT.)

## PAGE

CHAPTER 4: BOSTON REGION MPO PLANNING STUDIES AND TECHNICAL ANALYSES . . . . .	4-1
INTRODUCTION . . . . .	4-1
PLANNING STUDIES . . . . .	4-10
Locations with High Bicycle/Pedestrian Crash Rates in the Boston Region MPO Area . . . . .	4-10
<b>Review of Vision Zero Policies . . . . .</b>	<b>4-12</b>
Addressing Safety, Mobility, and Access on Subregional Priority Roadways . . . . .	4-14
Addressing Priority Corridors from the Long-Range Transportation Plan Needs Assessment . . . . .	4-16
Safety and Operations Analysis at Selected Intersections . . . . .	4-18
TIP Before and After Studies . . . . .	4-19
<b>Innovations in Estimating Trip Generation Rates . . . . .</b>	<b>4-20</b>
Operating a Successful Shuttle Program . . . . .	4-22
Further Development of the MPO’s Community Transportation Program . . . . .	4-23
Disparate Impact Metrics Analysis . . . . .	4-24
Exploring Resilience in MPO-Funded Corridor and Intersection Studies . . . . .	4-26
MPO Staff-Generated Research and Technical Assistance . . . . .	4-27
TECHNICAL ANALYSIS AND SUPPORT . . . . .	4-29
Transit Data Support . . . . .	4-29
Traffic Data Support . . . . .	4-30
Roadway Safety Audits . . . . .	4-31
Bicycle/Pedestrian Support Activities . . . . .	4-32
Regional Transit Service Planning Technical Support . . . . .	4-34
Community Transportation Technical Assistance Program . . . . .	4-35
MAPC PLANNING STUDIES AND TECHNICAL ANALYSES . . . . .	4-37
Corridor/Subarea Planning Studies . . . . .	4-37
Alternative-Mode Planning and Coordination . . . . .	4-39
MetroCommon x 2050 . . . . .	4-41
Land Use Development Project Reviews . . . . .	4-43

**TABLE OF CONTENTS (CONT.)**

**PAGE**

CHAPTER 5: AGENCY AND OTHER CLIENT-FUNDED TRANSPORTATION PLANNING STUDIES AND TECHNICAL ANALYSES. . . . . 5-1

INTRODUCTION . . . . . 5-1

MASSDOT. . . . . 5-4

    MassDOT Statewide Planning and Research Program Support . . . . . 5-4

    MassDOT Highway Division On-Call Modeling Support . . . . . 5-5

    MassDOT Title VI Program . . . . . 5-6

    MassDOT Transit Planning Assistance . . . . . 5-7

    Commuter Rail Vision Study Support . . . . . 5-8

MASSACHUSETTS BAY TRANSPORTATION AUTHORITY. . . . . 5-9

    MBTA NTD: Data Collection and Analysis . . . . . 5-9

    MBTA Title VI Program Monitoring . . . . . 5-11

    MBTA Transit Service Data Collection . . . . . 5-13

    MBTA Rider Oversight Committee Support. . . . . 5-14

    Support for MBTA Service Standards Development 2020 . . . . . 5-15

    Service Equity Analysis Support to the MBTA. . . . . 5-16

    Fare Equity Analysis Support to the MBTA . . . . . 5-17

    AFC 2.0 Equity Analysis . . . . . 5-18

    MBTA Mapping Support. . . . . 5-19

    Diversity Posters . . . . . 5-20

OTHER TECHNICAL SUPPORT WORK . . . . . 5-21

    Weymouth Union Point Technical Support . . . . . 5-21

CHAPTER 6: RESOURCE MANAGEMENT AND SUPPORT ACTIVITIES. . . . . 6-1

INTRODUCTION . . . . . 6-1

CTPS ACTIVITIES. . . . . 6-5

    Computer Resource Management. . . . . 6-5

    Data Resources Management . . . . . 6-7

    Direct Support . . . . . 6-9

    CTPS Strategic Planning and MPO Operations Plan Support. . . . . 6-11



## TABLE OF CONTENTS (CONT.)

## PAGE

MAPC ACTIVITIES .....	6-13
MPO/MAPC Liaison and Support Activities .....	6-13
Unified Planning Work Program Support .....	6-15
Subregional Support Activities .....	6-16
Land Use Data and Forecasts for Transportation Modeling .....	6-18
CHAPTER 7: BOSTON REGION MPO BUDGET AND OPERATING SUMMARIES .....	7-1

## APPENDICES

APPENDIX A: OTHER BOSTON REGION TRANSPORTATION PLANNING STUDIES

APPENDIX B: PUBLIC PARTICIPATION AND RESPONSE TO PUBLIC COMMENTS

APPENDIX C: UNIVERSE OF PROPOSED NEW STUDIES FOR FEDERAL FISCAL YEAR 2020 UPWP

APPENDIX D: GEOGRAPHIC DISTRIBUTION OF UPWP STUDIES AND TECHNICAL ANALYSES

APPENDIX E: GLOSSARY OF ACRONYMS

APPENDIX F: REGULATORY FRAMEWORK AND MPO MEMBERSHIP

## LIST OF TABLES AND FIGURES

TABLE	PAGE
ES-1 UPWP Budget for FFY 2020 .....	ES-10
ES-2 New Discrete Funded Studies in FFY 2020 .....	ES-12
2-1 FFY 2020 New Discrete Funded Studies .....	2-6
2-2 UPWP Administrative Adjustment and Amendment Guidelines as of April 2019 .....	2-8
2-3 UPWP Budget—Summary of FFY 2020 Budgets for CTPS .....	2-11
2-4 Summary of MAPC UPWP Budget for FFY 2020 .....	2-12
2-5 UPWP Budget for FFY 2020 .....	2-12
3-1 FFY 2020 Certification Requirements .....	3-3
4-1 Completed MPO-Funded Transportation Planning Studies, FFY 2018–19 .....	4-3
4-2 Discrete Boston Region MPO Planning Studies and Technical Analyses Continued into FFY 2020 .....	4-5
4-3 Ongoing Boston Region MPO Technical Analyses, FFY 2019–20 .....	4-6

## LIST OF TABLES AND FIGURES (CONT.)

TABLE	PAGE
4-4 UPWP Budget—MPO New Discrete Studies, FFY 2020 . . . . .	4-9
5-1 UPWP Budget—New and Continuing Agency Transportation Planning Studies and Technical Analyses for FFY 2020 . . . . .	5-2
6-1 CTPS Ongoing Resource Management and Support Activities, FFY 2019–20 . . . . .	6-3
7-1 UPWP Budget—Certification Requirements for FFY 2020 . . . . .	7-3
7-2 UPWP Budget—Ongoing and Continuing MPO Planning Studies and Technical Analyses for FFY 2020 . . . . .	7-4
7-3 UPWP Budget—MPO New Discrete Studies for FFY 2020 . . . . .	7-5
7-4 UPWP Budget—New and Continuing Agency Transportation Planning Studies and Technical Analyses for FFY 2020 . . . . .	7-6
7-5 UPWP Budget—Resource Management and Support Activities for FFY 2020 . . . . .	7-8
7-6 UPWP Budget—MAPC Planning Studies and Technical Analyses for FFY 2020 . . . . .	7-9
7-7 UPWP Budget—MAPC Resource Management and Support Activities for FFY 2020 . . . . .	7-9
7-8 UPWP Budget—Summary of FFY 2020 Budgets for CTPS . . . . .	7-10
7-9 UPWP Budget—Summary of FFY 2020 Budgets for MAPC . . . . .	7-11
7-10 UPWP Budget—3C Budget and Overall Budget for FFY 2020 . . . . .	7-11
7-11 Programmed FFY 2020 FTA Section 5303 Funding by Element and Task . . . . .	7-13
FIGURE	PAGE
ES-1 Municipalities in the Boston Region . . . . .	ES-1
ES-2 Boston Region MPO Organizational Chart . . . . .	ES-3
ES-3 Relationship Between LRTP, TIP, UPWP, and Performance-Based Planning Process . . . . .	ES-7
I-1 Municipalities in the Boston Region . . . . .	I-3
I-2 Boston Region MPO Organizational Chart . . . . .	I-5
I-3 LRTP Goals and Objectives, as of Spring 2019 . . . . .	I-8
I-4 Relationship Between the LRTP, TIP, UPWP, and Performance-Based Planning Process . . . . .	I-10

# EXECUTIVE SUMMARY

## WHAT IS THE BOSTON REGION MPO?

Decisions about how to allocate transportation funds in a metropolitan area are guided by information and ideas garnered from a broad group of people, including elected officials, municipal planners and engineers, transportation advocates, and interested residents. Metropolitan planning organizations (MPO) are the bodies responsible for providing a forum for this decision-making process. Each metropolitan area in the United States with a population of 50,000 or more—also known as an urbanized area—is required by federal legislation to establish an MPO, which decides how to spend federal transportation funds for capital projects and planning studies for the area.

## Boston Region MPO Jurisdiction and Membership

The Boston Region MPO’s planning area extends across 97 cities and towns from Boston north to Ipswich, south to Marshfield, and west to Interstate 495.

Figure ES-I shows the map of the Boston Region MPO’s member municipalities.

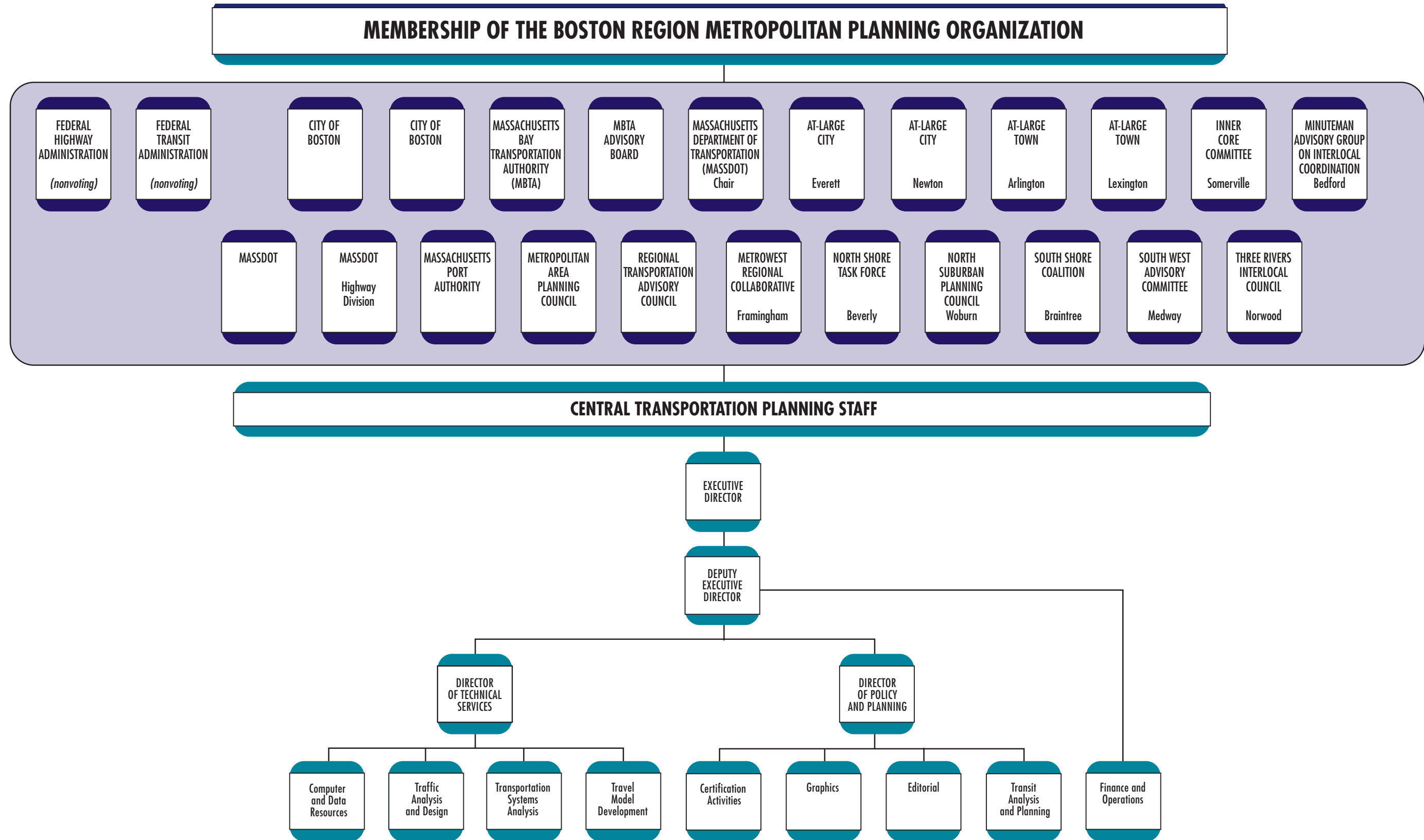
**Figure ES-I**  
**Municipalities in the Boston Region**

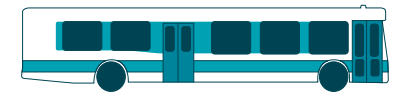


The MPO's board comprises 22 voting members. Several state agencies, regional organizations, and the City of Boston are permanent voting members, while 12 municipalities are elected as voting members for three-year terms. Eight municipal members represent each of the eight subregions of the Boston region, and there are four at-large municipal seats. The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) participate on the MPO board as advisory (nonvoting) members. More details about the MPO's permanent members can be found in Appendix F.

Figure ES-2 shows MPO membership and the organization of the Central Transportation Planning Staff (CTPS), which serves as staff to the MPO.

Figure ES-2  
Boston Region MPO Organizational Chart





## The Transportation Planning Process

The federal government regulates the funding, planning, and operation of the surface transportation system through the federal transportation program, which was enacted into law through Titles 23 and 49 of the United States Code. Section 134 of Title 23 of the Federal-Aid Highway Act and Section 5303 of the Federal Transit Act, as amended, require that urbanized areas conduct a transportation planning process, resulting in plans and programs consistent with the planning objectives of the metropolitan area, in order to be eligible for federal funds.

The most recent reauthorization of the surface transportation law is the Fixing America's Surface Transportation (FAST) Act. The FAST Act sets policies related to metropolitan transportation planning. The law requires all MPOs to carry out a continuing, comprehensive, and cooperative (3C) transportation planning process. As part of its 3C planning process, the Boston Region MPO annually produces the Transportation Improvement Program (TIP) and Unified Planning Work Program (UPWP). These documents, along with the quadrennial Long-Range Transportation Plan (LRTP), are referred to as *certification documents* and are required for the MPO to be certified as meeting federal requirements; this certification is a prerequisite for receiving federal transportation funds. In addition to the requirement to produce the certification documents, the MPO must establish and conduct an inclusive public participation process, as well as maintain transportation models and data resources to support air quality conformity determinations, transportation equity analyses, and long- and short-range planning work and initiatives.

## The 3C Planning Process

The 3C planning process is an approach for conducting meaningful transportation planning. The federal government requires that MPOs conduct a process that is continuing, comprehensive, and cooperative:

- **Continuing:** Transportation planning should plan for the short- and long-range horizons, emphasizing the evolving progression from systems planning to project planning, programming, and implementation. It should recognize the necessity for continuously reevaluating data and plans.
- **Comprehensive:** Transportation planning should integrate all of the stages and levels of the process and examine all modes to ensure a balanced planning and programming approach. The planning process should include analysis of related non-transportation elements such as land use, economics, environmental resources, and population.
- **Cooperative:** Transportation planning should be a process designed to encourage involvement by all users of the system including businesses, community groups, environmental organizations, the traveling public, freight operators, and the public.

## WHAT IS THE UPWP?

The UPWP, produced by the Boston Region MPO, explains how the Boston region's federal transportation planning funds will be spent in a given federal fiscal year (FFY). Specifically, the UPWP is a financial plan that is produced in compliance with the federally mandated metropolitan transportation planning process described above.

The development of the UPWP involves the prioritization of all potential transportation planning studies and technical analyses that could be undertaken to benefit the region in a given year. The scopes and budgets of the prioritized studies are documented in the UPWP. The aim is to ensure that the outcomes of the studies help achieve the transportation goals that the MPO, through its public processes, has set for the region.

The UPWP serves as a source for the following information:

- Information for government officials, municipal officials, and the public about surface transportation planning projects and programs expected to be conducted in the Boston region
- Budget information for federal and state officials about how the Boston Region MPO plans to spend federal metropolitan planning funds on studies and programs performed on behalf of the MPO

## How does the UPWP relate to the goals of the Boston Region MPO?

The Boston Region MPO plans for the transportation future of the Boston region. The MPO is guided by a 20-year vision for a modern, safe, equitable, sustainable, and technologically advanced transportation system for the region. This vision is described in the MPO's current LRTP, *Charting Progress to 2040*, and will be further expanded in the LRTP it is currently developing, *Destination 2040*. The transportation planning work funded through the UPWP is an integral part of achieving this regional vision.

The transportation goals of the Boston region, as agreed to by the MPO during the development of *Destination 2040*, are as follows:

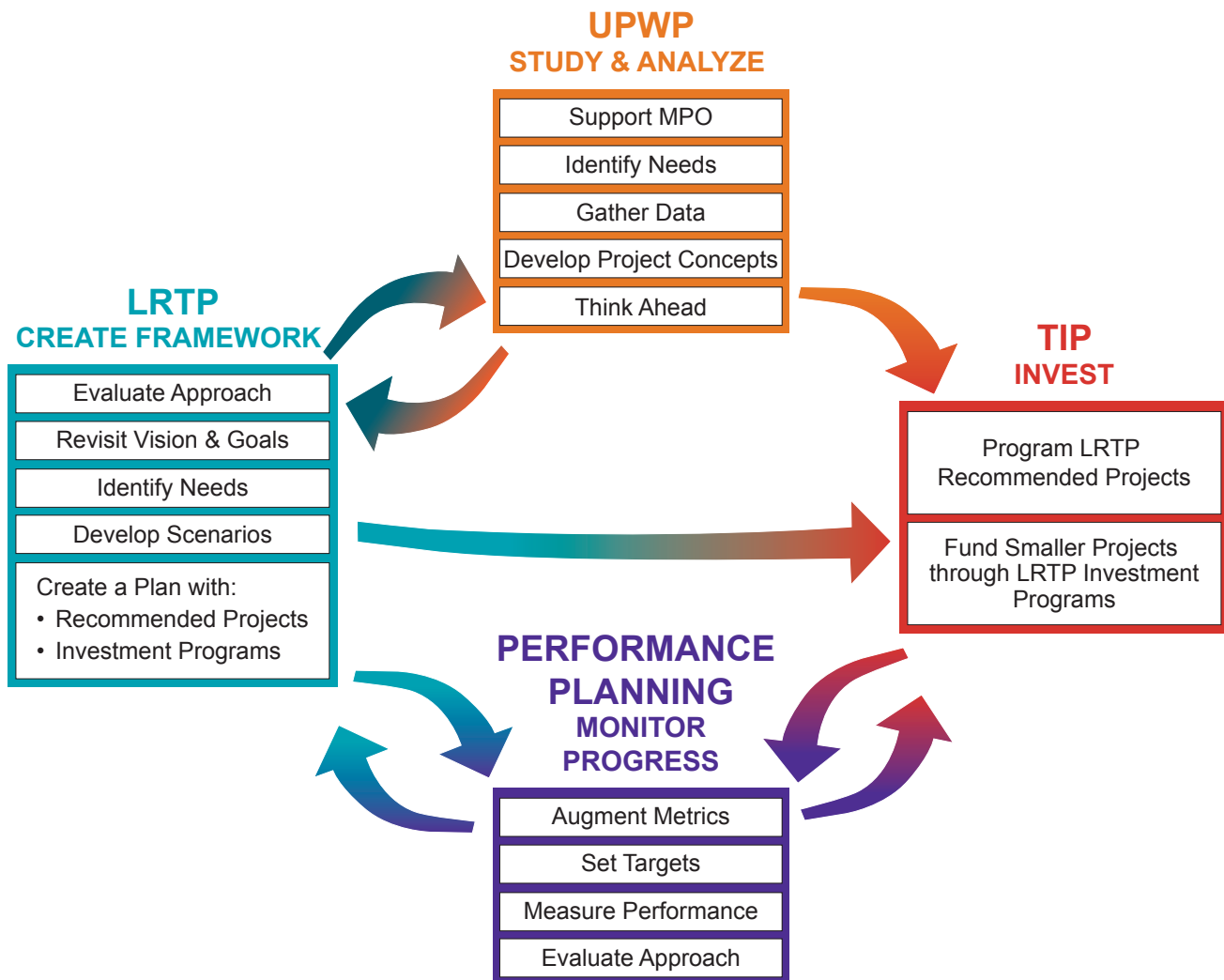
1. Safety: Transportation by all modes will be safe.
2. System Preservation: Maintain and modernize the transportation system and plan for its resiliency.
3. Clean Air/Clean Communities: Create an environmentally friendly transportation system.
4. Capacity Management/Mobility: Use existing facility capacity more efficiently and increase transportation options.



5. **Transportation Equity:** Ensure that all people receive comparable benefits from, and are not disproportionately burdened by, MPO investments, regardless of race, color, national origin, age, income, ability, or sex.
6. **Economic Vitality:** Ensure our transportation network provides a strong foundation for economic vitality.

In addition to the LRTP and the UPWP, the MPO also produces the TIP for the Boston region. As the near-term capital investment plan of the MPO, the TIP describes and prioritizes transportation construction projects that are expected to be implemented during the upcoming five-year period. Figure ES-3 illustrates the relationship between the LRTP vision and goals; the planning foundation for the MPO’s work, the UPWP; the TIP; and the process for monitoring and evaluating progress towards achieving the region’s goals.

**Figure ES-3  
Relationship Between LRTP, TIP, UPWP, and Performance-Based  
Planning Process**



## What are federal metropolitan planning funds?

Federal funding that supports much of the work described in this UPWP comes from two main sources: the FHWA and the FTA. The federal funding sources, which are supplemented by a local match provided by the Massachusetts Department of Transportation (MassDOT), include the following sources:

- FHWA 3C Planning (PL): FHWA planning funds are distributed to the MassDOT Office of Transportation Planning (OTP), according to an allocation formula established by federal legislation, to carry out the 3C planning process. OTP distributes these funds to Massachusetts MPOs according to a formula that is primarily based on the region's road mileage and population. The formula was developed by the Massachusetts Association of Regional Planning Agencies (MARPA) and is known as the MARPA formula. The FFY 2020 3C PL funding allocation for the Boston region is \$3,813,949, which includes state matching funds. The full allocation is programmed in this UPWP.
- FTA 3C Planning (§5303): FTA provides 3C planning funds for transit projects to MPOs under Section 5303 of the Federal Transit Act. These funds require a local match, are distributed according to an allocation formula, and are administered by MassDOT. The FFY 2020 FTA allocation for the Boston region, including a total local match, is \$2,321,502. The total amount programmed in this UPWP for studies to be conducted by CTPS, MassDOT, and the Metropolitan Area Planning Council (MAPC) on behalf of the MPO is \$1,919,814 as described below:
  - MPO FTA 3C Planning (§5303): The total amount of FTA funds, including a local match, programmed in this UPWP is \$1,475,757. Of that amount, \$1,355,757 is FFY 2020 §5303 funds, while \$120,000 is extended FFY 2019 §5303 funds used to support the CTPS Strategic Plan and MPO Operations Plan.
  - MassDOT FTA 3C Planning (§5303): The total amount of FTA funds, including a local match, allocated to MassDOT for FFY 2020 is \$283,688. During the course of this UPWP, this contract is transitioning from operating on an SFY basis to an FFY basis; the total contract amount listed for the MassDOT Transit Planning Assistance includes three months of the SFY 2018 contract and five months of the SFY 2019 contract, in addition to the full FFY 2020 contract. The total amount programmed in this UPWP is \$373,520.
  - MAPC FTA 3C Planning (§5303): A portion of the Boston region's FTA allocation also goes to MAPC. MAPC uses these funds to conduct its transit-planning studies programmed through the UPWP. The total amount of FTA funds, including a local match, allocated to MAPC for FFY 2020 is \$348,225.

## Are there other funding sources in the UPWP?

Yes, in addition to MPO-funded work, CTPS performs planning analyses and studies funded by state transportation agencies, including MassDOT, the Massachusetts Bay Transportation Authority (MBTA), and the Massachusetts Port Authority (Massport). More detail about these

agency-funded studies can be found in Chapter 5. For FFY 2020, the agency funding amounts programmed in this UPWP for projects to be conducted by MPO staff are as follows:

- **FHWA Statewide Planning and Research (SPR): \$301,500 (including state matching funds)**

As in the case of 3C PL funds, FHWA provides SPR funds to OTP according to a distribution formula. OTP uses these funds to carry out planning and research projects throughout the state. This UPWP describes only the SPR-funded studies that will be conducted in the Boston region; however, OTP provides a complete listing of how these funds are distributed statewide in a document called the SPR Transportation-Planning Work Program.

- **MassDOT Section 5303: \$373,520**
- **Other MassDOT: \$79,000**
- **MBTA: \$615,425**
- **Other Sources: \$55,000**

## WHAT STUDIES AND ACTIVITIES ARE IN THIS FFY 2020 UPWP?

Throughout the following chapters, there is detailed information about work programs, studies, support activities, and technical analyses that are organized in the following categories:

- **Certification requirements and administrative activities:** The UPWP includes activities that the MPO must conduct to remain certified as an MPO by the federal government, to be eligible to receive and distribute federal transportation dollars, and to maintain its data resources and computer equipment properly. See Chapters 3 and 6 for more detail about these areas of work.
- **Ongoing/continuing work programs:** These areas of work support technical analyses and planning studies for cities and towns in the region. See Chapter 4 for more detail on these studies and technical analyses.
- **New studies:** Every year, a certain amount of funding is available for new studies to be conducted by the MPO staff. These efforts are undertaken to enhance the staff's knowledge of the practice, to improve analytical methods, and to evaluate strategies for implementation. See Chapter 4 for more detail on these new studies.
- **Agency-funded studies and technical analyses:** CTPS conducts planning analyses and studies funded by state transportation agencies, including MassDOT, the MBTA, and Massport. These agency-funded studies are described in more detail in Chapter 5.

Table ES-1 contains the budget allocated for the MPO's 3C planning activities in FFY 2020. The table reflects the FHWA metropolitan PL funds and FTA Section 5303 funds, which CTPS and MAPC expect to spend in FFY 2020. The table also reflects the work that CTPS will conduct with funds provided by other transportation agencies.

Chapters 3 through 6 provide detailed information about the transportation-planning activities that will be performed by CTPS during FFY 2020. The new studies chosen for funding in FFY 2020 are summarized below in Table ES-2 and described in more detail in Chapter 4.

**Table ES-1  
UPWP Budget for FFY 2020**

<b>3C Studies and Programs by CTPS Budget Categories</b>	<b>3C PL Funds</b>	<b>Section 5303 Funds</b>	<b>Proposed FFY 2020 Budget</b>
Administration, Resource Management, and Support Activities	\$424,340	\$181,780	\$606,120
MPO Certification Requirements	\$1,936,259	\$803,947	\$2,740,206
Continuing MPO-Funded Planning Studies and Technical Analyses	\$155,200	\$124,530	\$279,730
New MPO-Funded Discrete Studies	\$521,500	\$223,500	\$745,000
Direct Support	\$52,000	\$142,000	\$194,000
<b>Total for CTPS 3C Studies and Programs</b>	<b>\$3,089,299</b>	<b>\$1,475,757</b>	<b>\$4,565,056</b>

Budget figures include salary, overhead, and direct support.

<b>Agency-Funded CTPS Work</b>	<b>Agency Funds</b>	<b>Direct Support</b>	<b>Proposed FFY 2020 CTPS Budget</b>
MassDOT SPR Funds	\$295,500	\$6,000	\$301,500
MassDOT Section 5303 Funds	\$367,520	\$6,000	\$373,520
MassDOT Other Funds	\$79,000	\$-	\$79,000
MBTA Funds	\$614,500	\$925	\$615,425
Other	\$55,000	\$-	\$55,000
<b>Total for Agency-Funded CTPS Project Work</b>	<b>\$1,411,520</b>	<b>\$12,925</b>	<b>\$1,424,445</b>
<b>Total CTPS Budget (3C and Agency Work)</b>			<b>\$5,989,501</b>

(Table ES-1 cont.)

<b>3C Studies and Programs by MAPC Budget Categories</b>	<b>3C PL Funds</b>	<b>Section 5303 Funds</b>	<b>Proposed FFY 2020 Budget</b>
MAPC Planning Studies and Technical Analyses	\$393,599	\$220,276	\$613,875
MAPC Administration, Resource Management, and Support Activities	\$331,051	\$127,949	\$459,000
<b>Total MAPC 3C Budget</b>	<b>\$724,650</b>	<b>\$348,225</b>	<b>\$1,072,875</b>
<b>Total 3C Budget Subtotal by Funding Program</b>	<b>\$3,813,949</b>	<b>\$1,823,982</b>	<b>\$5,637,931</b>
<b>Agency-Funded CTPS Work</b>			<b>\$1,424,445</b>
<b>TOTAL PROGRAMMED IN FFY 2020 (CTPS 3C Budget, CTPS Agency-Funded Budget, and MAPC 3C Budget)</b>			<b>\$7,062,376</b>

3C = Continuing, comprehensive, and cooperative. CTPS = Central Transportation Planning Staff. FFY = Federal Fiscal Year. MAPC = Metropolitan Area Planning Council. MassDOT = Massachusetts Department of Transportation. MBTA = Massachusetts Bay Transportation Authority. MPO = Metropolitan Planning Organization. PL = Planning. SPR = Statewide Planning and Research. UPWP = Unified Planning Work Program.

**Table ES-2  
New Discrete Funded Studies in FFY 2020**

<b>Project ID</b>	<b>Study or Program</b>	<b>Proposed FFY 2020 CTPS Budget</b>	<b>Page Number</b>
I3293	Locations with High Bicycle and Pedestrian Crash Rates in the Boston Region MPO Area	\$70,000	4-10
<b>I3301</b>	<b>Review of Vision Zero Policies</b>	<b>\$30,000</b>	<b>4-12</b>
I3420	Addressing Safety, Mobility, and Access on Subregional Priority Roadways	\$115,000	4-14
I3520	Addressing Priority Corridors from the LRTP Needs Assessment	\$120,000	4-16
I3720	Safety and Operations Analysis at Selected Intersections	\$80,000	4-18
I3294	TIP Before and After Studies	\$60,000	4-19
I3295	<b>Innovations in Estimating Trip Generation Rates</b>	<b>\$30,000</b>	<b>4-20</b>
I3296	Operating a Successful Shuttle Program	\$50,000	4-22
I3297	Further Development of the MPO's Community Transportation Program	\$20,000	4-23
I3298	Disparate Impact Metrics Analysis	\$40,000	4-24
I3299	Exploring Resilience in MPO-Funded Corridor and Intersection Studies	\$90,000	4-26
20904	MPO Staff-Generated Research and Technical Assistance	\$40,000	4-27
<b>Total for New Discrete and Ongoing Studies</b>		<b>\$745,000</b>	

NOTE: This information may be updated as the FFY 2020 UPWP budget continues to develop.  
 CTPS = Central Transportation Planning Staff. FFY = Federal Fiscal Year. LRTP = Long-Range Transportation Plan.  
 MPO = Metropolitan Planning Organization. TIP = Transportation Improvement Program.

## WHAT IS THE PROCESS FOR CREATING THE UPWP AND MONITORING PROGRESS ON STUDIES?

### Developing the UPWP

The annual process of creating the UPWP includes both generating and evaluating ideas for new studies, as well as updating the scopes and anticipated deliverables for ongoing technical analysis activities, certification requirements, and administrative support activities.

Ideas for new studies come from a combination of the following resources:

- Public input gathered through community meetings and meetings with eight subregional municipal planning groups
- Regional Transportation Advisory Council (Advisory Council) input gathered from meetings in which the MPO staff discussed study ideas and transportation priorities of the Advisory Council's member organizations
- UPWP Committee input gathered from meetings held throughout the year between this committee of the MPO and the MPO staff. The UPWP Committee oversees the development of the entire UPWP document
- Existing planning documents such as the MPO's Congestion Management Process and LRTP Needs Assessment; the MBTA's long-range capital plan; MetroFuture, MAPC's long-range plan for smart growth in the Boston region; and other recent studies
- Guidance issued by FHWA and FTA on studies that address the federal transportation planning emphasis areas (for more information on the federal emphasis areas, see Appendix F and Table F-1)
- Public comment letters and study proposals that the MPO staff receive during outreach events and during the public comment period for the UPWP and other CTPS-produced reports
- Consultations with MassDOT, the MBTA, and MAPC that occur during document development and throughout the year as new ideas for transportation planning needs arise
- MPO staff-identified needs that emerge from continual interactions between the MPO staff, state and local agencies, organizations, and community groups

Ideas for new studies are compiled into the Universe of Proposed New Studies. Each proposal is evaluated based on how it would help the region accomplish the LRTP goals; the transportation mode(s) it addresses; the scale of the study; the time frame for implementation; the type of impact it would have; whether it furthers a body of existing work; and whether it has been considered in the past or is a completely new idea.

The MPO continually seeks to improve its process through inclusive and collaborative decision making. For this reason, the MPO seeks to involve a broad and diverse range of stakeholders throughout the UPWP development process.

The MPO staff will continue to seek public input for ideas for the Universe of Proposed New Studies and engage participants in discussing, evaluating, and eventually prioritizing studies for inclusion in the UPWP. Staff also will continue to monitor and enhance the MPO's communication channels, such as those documented below.

- [An engaging website](#), which serves as a resource for those seeking to influence transportation planning in the Boston region
- A lively Twitter account ([@BostonRegionMPO](#)) covering transportation planning news and events
- A blog, [TRANSREPORT](#), that publishes MPO research and data in an approachable format
- Targeted external outreach to advocacy and community groups, especially those representing populations that historically have been less involved in the MPO's processes
- Public events, hosted by the MPO's transportation partners, where staff administer and listen at information and resource tables
- Open-house style events, where those seeking feedback and advice on TIP projects, UPWP proposals, or Community Transportation Technical Assistance applications can interact one-on-one with MPO staff

### **What is the public review process?**

Feedback from public outreach forms a significant part of the input into the UPWP every year. Towards the end of every UPWP development process, the MPO votes to release for public review a draft document that describes ongoing work, new studies, and financial information. Then the MPO invites the public to comment on the Draft UPWP. The MPO staff posts the document for downloading via the MPO's website ([www.bostonmpo.org](http://www.bostonmpo.org)) and publicizes its release via [MPOinfo](#) (an email distribution list that includes municipal contacts, interested members of the public, and other stakeholders in the region) and Twitter. Email messages inform these contacts about upcoming opportunities for public comment and involvement in MPO decision making, and for announcing events sponsored or held by the MPO. The MPO staff also solicit public input during CTPS open houses and at public events hosted by the MPO or its transportation partners (including MassDOT and the MBTA). The MPO staff compile all of the comments made during this public review period and presents them to the MPO board.

Information about the public review process for the Draft FFY 2020 UPWP is provided in Appendix B.



## How are progress and outcomes monitored?

The MPO monitors the progress of studies funded through the UPWP by performing the following tasks:

- Approving detailed work programs and scopes
- Reviewing monthly progress reports
- Tracking UPWP study budgets and updates on actual spending via quarterly reports
- Approving the release of deliverables based on whether the objectives stated in the work program were met and whether the stated deliverables were produced

## OVERVIEW OF THIS DOCUMENT

This UPWP document is structured as follows:

- **Chapter 1** provides background on the metropolitan transportation planning process and the Boston Region MPO member agencies.
- **Chapter 2** provides detailed background and information on the purpose of this document, the process of developing and monitoring it, and how it helps the MPO achieve its regional transportation goals.
- **Chapter 3** includes descriptions of the certification requirement activities to be completed in FFY 2020 (including the support to the MPO, its committees, and related processes and activities), and the current budgets assigned to each program and activity.
- **Chapter 4** describes the following ongoing and discrete CTPS and MAPC study and technical analysis work:
  - Summary tables of FFYs 2018–19 UPWP studies that have been completed or are projected to be completed by the end of September 2019, in addition to work products, including reports and technical memoranda
  - MPO planning studies and technical analyses that will be carried over from FFY 2019 to FFY 2020
  - Descriptions of the new planning studies chosen for funding in FFY 2020
  - Updated descriptions of the ongoing technical analysis and support work that the MPO staff conducts for municipalities and the region
- **Chapter 5** includes descriptions of the agency-funded transportation planning studies and technical analyses that will be undertaken by CTPS in FFY 2020. These include recurring contracts such as MassDOT's SPR grant; ongoing contracts such as the MassDOT Title VI Program and the MBTA's National Transit Database: Data Collection and Analysis; and new contracts.
- **Chapter 6** provides detailed information and FFY 2020 budgets for the resource management and support activities conducted by the MPO staff.

- **Chapter 7** includes budget summary tables that present how federal metropolitan planning funds will be spent on the support activities, studies, and programs documented in this UPWP. This chapter provides federal and state officials with necessary information for approving the use of funds and for administering contracts.
- **Appendix A** presents project summaries for non-MPO transportation-planning projects/studies that are being (or will be) conducted in the Boston region. These projects have a separate review and approval process outside of the MPO's purview. They are included in the UPWP to provide a comprehensive picture of plans and studies that are expected to take place in the Boston region and to ensure that MPO planning efforts are coordinated with other ongoing work.
- **Appendix B** describes the public participation process used for developing and reviewing the Draft UPWP. This appendix also includes a summary of written comments on the Draft UPWP that were received during the public review period, as well as the MPO's responses to these comments.
- **Appendix C** includes the FFY 2020 Universe of Proposed New Studies and describes the evaluation process that was used by the UPWP Committee and the MPO as a guide for selecting new studies.
- **Appendix D** contains an updated analysis of the geographic distribution of location-specific studies programmed through the UPWP.
- **Appendix E** contains a glossary of acronyms.
- **Appendix F** gives detailed information on the regulatory framework that guides the development of the UPWP and the studies and activities programmed for funding, as well as the overall regulations and guidance that the MPO considers in all of its work. It also documents the membership of the MPO.



# **CHAPTER I**

## **3C TRANSPORTATION PLANNING AND THE BOSTON REGION MPO**

Decisions about how to allocate transportation funds in a metropolitan area are guided by information and ideas garnered from a broad group of people, including elected officials, municipal planners and engineers, transportation advocates, and interested residents. Metropolitan planning organizations (MPOs) are the bodies responsible for providing a forum for this decision-making process. Each metropolitan area in the United States with a population of 50,000 or more—also known as an urbanized area—is required by federal legislation to establish an MPO, which decides how to spend federal transportation funds for capital projects and planning studies for the area.

### **THE TRANSPORTATION PLANNING PROCESS**

The federal government regulates the funding, planning, and operation of the surface transportation system through the federal transportation program, which was enacted into law through Titles 23 and 49 of the United States Code. Section 134 of Title 23 of the Federal-Aid Highway Act and Section 5303 of the Federal Transit Act, as amended, require that urbanized areas conduct a transportation planning process, resulting in plans and programs consistent with the planning objectives of the metropolitan area, in order to be eligible for federal funds.

The most recent reauthorization of the surface transportation law is the Fixing America's Surface Transportation (FAST) Act. The FAST Act sets policies related to metropolitan transportation planning. The law requires all MPOs to carry out a continuing, comprehensive, and cooperative (3C) transportation planning process.

### 3C Transportation Planning

The Boston Region MPO is responsible for carrying out the 3C planning process in the Boston region and has established the following objectives for the process:

- Identify transportation problems and develop possible solutions
- Ensure that decision-making balances short- and long-range considerations and adequately reflects the range of possible future scenarios, options, and consequences.
- Represent both regional and local considerations, as well as both transportation and non-transportation objectives and impacts, in the analysis of project issues
- Assist implementing agencies in effecting timely policy and project decisions with adequate consideration of environmental, social, fiscal, and economic impacts, and with adequate opportunity for participation by other agencies, local governments, and the public
- Help implementing agencies to prioritize transportation activities in a manner consistent with the region's needs and resources
- Comply with the requirements of the FAST Act, the Americans with Disabilities Act of 1990, the Clean Air Act, the Civil Rights Act of 1964, Executive Order 12898 (regarding environmental justice), Executive Order 13166 (regarding outreach to populations with limited English-language proficiency), and Executive Order 13330 (regarding the coordination of human-services transportation)

More information about the federal, state, and regional guidance governing the transportation planning process and about the regulatory framework in which the MPO operates can be found in Appendix F.

### THE BOSTON REGION MPO

The Boston Region MPO's planning area extends across 97 cities and towns from Boston north to Ipswich, south to Marshfield, and west to Interstate 495.

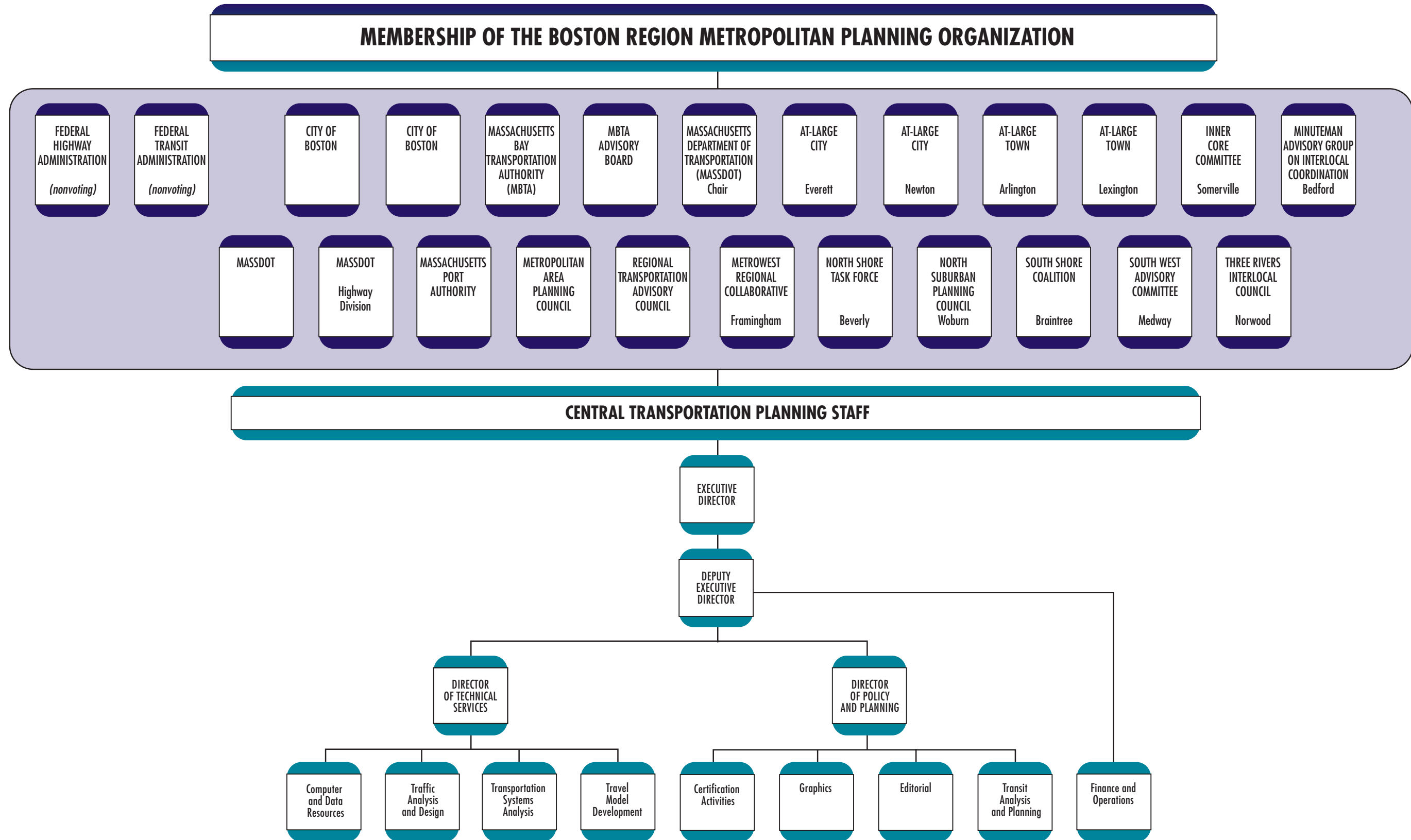
Figure I-1 shows the map of the Boston Region MPO's member municipalities.

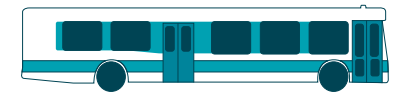


The MPO's board comprises 22 voting members. Several state agencies and regional organizations and the City of Boston are permanent voting members, while 12 municipalities are elected as voting members for three-year terms. Eight municipal members represent each of the eight subregions of the Boston region, and there are four at-large municipal seats. The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) participate on the MPO board as advisory (nonvoting) members. More details about the MPO's permanent members can be found in Appendix F.

Figure I-2 shows MPO membership and the organization of the Central Transportation Planning Staff (CTPS), which serves as staff to the MPO.

Figure 1-2  
Boston Region MPO Organizational Chart







## MPO Central Vision Statement

The MPO board agreed on the following vision statement on January 17, 2019, in preparation for the upcoming adoption of *Destination 2040*, the MPO's next Long-Range Transportation Plan (LRTP):

*The Boston Region MPO envisions a modern, well-maintained transportation system that supports a sustainable, healthy, livable, and economically vibrant region. To achieve this vision, the transportation system must be safe and resilient; incorporate emerging technologies; and provide equitable access, excellent mobility, and varied transportation options.*

## Certification Documents

As part of its 3C process, the Boston Region MPO annually produces the Transportation Improvement Program (TIP) and the Unified Planning Work Program (UPWP). These documents, along with the quadrennial LRTP, are referred to as *certification documents* and are required for the MPO's process to be certified as meeting federal requirements; this certification is a prerequisite for receiving federal transportation funds. In addition to the requirement to produce the LRTP, TIP, and UPWP, the MPO must establish and conduct an inclusive public participation process, as well as maintain transportation models and data resources to support air quality conformity determinations and long- and short-range planning work and initiatives.

The following is a summary of each of the certification documents other than the UPWP:

- The LRTP guides decision-making about investments that will be made in the Boston region's transportation system over the next two decades. It defines an overarching vision of the future of transportation in the region, establishes goals and objectives that will lead to achieving that vision, and allocates projected revenue to transportation projects and programs consistent with established goals and objectives. The Boston Region MPO produces an LRTP every four years. *Charting Progress to 2040* is the LRTP that was endorsed by the MPO board in 2015 and will be in effect until the next LRTP, *Destination 2040*, is adopted in 2019. Figure 1-3 shows the MPO's goals and objectives, as approved by the MPO board in January 2019 in accordance with the preparation of *Destination 2040*.
- The TIP is a multiyear, multimodal program of transportation improvements that is consistent with the LRTP. It describes and prioritizes transportation projects that are expected to be implemented during a five-year period. The types of transportation projects funded include major highway reconstruction and maintenance, arterial and intersection improvements, public transit expansion and maintenance, bicycle paths and facilities, and improvements for pedestrians. The TIP contains a financial plan that shows the revenue sources, current or proposed, for each project. The TIP serves as the implementation arm of the MPO's LRTP, and the Boston Region MPO updates the

TIP annually. An MPO-endorsed TIP is incorporated into the State Transportation Improvement Program for submission to the FHWA, FTA, and US Environmental Protection Agency for approval.

Figure I-4 depicts the relationship between the three certification documents and the MPO’s performance-based planning and programming process, which is a means to monitor progress towards the MPO’s goals and continuously evaluate the MPO’s approach to achieving them.

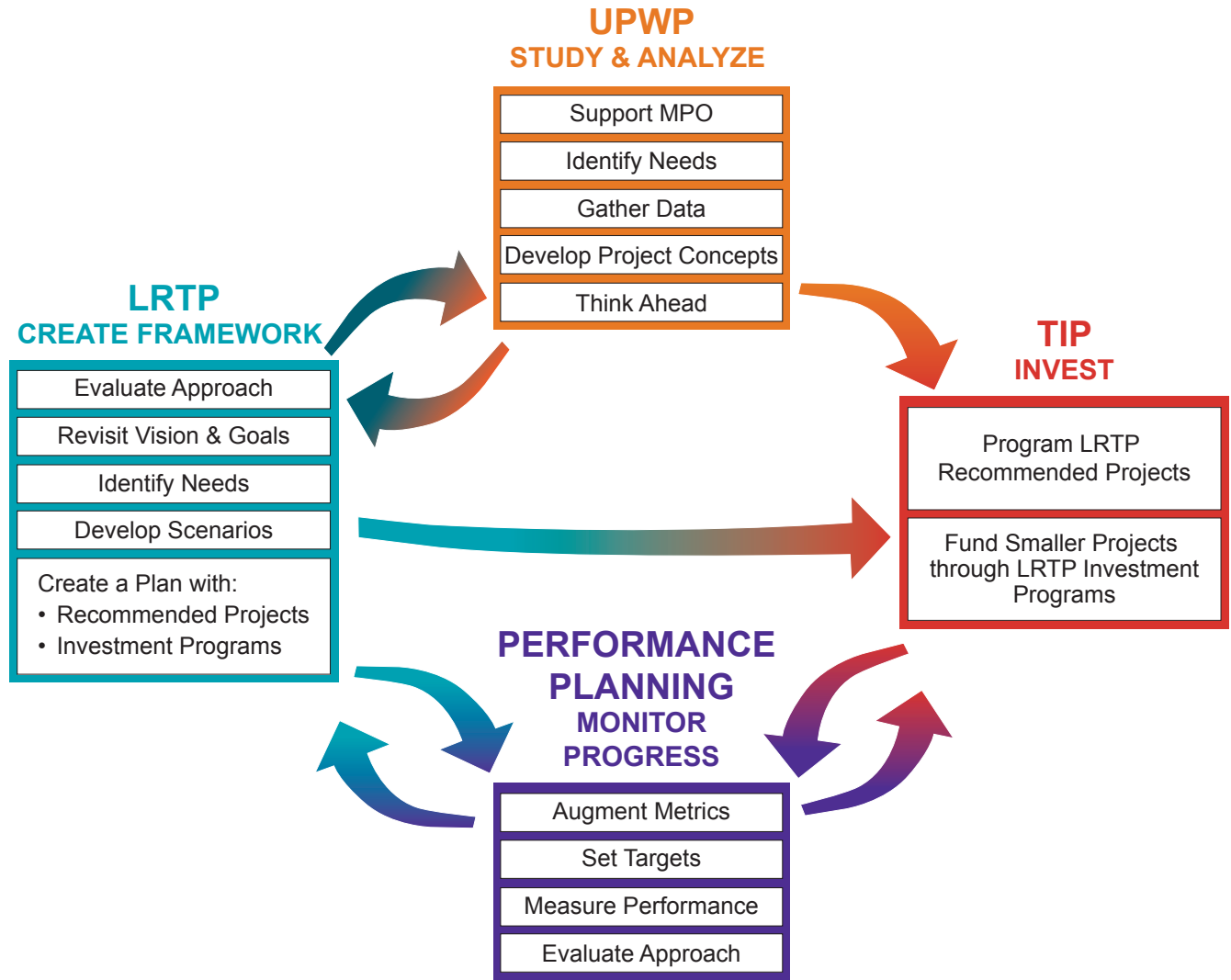
**Figure I-3  
L RTP Goals and Objectives, as of Spring 2019**

<b>CENTRAL VISION STATEMENT</b>	
The Boston Region Metropolitan Planning Organization envisions a modern, well-maintained transportation system that supports a sustainable, healthy, livable, and economically vibrant region. To achieve this vision, the transportation system must be safe and resilient; incorporate emerging technologies; and provide equitable access, excellent mobility, and varied transportation options.	
<b>GOALS</b>	<b>OBJECTIVES</b>
<b>SAFETY</b>	
Transportation by all modes will be safe	<ul style="list-style-type: none"> <li>• Reduce the number and severity of crashes and safety incidents for all modes</li> <li>• Reduce serious injuries and fatalities from transportation</li> <li>• Make investments and support initiatives that help protect transportation customers, employees, and the public from safety and security threats</li> </ul>
<b>SYSTEM PRESERVATION</b>	
Maintain and modernize the transportation system and plan for its resiliency	<ul style="list-style-type: none"> <li>• Maintain the transportation system, including roadway, transit, and active transportation infrastructure, in a state of good repair</li> <li>• Modernize transportation infrastructure across all modes</li> <li>• Prioritize projects that support planned response capability to existing or future extreme conditions (sea level rise, flooding, and other natural and security-related man-made impacts)</li> </ul>
<b>CAPACITY MANAGEMENT AND MOBILITY</b>	
Use existing facility capacity more efficiently and increase transportation options	<ul style="list-style-type: none"> <li>• Improve access to and accessibility of all modes, especially transit and active transportation</li> <li>• Support implementation of roadway management and operations strategies to improve travel reliability, mitigate congestion, and support non-single-occupant vehicle travel options</li> <li>• Emphasize capacity management through low-cost investments; prioritize projects that focus on lower-cost operations/management-type improvements such as intersection improvements, transit priority, and Complete Streets solutions</li> <li>• Improve reliability of transit</li> <li>• Increase percentage of population and employment within one-quarter mile of transit stations and stops</li> <li>• Support community-based and private-initiative services and programs to meet first- and last-mile, reverse commute, and other nontraditional transit/transportation needs, including those of people 75 years old or older and people with a disability</li> <li>• Support strategies to better manage automobile and bicycle parking capacity and usage at transit stations</li> <li>• Fund improvements to bicycle/pedestrian networks aimed at creating a connected network of bicycle and accessible sidewalk facilities (both regionally and in neighborhoods) by expanding existing facilities and closing gaps</li> <li>• Increase percentage of population and places of employment with access to facilities on the bicycle network</li> <li>• Eliminate bottlenecks on freight network/improve freight reliability</li> <li>• Enhance freight intermodal connections</li> </ul>

(Fig 1-3 cont.)

GOALS (CONT.)	OBJECTIVES (CONT.)
<b>● TRANSPORTATION EQUITY</b>	
Ensure that all people receive comparable benefits from, and are not disproportionately burdened by, MPO investments, regardless of race, color, national origin, age, income, ability, or sex	<ul style="list-style-type: none"><li>• Prioritize MPO investments that benefit equity populations*</li><li>• Minimize potential harmful environmental, health, and safety effects of MPO-funded projects for all equity populations*</li><li>• Promote investments that support transportation for all ages (age-friendly communities)</li><li>• Promote investments that are accessible to all people regardless of ability</li></ul> <p>*Equity populations include people who identify as minority, have limited English proficiency, are 75 years old or older or 17 years old or younger, or have a disability; or are members of low-income households.</p>
<b>● CLEAN AIR/SUSTAINABLE COMMUNITIES</b>	
Create an environmentally friendly transportation system	<ul style="list-style-type: none"><li>• Reduce greenhouse gases generated in Boston region by all transportation modes</li><li>• Reduce other transportation-related pollutants</li><li>• Minimize negative environmental impacts of the transportation system</li><li>• Support land use policies consistent with smart, healthy, and resilient growth</li></ul>
<b>● ECONOMIC VITALITY</b>	
Ensure our transportation network provides a strong foundation for economic vitality	<ul style="list-style-type: none"><li>• Respond to mobility needs of the workforce population</li><li>• Minimize burden of housing/transportation costs for residents in the region</li><li>• Prioritize transportation investments that serve residential, commercial, and logistics targeted development sites and “Priority Places” identified in MBTA’s <i>Focus40</i> plan</li><li>• Prioritize transportation investments consistent with compact-growth strategies of the regional land use plan</li></ul>

**Figure I-4  
Relationship Between the LRTP, TIP, UPWP, and Performance-Based  
Planning Process**





## **CHAPTER 2**

# **COORDINATING COMPREHENSIVE TRANSPORTATION PLANNING IN THE REGION: WHAT IS THE UNIFIED PLANNING WORK PROGRAM?**

### **BACKGROUND**

The Unified Planning Work Program (UPWP) is a financial plan that the Metropolitan Planning Organization (MPO) produces annually in compliance with the federally mandated metropolitan planning process. This process requires transportation decision making in urbanized areas based on a continuing, comprehensive, and cooperative planning process (the 3C process) that involves coordination of state and local governments and the public.

The UPWP documents the federal funding that will be spent on surface transportation studies and programs in the Boston region during a given federal fiscal year (FFY). This plan also serves as the basis for financing the ongoing work of the staff to the Boston Region MPO.

As outlined in Chapter 1, the transportation planning work funded through the UPWP is an integral part of achieving the Boston Region MPO's vision and mandate.

This chapter explains the UPWP, its connection to the overall regional transportation vision developed in the Long-Range Transportation Plan (LRTP), and how the planning work of the MPO is funded.

## **WHAT DOES THE UPWP DO?**

As the basis for transportation planning at the Boston Region MPO, the UPWP prioritizes federal funding for transportation planning work that will be implemented in the 97-municipality area of the Boston region. The Central Transportation Planning Staff (CTPS), staff to the MPO, or the staff of the Metropolitan Area Planning Council (MAPC), Boston's regional planning agency, conduct this work. This work primarily consists of four parts:

### **Certification Requirements and Other MPO Support Activities**

The UPWP includes activities that the federal government requires the MPO to conduct to remain certified as an MPO and be eligible to receive and distribute federal transportation dollars. Work in this category includes preparing federally required financial plans, including the LRTP and the Transportation Improvement Program (TIP). The LRTP allocates funding for regionally significant transportation construction projects and programs over a 25-year period, while the TIP allocates funding for the implementation of projects in the near term, during the next five years. Air quality conformity and environmental justice-related compliance associated with the LRTP and TIP are also included in this category.

Other work funded through the UPWP to support MPO planning and certification requirements includes managing data and computer resources and maintaining the MPO's regional travel demand model, which is used to forecast the potential impacts and changes that the transportation system will have on traffic congestion and transit ridership. See Chapters 3 and 6 for more detail about these areas of work.

### **Ongoing/Continuing Work Programs**

Ongoing and continuing work programs support technical analyses and planning studies for cities and towns in the region. Examples of these programs include Bicycle and Pedestrian Support Activities, Regional Transit Service Planning Technical Support, and Community Transportation Technical Assistance. See Chapter 4 for more detail about these programs.

### **New Studies**

Every year, a certain amount of funding is available for the MPO staff to perform new studies. CTPS conducts these activities to enhance staff's and the MPO's knowledge of transportation planning practices, augment analytical methods, and evaluate strategies. Examples of these studies in the FFY 2020 UPWP include Disparate Impacts Metrics Analysis and Exploring Resilience in MPO-Funded Corridor Studies. See Chapter 4 for more detail about these new studies.

## Agency Studies and Technical Analyses

CTPS conducts planning analyses and studies funded by state transportation agencies, including the Massachusetts Department of Transportation (MassDOT), the Massachusetts Bay Transportation Authority (MBTA), and other sources. See Chapter 5 for more details on these agency-funded studies.

## THE PROCESS OF CREATING AND MONITORING THE UPWP

MPO staff produces the UPWP each year under the supervision and guidance of the MPO's UPWP Committee. The UPWP Committee, supported by MPO staff, convened six times in FFY 2019 to consider and provide input on the UPWP development process. Topics of discussion included the following:

- Proposed budgets for ongoing and continuing activities
- New study ideas and how to prioritize them
- Improvements to the UPWP outreach and development process

These meetings resulted in the committee's recommendation for the Draft FFY 2020 UPWP. The MPO approved the UPWP Committee's recommendation for public review of the Draft FFY 2020 UPWP on May 16, 2019.

Below are details about the process for selecting studies and programs for the FFY 2020 UPWP.

## Developing the New Federal Fiscal Year UPWP

To develop new planning studies for the FFY 2020 UPWP, the MPO drew from the following sources to generate a listing known as the Universe of Proposed New Studies for evaluation by MPO staff and the MPO's UPWP Committee.

1. **Public outreach:** Staff held meetings to gather input from subregional planning groups and other stakeholders. Subregional groups—organized by MAPC, an MPO member agency—involve municipal representatives who are focused on regional planning topics. Staff also visited meetings of community-based organizations and transportation advocacy groups during the fall outreach period, and provided opportunities for input at regular MPO public office hours and at UPWP committee meetings.
2. **Regional Transportation Advisory Council (Advisory Council):** MPO staff met several times with the Advisory Council, an independent body that brings public viewpoints and advice on transportation planning to the MPO, to present preliminary drafts of the FFY 2020 Universe of Proposed New Studies and gain ideas and input on transportation planning priorities.
3. **UPWP Committee:** MPO staff met with the UPWP Committee of the MPO throughout development of the UPWP. The committee oversaw the entire document development process and contributed to generating and analyzing new study ideas.



4. **Existing planning documents:** Various plans and programs developed and conducted by the MPO and other state agencies document transportation issues that require further study. These include the Congestion Management Process, which monitors the transportation network to identify locations and sources of congestion; *Focus40*, the MBTA's long-range capital plan; the MPO's long-range planning documents, including the current LRTP, *Charting Progress to 2040*, and the draft LRTP Needs Assessment for the next LRTP, *Destination 2040*; MetroFuture, a long-range plan for smart growth developed by MAPC; and other recent studies.
5. **Past guidance:** The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) issue guidance on addressing the planning emphasis areas.
6. **FFY 2019 UPWP public comment letters and study proposals.**
7. **Consultations with MassDOT, the MBTA, and MAPC.**
8. **MPO staff-identified needs.**

MPO staff works continuously to enhance public participation in the UPWP and other MPO activities, and strives to achieve continued improvements in the volume, diversity, and quality of public input. More information about the MPO's public outreach process is available in Chapter 3, and at [ctps.org/public\\_involvement](https://ctps.org/public_involvement).

The FFY 2020 UPWP Universe of Proposed New Studies documents proposed planning studies (see Appendix C).

### **Evaluating and Selecting New Studies**

MPO staff evaluated each new proposed study in the Universe of Proposed New Studies based on how it helps the region accomplish the LRTP goals; the mode(s) it addresses; the scale of the study; the time frame and type of impact it is anticipated to have; whether it furthers some body of existing work; and whether it has been funded in the past or is a completely new idea.

The evaluation process provides an important tool for the MPO and stakeholders to understand the amount of spending on studies across the following criteria:

- **Focus on LRTP goal areas:** whether a study addresses, either as a primary focus or a secondary focus, one of the six LRTP goal areas:
  - Safety
  - System Preservation
  - Clean Air/Clean Communities
  - Transportation Equity
  - Capacity Management/Mobility
  - Economic Vitality



- **Mode:** whether a study primarily addresses roadway, bicycle and pedestrian, or transit issues
- **Study scale:** whether a study primarily affects one or two specific communities in the region or the region as a whole
- **Type of impact:** whether a study results in research and findings that enhance the state of transportation planning practice in the Boston region; implementable recommendations for the MPO, municipalities, or other entities; or another specific work product
- **Time frame:** whether the study’s recommendations are for low-cost/short-term implementation of improvements, or long-term implementation for transportation studies leading to construction projects that need to go through the MassDOT design process
- **Connection to existing work:** whether a study furthers analysis or conclusions developed from a previous study
- **Continuing or new study:** whether a study has been conducted previously at a specific location/roadway and is being conducted again at a new location, or whether a study is a completely new idea that has never been undertaken by the MPO

In addition to conducting the study evaluation process, MPO staff defined general scopes and estimated costs for proposed planning studies and considered potentially feasible issues to study. Staff considered these various factors, along with the availability of funds for new studies, when identifying a recommended set of new proposed planning studies for review by the UPWP committee.

Table 2-1 shows the studies in the FFY 2020 universe selected for funding in FFY 2020. Chapter 4 provides detailed descriptions of these studies.

### **Updates to Ongoing and Continuing Activities**

In addition to the process of selecting new discrete transportation planning studies, the MPO reviews activities for ongoing programs and work. MPO staff identifies and develops budgets for these continuing programs that will be carried out in the upcoming FFY. Staff proposes changes to the budget of any program resulting from revisions to planned activities.

Examples of ongoing and continuing activities comprise work that is required of the MPO, including certification requirements (Chapter 3), ongoing technical assistance to municipalities (Chapter 4), and resource management and support activities (Chapter 6).

The annual study program review and budget development process defines the amount of 3C funding (from federal grants that support the 3C process) that is available for new studies in the UPWP. After accounting for 3C-funded continuing and ongoing programs, the remaining funding is available for new studies.

**Table 2-1  
FFY 2020 New Discrete Funded Studies**

<b>Project ID</b>	<b>Study or Program</b>	<b>Proposed FFY 2020 CTPS Budget</b>	<b>Page Number</b>
I3293	Locations with High Bicycle and Pedestrian Crash Rates in the Boston Region MPO Area	\$70,000	4-10
<b>I3301</b>	<b>Review of Vision Zero Policies</b>	<b>\$30,000</b>	<b>4-12</b>
I3420	Addressing Safety, Mobility, and Access on Subregional Priority Roadways	\$115,000	4-14
I3520	Addressing Priority Corridors from the LRTP Needs Assessment	\$120,000	4-16
I3720	Safety and Operations Analysis at Selected Intersections	\$80,000	4-18
I3294	TIP Before and After Studies	\$60,000	4-19
I3295	<b>Innovations in Estimating Trip Generation Rates</b>	<b>\$30,000</b>	<b>4-20</b>
I3296	Operating a Successful Shuttle Program	\$50,000	4-22
I3297	Further Development of the MPO's Community Transportation Program	\$20,000	4-23
I3298	Disparate Impact Metrics Analysis	\$40,000	4-24
I3299	Exploring Resilience in MPO-Funded Corridor and Intersection Studies	\$90,000	4-26
20904	MPO Staff-Generated Research and Technical Assistance	\$40,000	4-27
<b>Total for New Discrete and Ongoing Studies</b>		<b>\$745,000</b>	

CTPS = Central Transportation Planning Staff. FFY = Federal Fiscal Year. LRTP = Long-Range Transportation Plan. MPO = Metropolitan Planning Organization. TIP = Transportation Improvement Program.

## ***Public Review of the Draft UPWP***

MPO staff incorporates into the draft UPWP descriptive and financial information about ongoing and new UPWP studies, information about the UPWP development process, and other major transportation planning studies that occur in the region. Once the MPO votes to release the draft for public review, MPO staff posts the document to the MPO website ([www.bostonmpo.org](http://www.bostonmpo.org)) and provides notice of its availability through various communication outlets.

As previously noted, public outreach forms a major part of the input to the UPWP each FFY. After the MPO approves the draft UPWP, there is a public comment period. During this time, MPO staff members solicit public input via the MPO website, social media outlets, open houses, and public meetings held in conjunction with MassDOT and the MBTA. Staff compiles all public comments received during this period and presents them to the MPO. Information about the public review process for the Draft FFY 2020 UPWP is available in Appendix B.

## ***Monitoring Progress of UPWP Studies***

The MPO approved the following procedures for monitoring the studies in the FFY 2020 UPWP:

- Work programs supported by federal 3C planning funds must be approved by the MPO prior to execution of work.
- Work scopes supported by other funding sources (for example, agency) for CTPS work must be approved by the MPO with the assurance that the new work will not interfere with other MPO-funded work to be performed by CTPS.
- Monthly progress reports on all active studies and work programs must be submitted to the respective funding agency (FHWA or FTA) by the agency conducting the work (CTPS and/or MAPC). The reports must include the following information for each study or work program:
  - Brief narrative describing the work accomplished
  - Key personnel attendance at meeting(s) held each week
  - Objectives and planned activities for the next month
  - Percent of work completed
  - Some measure of actual resources (for example, hours and funds) charged to the contract over the past month
  - Comparison of actual cumulative resources expended compared to the contract budget
- CTPS presents a quarterly report that compares the UPWP study budgets with the actual spending.

- MPO approval for release of a 3C-funded study's work products is based on whether the objectives stated in the work program were met and whether the stated deliverables were produced.

### **Amendments and Administrative Modifications to the UPWP**

If necessary, MPO staff can make amendments and administrative modifications to the UPWP throughout the year. All 3C documents endorsed by MPOs, such as the TIP, LRTP, and the UPWP, must follow standardized procedures regarding amendments and/or administrative adjustments. If an amendment is under consideration, MPO staff notifies the Advisory Council and other interested parties, including any affected communities. The MPO follows the procedures specified in the MPO's Public Participation Plan.

Table 2-2 gives general guidelines regarding the conditions that constitute an administrative adjustment or amendment to the UPWP.

**Table 2-2  
UPWP Administrative Adjustment and Amendment Guidelines  
as of April 2019**

UPWP Administrative Adjustment	UPWP Amendment
Reallocation of budget funds	Addition or Removal of UPWP task(s)
Change in start/completion dates within the originally intended federal fiscal year(s)	Change in start/completion dates, outside of originally intended federal fiscal year(s)
Adjustment to project scope	Significant change in project scope, cost, and/or time allocation

Staff must present all proposed administrative adjustments and amendments to the MPO for consultation prior to endorsement. MPO members must vote on both adjustments and amendments and then release amendments for a 30-day public comment period prior to endorsement. Members of the public may attend and present comments at UPWP committee meetings and MPO meetings at which amendments and administrative modifications are discussed. The MPO may make administrative modifications without a public review period at the MPO's discretion. When submitting the standard Budget Reallocation Request form to MassDOT's Office of Transportation Planning (OTP), staff must fill out all fields with clear indication that the MPO was consulted prior to submission. Staff must submit back-up documentation, including the UPWP description of task(s) affected, original budget, revised budget, and justification for the request.

A change to a project scope, budget, and/or project schedule is considered significant when it alters the original intent of the project or intended deliverables of the project.

### **Other Regionally Significant Transportation Planning Studies**

To provide a comprehensive perspective of transportation planning in the Boston region, the UPWP also includes a list of other major transportation planning activities in the region. This list, which is included in Appendix A of this UPWP, includes projects that are not funded with the MPO's planning funds, but which are being funded and implemented by individual transportation agencies, municipalities, or academic institutions. Often, these efforts also use the expertise and tools that CTPS is uniquely able to provide.

### **HOW IS THE WORK FUNDED?**

The funding for the studies and programs included in this UPWP (presented in Chapters 3 through 6) comes from a variety of federal and state sources, as described below. The source of funds has important implications with regard to which agency or organization is responsible for programming them and for the MPO's vote to approve both the UPWP and the subsequent work programs for the studies. The chapters of this UPWP are organized based on funding source—MPO-funded (3C-funded) studies and agency/other client-funded studies. FHWA and FTA have informed the MPO that as of FFY 2020, the 3C PL and Section 5303 contracts will be awarded as a single contract; Section 5303 funds were transferred to FHWA in July 2019 as part of the single contract award. Because this information was not available until late in the development process, the two types of funding are still broken out separately in this UPWP.

- **FHWA 3C Planning (PL)/MassDOT Local Match:** These are FHWA planning funds distributed to MassDOT's OTP, according to an allocation formula established by federal legislation, to carry out the 3C planning process. OTP distributes these funds to Massachusetts MPOs according to a formula based on population. The FFY 2020 3C PL funding allocation for the Boston region is \$3,813,949, which includes in-state matching funds. That allocation is fully programmed in this UPWP.
- **FTA 3C Planning (§5303)/MassDOT Local Match:** FTA provides 3C planning funds for transit projects to MPOs under Section 5303 of the Federal Transit Act. These funds require a local match, are distributed according to an allocation formula, and are administered by MassDOT. The FFY 2020 FTA allocation for the Boston region, including a total local match, is \$2,321,502. The total amount programmed in this UPWP for studies to be conducted by CTPS, MassDOT, and the MAPC on behalf of the MPO is \$1,919,814 as described below:
  - **MPO FTA 3C Planning (§5303):** The total amount of FTA funds, including a local match, programmed in this UPWP is \$1,475,757. Of that amount, \$1,355,757 is FFY 2020 §5303 funds, while \$120,000 is extended FFY 2019 §5303 funds used to support the CTPS Strategic Plan and MPO Operations Plan.

- **MassDOT FTA 3C Planning (§5303):** The total amount of FTA funds, including a local match, allocated to MassDOT for FFY 2020 is \$283,688. During the course of this UPWP, this contract is transitioning from operating on an SFY basis to an FFY basis; the total contract amount listed for the MassDOT Transit Planning Assistance includes two months of the SFY 2018 contract and five months of the SFY 2019 contract, in addition to the full FFY 2020 contract. The total amount programmed in this UPWP is \$373,520.
- **MAPC FTA 3C Planning (§5303):** A portion of the Boston region's FTA allocation also goes to MAPC. MAPC uses these funds to conduct its transit-planning studies programmed through the UPWP. The total amount of FTA funds, including a local match, allocated to MAPC for FFY 2020 is \$348,225.
- **FHWA Statewide Planning and Research (SPR)/MassDOT Local Match:** As in the case of 3C PL funds, FHWA provides SPR funds to OTP according to a distribution formula. OTP uses these funds to carry out planning and research projects throughout the state. This UPWP describes only the SPR studies that will be conducted in the Boston Region MPO area; however, OTP provides a complete listing of how these funds are distributed throughout the state in a document called the SPR Transportation Planning Work Program. SPR funds for \$301,500 (including in-state matching funds) are programmed in this UPWP for studies to be conducted by MPO staff. The MPO's role in these studies is crucial to the 3C process because it provides an opportunity to coordinate studies with other related transportation work efforts that may be planned for the same area.
- **MassDOT:** Other MassDOT funds for \$79,000 for MassDOT studies are included in this UPWP.
- **MBTA:** The MBTA provides \$615,425 in funding for this UPWP for transit studies to be conducted by CTPS.
- **Other Sources:** This UPWP also includes \$55,000 in funding provided by other entities for work being conducted by CTPS on their behalf.

**Table 2-3  
UPWP Budget—Summary of FFY 2020 Budgets for CTPS**

<b>3C Studies and Programs by Budget Categories</b>	<b>CTPS 3C PL Funds</b>	<b>CTPS Section 5303 Funds</b>	<b>Proposed FFY 2020 CTPS Budget</b>
Administration, resource management, and support activities	\$424,340	\$181,780	\$606,120
MPO Certification Requirements	\$1,936,259	\$803,947	\$2,740,206
Continuing MPO-funded planning studies and technical analyses	\$155,200	\$124,530	\$279,730
New MPO-funded discrete studies	\$521,500	\$223,500	\$745,000
Direct support	\$52,000	\$142,000	\$194,000
<b>Total for CTPS 3C Studies and Programs</b>	<b>\$3,089,299</b>	<b>\$1,475,757</b>	<b>\$4,565,056</b>

<b>Agency-Funded CTPS Work</b>	<b>Agency Funds</b>	<b>Direct Support</b>	<b>Proposed FFY 2020 CTPS Budget</b>
MassDOT SPR Funds	\$295,500	\$6,000	\$301,500
MassDOT Section 5303 Funds	\$367,520	\$6,000	\$373,520
MassDOT Other Funds	\$79,000	\$-	\$79,000
MBTA Funds	\$614,500	\$925	\$615,425
Other	\$55,000	\$-	\$55,000
<b>Total for Agency-Funded CTPS Project Work</b>	<b>\$1,411,520</b>	<b>\$12,925</b>	<b>\$1,424,445</b>

<b>Total FFY 2020 CTPS Budget (3C + Agency Work)</b>	<b>\$5,989,501</b>
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Note: Budget figures include salary, overhead, and direct support.

3C = Continuing, comprehensive, and cooperative. CTPS = Central Transportation Planning Staff. FFY = Federal Fiscal Year. MassDOT = Massachusetts Department of Transportation. MBTA = Massachusetts Bay Transportation Authority. MPO = Metropolitan Planning Organization. PL = Planning. SPR = Statewide Planning and Research.

UPWP = Unified Planning Work Program.

**Table 2-4  
Summary of MAPC UPWP Budget for FFY 2020**

<b>3C Studies and Programs by MAPC Budget Categories</b>	<b>MAPC 3C PL Funds</b>	<b>MAPC Section 5303 Funds</b>	<b>Proposed FFY 2020 MAPC Budget</b>
MAPC planning studies and technical analyses	\$393,599	\$220,276	\$613,875
MAPC administration, resource management, and support activities	\$331,051	\$127,949	\$459,000
<b>Total MAPC 3C Budget</b>	<b>\$724,650</b>	<b>\$348,225</b>	<b>\$1,072,875</b>

3C = Continuing, comprehensive, and cooperative. FFY = Federal Fiscal Year. MAPC = Metropolitan Area Planning Council. PL = Planning. UPWP = Unified Planning Work Program.

**Table 2-5  
UPWP Budget for FFY 2020**

<b>Agency Supporting MPO/3C Work</b>	<b>3C PL Funds</b>	<b>Section 5303 Funds</b>	<b>Proposed FFY 2020 Budget</b>
CTPS	\$3,089,299	\$1,475,757	\$4,565,056
MAPC	\$724,650	\$348,225	\$1,072,875
<b>3C Budget Subtotal by Funding Program</b>	<b>\$3,813,949</b>	<b>\$1,823,982</b>	<b>\$5,637,931</b>
<b>Agency-Funded CTPS Work</b>			<b>\$1,424,445</b>
<b>FFY 2020 UPWP Budget</b>			<b>\$7,062,376</b>

3C = Continuing, comprehensive, and cooperative. CTPS = Central Transportation Planning Staff. FFY = Federal Fiscal Year. MAPC = Metropolitan Area Planning Council. MPO = Metropolitan Planning Organization. PL = Planning. UPWP = Unified Planning Work Program.





## **CHAPTER 3**

# **CERTIFICATION REQUIREMENTS**

### **INTRODUCTION**

The programs and activities described in this chapter are categorized as certification requirements because they include work that the Boston Region Metropolitan Planning Organization (MPO) must complete to fulfill the continuous, comprehensive, and cooperative (3C) process and to maintain its certification by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). Several of these programs include activities that are necessary to comply with other federal and state laws, such as the federal Clean Air Act Amendments, Title VI of the Civil Rights Act of 1964, and the Americans with Disabilities Act of 1990 (ADA).

The certification requirement activities serve to further the MPO operations and decision-making responsibilities. In addition, various programs described in this chapter directly relate to the MPO's planning and programming activities, including the development of the regional Long-Range Transportation Plan (LRTP) and the Transportation Improvement Program (TIP). Other activities described in this chapter support all other projects, studies, and programs contained in this Unified Planning Work Program (UPWP) in compliance with the 3C planning process and planning regulations. These activities foster the implementation of MPO policies, federal planning factors and guidance, and all applicable orders and requirements.

Table 3-1 summarizes the ongoing programs conducted as part of the MPO's certification requirements and related MPO support. The table presents the funding in federal fiscal year (FFY) 2019 and FFY 2020 and includes a brief description of the work, progress, and products for these ongoing programs. Although many of these programs generally comprise the same type of task from year to year, often there are variations in budgets that reflect greater or lesser emphasis in certain efforts or tasks. For example, MPO staff may undertake new or additional analyses under specific line items; expand or change the form of public outreach; fold tasks conducted in one year into an ongoing activity in a subsequent year; take on a new initiative of the MPO; or experience fluctuations in staffing levels that account for budget changes. Where appropriate, the table and individual program descriptions explain these differences.

The budget tables that accompany each of the individual program descriptions in this chapter include the salary and overhead costs associated with these programs. In this chapter, the programs are grouped into two general activity areas: (1) programs that support the MPO and its 3C process; and (2) programs that support the 3C planning and programming activities. Any direct costs associated with the projects are presented in Chapter 6.

**Table 3-1  
FFY 2020 Certification Requirements**

Project Name	ID	FFY 2019 Total Funding	FFY 2019 Work Progress and Products	FFY 2020 PL Funding	FFY 2020 \$5303 Funding	FFY 2020 Total Funding	FFY 2020 Planned Work Progress and Products
<b>Support to the MPO and its 3C Process</b>							
Support to the MPO and its Committees	9120	\$234,640	<p>Continued support to the meetings and activities of the MPO board and its committees. Work entailed:</p> <ul style="list-style-type: none"> <li>• Preparing meeting and information materials, including agendas, minutes, notices, document translations, memoranda, reports, correspondence, summaries, website content, maps, charts, illustrations, and other visual materials as needed to support MPO discussion and actions</li> <li>• Posting meeting materials in digital form on the MPO meeting calendar webpage and in hard copies that are provided at meetings</li> <li>• Hosted approximately 24 MPO meetings and 10 MPO subcommittee meetings, and performed the associated tasks and pre- and post-meeting logistics</li> <li>• Conducted activities to support compliance with federal requirements and guidance, including coordination with neighboring MPOs, MassDOT, and federal partners</li> </ul>	\$152,740	\$65,460	\$218,200	<p>Tasks and work products generally remain the same from year to year, with variations to the level of effort based on the specific requests by the MPO and state and federal partners. Generally, the expected effort includes:</p> <ul style="list-style-type: none"> <li>• Hosting approximately 24 MPO meetings and 10 MPO subcommittee meetings, and performing the associated tasks and pre- and post-meeting logistics</li> <li>• Coordinating 3C planning and programming activities and programs</li> <li>• Coordinating with state and federal partners</li> <li>• Coordinating with neighboring MPOs</li> </ul>
Regional Transportation Advisory Council (Advisory Council) Support	9320	\$46,790	<p>Continued support to the Advisory Council. Tasks generally consist of organizing and conducting the Advisory Council's monthly meetings and annual field trip, including:</p> <ul style="list-style-type: none"> <li>• Preparing and distributing informational materials, including documents posted on the MPO's website and via email</li> <li>• Conducting meeting site selection and logistics planning</li> <li>• Setting up audio/visual equipment for meetings</li> <li>• Attending and recording meetings</li> <li>• Completing meeting follow-up activities, such as maintaining the information flow for members of the Advisory Council and the public, and preparing meeting minutes</li> </ul>	\$31,190	\$13,360	\$44,550	<ul style="list-style-type: none"> <li>• Hosting approximately 11 Advisory Council meetings and several subcommittee meetings, as needed, and performing associated support tasks and pre- and post-meeting logistics</li> <li>• Conducting targeted outreach efforts to seek representation on the Advisory Council from organizations representing people with disabilities, people with low incomes, people who identify as a race other than white and/or who identify as Hispanic or Latino/a/x, people with limited English proficiency, young people, and older adults</li> </ul>

(Table 3-1 cont.)

Project Name	ID	FFY 2019 Total Funding	FFY 2019 Work Progress and Products	FFY 2020 PL Funding	FFY 2020 \$5303 Funding	FFY 2020 Total Funding	FFY 2020 Planned Work Progress and Products
Public Participation Process	9620	\$181,720	<ul style="list-style-type: none"> <li>Supported the MPO's commitment to include the people of the Boston region in transportation planning, including residents of communities that may have been underserved by the transportation system</li> <li>Communicated about the MPO's meetings and planning activities via the web, emails, newsletters, blog posts, and Twitter</li> <li>Engaged the public through MAPC subregional groups, visits to stakeholder organizations, and web-based surveys and other digital communications</li> <li>Conveyed public comments to MPO members</li> <li>Updated the Public Participation Plan</li> <li>Supported the MPO's federal recertification process</li> </ul>	\$110,180	\$47,220	\$157,400	<ul style="list-style-type: none"> <li>Continuing support of the MPO's commitment to inclusion through timely communications and engagement opportunities</li> <li>Gathering input and feedback on the MPO's various certification documents and other processes</li> <li>Publish <i>TransReport</i> articles and other digital communications</li> <li>Provide translations of printed materials in non-English languages as specified in the MPO's LAP</li> </ul>
General Graphics	9220	\$85,250	<p>Provided graphics support to the MPO and its member agencies. This includes:</p> <ul style="list-style-type: none"> <li>Designing and producing maps, charts, illustrations, report covers, brochures, slides, and photographs</li> <li>Applying other visualization techniques</li> <li>Creating other products that improve communication</li> </ul>	\$61,210	\$26,230	\$87,440	Tasks and work products generally remain the same from year to year, although the level of effort varies based on the specific work products and reports that the MPO produces each year.
Provision of Materials in Accessible Formats	3120	\$105,540	<p>Supported the MPO and CTPS in:</p> <ul style="list-style-type: none"> <li>Producing accessible materials in PDF and HTML formats for posting on the Boston Region MPO website</li> <li>Assisting in producing materials, including meeting minutes, work scopes, memoranda, reports, and other public materials</li> <li>Reviewing accessibility requirements and current CTPS standards and processes</li> <li>Implementing standards within memorandum and report templates</li> </ul>	\$74,040	\$31,730	\$105,770	Tasks and work products generally remain the same from year to year, although the level of effort varies based on the specific work products and reports that the MPO produces each year that need to be converted into accessible formats.
Professional Development	9120.09	\$21,770	Covered the labor expenses of staff attending conferences and seminars related to MPO work	\$21,329	\$7,667	\$28,996	Cover the labor expenses of staff attending conferences and seminars related to MPO work.

(Table 3-1 cont.)

Project Name	ID	FFY 2019 Total Funding	FFY 2019 Work Progress and Products	FFY 2020 PL Funding	FFY 2020 §5303 Funding	FFY 2020 Total Funding	FFY 2020 Planned Work Progress and Products
<b>3C Planning and Other Certification Requirements</b>							
L RTP	8120	\$362,290	<p>Developed the final Needs Assessment for <i>Destination 2040</i>.</p> <ul style="list-style-type: none"> <li>Reviewed and revised the MPO's vision, goals, and objectives</li> <li>Performed analyses to provide input into the recommended list of projects and programs for the final L RTP, <i>Destination 2040</i></li> <li>Developed the Universe of Projects and Programs lists and evaluated the projects using the MPO's evaluation criteria</li> <li>Conducted outreach to gather public input to inform MPO decision making</li> <li>Finalized the <i>Destination 2040</i> L RTP</li> </ul>	\$231,650	\$99,270	\$330,920	<ul style="list-style-type: none"> <li>Continue to update Needs Assessment</li> <li>Continue to expand the MPO's scenario planning capabilities using the regional travel demand model set and other tools</li> <li>Conduct outreach activities related to transportation needs and scenarios in the Boston region</li> <li>Administer amendments as necessary</li> </ul>
TIP	8220	\$244,190	<ul style="list-style-type: none"> <li>Developed the FFYs 2020–24 TIP</li> <li>Administered amendments to the FFYs 2019–23 TIP</li> <li>Conducted outreach to municipalities, TIP contacts, and subregions about TIP development and specific TIP projects, both funded and being considered for funding</li> <li>Coordinated with MassDOT district offices, the Office of Transportation Planning, and MPO members on TIP projects, TIP amendments, and the TIP process</li> <li>Developed an updated/reorganized internal TIP project database</li> <li>Developed an initial version of a public-facing TIP project web application</li> </ul>	\$183,870	\$78,790	\$262,660	<p>Activities generally remain the same year to year, with staff supporting the MPO in developing its five-year (FFY 2021–25) TIP. FFY 2020 work will also focus on:</p> <ul style="list-style-type: none"> <li>Finishing implementation of the public-facing TIP project web application</li> <li>Making further improvements to the TIP development process to make it clearer and more engaging for municipal stakeholders and MPO members</li> <li>Reevaluating the TIP scoring criteria to reflect the priorities and objectives outlined in the forthcoming L RTP, <i>Destination 2040</i></li> <li>Continue to report on progress of the MPO's PBPP program</li> </ul>

(Table 3-1 cont.)

Project Name	ID	FFY 2019 Total Funding	FFY 2019 Work Progress and Products	FFY 2020 PL Funding	FFY 2020 \$5303 Funding	FFY 2020 Total Funding	FFY 2020 Planned Work Progress and Products
PBPP	8820	\$155,300	<ul style="list-style-type: none"> <li>Conducted analysis, made presentations, and developed documents to help the MPO set initial targets or to update targets for several sets of federally required performance measures</li> <li>Coordinated with MassDOT, the MBTA, CATA, MWRTA, FHWA, and other stakeholders on target-setting and other PBPP topics, such as coordination agreements</li> <li>Developed performance reports for the LRTP and TIP and updated reporting materials and tools, such as in the MPO's performance dashboard</li> <li>Monitored federal guidance and identified ways to integrate PBPP into MPO processes, including TIP and LRTP development</li> <li>Explored other performance measures that the MPO could monitor</li> </ul>	\$99,430	\$42,610	\$142,040	<ul style="list-style-type: none"> <li>Support the MPO in setting targets for federally required measures and other measures, as requested</li> <li>Analyze data and prepare related presentations, memoranda, and other supporting documents and materials</li> <li>Prepare an updated CMAQ performance plan, as applicable, and other PBPP documents, as needed</li> <li>Produce or update performance reports, such as those in the LRTP and TIP, and tools, such as the MPO's Performance Dashboard</li> <li>Work with fellow staff, the MPO, and other stakeholders to more closely link MPO investment processes to performance outcomes</li> <li>Produce memoranda and presentations describing recommendations</li> <li>Explore other measures and methods the MPO could incorporate into its PBPP process.</li> <li>Coordinate with MassDOT, the region's public transportation providers, other states and MPOs, and federal agencies to research measures, identify investment strategies, set targets, and otherwise implement PBPP practices</li> </ul>
Air Quality Conformity and Support Activities	8420	\$41,340	<ul style="list-style-type: none"> <li>Conducted air quality analyses, including greenhouse gas analyses for projects to be considered for funding in the TIP, as well as those to be considered for CMAQ funding</li> <li>Performed air quality conformity determinations for the TIP and LRTP</li> <li>Provided support to MassDOT on air quality matters</li> </ul>	\$21,890	\$9,370	\$31,260	<ul style="list-style-type: none"> <li>Conduct air quality analyses, including greenhouse gas analyses for projects to be considered for funding in the TIP, as well as those to be considered for CMAQ funding</li> <li>Update air quality emission factors using the latest inputs and emission factor software</li> <li>Participate in SIP meetings on state air quality legislation</li> <li>Provide support to MassDOT on air quality matters</li> <li>Support integration of climate change measures and initiatives into the MPO's processes</li> </ul>



(Table 3-1 cont.)

Project Name	ID	FFY 2019 Total Funding	FFY 2019 Work Progress and Products	FFY 2020 PL Funding	FFY 2020 \$5303 Funding	FFY 2020 Total Funding	FFY 2020 Planned Work Progress and Products
UPWP	8320	\$108,930	<ul style="list-style-type: none"> <li>Developed the FFY 2020 UPWP</li> <li>Conducted outreach to municipalities and other stakeholders in the region through MAPC subregional meetings, digital communications, and conversations with agencies to develop study ideas for the UPWP</li> <li>Conducted outreach to advocacy and policy groups and interested citizens to gauge needs and collect study ideas for the FFY 2020 UPWP and beyond</li> <li>Discussed UPWP matters with Advisory Council, including development of study ideas for the UPWP and education about the UPWP products and process</li> <li>Maintained the UPWP Study Recommendations Tracking Database, gaining significant data on implementation status of previous UPWP recommendations through outreach to municipalities, MassDOT, and RTAs</li> </ul>	\$81,240	\$34,810	\$116,050	Activities generally remain the same year to year, with staff supporting the MPO in producing its annual (FFY 2020) UPWP. A special emphasis for FFY 2020 work will be targeted outreach to transportation equity populations
Transportation Equity Program	8520	\$149,790	<ul style="list-style-type: none"> <li>Developed a Disparate Impact and Disproportionate Burden Policy for use in the LRTP <i>Destination 2040</i>, and accompanying memo</li> <li>Provided annual Title VI update to MassDOT/FHWA. Prepared the Coordinated Public Transit-Human Services Transportation Plan for the MPO region</li> <li>Supported the MPO's public participation program in outreach to and engagement with Title VI, EJ, and other nondiscrimination populations</li> <li>Provided technical support to the LRTP, TIP, and MPO-guided studies</li> <li>Convened an internal staff-based Transportation Equity Analysis Committee in support of updating existing and developing new equity-related analytical techniques</li> <li>Coordinated with other agencies to support external programs that target people who identify as minority, have limited English proficiency, are 75 years of age or older, have a disability, or who are members of low-income households</li> </ul>	\$120,300	\$51,550	\$171,850	<p>Activities generally remain the same year to year</p> <p>New activities will include preparing and submitting the FFY 2020 MPO Title VI triennial report to MassDOT/FTA/FHWA</p>

(Table 3-1 cont.)

Project Name	ID	FFY 2019 Total Funding	FFY 2019 Work Progress and Products	FFY 2020 PL Funding	FFY 2020 \$5303 Funding	FFY 2020 Total Funding	FFY 2020 Planned Work Progress and Products
CMP	2120	\$91,540	<ul style="list-style-type: none"> <li>Memorandum summarizing the analysis of vehicle and bicycle parking at MBTA stations</li> <li>A database that contains vehicle parking and bicycle parking information for each MBTA station</li> <li>Memorandum detailing the new performance metrics and criteria for the CMP</li> <li>Nontraditional congestion dashboard</li> </ul>	\$78,450	\$33,610	\$112,060	<ul style="list-style-type: none"> <li>Continue working with CMP committee to complete relevant CMP work</li> <li>Support to development of <i>Destination 2040</i></li> <li>New activities TBD</li> </ul>
Freight Planning Support	2220	\$56,370	<ul style="list-style-type: none"> <li>Memorandum: Boston Region MPO Freight Planning Action Plan Update</li> <li>Memorandum: Trucks in the Rutherford Avenue Corridor</li> <li>Ongoing stakeholder outreach, notably to truck safety working groups</li> <li>Ongoing data collection and model improvement efforts</li> <li>Ongoing freight-related support to the LRTP, TIP, and MPO-guided studies</li> </ul>	\$56,730	\$-	\$56,730	<ul style="list-style-type: none"> <li>Research memorandum on a specific topic</li> <li>Ongoing stakeholder outreach, notably truck safety working groups</li> <li>Ongoing data collection and model improvement efforts</li> <li>Ongoing freight-related support to the LRTP, TIP, and MPO-guided studies</li> </ul>
Regional Model Enhancement	7120	\$795,760	<ul style="list-style-type: none"> <li>Maintained and enhanced the regional travel demand model</li> <li>Development of the ABM; this task involved data development and involved extensive processing of the 2011 Massachusetts Travel Survey to create variables for model structures</li> <li>Improved Regional Travel Demand Model to support significantly different operating scenarios. To aid in analyzing the regional rail system, the regional travel demand model was improved to make it more sensitive to different operational scenarios</li> </ul>	\$579,360	\$248,290	\$827,650	<ul style="list-style-type: none"> <li>Maintain and enhance the regional travel demand model</li> <li>Continue work on the ABM. This phase involves model estimation and component testing</li> <li>Incorporate TNCs, such as Uber and Lyft, into the regional travel demand model and planning process</li> <li>Develop a hierarchical zone system (Super Zones). To reduce run times, TAZs in areas farther away from the MPO area will be combined</li> <li>Test other travel modeling methods. Investigate other modeling tools in the public domain that could be useful in project analysis and certification work</li> </ul>
Transit Committee Support	8920	n/a	n/a	\$32,650	\$13,980	\$46,630	<ul style="list-style-type: none"> <li>Provide operations support to the committee</li> <li>Provide updates and briefings on MPO activities</li> <li>Host approximately four to six meetings and manage supporting logistics</li> </ul>

3C = continuing, cooperative, and comprehensive. ABM = Activity Based Model. CATA = Cape Ann Transportation Authority. CMAQ = Congestion Management and Air Quality. CMP = Congestion Management Process. CTPS = Central Transportation Planning Staff. EJ = Environmental Justice. FFY = Federal Fiscal Year. FHWA = Federal Highway Administration. FTA = Federal Transit Administration. LAP = Language Assistance Plan. LRTP = Long-Range Transportation Plan. MAPC = Metropolitan Area Planning Council. MassDOT = Massachusetts Department of Transportation. MBTA = Massachusetts Bay Transportation Authority. MPO = Metropolitan Planning Organization. MWRTA = MetroWest Regional Transit Authority. n/a = not applicable. PBPP = Performance-Based Planning and Programming. PL = Planning. RTA = Regional Transportation Authority. SIP = State Implementation Plan. TAZ = Traffic Analysis Zone. TBD = To be determined. TIP = Transportation Improvement Program. TNC = Transportation Network Company. UPWP = Unified Planning Work Program.



## SUPPORT TO THE MPO AND ITS 3C PROCESS

These programs provide staff support to the MPO, its committees, and the Regional Transportation Advisory Council (Advisory Council). Other aspects of the work involve the MPO’s external communications and engagement activities with the public, municipalities, and other stakeholders. Specifically, these activities are described in the following work program efforts.

- Support to the MPO and Its Committees
- Advisory Council Support
- Public Participation Process
- General Graphics
- Provision of Materials in Accessible Formats
- Professional Development

The other programs that support the 3C planning and programming activities are described in Chapter 4 under Technical Analysis and Support.

### Support to the MPO and Its Committees

Project ID Number	9120
FHWA 3C PL Funds	\$152,740
FTA Section 5303 Funds	\$65,460
FFY 2020 Total Budget	\$218,200

FFY = Federal fiscal year. FHWA = Federal Highway Administration. FTA = Federal Transit Administration. MassDOT = Massachusetts Department of Transportation. PL Funds = Public Law Funds (also known as Metropolitan Planning Funds).

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

*Support to the MPO and Its Committees* includes implementing MPO policies on planning and programming, planning and coordinating delivery of information for MPO decision making, and supporting the work and operation of the MPO and its committees. It involves providing support for MPO meeting management and agenda planning.

## Approach

MPO staff will perform the following tasks related to MPO meetings and MPO committee meetings:

- Develop meeting agendas
- Prepare and distribute informational materials, including documents posted on the MPO's website and via email
- Conduct meeting site selection and logistics planning
- Set up audio/visual equipment
- Attend and record meetings
- Complete meeting follow-up activities, such as maintaining the information flow for members of the MPO and the public, processing approved work scopes, preparing audio-recording files, and documenting meeting minutes

Technical and process support is provided to the MPO's UPWP Committee, Administration and Finance (A&F) Committee, Congestion Management Process (CMP) Committee, and other ad hoc committees that are formed as needed. The identified committees of the MPO conduct their work as follows.

- The UPWP Committee meets as needed throughout the year to develop a UPWP for the upcoming FFY and to monitor expenditures and the progress of studies and programs in the current fiscal year.
- The A&F Committee meets periodically to make recommendations to the MPO on the staff's operating budget, legal matters, and other administrative functions.
- The CMP Committee meets as needed throughout the year to discuss the federally required CMP. Activities include developing and reviewing its TIP Intersection Improvement Program and making recommendations to the MPO.

This effort also includes consultation with other entities and agencies involved with or interested in 3C planning activities, collaboration with other Massachusetts MPOs (with more detailed coordination with those in the Boston region urbanized area), and communication with Metropolitan Area Planning Council (MAPC) subregional municipal groups.

MPO support also includes conducting metropolitan transportation planning and implementing planning activities for the MPO. The goal of this work is to ensure compliance with federal regulations and requirements and to provide excellence in transportation planning processes, techniques, and outcomes. The work involves researching, analyzing, and reporting information on 3C planning topics, including those identified in federal reauthorization legislation, and issues related to other federal policies, regulations, and guidance. It also involves responding to federal recommendations or requirements for certification documents or MPO certification,

and incorporating new requirements into the MPO's 3C program. MPO staff will continue to implement Fixing America's Surface Transportation (FAST) Act requirements as guidance from this federal legislation is communicated to the MPO, and staff will be prepared to implement future legislation. Staff also participates in training to support compliance with federal requirements and guidance.

Other activities include day-to-day oversight of 3C program-related activities, collecting and fielding comments and inquiries, and responding to requests for information and support.

### ***FFY 2020 Anticipated Outcomes***

- Hosting approximately 24 MPO meetings and 10 MPO subcommittee meetings, and performing the associated tasks and pre- and post-meeting logistics
- Coordinating 3C planning and programming activities and programs
- Coordinating with state and federal partners
- Coordinating with neighboring MPOs, including attendance at monthly transportation managers' group meetings

## Regional Transportation Advisory Council Support

Project ID Number	9320
FHWA 3C PL Funds	\$31,190
FTA Section 5303 Funds	\$13,360
FFY 2020 Total Budget	\$44,550

Note: FTA and FHWA funds include the MassDOT local match.

### ***Purpose and Approach***

The Regional Transportation Advisory Council (Advisory Council) is the MPO's citizens' advisory committee. MPO staff provides operations support to this body and its subcommittees. This includes planning programs and meetings; scheduling speakers; and preparing and distributing agendas, meeting notices, informational packets, and meeting minutes. It also includes helping to facilitate meetings; attending and making presentations at meetings; organizing and conducting field trips; soliciting new members; implementing and updating the bylaws; coordinating other activities, such as Advisory Council elections; and maintaining contact lists.

MPO staff regularly provides information, updates, and briefings on MPO activities, studies, and reports; requests and coordinates comments on MPO documents; and works with the Advisory Council and its committees as they conduct their programs, planning, and reviews.

### ***FFY 2020 Anticipated Outcomes***

- Hosting approximately 11 Advisory Council meetings and several subcommittee meetings, associated tasks, and pre- and post-meeting logistics

## Public Participation Process

Project ID Number	9606
FHWA 3C PL Funds	\$110,180
FTA Section 5303 Funds	\$47,220
FFY 2020 Total Budget	\$157,400

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

Public participation is one of the six core functions of an MPO. The Boston Region MPO's vision for public participation in the region is "to hear, value, and consider—throughout its planning and programming work—the views of and feedback from the full spectrum of the public, and use this input in its decision making." The MPO's Public Participation Process supports the MPO's commitment to include and engage the people of the Boston region in transportation planning.

Staff makes a concerted effort to reach organizations that serve populations covered by federal regulations (referred to here as transportation equity [TE] populations) and their clients. These populations include people who are protected by federal mandates—people who identify as minority, have limited English proficiency (LEP), are 75 years old or older or 17 years old or younger, or have a disability; or are members of low-income households—as well as members of transit-dependent households, which are of interest to the MPO from an equity standpoint. Staff coordinates public participation efforts with the Transportation Equity Program to ensure that people from these populations have meaningful opportunities to participate in the MPO's planning process.

### **Approach**

#### Implementing the Public Participation Plan

MPO staff implements the MPO's Public Participation Process according to the MPO's Public Participation Plan (PPP). The process includes coordinating and implementing the MPO's public outreach activities, via both communications and engagement efforts. This process provides information to various parties and collects input from them for the MPO to use in its planning and decision making, and in developing certification documents. This process supplements the involvement of the Advisory Council.

## Communications Methods

MPO staff aims to make it easy to access the information required to understand, follow, and engage in the MPO's transportation planning and decision making. Staff will use in-person meetings, website content, email messages, social media (Twitter), blog, newsletters, and other digital tools for external communications.

## Engagement Methods

Through the MPO's Public Participation Process, staff works to provide opportunities for members of the public to participate in transportation planning and to ensure that everyone's voice may be heard, valued, and considered. These opportunities include the following:

- MPO meetings
- Advisory Council meetings
- Subregional municipal group/coordination meetings
- Stakeholder organizations meetings
- Open houses to publicize certain MPO efforts
- Electronic surveys and solicitation of comments and input
- Partnering with other organizations on their events
- Efforts to reach TE populations and other potentially underrepresented populations

## Program Administration

MPO staff will continue to explore and implement refinements to the Public Participation Process to increase public understanding of the MPO's work and its efforts to break down barriers to participation.

The MPO's Public Participation Process also involves consultations as specified in federal guidance, providing required American Sign Language and non-English language interpretation services at MPO-sponsored meetings and translations of MPO materials into non-English languages.

## **FFY 2020 Anticipated Outcomes**

- Deliver MPO communications
- Conduct engagement opportunities with municipalities and the public
- Update MPO website as needed
- Publish *TransReport* articles
- Develop printed communication materials

## General Graphics

Project ID Number	9220
FHWA 3C PL Funds	\$61,210
FTA Section 5303 Funds	\$26,230
FFY 2020 Total Budget	\$87,440

Note: FTA and FHWA funds include the MassDOT local match.

### ***Purpose and Approach***

MPO staff will provide graphics support to MPO agencies. This includes designing and producing maps, charts, illustrations, report covers, brochures, slides, and photographs; applying other visualization techniques; and creating other products that improve communication.

## Provision of Materials in Accessible Formats

Project ID Number	3120
FHWA 3C PL Funds	\$74,040
FTA Section 5303 Funds	\$31,730
FFY 2020 Total Budget	\$105,770

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

The MPO conducts its transportation planning activities and public outreach process in accordance with ADA, Section 508 of the Rehabilitation Act as amended in 1998, and other policies and regulations governing accessibility standards. Adherence to these policies and regulations enhance public outreach and engagement because more stakeholders in the region can access MPO informational materials and reports.

### **Approach**

In support of these standards, the MPO produces written and electronic materials in accessible formats. The MPO also maintains a library of document templates that incorporate accessibility guidelines and standards.

### **FFY 2020 Anticipated Outcomes**

- Produce materials in accessible formats for public meetings and website postings, as requested
- Maintain accessible document templates
- Update as needed and maintain accessibility guidelines and standards for MPO products



## Professional Development

Project ID Number	9520
FHWA 3C PL Funds	\$21,329
FTA Section 5303 Funds	\$7,667
FFY 2020 Total Budget	\$28,996

Note: FTA and FHWA funds include the MassDOT local match.

### ***Purpose and Approach***

MPO staff maintains its technical expertise in part by participating in courses, programs, and workshops offered by FHWA, the FTA, the Transportation Research Board (TRB), the Association of Metropolitan Planning Organizations (AMPO), the Institute of Transportation Engineers (ITE), and other public, private, and nonprofit organizations. Previous professional development endeavors have related to topics such as performance-based planning, traffic engineering issues and applications, regional modeling, bicycle/pedestrian issues, transit planning, public involvement, environmental justice, air quality, computer operations and maintenance, database applications, and other areas related to the provision of technical support services.

### ***FFY 2020 Anticipated Outcomes***

Staff will attend conferences, peer exchanges, trainings, and other enrichment and professional advancement opportunities.

### 3C PLANNING AND OTHER CERTIFICATION REQUIREMENT ACTIVITIES

These programs produce the core documents and work products that the MPO’s federal partners require and are the center of the MPO’s transportation planning work. These programs cover budgeting, planning, capital programming, and performance management, among other topics. Programs include:

- LRTP
- TIP
- Performance-Based Planning and Programming (PBPP)
- Air Quality Conformity Determinations and Support
- UPWP
- Transportation Equity Program
- CMP
- Freight Planning Support
- Regional Model Enhancement

#### Long-Range Transportation Plan

Project ID Number	8120
FHWA 3C PL Funds	\$231,650
FTA Section 5303 Funds	\$99,270
FFY 2020 Total Budget	\$330,920

Note: FTA and FHWA funds include the MassDOT local match.

#### Purpose

Under the current federal transportation funding legislation, FAST Act, a new LRTP must be produced every four years.

The LRTP guides transportation system investments for the Boston metropolitan region for at least the next 20 years. The MPO adopted its most recent LRTP, *Destination 2040*, in July 2019. This LRTP serves as the Boston Region MPO’s guiding document: it establishes regional goals and objectives that the MPO will use for future decision making until September 30, 2023.

Although the latest quadrennial LRTP document was endorsed in FFY 2019, the MPO's 3C planning process—including its long-range planning activities—is ongoing. The MPO's robust LRTP development program helps meet Moving Ahead for Progress in the 21st Century Act (MAP-21) and FAST Act requirements, which include keeping abreast of current state-of-the-practice planning tools and approaches and coordinating planning efforts with other regional and state transportation plans and programs. This program also supports scenario planning to generate data for decision making.

## **Approach**

### **LRTP Needs Assessment**

The Needs Assessment has become a foundational resource for the MPO's transportation planning work. In FFY 2019, staff updated the Needs Assessment for use in developing *Destination 2040*; it is available to the public via the Needs Assessment document and application on the MPO's website. In FFY 2020, staff will continue to update the Needs Assessment with new information as it becomes available. Staff will also perform further analyses to keep the Needs Assessment current and will use this information for future studies, reports, and deliberations. The updated information will also be made available to the public via the website. Data from the Needs Assessment will support two of the MPO initiatives: the MPO's scenario planning activities and its performance-based planning practice.

In FFY 2020, the MPO will use the output from the Needs Assessment to develop and analyze land use and transportation options and scenarios. The MPO will use this information to monitor performance measures, set MPO performance targets, evaluate progress toward them, and track other indicators of interest.

### **The LRTP and Scenario Planning in FFY 2020**

The MPO has an ongoing practice of using model-based planning tools and off-model processes to generate forecasts and information about regional conditions and future needs. These tools will be used to assess the effects of potential options for changes to the transportation network. The MPO will use this information to make policy and capital-investment decisions.

Throughout the year, staff will seek to identify one or more opportunities to explore options and compare various alternative scenarios to understand effects on transportation, air quality, climate change, mode shift, the economy, and land use. Some of this work also may explore policy-related implications. In this way, the LRTP program serves as an ongoing resource for current information, insights, and analysis for all those involved in managing and improving the regional transportation network.

## Laying the Groundwork for the Next LRTP

In developing the next LRTP, staff will research, plan, coordinate with interested parties, and review the priorities of the MPO and other state and regional agencies. Through updating the Needs Assessment and scenario planning, MPO staff will generate information that will guide the investment strategies for the next LRTP.

The LRTP program plays an important role in keeping the MPO abreast of current state-of-the-practice communications methods, planning tools, and approaches. In collaboration with MAPC, the MPO staff will explore effective ways to gather information, understand the needs of the Boston region, and analyze transportation and land use options. As part of FFY 2020 work activities, staff will research the best practices in metropolitan transportation planning and other facets of planning.

## LRTP Amendments

If any changes are made to regionally significant projects in the FFYs 2021–25 TIP, an amendment to the LRTP might be required. Staff will prepare the informational materials for MPO decision making and follow MPO procedures for informing and involving the public.

## **FFY 2020 Anticipated Outcomes**

- Update details and analyses in the current Needs Assessment to supply the most current information to the MPO and public
- Produce summaries of results from transportation scenario analyses for the MPO
- Conduct public outreach on all LRTP topics, including Needs Assessment updates and scenario planning; report results to the MPO for use in all of its planning and programming
- Keep abreast of current state-of-the-practice communications methods, planning tools, and approaches
- Prepare amendment(s) to *Destination 2040*, if necessary
- Address comments or changes from FHWA and the FTA or changes to the State Implementation Plan (SIP)

## Transportation Improvement Program

Project ID Number	8220
FHWA 3C PL Funds	\$183,870
FTA Section 5303 Funds	\$78,790
FFY 2020 Total Budget	\$262,660

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

The Boston Region MPO's TIP presents a five-year, financially constrained program of planned investments in the metropolitan area's transportation system. Although federal regulations require that the TIP be updated every four years, Massachusetts and its MPOs are committed to producing annual updates.

### **Approach**

#### Development of the FFYs 2021–25 TIP

MPO staff conducts outreach to municipalities and TIP contacts; coordinates the collection of TIP project-funding requests; evaluates and scores proposed new projects; updates the scores of previously scored unprogrammed projects (as needed); proposes programming of current and new projects based on anticipated funding levels; supports the MPO in its decision making about programming those funds; develops a draft document; and facilitates public review of the draft document before the MPO endorses the final TIP.

#### Outreach and Compilation of the Universe of Projects

MPO staff communicates with the cities and towns in the region through TIP workshops, MAPC sub-regional meetings with municipalities, and correspondence with municipal TIP contacts and elected officials to gather information on existing and new TIP funding requests. MPO staff compiles the projects into a Universe of Projects list for the MPO.

#### Project Evaluation

The MPO uses TIP project evaluation criteria to identify projects that will help the region attain the vision, goals, and objectives established by the LRTP. The MPO's evaluation criteria enhance decision making for the programming of transportation projects in the region by establishing a transparent, inclusive, and data-driven process through which funds are allocated.

In coordination with the development and endorsement of the next LRTP, *Destination 2040*, staff will examine the TIP evaluation criteria and revise them as needed to continue to align the TIP process with LRTP goals and objectives as well as state-of-the-practice transportation project impact analysis.

### Staff Recommendation

Staff develops a recommendation that proposes how to prioritize the MPO's regional target funding. Typically, staff prepares a first-tier list of projects using the project evaluation ratings and project-readiness information. Staff then develops programming recommendations, giving strong consideration to the first-tier list of projects while also balancing equity of investments across the region and considering such things as design status, LRTP-identified needs, and cost.

In addition to preparing a recommendation for regionally prioritized projects, MPO staff also prepares and presents the Statewide Infrastructure Items and Bridge Programs and the capital programs for the Massachusetts Bay Transportation Authority (MBTA), the Cape Ann Transportation Authority (CATA), and the MetroWest Regional Transit Authority (MWRTA) for the MPO's consideration.

### TIP Document Preparation and Endorsement

Staff prepares a draft TIP that maintains compliance with federal regulations and requirements for a public review and comment period. During the public comment period, MPO staff compiles and summarizes comments on the draft TIP and relays the comments to the MPO for consideration before endorsing the final TIP document.

### Amendments and Administrative Modifications

In a typical year, various projects experience cost or schedule changes that require an amendment or administrative modification to the TIP. MPO staff manages all public review processes regarding TIP amendments and administrative modifications, including posting TIP materials on the MPO website.

Staff will prepare for the possibility of implementing several amendments and/or administrative modifications to the FFYs 2020–24 TIP during FFY 2020.

For more information about the TIP development process or the administrative modifications and amendments procedures, refer to Chapter 2 of the TIP, available online here: [www.ctps.org/tip](http://www.ctps.org/tip).

### Implementing PBPP

The FFYs 2021–25 TIP document will continue to report on the MPO's implementation of its PBPP. The TIP will highlight the results of monitoring trends in the region and will note any progress made toward established performance targets.

### ***FFY 2020 Anticipated Outcomes***

- Develop the FFYs 2021–25 TIP, amendments, and administrative modifications to the FFYs 2020–24 TIP
- Continue to explore enhancements to the TIP interactive database
- Continue efforts related to PBPP, including tracking performance measures and setting targets
- Prepare materials and presentations related to revising the TIP evaluation criteria
- Conduct additional analysis of the distribution of TIP funding and alignment with LRTP-identified needs to help pinpoint areas for targeted outreach to municipalities

## Performance-Based Planning and Programming

Project ID Number	8820
FHWA 3C PL Funds	\$99,430
FTA Section 5303 Funds	\$42,610
FFY 2020 Total Budget	\$142,040

Note: FTA and FHWA funds include the MassDOT local match.

### Purpose

PBPP applies data to inform decisions aimed at helping to achieve desired outcomes for the region's multimodal transportation system. The PBPP process involves the following tasks:

- Setting goals and objectives for the transportation system
- Selecting performance measures and setting performance targets
- Gathering data and information to monitor and analyze trends
- Using performance measures and data to make spending decisions
- Monitoring, analyzing, and reporting decision outputs and outcomes

MAP-21 and its successor, FAST Act, direct states, public transportation providers, and MPOs to use this performance-driven, outcome-based approach in their transportation planning processes. The Boston Region MPO can also use PBPP practices to help achieve its specific goals and objectives. These practices will help the MPO to understand better how spending decisions affect the overall performance of the transportation system, to improve its decision making, and to increase accountability and transparency in its planning processes.

### Approach

The MPO is already applying PBPP principles when making investment decisions as part of the LRTP, TIP, and UPWP development processes, and it is already responding to federal PBPP requirements. In FFYs 2018 and 2019, the MPO established or updated performance targets for several sets of federally required performance areas, including but not limited to roadway safety, National Highway System (NHS) bridge and pavement condition, NHS reliability, and transit asset management.

In FFY 2020, staff will support the MPO in continuing to meet federal requirements for PBPP, and will monitor and report on performance. Staff will also support the MPO in expanding and enhancing its PBPP practices, including further integrating PBPP into LRTP and TIP development.



## Develop Targets for Federally Required Performance Measures

In FFY 2020, staff will continue to provide information and recommendations to the MPO as it sets or updates targets for federally required performance measures. This work will involve reviewing federal regulations and guidance, gathering and analyzing data, developing performance baselines, and exploring ways to improve target-setting methodologies. MPO staff will continue to coordinate with Massachusetts Department of Transportation (MassDOT), federal agencies, other MPOs and states, the region's public transportation providers, and other stakeholders as part of the process. Outputs of this process will include memoranda, presentations, and other documentation to support target setting.

## Continue to Integrate PBPP Elements into MPO Planning

Staff will build upon prior work to include PBPP elements into LRTP and TIP processes. In FFY 2020, this will include researching how MPO investments and other factors may influence changes in performance outcomes and what strategies could help the MPO achieve its targets. Staff will also examine ways to update project and program selection criteria and work with program managers to make desired changes in future LRTP and TIP development cycles. Staff will coordinate these activities with UPWP development and CMP research and will work with MassDOT, the region's public transportation providers, and other external stakeholders when exploring and proposing process improvements.

## Monitor and Report on Performance

The MPO currently reports on performance in its LRTP and TIP documents, through the CMP, and on its web-based Performance Dashboard. In FFY 2020, staff will enhance these existing reports and tools by adding and/or updating baseline and trend data. Staff will also incorporate information on performance targets and, to the extent practicable, describe the effect that MPO investments may have on performance. This work likely will involve updating the structure of existing performance reports, such as the one in the TIP, or relevant elements of the Performance Dashboard, or creating new reports. The goals of these activities are to meet federal requirements, and to enhance the MPO's understanding of how the transportation system's performance is changing over time and how its investments affect those changes. During FFY 2020, staff will also update its federally required Congestion Mitigation and Air Quality Improvement program (CMAQ) plan, as applicable, and will produce other performance documentation as needed.

## Expand the MPO's PBPP Practice

The MPO's PBPP practice needs to address the MPO's specific goals and objectives as well as meet federal requirements. Staff will continue to seek guidance from MassDOT and federal agencies to ensure that its PBPP program addresses federal requirements and recommendations. In FFY 2020, staff will continue to research other measures—beyond those that are federally required—that the MPO may wish to monitor. This work will be coordinated with the TIP update and other performance-related activities that will take place in FFY 2020. Staff will also

explore the PBPP practices used by other planning agencies and institutions. Staff will make recommendations to the MPO about other PBPP approaches to implement and measures to track. Should the MPO wish to set targets for any of these additional measures, staff will support those processes as well.

### ***FFY 2020 Anticipated Outcomes***

- Support the MPO in setting targets for federally required measures and other measures, as requested. Analyze data and prepare related presentations, memoranda, and other supporting documents and materials
- Prepare an updated CMAQ performance plan, as applicable, and other PBPP documents, as needed
- Produce or update performance reports, such as the report in the TIP, and tools, such as the MPO's Performance Dashboard
- Work with fellow staff, the MPO, and other stakeholders to more closely link MPO investment processes to performance outcomes. Produce memoranda and presentations describing recommendations
- Explore other measures and methods the MPO could incorporate into its PBPP process
- Coordinate with MassDOT, the region's public transportation providers, other states and MPOs, and federal agencies to research measures, identify investment strategies, set targets, and otherwise implement PBPP practices

## Air Quality Conformity and Support Activities

Project ID Number	8420
FHWA 3C PL Funds	\$21,890
FTA Section 5303 Funds	\$9,370
FFY 2020 Total Budget	\$31,260

Note: FTA and FHWA funds include the MassDOT local match.

### Purpose

- To ensure that the MPO's plans, programs, and projects comply with the Clean Air Act Amendments (CAAA) of 1990 and to secure federal funding for the Boston Region MPO's transportation system
- To provide ongoing support services for the MPO regarding air quality matters and maintain technical expertise in air quality and climate-change matters, including conformance with federal air quality requirements and the state's climate-change policies

### Approach

#### Air Quality Conformity Determinations

This program covers the tasks needed to demonstrate that an MPO's federally funded transportation programs meet conformity requirements. Typically, a conformity determination is performed annually for the TIP and every four years for a new LRTP (or if an LRTP amendment is undertaken).

Under the CAAA, states must monitor emissions from transportation vehicles and other sources to determine whether ambient emissions levels exceed health-based allowable levels of air pollutants. Areas in which the emissions exceed the allowable levels are designated as nonattainment areas. For these, the state must develop a SIP that establishes emissions budgets and shows how the plan would reduce emissions in the area sufficiently to comply with national ambient air quality standards. MPOs with nonattainment areas must complete air quality conformity determinations to demonstrate the conformity of transportation plans, programs, and projects with the Massachusetts SIP.

The Boston Region MPO area previously had been classified as a nonattainment area for ozone, but it was reclassified as an attainment area under the new 2008 ozone standard. Because the reclassification resulted from a new standard, a maintenance plan was not required, and the

area was not classified as a maintenance area. A maintenance area is an area that had been reclassified from nonattainment to attainment. It is an area for which a maintenance plan has been approved as part of the Massachusetts SIP.

As an attainment area, the MPO was not required to demonstrate that the LRTP and TIP conform to national standards for the two pollutants that form ozone: volatile organic compounds (VOC) and nitrogen oxides (NO<sub>x</sub>). A new ozone standard was recently proposed and released for public comment by the United States Environmental Protection Agency (EPA), and the Boston Region MPO area might again be classified as a nonattainment area if this standard is approved. If the MPO area is reclassified as a nonattainment area, conformity determinations for ozone would be required.

In 2018, the FHWA and the FTA released new guidance regarding transportation conformity requirements. The United States Court of Appeals for the DC Circuit issued a decision in the *South Coast Air Quality Management District v. EPA*, No. 15-1115 in February 2018, which struck down portions of the 2008 Ozone National Ambient Air Quality Standards (NAAQS) SIP Requirements Rule concerning the ozone NAAQS.

The portions of the 2008 Ozone NAAQS SIP Requirements Rule addressed implementation requirements of the 2008 ozone NAAQS and the anti-backsliding requirements (ensuring that areas do not revert to nonattainment) associated with the revocation of the 1997 ozone NAAQS. The impact of the decision addresses two groups of ozone areas described in the decision, one of which affects Massachusetts. It affects areas that were designated as nonattainment for the 1997 ozone NAAQS at the time of revocation and are designated as attainment for the 2008 ozone NAAQS. These areas have not been required to make transportation conformity determinations for any ozone NAAQS since the 1997 ozone NAAQS were revoked by EPA in April 2016.

With this new court ruling, Massachusetts is now required to perform a transportation conformity determination on any new LRTP and TIP, updates, and amendments that include the addition of a project that is not exempt (also known as a regionally significant project) from transportation conformity.

The City of Boston and surrounding cities and towns were classified as a maintenance area for carbon monoxide (CO). However, as of April 1, 2016, the 20-year maintenance period expired and conformity is not required for this area. The city of Waltham, however, is classified as attainment with a limited maintenance plan in place, and projects in this city still must comply with certain requirements. The MPO must still show that it is complying with transportation control measure requirements outlined in the Massachusetts SIP.

## Other Air Quality Support

This ongoing Air Quality Conformity and Support Activities program supports the MPO's expertise in air quality and climate-change matters, as well as the MPO's response to changing requirements for planning, analysis, and reporting. This includes initiatives known today, as well as the ability to participate in issues that might emerge during the year. This program also supports implementation of air quality related transportation programs and projects, and it includes consultation, research, and coordination between the MPO and federal, state, local, and private entities.

## **FFY 2020 Anticipated Outcomes**

### Conformity Determinations

Perform and present conformity determinations as noted below. These include a detailed analysis of air quality impacts (VOC, NO<sub>x</sub>, CO, and carbon dioxide) of the projects in the FFYs 2021–25 TIP, *Destination 2040* LRTP amendments, if required, and any work required for implementing GreenDOT (the state's comprehensive environmental responsibility and sustainability policy).

- Prepare a systemwide conformity determination for the *Destination 2040* LRTP amendments documenting regionally significant projects.
- Conduct a detailed project-level analysis for each project to receive Congestion Mitigation and Air Quality Program funding in the TIP and for any projects that will help meet the GreenDOT initiative.

### Support to MassDOT (including the Highway Division, the Office of Transportation Planning, and the MBTA) and Massport

Activities will include analysis of transportation-control measures, park-and-ride facilities, and proposed high-occupancy-vehicle projects throughout the Boston Region MPO area, as well as evaluation of emerging and innovative highway and transit clean-air activities.

### Support for Climate-Change Initiatives

Activities will include integrating concerns about climate change and opportunities for emissions reduction into the MPO's planning process relative to the regional travel-demand model set, the TIP, project specific work products, the LRTP, the CMP, the UPWP, and performance measures. Staff will work with MassDOT to implement its GreenDOT policy and comply with the Department of Environmental Protection's (DEP) Global Warming Solutions Act Requirements for the Transportation Sector and MassDOT. Staff will also confer with agencies and organizations concerned about climate-change issues to inform actions in the MPO region.

## Mobile-Source Element of the SIP

The Massachusetts DEP is required to submit a SIP to the EPA documenting strategies and actions to bring Massachusetts into compliance with air quality standards. MPO staff support will include the following:

- Support for amendments or revisions to the Memorandum of Understanding between the MPO and the DEP
- Support to regional, local, and private entities, and to the agencies involved in monitoring, updating, and revising the mobile-source section of the SIP
- Data collection and analysis to measure regional air quality conditions; support development of MOVES2014 emission factors; validate emissions inventories and budgets; and evaluate the air quality impacts of policies regarding long-term growth, transportation, and land use
- Coordination with the DEP to develop statewide regulations and programs concerning transportation and air quality
- Support to regional, local, and private entities
- Provide data and recommendations to MPO agencies regarding funding and the implementation of transportation programs and projects with air quality benefits

## Unified Planning Work Program

Project ID Number	8320
FHWA 3C PL Funds	\$81,240
FTA Section 5303 Funds	\$34,810
FFY 2020 Total Budget	\$116,050

Note: FTA and FHWA funds include the MassDOT local match.

### Purpose

The UPWP, a federally required document that supports the 3C transportation planning process, is the mechanism for programming federal funding for transportation planning work that will be implemented in the Boston Region MPO area. The UPWP must comply with federal regulations and address the focus areas recommended by FHWA and the FTA.

The UPWP has two main purposes:

1. Provide budget information to federal and state officials about the expenditure of federal funds for transportation planning projects being carried out by the Boston Region MPO
2. Provide information to government officials, local communities, and the general public about surface transportation planning projects expected to take place in the Boston Region MPO area

The UPWP document includes descriptions and budgets for work that MPO staff will conduct during the upcoming federal fiscal year, including both 3C-funded work for the MPO and work that is funded by state agencies or other entities. The UPWP document also describes the work that is executed by MAPC that is funded by 3C planning dollars. MAPC receives approximately one-third of the Boston region's allotment of 3C funding. The UPWP's Appendix A also provides supplementary information about other transportation planning activities in the region that are not funded by the MPO or conducted by MPO staff.

Work on the UPWP is ongoing. This work program element focuses on developing the FFY 2020 UPWP and supports the MPO and its UPWP Committee in monitoring FFY 2019 UPWP implementation, including any adjustments and amendments to the current UPWP.

An integral part of developing the UPWP is engaging state transportation agencies, municipalities, and the public throughout the process. Some of the public outreach activities for the UPWP are covered under the Public Participation Process; in FFY 2020, staff plans to expand UPWP outreach targeted at TE populations.

## **Approach**

MPO staff coordinates and prepares materials for all phases of this work, including soliciting, evaluating, and recommending ideas for planning studies and technical assistance programs; conducting background research into planning needs; preparing budgets and project/program descriptions; coordinating document development with the MPO's UPWP Committee; responding to federal and state DOT guidance; and preparing draft and final documents.

MPO staff members are responsible for coordinating public participation in the UPWP process, distributing the draft UPWP document, preparing the final UPWP document, and making administrative modifications and amendments as needed. MPO staff also prepares quarterly reports on the implementation of the UPWP.

Staff maintains the UPWP Study Recommendations Tracking Database, which houses details of project contacts, proposed improvements, implementation status, milestones, funding, and issues affecting implementation progress. MPO staff uses the database to support MPO activities such as developing the LRTP; producing reports for the MPO board, detailing topics such as the percentage of planning studies that have advanced to preliminary design; and conducting other inquiries relevant to the tracking of study recommendations and their implementation. Staff will regularly update the database, informing the Boston Region MPO about the status of recommendations from its planning studies.

## **FFY 2020 Anticipated Outcomes**

- Develop and conduct public outreach for the FFY 2020 UPWP, with details related to certification requirements and other administration activities, ongoing/continuing work programs, and new studies
- Plan for relevant meetings, including the MPO's UPWP subcommittee
- Report quarterly FFY 2020 UPWP implementation
- Complete amendments and administrative modifications to the FFY 2020 UPWP, as necessary
- Continue to maintain and update the UPWP Study Recommendations Tracking Database
- Provide other informational materials as needed



## Transportation Equity Program

Project ID Number	8520
FHWA 3C PL Funds	\$120,300
FTA Section 5303 Funds	\$51,550
FFY 2020 Total Budget	\$171,850

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

The objective of the TE program is to perform activities related to FTA and FHWA Title VI, environmental justice (EJ), and other nondiscrimination requirements. These requirements are rooted in several federal laws and executive orders (EO), including Title VI of the Civil Rights Act of 1964, EO 12898 “Federal Actions to Address Environmental Justice in Minority Populations and Low-income Populations,” and the ADA, as well as United States Department of Transportation (USDOT) nondiscrimination regulations and guidance.

Title VI prohibits discrimination based on race, color, and national origin, including people with LEP, in programs and activities that receive federal financial assistance. EO 12898 directs recipients of federal financial assistance to identify and address any disproportionate burdens placed on low-income and minority populations. The ADA prohibits discrimination against individuals with disabilities by recipients of federal financial assistance. In addition to these programs, FHWA’s Title VI/Nondiscrimination Program prohibits discrimination on the basis of sex and age under other federal authorities, and requires MPOs to understand and consider the transportation needs of these populations.

The TE program encompasses the programmatic, monitoring, and reporting activities that are necessary for MPOs to comply with the above federal civil rights requirements and guidelines, including public outreach to protected populations, data collection and analysis, and support to other MPO programs regarding populations protected by the above EOs and laws. The TE program also involves monitoring the success of these activities and reporting their results to demonstrate compliance.

### **Approach**

#### Complying with Title VI, EJ, and Nondiscrimination Requirements and Preparing the MPO Triennial Title VI Report

The MPO will continue to implement its Title VI program and respond to any requests made by MassDOT regarding changes to the program. MPO staff will also prepare and submit the triennial Title VI report to MassDOT as requested by the FTA and FHWA. The report

documents the MPO's compliance with Title VI, EJ, and other nondiscrimination requirements. Although many TE program activities apply to all populations, regardless of the authority under which they are protected, the Boston Region MPO makes every effort to ensure that triennial reporting for Title VI and EJ are identified as such and the results reported separately. The triennial report will also include updates to the MPO's Language Assistance Plan, which guides the MPO's efforts to ensure that activities are accessible to people with LEP.

## Supporting Participation in the MPO's Transportation Planning Process and the Public Participation Program

To ensure that TE populations remain central to the MPO's public outreach process, these engagement activities are described in the MPO's Public Participation Program. This reflects the MPO's continued approach of undertaking outreach to these populations in coordination with all public outreach efforts done by the MPO. This approach strengthens the MPO's capacity for engagements with these populations by formally committing more staff resources to these outreach efforts.

## Providing Technical Support to the LRTP, TIP, and UPWP

Staff will support development of the MPO's certification documents through continuing analyses in adherence to Title VI, EJ, and other nondiscrimination regulations. This will include assisting in the establishment of equity performance measures, supporting the development and implementation of equity-related evaluation criteria for projects programmed in the TIP, analyzing state- and federally funded projects for disparate impacts and disproportionate burdens, and analyzing the distribution of UPWP-funded studies.

## Managing the MPO Staff's Transportation Equity Analysis Committee (TEAC)

This committee provides an opportunity for MPO staff to discuss its analytical practices on behalf of the MPO and client agencies, make decisions about updating and implementing these practices, and promote integration of EJ and Title VI principles throughout MPO activities. TEAC's overarching goals are to ensure that these principles are integrated fully into the MPO's activities and that analytical processes are applied consistently. While the TIP and LRTP equity analyses are currently the primary concern of TEAC, other topics that deal with analytical components of the MPO's transportation equity program are also of interest. Topics under TEAC's consideration generally evolve as the need arises within the MPO.

## Refining Equity-Related Analytical and Modeling Techniques

Federal requirements instruct the Boston Region MPO to conduct analyses that evaluate the impacts of the MPO's activities on populations protected by the civil rights regulations stated above. In order to improve the effectiveness of these analyses, including equity analyses, staff will refine current methods and develop novel methodologies. Staff will address analyses that are prepared using CTPS's regional travel demand model, as well as those conducted with other tools. These processes will directly support the improvement of analyses conducted for the LRTP, TIP, and UPWP.

## Coordinating with and Supporting Other Agencies

MPO staff will continue to coordinate with MassDOT's Office of Diversity and Civil Rights to ensure consistency of MPO Title VI-related processes, procedures, and activities. Staff will also continue to support the MassDOT Rail and Transit Division in its evaluation of applications for funding from the Community Transit Grant Program.

### ***FFY 2020 Anticipated Outcomes***

- Prepare and submit the MPO's triennial Title VI report, documenting compliance with FTA's Title VI and EJ programs, and FHWA's Title VI/EJ/Nondiscrimination programs to MassDOT
- Gather and analyze data from the United States Census Bureau, and explore other potential sources of data, that support this program and inform the MPO's planning and programming decision making
- Evaluate, refine, and complete equity analyses as needed for the MPO's TIP, LRTP, and UPWP
- Monitor developments at USDOT regarding civil rights, Title VI, and EJ; participate in workshops, conferences, and seminars, as appropriate; and use this knowledge to inform MPO activities
- Support MassDOT's evaluations of funding applications for the Community Transit Grant Program
- Continue to train staff in Title VI, EJ, ADA, and other nondiscrimination policies as they relate to the MPO's activities
- Explore development of new analytical tools to assist MPO staff with planning and programming decision making

## Congestion Management Process

Project ID Number	2120
FHWA 3C PL Funds	\$78,450
FTA Section 5303 Funds	\$33,610
FFY 2020 Total Budget	\$112,060

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

The MPO's CMP is a federally mandated requirement that seeks to monitor congestion, mobility, and safety needs; it also recommends appropriate strategies for reducing congestion. The CMP is developed in an integrated manner along with the MPO's certification documents (LRTP, TIP, and UPWP) to ensure cohesive strategy evaluation and implementation.

### **Approach**

In the Boston Region MPO area, the CMP follows federal guidelines and recommendations from the MPO's CMP Committee to fulfill the following activities:

- Set goals, objectives, and performance measures
- Identify congested locations
- Determine the causes of congestion
- Develop alternative strategies to mitigate congestion
- Evaluate the strategies' potential for efficacy
- Recommend the strategies that best address the causes and impacts of congestion
- Coordinate with and support development of the LRTP, TIP, and UPWP
- Identify needs priorities for planning studies

Depending upon CMP Committee recommendations, monitoring and analysis will continue for highways, arterial roads, park-and-ride lots, freight movements, and bicycle and pedestrian facilities. CMP activities will include using electronic travel-time and speed data to monitor roadways, identify existing conditions, and recommend appropriate improvements in accordance with federal guidelines.

### ***FFY 2020 Anticipated Outcomes***

CMP activities will include monitoring performance, assessing needs, and recommending strategies for multimodal facilities and services, including:

- Monitor the performance of MPO-region arterial roadways and freeways using electronic travel-time and speed data
- Map and tabulate electronic data for analysis and performance evaluation
- Coordinate with the MPO's certification activities (including the LRTP, TIP, PBPP, and UPWP programs and documents)
- Support the CMP Committee of the MPO

## Freight-Planning Support

Project ID Number	2220
FHWA 3C PL Funds	\$56,730
FTA Section 5303 Funds	\$-
FFY 2020 Total Budget	\$56,730

Note: FTA and FHWA funds include the MassDOT local match.

### Purpose

As part of its FFY 2014 UPWP, the Boston Region MPO established a formal freight-planning program. The goals for MPO freight planning are to:

- Fulfill the Boston Region MPO's freight-planning needs
- Complement state and other official planning efforts
- Study specific freight-related issues
- Fulfill analysis requirements of federal surface transportation legislation
- Address the lack of freight data for the MPO region, including developing enhanced technical capabilities for MPO staff to use in estimating freight demand

Freight program priorities and activities were described in an action plan prepared in 2013. As part of the FFY 2019 program, the action plan was updated. The goals remain the same, but a new set of freight-related issues for study are suggested because most issues from the initial action plan have been studied.

### Approach

The freight analysis within the framework of this program is ongoing and conducted on a multiyear basis. Freight studies, data collection, and model development efforts in the future will build on work undertaken as part of the initial action plan.

The freight program supports the MPO's freight planning needs. In 2017, the MPO was required to recommend a set of Critical Urban Freight Corridors (CUFC) for inclusion in the National Highway Freight Network. As part of this effort, MPO staff identified several truck hot spots where the CUFCs connected with poorly operating limited-access highways. These truck hot spots include the following locations:

- Sullivan Square and the Rutherford Avenue Corridor
- The Allston interchange and its connections to arterials crossing the Charles River
- The Southeast Expressway at Interchange 18, serving three industrial areas

Truck traffic serves as a lens through which other freight modes can be studied. The South Boston Waterfront was one of the initial action plan topics, and a comprehensive gate survey of trucks entering and leaving Massport's Conley Container Terminal in South Boston provided a clear geographical picture of merchandise freight travel markets served through the port of Boston. The new action plan envisions using similar analyses to understand airfreight and intermodal rail travel markets.

The topics mentioned above may be addressed in some manner over the next several years. For FFY 2020, the Southeast Expressway bottleneck at Interchange 18 may be studied first because the location is complicated by a number of traffic, regulatory, and land use issues. Outreach and MPO support activities will continue as opportunities and needs are identified. Model development activities may accelerate because truck data development and study of possible model improvement approaches during the initial action plan have placed the MPO in a good position to make progress in this challenging area.

### ***FFY 2020 Anticipated Outcomes***

MPO staff will move beyond the 2013 action plan. Anticipated efforts include:

- Publish a study, possibly of a CUFC hot spot or one or more intermodal terminals
- Serve on interagency working groups, likely involving truck rest areas
- Conduct required MPO freight planning
- Provide data and analysis in support of advanced model implementation

## Regional Model Enhancement

Project ID Number	7120
FHWA 3C PL Funds	\$579,360
FTA Section 5303 Funds	\$248,290
FFY 2020 Total Budget	\$827,650

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

Through this work program, CTPS builds and maintains a state-of-the-practice regional travel-demand model and fosters development of other tools to help assess the area's transportation needs and evaluate alternatives to improve the transportation system. The regional travel-demand model is a simulation of travel behavior that emulates the millions of individual decisions that generate travel throughout the region. Metrics produced by the model are designed to aid in developing policy, performing technical and equity analyses, and meeting federal reporting requirements. The model is also used by MPO member transportation agencies because it is an extremely robust tool that incorporates data from all of the transportation agencies and transportation service providers (both public and private) that serve the Boston Region MPO area.

### **Approach**

MPO staff plans to pursue the activities listed below to enhance staff's technical analysis capabilities.

### **Maintain and Enhance the Regional Travel-Demand Model**

Maintain the regional model in good working order to address certification and project needs. In addition, the model set updates regularly so it can continue to be used for MPO- and agency-funded projects. Enhancements include the following:

- a) Upgrade to the latest modeling software and testing compatibility with in-house model code/script
- b) Develop future land use scenarios for use as model inputs. In addition, maintain the model's existing and projected land use files, reflecting the latest construction and permit activities in the Boston region



## Continue Work on the Activity Based Model (ABM)

Most MPOs similar in size to Boston (or larger), and many small MPOs, have already developed an ABM. The transition to ABMs is based on needing to have a tool that more accurately simulates how individuals and households plan and execute daily travel. The ABM initially will not replace the existing model, but instead will augment the agency's analytical capabilities by providing a tool that is more sensitive to variables affecting travel decisions.

The first phase of this task involved data development, was mostly completed during FFY 2018–19, and involved extensive processing of the 2011 Massachusetts Travel Survey to create variables for model structures. The second phase of the ABM development project planned for FFY 2020 involves model estimation and component testing.

## Incorporate Transportation Network Companies (TNCs), such as Uber and Lyft, into the Regional Travel Demand Model

TNCs have usurped a considerable share of the Logan Airport ground access trips. In addition, TNCs' market share has grown in Boston to the extent that the city is considering installing well-marked curbside passenger pickup areas. Quantifying TNCs' effect on taxi service, the MBTA, and private auto modes is difficult. In the coming year, CTPS will work in conjunction with partner transportation agencies to quantify the effects of TNCs on mode share, vehicle-miles traveled and vehicle-hours traveled, and system capacity. CTPS will work toward incorporating this travel mode into the regional travel model and planning process.

## Develop a Hierarchical Zone System (Super Zones)

Currently, the statewide travel model has more than 5,800 transportation analysis zones (TAZ), covering 448 communities in Massachusetts, Rhode Island, and New Hampshire. This level of detail is needed for accurate statewide analysis of vehicle-miles/hours traveled and for the preparation of accurate mobile emissions; however, having more zones increases model run times and is not necessary for analyzing projects within the Boston Region MPO area. To reduce run times, a hierarchical zone system will be created by combining TAZs in areas farther away from the MPO area according to community boundaries, thereby creating "Super Zones," while maintaining the current, detailed TAZ system within the MPO area and adjacent communities. The enhanced regional model's user interface and reporting capabilities will be modified to work with this new system and provide users with options regarding when and how to use it.

## Test Other Travel Modeling Methods

This task will investigate other modeling tools in the public domain that could be useful in project analysis and certification work. Of particular interest is the Simplified Trips-on-Project Software (STOPS) model developed by the FTA, which can be used to examine transit service area changes and/or transit operation changes. CTPS will investigate further the potential for

STOPS project application in the Boston Region MPO area. In addition, there may be other tools to explore and evaluate that address specific needs related to certification activities or project evaluations.

### ***FFY 2020 Anticipated Outcomes***

Engaging in a process of continuous enhancement, staff will continue to update the model and its various aspects, as described above. Staff will also continue the development of the complementary activity based model, and respond to requests for data and modeling support from MPO staff, member agencies, and partner organizations.

## Transit Committee Support

Project ID Number	8920
FHWA 3C PL Funds	\$32,650
FTA Section 5303 Funds	\$13,980
FFY 2020 Total Budget	\$46,630

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

This budget item would fund the staff resources required to establish and support a transit committee, which would have one representative that would vote on the MPO board.

### **Approach**

Staff will continue work it began in FFY 2019 to establish a transit committee. The creation of this committee will provide representation for the region's Regional Transit Authorities (MWRTA and CATA) on the MPO board and support coordination and dialogue with Boston region transit providers, particularly regarding MPO activities.

In addition to establishing the committee, MPO staff will provide operations support to this body. Support may include any of the following:

- Planning programs and meetings
- Scheduling speakers
- Preparing and distributing agendas, meeting notices, informational packets, and meeting minutes
- Facilitating meetings
- Attending and presenting at meetings
- Soliciting new members
- Implementing and updating the bylaws
- Coordinating other activities, such as Transit Committee elections
- Maintaining contact lists

MPO staff will regularly provide information, updates, and briefings on MPO activities, studies, and reports; request and coordinate comments on MPO documents; and support the Transit Committee for planning, reviews, and other activities.

### ***FFY 2020 Anticipated Outcomes***

Host approximately four to six meetings, perform associated tasks, and manage pre- and post-meeting logistics.



## CHAPTER 4

# BOSTON REGION MPO PLANNING STUDIES AND TECHNICAL ANALYSES

### INTRODUCTION

As described in Chapter 2, each federal fiscal year (FFY), the Boston Region Metropolitan Planning Organization (MPO) receives federal transportation planning funds from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). Combined with the local Massachusetts Department of Transportation (MassDOT) matching amount, these funds form the budget that allows the MPO staff—Central Transportation Planning Staff (CTPS)—to accomplish the certification requirement activities described in Chapter 3; the planning studies and technical analyses described in this chapter; and the administrative tasks and data management described in Chapter 6.

To prepare each Unified Planning Work Program (UPWP) accurately, the Boston Region MPO must understand the status of the previous year's studies and work activities. In general, throughout the UPWP's development, the MPO tracks a study's progress according to the four categories cited below.

- **Completed:** Completed studies are either already complete or expected to be completed by October 1, 2019, when the FFY 2020 UPWP goes into effect. Table 4-1 (MPO-funded studies) provides a summary of these studies, their funding sources and amounts, and their work products or activities.
- **Continuing or Carried Over:** Continuing studies were originally funded in FFY 2019 or earlier, and will continue into FFY 2020. Unlike ongoing activities that take place each FFY, these projects have a specific, limited duration. These include defined-duration MPO-

funded studies as well as defined-duration agency-funded studies. These studies were either originally planned with a schedule extending beyond one FFY or are continuing because of unforeseen delays. Table 4-2 provides a summary of the salary and overhead costs, status (percent complete by the end of FFY 2019), and completed and planned work products for planning studies started in a previous FFY and continued into FFY 2020.

- **Ongoing:** Ongoing programs support the transportation planning process from year to year, and often serve to provide technical assistance to communities or transportation agencies throughout the region. These programs include certification requirements (Chapter 3), planning studies and technical analyses (Chapter 4), agency-funded contracts (Chapter 5), and administration, resource management, and support activities (Chapter 6). Tables containing summaries of the funding and progress for these ongoing programs are included at the beginning of the relevant chapters. Table 4-3 summarizes the salary and overhead costs in FFY 2019 and FFY 2020, as well as the completed and planned work products, for ongoing MPO technical assistance and transportation planning support work to municipalities throughout the region (also see Technical Analysis and Support, 4-26).
- **New Discrete Studies.** New discrete studies are selected through the MPO's UPWP committee and public outreach process for funding as one-time studies in a given FFY. Some of these studies are funded on a predictable schedule and are known as recurring studies. Table 4-4 contains a summary of the new discrete studies for FFY 2020.

In addition, the Metropolitan Area Planning Council (MAPC), an MPO member agency, conducts planning studies and technical assistance throughout the region under four ongoing work programs each FFY (see MAPC Planning Studies and Technical Analyses, 4-34).

The project descriptions throughout this chapter describe new transportation planning studies chosen for funding in FFY 2020. They provide detailed updates for the FFY 2020 funding and work products for the MPO's and MAPC's ongoing programs.

Some titles of these products and activities may change as they are finalized. All certification documents and many other work products are, or will be, available for download from the MPO website ([www.bostonmpo.org](http://www.bostonmpo.org)). Work products not found on the MPO website may be requested by contacting CTPS at 857.702.3500 (voice), 617.570.9193 (TTY), or [ctps@ctps.org](mailto:ctps@ctps.org) (email). MAPC work products may be found at [www.mapc.org](http://www.mapc.org).

**Table 4-1  
Completed MPO-Funded Transportation Planning Studies, FFY 2018–19**

Project Name	ID	FFY 2019 Budgeted PL Funding	FFY 2019 Budgeted \$5303 Funding	FFY 2019 Budgeted Total Funding	Work Products (reports, technical memoranda, and other work products or activities)
<b>FFY 2019 Studies</b>					
<i>Land Use, Environment, and Economy</i>					
Reverse Commute Areas Analysis	14359	\$45,050	\$19,950	\$65,000	Report summarizing the magnitude of reverse commuting in the Boston region and, in selected case study locations, the challenges and opportunities for improving multimodal reverse commute options
Transportation Access Studies of Commercial Business Districts	14360	\$58,910	\$26,090	\$85,000	Report summarizing the transportation access modes of customers in selected business districts, the customer access modes perceived by businesses in the same districts, and how access modes may be related to characteristics of the districts
<i>Multi-Modal Mobility</i>					
The Future of the Curb	14361	\$24,260	\$10,740	\$35,000	Report summarizing current examples of repurposing the curbside lane, applications to the Boston region, and potential future demands for the curb
Updates to Express Highway Volumes Charts	13291	\$58,910	\$26,090	\$85,000	<ul style="list-style-type: none"> <li>• Static graphic representations of highway volumes</li> <li>• Dynamic interactive online tool representing highway volumes</li> <li>• Technical memorandum explaining the process used to create the visual representations and various considerations</li> </ul>
<i>Other Technical Support</i>					
MPO Staff-Generated Research Topics	20903	\$13,900	\$6,210	\$20,110	Research memo on ferry service in the Boston region
<b>FFY 2018 Studies</b>					
<i>Active Transportation</i>					
Bicycle LOS Metric	13281	\$2,377	\$1,003	\$3,380	Final report and presentation to the MPO
<i>Land Use, Environment, and Economy</i>					
Transportation Mitigation of Major Developments	13282	\$2,152	\$908	\$3,060	Final report and presentation to the MPO

(Table 4-1 cont.)

Project Name	ID	FFY 2019 Budgeted PL Funding	FFY 2019 Budgeted §5303 Funding	FFY 2019 Budgeted Total Funding	Work Products (reports, technical memoranda, and other work products or activities)
<i>Multi-Modal Mobility</i>					
Travel Alternatives to Regional Traffic Bottlenecks	13285	\$2,117	\$893	\$3,010	Final report and presentation to the MPO
Safety and Operations at Selected Intersections FFY 2018	13283	\$2,454	\$1,036	\$3,490	Final report and presentation to the MPO
Addressing Safety, Mobility, and Access on Subregional Priority Corridors FFY 2018	13286	\$2,342	\$988	\$3,330	Final report and presentation to the MPO
Addressing Priority Corridors from the LRTP Needs Assessment FFY 2018	13287	\$2,532	\$1,068	\$3,600	Final report and presentation to the MPO

FFY = Federal Fiscal Year. LOS = Level of Service. LRTP = Long-Range Transportation Plan. MPO = Metropolitan Planning Organization. PL = Planning.



**Table 4-2  
Discrete Boston Region MPO Planning Studies and Technical Analyses Continued into FFY 2020**

Project Name	ID	Previous Total Funding	Percent Complete by end of FFY 2019	FFY 2019 Work Products and Progress	FFY 2020 PL Funding	FFY 2020 §5303 Funding	FFY 2020 Total Funding	FFY 2020 Planned Work Products and Progress
<b>FFY 2019</b>								
<i>Active Transportation</i>								
Pedestrian Report Card Assessment Dashboard	13292	\$65,000	90%	Draft Report and Web Dashboard	\$6,090	\$2,610	\$8,700	Final Report and Presentation to MPO
<i>Multi-Modal Mobility</i>								
New and Emerging Metrics for Roadway Usage	13290	\$60,000	90%	Draft Report	\$4,010	\$1,710	\$5,720	Final Report and Presentation to MPO
Addressing Safety, Mobility, and Access on Subregional Priority Roadways FFY 2019	13419	\$120,000	95%	Draft Report	\$5,060	\$2,160	\$7,220	Final Report and Presentation to MPO
Addressing Priority Corridors from the LRTP Needs Assessment FFY 2019	13519	\$120,000	95%	Draft Report	\$5,350	\$2,280	\$7,630	Final Report and Presentation to MPO
Low-Cost Improvements to Express Highway Bottleneck Locations FFY 2019	13619	\$60,000	95%	Draft Report	\$7,420	\$-	\$7,420	Final Report and Presentation to MPO

FFY = Federal Fiscal Year. LRTP = Long-Range Transportation Plan. MPO = Metropolitan Planning Organization. PL = Planning.

**Table 4-3  
Ongoing Boston Region MPO Technical Analyses, FFY 2019–20**

Project Name	ID	FFY 2019 Total Funding	FFY 2019 Work Products and Progress	FFY 2020 PL Funding	FFY 2020 §5303 Funding	FFY 2020 Total Funding	FFY 2020 Planned Work Products and Progress
<b>CTPS Activities</b>							
Community Transportation Technical Assistance Program*	2420	\$73,250	<ul style="list-style-type: none"> <li>Acton: Provided sensitivity analysis related to the town’s park-and-ride commuter rail lot</li> <li>Essex: Provided assistance evaluating a school bus route</li> <li>Hingham: Provided a review of a pilot road diet study proposed by CTPS</li> </ul>	\$51,340	\$21,990	\$73,330	Continue to support communities seeking transportation technical assistance
Bicycle and Pedestrian Support Activities	2520	\$65,440	<ul style="list-style-type: none"> <li>2018–2019 bicycle and pedestrian counts</li> <li>Maintained awareness of bicycle- and pedestrian-related work and developments in the Boston metropolitan region</li> <li>Gain understanding of bicycle- and pedestrian-planning best practices and developments nationwide and globally</li> <li>Wrote memorandum summarizing 2018–2019 bicycle and pedestrian counts</li> <li>Updated the status of gaps identified in the 2014 Bicycle Network Evaluation and identified gaps that currently affect the safety and comfort of bicycling in the Boston region at both urban and suburban levels</li> </ul>	\$50,270	\$21,540	\$71,810	<ul style="list-style-type: none"> <li>Review potential bicycle and pedestrian improvements to ready project recommendations for compliance with the Healthy Transportation Directive</li> <li>Coordinate with state, regional, and local agencies; municipalities; advocacy groups; and other stakeholders regarding bicycle and pedestrian planning for the region</li> <li>Collect data on bicycle and pedestrian volumes at selected on-road and off-road facilities</li> <li>Examine bicycle and pedestrian crash data at the intersection, corridor, and regional levels to support development of strategies to address bicycle and pedestrian safety problems</li> <li>Provide ongoing technical support to communities for current tools and practices regarding bicycle and pedestrian issues, with a particular focus on promoting safety</li> <li>Conduct technical analyses to quantify the impacts of proposed bicycle facilities, including air quality improvements, reductions in vehicle-miles traveled, and parking needs</li> <li>Conduct analyses to identify critical sidewalk gaps in the region, and possibly provide guidance to communities by accessing available Transportation Alternatives Program funding to close gaps on federal-aided roadways</li> <li>Examine potential routes, both on-road and off-road, to increase the connectivity of the existing transportation system, including trails, on-road facilities, and public transit, emphasizing connections on the Bay State Greenway, LandLine Network, and Emerald Network, where applicable</li> <li>Consider development of future possible strategic bicycle and pedestrian safety plans</li> <li>Coordinate regional efforts to coincide with the vision and goals outlined in the Massachusetts Bicycle and Pedestrian Statewide Transportation Plans</li> </ul>

(Table 4-3 cont.)

Project Name	ID	FFY 2019 Total Funding	FFY 2019 Work Products and Progress	FFY 2020 PL Funding	FFY 2020 \$5303 Funding	FFY 2020 Total Funding	FFY 2020 Planned Work Products and Progress
Regional Transit Service Planning Technical Support	14342	\$45,810	<ul style="list-style-type: none"> <li>Updated memorandum about bus priority feasibility near Alewife Station for the Town of Arlington and City of Cambridge</li> <li>Recommended strategies for improving Mission Hill Link service efficiency</li> <li>Recommend alternatives for improving transit connections between the city of Peabody and the MBTA commuter rail station in Salem</li> </ul>	\$-	\$56,470	\$56,470	Continue support to communities seeking transit service planning technical assistance
Transit Data Support	4220	\$15,350	Responded to data request needs	\$-	\$11,170	\$11,170	Continue to respond to data request needs
Traffic Data Support	2720	\$15,180	Responded to data request needs	\$10,740	\$4,600	\$15,340	Continue to respond to data request needs
Roadway Safety Audits	2320	\$14,640	Provided support to MassDOT for safety audits conducted in the Boston Region MPO area.	\$14,920	\$-	\$14,920	Tasks and work products generally remain the same from year to year
<b>MAPC Activities</b>							
Corridor/Subarea Planning Studies	MAPC 4	\$165,480	<ul style="list-style-type: none"> <li>Support for implementation of North Shore Mobility Study focused on reverse commute shuttle bus from Beverly Depot Station to office parks in Beverly and Danvers</li> <li>Support for TRIC Mobility Study to identify transit and active transportation improvements for Route I and IA corridors</li> <li>Framingham Downtown Parking Management plan</li> <li>Manchester By the Sea Downtown Parking Management plan</li> <li>Coordination and convening of municipalities to implement recommendations of water transportation study</li> </ul>	\$116,663	\$70,523	\$187,186	<ul style="list-style-type: none"> <li>Continue to support local parking management planning and multimodal corridors</li> <li>Allston West Station area report</li> </ul>
Land Use Development Project Reviews	MAPC 5	\$88,820	<p>Technical memoranda regarding major development and transportation projects in the Boston region:</p> <ul style="list-style-type: none"> <li>I-90 Allston Interchange</li> <li>Suffolk Downs Redevelopment in East Boston</li> <li>Union Square Redevelopment in Somerville</li> <li>Assembly Square Redevelopment in Somerville</li> <li>Hood Plant Redevelopment in Charlestown</li> </ul>	\$59,400	\$29,420	\$88,820	Technical memos with transportation recommendations for development projects and large transportation infrastructure projects with a land use component.

(Table 4-3 cont.)

Project Name	ID	FFY 2019 Total Funding	FFY 2019 Work Products and Progress	FFY 2020 PL Funding	FFY 2020 §5303 Funding	FFY 2020 Total Funding	FFY 2020 Planned Work Products and Progress
MetroCommon x 2050	MAPC 6	\$90,000	MetroCommon Regional Plan for smart growth and regional prosperity, including extensive stakeholder outreach and public engagement	\$64,400	\$30,600	\$95,000	MetroCommon Implementation Plan
Alternative-Mode Planning and Coordination	MAPC 7	\$256,272	<ul style="list-style-type: none"> <li>• Analysis of Transportation Network Company trips from varying data sources</li> <li>• Support for MAGIC subregion seeking an automated transit dispatching technology through an RFI and RFP process to create a microtransit pilot to help fill gaps in transit services</li> <li>• Support for Bluebike bikeshare system, Lime dockless bikeshare system, and support for coordinated regulation of electric scooters</li> <li>• LandLine regional active trail mapping update and detailed plans in East Boston, Malden, and Norwood</li> <li>• Bicycle and pedestrian planning support for Norwell and Duxbury.</li> </ul>	\$128,136	\$66,577	\$194,713	<ul style="list-style-type: none"> <li>• Continue to research the potential impact of ride hailing and autonomous vehicle technology on the region</li> <li>• Improved bicycle-sharing efforts and other micro-mobility in the region</li> <li>• Advancement of the LandLine trail network</li> <li>• Subregional mobility plans that use dynamic ride dispatching and sharing technology</li> </ul>
Community Transportation Technical Assistance Program*	MAPC 8	\$50,000	<ul style="list-style-type: none"> <li>• Boston: Analysis of parking use along Brighton Avenue in Allston and Warren Street in Roxbury</li> <li>• Somerville: Analysis of parking use along Broadway and Holland Street</li> <li>• Bedford: Support for incorporating art and safety elements into Narrow Gauge Rail Trail</li> <li>• Support for off-street residential parking program in Revere</li> </ul>	\$25,000	\$23,156	\$48,156	Continue to support local technical assistance requests

\*This program shared between MAPC and CTPS.

CTPS = Central Transportation Planning Staff. FFY = Federal Fiscal Year. MAPC = Metropolitan Area Planning Council. MassDOT = Massachusetts Department of Transportation. MAGIC = Minuteman Advisory Group on Interlocal Coordination. MBTA = Massachusetts Bay Transportation Authority. MPO = Metropolitan Planning Organization. PL = Planning. RFI = Request for Information. RFP = Request for Proposal.

**Table 4-4  
UPWP Budget—MPO New Discrete Studies, FFY 2020**

<b>Project ID</b>	<b>Study or Program</b>	<b>Proposed FFY 2020 CTPS Budget</b>	<b>Page Number</b>
13293	Locations with High Bicycle and Pedestrian Crash Rates in the Boston Region MPO Area	\$70,000	4-10
<b>13301</b>	<b>Review of Vision Zero Policies</b>	<b>\$30,000</b>	<b>4-12</b>
13420	Addressing Safety, Mobility, and Access on Subregional Priority Roadways	\$115,000	4-12
13520	Addressing Priority Corridors from the LRTP Needs Assessment	\$120,000	4-14
13720	Safety and Operations Analysis at Selected Intersections	\$80,000	4-16
13294	TIP Before and After Studies	\$60,000	4-17
13295	<b>Innovations in Estimating Trip Generation Rates</b>	<b>\$30,000</b>	4-
13296	Operating a Successful Shuttle Program	\$50,000	4-
13297	Further Development of the MPO's Community Transportation Program	\$20,000	4-
13298	Disparate Impact Metrics Analysis	\$40,000	4-
13299	Exploring Resilience in MPO-Funded Corridor and Intersection Studies	\$90,000	4-
20904	MPO Staff-Generated Research and Technical Assistance	\$40,000	4-
<b>Total for New Discrete and Ongoing Studies</b>		<b>\$745,000</b>	

NOTE: This information may be updated as the FFY 2020 UPWP budget continues to develop.

CTPS = Central Transportation Planning Staff. FFY = Federal Fiscal Year. LRTP = Long-Range Transportation Plan. MPO = Metropolitan Planning Organization. PL = Planning. TIP = Transportation Improvement Program. UPWP = Unified Planning Work Program.

## PLANNING STUDIES

The project descriptions in this section describe the new studies chosen by the MPO for funding in FFY 2020. As described in Chapter 2 and Appendix B, CTPS gathers new study ideas each year and classifies them into the following categories: active transportation; land use, environment, and economy; multimodal mobility; transit; transportation equity; resilience; and other technical work. Each of the project descriptions on the following pages begins with a funding table that shows the project identification number, category, funding sources, and total budget.

### Locations with High Bicycle/Pedestrian Crash Rates in the Boston Region MPO Area

Project ID Number	13293
Category	Active Transportation
FHWA 3C PL Funds	\$49,000
FTA Section 5303 Funds	\$21,000
FFY 2020 Total Budget	\$70,000

FFY = Federal fiscal year. FHWA = Federal Highway Administration. FTA = Federal Transit Administration. MassDOT = Massachusetts Department of Transportation. PL Funds = Public Law Funds (also known as Metropolitan Planning Funds).

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

The purpose of this task is to report intersections that have a high presence of pedestrian crashes and recommend improvements to these intersections. This task relates to the Congestion Management Process (CMP) because it includes collecting performance data and outlines strategies to alleviate congestion and improve safety. This is a follow up to a study conducted through the CMP in 2010 and again in 2012.

### **Approach**

MPO staff will select a number of intersections identified through one Highway Safety Improvement Program process using Equivalent Property Damage Only (EPDO) to rank the clusters. MPO staff will select only those clusters with the highest EPDO based on crashes that involved pedestrians between 2005 and 2014 for this study.

Once selected, MPO staff will visit every intersection to evaluate the safety and traffic operations of the intersections. The pedestrian report card assessment tool will be applied to each intersection to determine what improvements are applicable to each intersection.

***FFY 2020 Anticipated Outcomes***

MPO staff will write a memorandum to document findings, including a description of each intersection, and recommend improvements. This memorandum will be shared with municipalities to promote awareness and encourage implementation.

## Review of Vision Zero Policies

Project ID Number	13301
Category	Active Transportation
FHWA 3C PL Funds	\$21,000
FTA Section 5303 Funds	\$9,000
FFY 2020 Total Budget	\$30,000

### **Purpose**

Vision Zero is a policy goal in which a city or region aims to reduce its transportation-related fatalities to zero. Over the last few decades, cities around the world have been implementing Vision Zero policies. A number of different strategies can comprise a Vision Zero policy, including

- reducing speed limits;
- implementing road diets or traffic-calming measures;
- investing in bicycle infrastructure, pedestrian infrastructure, or transit services;
- conducting education campaigns; and
- strengthening enforcement efforts.

### **Approach**

Staff will review Vision Zero policies from around the world, identify the major strategies employed in each policy, and document any successes that have been observed. Where possible, staff will determine which strategies have had the greatest affect in the overall success of the policy. Staff will then highlight the strategies that would be most effective for Vision Zero policies in the Boston region.

The primary objectives of this project are as follows:

1. To identify which Vision Zero strategies have been most effective in reducing traffic deaths in other cities, especially those that have achieved zero traffic fatalities for bicyclists and pedestrians
2. To inform ongoing work in the region on this topic



### ***FFY 2020 Anticipated Outcomes***

The primary product of this task will be a technical memorandum documenting the results of the literature review and identifying effective strategies most applicable to our region for reducing transportation-related fatalities.

## Addressing Safety, Mobility, and Access on Subregional Priority Roadways

Project ID Number	13420
Category	Multimodal Mobility
FHWA 3C PL Funds	\$80,500
FTA Section 5303 Funds	\$34,500
FFY 2020 Total Budget	\$115,000

Note: FTA and FHWA funds include the MassDOT local match.

### Purpose

The Boston Region MPO has conducted Addressing Safety, Mobility, and Access on Subregional Priority Roadways studies as part of the UPWP in every FFY since 2013. During MPO outreach, MAPC subregional groups identify transportation problems and issues that concern them, often those relating to bottlenecks or lack of safe access to transportation facilities in their areas. These issues can affect livability, quality of life, crash incidence, and air quality along an arterial roadway and its side streets. If problems are not addressed, mobility, access, safety, economic development, and air quality are compromised.

### Approach

To address feedback from the MAPC subregional groups, MPO staff will identify priority arterial roadway segments in the MPO region, emphasizing issues identified by the relevant subregional groups. MPO staff will concentrate on transit service, nonmotorized modes of transportation, and truck activity along these arterial segments. MPO staff will consider numerous strategies to improve these arterials, including examining and evaluating any or all of the following factors.

- Traffic signals (equipment, retiming, redesign, and coordination)
- Bus stop locations
- Processing buses through traffic lights
- Location and management of pedestrian crossings and signals
- Americans with Disabilities Act of 1990 requirements
- Travel-lane use by motorized and bicycle traffic
- Speed limit
- Access management

The improvement strategies will provide a guide to designing and implementing a Complete Streets corridor, which could be recommended to implementing agencies and funded through various federal, state, and local sources, separately or in combination.

***FFY 2020 Anticipated Outcomes***

The study will include data collection, technical analysis, development of recommendations, and documentation for selected corridors.

## Addressing Priority Corridors from the Long-Range Transportation Plan Needs Assessment

Project ID Number	13520
Category	Multimodal Mobility
FHWA 3C PL Funds	\$84,000
FTA Section 5303 Funds	\$36,000
FFY 2020 Total Budget	\$120,000

Note: FTA and FHWA funds include the MassDOT local match.

### Purpose

The purpose of these studies is to develop conceptual design plans that address regional multimodal transportation needs along priority corridors identified in the MPO's previous Long-Range Transportation Plan (LRTP), *Charting Progress to 2040*, or the LRTP that takes effect in 2019, *Destination 2040*. These studies include recommendations that address multimodal transportation needs that are expected to arise from potential future developments in the study area.

### Approach

The LRTP identified needs for all modes of transportation in the MPO region. These needs guide decision making about which projects to include in current and future Transportation Improvement Programs (TIP). Projects that address the region's current mobility needs are those that focus on maintaining and modernizing roadways with high levels of congestion<sup>1</sup> and safety problems; expanding the quantity and quality of walking and bicycling; and making transit service more efficient and modern. During the past several years, the MPO has conducted these planning studies, and municipalities have been receptive to them.

MPO staff would select locations for study with consideration of municipal, subregional, and other public feedback, and then would collect data, conduct technical analyses, and develop recommendations for improvements. The recommendations would be forwarded to implementing agencies, which may choose to fund improvements through various federal, state, and local sources, either separately or in combination.

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<sup>1</sup> Congestion is used as one of the selection criteria for potential study locations. Congested conditions are defined as a travel time index of at least 1.3 (this means that a trip takes 30 percent longer than it would under ideal conditions).

### ***FFY 2020 Anticipated Outcomes***

Through these studies, MPO staff would recommend conceptual improvements for one or more corridors, or several small sections within a corridor, that are identified by the CMP and the LRTP as part of the Needs Assessment process.

The studies would provide cities and towns with the opportunity to review the requirements of a specific arterial segment, starting at the conceptual level, before committing design and engineering funds to a project. If the project qualifies for federal funds for construction of the recommended upgrades, the study's documentation also might be useful to MassDOT and the municipalities.

## Safety and Operations Analysis at Selected Intersections

Project ID Number	13720
Category	Multimodal Mobility
FHWA 3C PL Funds	\$56,000
FTA Section 5303 Funds	\$24,000
FFY 2020 Total Budget	\$80,000

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

This project will examine mobility and safety issues at major intersections on the region's arterial highways. According to the MPO's crash database, many crashes occur at these locations, which also are congested during peak travel periods. While the resulting congestion may occur only at the intersections, it usually spills over to a few, adjacent intersections along an arterial. These intersections may also accommodate multiple transportation modes including buses, trucks, bicyclists, and pedestrians.

### **Approach**

MPO staff will examine intersection locations based on a review of the MPO's crash database and the MPO CMP's travel-time and delay information. MPO staff will recommend safety and operations improvements to enhance the intersections' operations for all transportation modes, including transit, bicycling, and walking, and to enhance the safety of drivers, bicyclists, and pedestrians.

Municipalities are receptive to these studies, as they provide an opportunity to review the locations' needs, starting at the conceptual level, before municipalities commit funds for project design. If a project qualifies for federal funds, the study's documentation is also useful to MassDOT.

### **FFY 2020 Anticipated Outcomes**

MPO staff will select intersection locations for study and develop recommendations for improvements. The findings will be documented in memoranda and presented to the MPO.

## TIP Before and After Studies

Project ID Number	13294
Category	Multimodal Mobility
FHWA 3C PL Funds	\$42,000
FTA Section 5303 Funds	\$18,000
FFY 2020 Total Budget	\$60,000

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

The purpose of this study is to identify the effectiveness of selected TIP projects and evaluate their anticipated improvements to safety, traffic flow, and other factors. Measuring project effectiveness is important in evaluating whether the employed strategies work well and are, therefore, suitable for application in similar situations.

### **Approach**

Locations for study could be selected from the UPWP Study Recommendations Tracking or TIP databases. Selected study locations will have been constructed and operational for several years to allow users at each project location to become familiar with the operations and for user demand to normalize in the area.

To evaluate the effectiveness of a TIP project, “before” data and relevant measures of effectiveness will be gathered from relevant functional design reports and traffic studies. The “after” data will be collected in the field. The types of “before” and “after” data that will be collected and the associated performance measures that will be calculated depend on the type of project and improvements that are being assessed and also on the primary objective of the TIP project. Typically, for intersection improvement projects, intersection operations and safety will be evaluated using turning-movement counts, operational performance measures, and crash data. MPO staff will compare the two sets of data and draw conclusions on changes in performance.

### **FFY 2020 Anticipated Outcomes**

This study will determine if certain improvement strategies work well and are, therefore, suitable to propose for other project locations in the Boston Region MPO area. The findings of the study will be documented in memoranda.

## Innovations in Estimating Trip Generation Rates

Project ID Number	13295
Category	Multimodal Mobility
FHWA 3C PL Funds	\$21,000
FTA Section 5303 Funds	\$9,000
FFY 2020 Total Budget	\$30,000

### **Purpose**

Planners typically use an estimate of the number of trips that a new development will generate to understand its impact on its surroundings and the transportation network at large.

Traditionally, trip generation rates for different land use types are provided by the Institute of Transportation Engineers' (ITE) Trip Generation Manual. However, the data for this manual is generally collected from suburban, single-use sites, and its rates tend to overestimate vehicle trips and exclude trips by transit, biking, or walking, particularly for mixed-use developments and in urban areas. Efforts are underway across the country to develop trip generation rates by means other than the ITE manual. These methodologies typically involve gathering characteristics about the development, including neighborhood density, household incomes, availability of transit service, and other demographic data. MPO staff believe a more thorough investigation into these methodologies would be beneficial to the Boston region.

### **Approach**

Staff will research innovative approaches to estimating trip generation and best practices for developing trip generation rates for urban areas that better account for non-auto (transit, bicycle, and pedestrian) trips. This research will inform and support a number of ongoing and upcoming efforts in the region to improve the trip generation rates used to project travel by all modes. Some examples of such efforts include the following:

1. MPO staff will undertake a UPWP study in FFY 2021 to examine the applicability of ITE rates to the Boston region based on recently completed development impact studies for different types of developments in the area and household survey data.
2. The Metropolitan Area Planning Council (MAPC) has been collecting and analyzing before-and-after data from recently completed projects to assess the ITE rates.
3. MAPC has been working with the Massachusetts Department of Transportation to submit Massachusetts data to ITE.



4. The University of Massachusetts Lowell is proposing a study of technology to monitor person-trip activity at developments and create custom trip generation rates specific to certain land uses in Massachusetts.

***FFY 2020 Anticipated Outcomes***

Staff will document their findings about approaches to improving trip generation estimates in a memorandum or other technical document, which will then inform further work on this topic in the Boston region.

## Operating a Successful Shuttle Program

Project ID Number	13296
Category	Transit
FHWA 3C PL Funds	\$35,000
FTA Section 5303 Funds	\$15,000
FFY 2020 Total Budget	\$50,000

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

MPO staff and other transportation planners have repeatedly heard significant feedback from stakeholders in the Boston region regarding ways to operate shuttle and other nontraditional transit programs successfully. There is demand for both first- and last-mile and workforce transportation solutions, but relatively few examples of programs available to meet that demand that have proven both successful and fiscally sustainable. The goal of this study is to develop a guide for operating a successful shuttle program in the MPO region that will inform agencies and organizations who are interested in starting such a program. The guide will also assist MPO staff in better responding to requests from agencies and organizations seeking analysis and planning assistance for shuttle programs.

### **Approach**

MPO staff will review existing, successful, sustainable, and well-regarded shuttle programs in the MPO region and elsewhere to understand their development, operations, and financing, and the factors behind their success. Based on the findings of this review, MPO staff will develop a guide for developing a successful shuttle program in the MPO region. MPO staff will design this guide to inform agencies and organizations who are interested in starting shuttle programs about best practices, and will cover areas including operations, strategies for obtaining financial support, and coordination with public transit systems and the region's transportation network as a whole.

### **FFY 2020 Anticipated Outcomes**

The product of this work will be a guide to assist agencies and organizations on how to develop, operate, and maintain a successful shuttle program in the MPO region.

## Further Development of the MPO’s Community Transportation Program

Project ID Number	13297
Category	Transit
FHWA 3C PL Funds	\$14,000
FTA Section 5303 Funds	\$6,000
FFY 2020 Total Budget	\$20,000

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

MPO staff anticipate further efforts in FFY 2020 to administer, review, and develop the MPO’s Community Transportation Program. The Community Transportation Program was first described in *Charting Progress to 2040* and further clarified through the FFY 2018 UPWP study “Community Transportation Program Development” and in *Destination 2040*. This budget line would allow MPO staff to continue developing and refining the program after its pilot round in FFY 2019.

### **Approach**

MPO staff will administer the initial round of grants under the Community Transportation Program, to be awarded in FFY 2021; review the program structure and make modifications to the framework and evaluation criteria as necessary; attend outreach meetings and work with other agencies and stakeholders to learn needs and best practices; and deliver periodic progress reports to the MPO.

### **FFY 2020 Anticipated Outcomes**

MPO staff members anticipate the following outcomes:

- Review of the first Community Transportation funding round
- Attendance at outreach and coordination meetings
- Modifications to the program framework, as necessary
- Reports to the MPO Board

## Disparate Impact Metrics Analysis

Project ID Number	13298
Category	Transportation Equity
FHWA 3C PL Funds	\$28,000
FTA Section 5303 Funds	\$12,000
FFY 2020 Total Budget	\$40,000

Note: FTA and FHWA funds include the MassDOT local match.

### Purpose

FTA and FHWA require MPOs to identify and address potential disproportionately high and adverse impacts on minority and low-income populations that may result from its investments, which are called disparate impacts and disproportionate burdens, respectively. This study would build off the work undertaken in the MPO's Transportation Equity program in FFY's 2018 and 2019 to develop a Disparate Impact and Disproportionate Burden (DI/DB) Policy for the LRTP program of projects. The policy determines whether implementation of the program of projects may cause potential future disparate impacts and disproportionate burdens.

In FFYs 2018 and 2019, MPO staff conducted the first phase of this work. This consisted of a public engagement process that included convening a stakeholder working group and a public workshop to get input on the content of the DI/DB Policy; quantifying the uncertainty in the MPO's travel demand modeling process that is used to identify potential disparate impacts and disproportionate burdens; and updating metrics that are part of the analysis. This work culminated in April 2019 with the completion of a draft DI/DB Policy that was used starting with *Destination 2040*, the MPO's next LRTP. This study will complete phase two of this effort by developing thresholds for each metric that indicate when an impact to a protected population would be significantly high and adverse. According to federal guidance, this is a critical component of a DI/DB policy. When this study is completed, the current draft DI/DB Policy will be updated to reflect the study's outcomes.

### Approach

The study will evaluate the metrics that the MPO currently uses to assess the LRTP program of projects for disparate impacts and disproportionate burdens, which broadly fall into three categories: accessibility to opportunities, mobility, and environmental. Staff will conduct a literature review of how other MPOs analyze these metrics for disparate impacts and

disproportionate burdens, as well as a broader investigation into how much of a change in one of these metrics (for example, carbon monoxide [CO]) would adversely affect a population at a macro scale (the size of the MPO region).

Using the findings of the literature review, as well as results of testing potential thresholds on past DI/DB analysis results, staff will then develop thresholds for each metric. The thresholds will be based on how much of a change in the projected impact of each metric (such as an increase in CO emissions or in minutes of travel time) would adversely affect a given population. Therefore, each threshold will be used to indicate when the minority or low-income population would be projected to be more adversely affected by the LRTP program of projects than the nonminority or non-low-income population. Finally, the staff will propose changes to the current draft DI/DB Policy that reflect the outcomes of this study. This will wrap up the MPO's development of the LRTP's DI/DB Policy.

### ***FFY 2020 Anticipated Outcomes***

Memo documenting the study process and resulting thresholds for each metric, as well as proposed updates to the MPO's LRTP DI/DB Policy.

## Exploring Resilience in MPO-Funded Corridor and Intersection Studies

Project ID Number	13299
Category	Resilience
FHWA 3C PL Funds	\$63,000
FTA Section 5303 Funds	\$27,000
FFY 2020 Total Budget	\$90,000

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

Climate change and resiliency are a growing challenge and addressing these issues is a statewide priority that will become more important in the coming years. The goal of this study would be to increase MPO staff familiarity with this topic to provide assistance to municipalities seeking to combat extreme weather, flooding, and other climate-related challenges. This familiarity with resiliency relating to transportation infrastructure can then be incorporated into MPO discrete studies, recurring studies, and technical assistance.

### **Approach**

MPO staff will research resiliency practices that already exist and that other entities have applied to studies and projects. Part of this research may include interviewing other local and state entities to determine what practices are already available and implemented. MPO staff will then determine what resiliency practices are both useful and practical, and can be included in MPO studies.

### **FFY 2020 Anticipated Outcomes**

A study that will increase MPO staff familiarity of climate change and resiliency practices to enhance future MPO studies and projects.

## MPO Staff-Generated Research and Technical Assistance

Project ID Number	20904
Category	Other
FHWA 3C PL Funds	\$28,000
FTA Section 5303 Funds	\$12,000
FFY 2020 Total Budget	\$40,000

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

This program would support work by MPO staff members on topics that relate to the Boston Region MPO’s metropolitan transportation planning process that staff members have expressed interest in, and that are not covered by an ongoing UPWP or discrete project.

This program was funded for the first time in FFY 2016, when the work undertaken consisted of investigating the possibility of using driver license acquisition rates obtained through Registry of Motor Vehicles data as a possible measure of transit dependence. In FFY 2017, MPO staff members completed research projects including an examination of crash rates in Environmental Justice communities; analysis of long-distance commuting in the Boston region and its implications for the MPO; and development of a new software tool for transit planning.

For FFY 2020, the scope of this program has been extended to allow MPO staff members to pursue small technical assistance projects for local communities. Individual MPO staff members would be able to identify small-scale needs in the diverse communities in which they live (within the MPO region), and a partner entity or entities to work with in making recommendations to solve the problem. This budget line would provide MPO staff with time to study the problem— involving their colleagues with specialty skills if resources and availability allow—and make recommendations to solve it.

### **Approach**

Interested MPO staff members would complete an application for MPO funding to conduct independent research on a topic of professional interest and potential use in the metropolitan transportation planning process, or pursue a local transportation-related technical assistance project. MPO managers and directors would review the applications and select the most promising topics for study.

### ***FFY 2020 Anticipated Outcomes***

The research element of this program would produce valuable information for the MPO's consideration and would support staff members' professional development. The technical assistance element would yield highly creative, yet flexible and lightweight, solutions for transportation planning problems. Both elements would allow staff to raise the profile of the MPO and publicize its ability to help local communities, whether by publishing compelling research or by reaching out to help solve local problems.



## TECHNICAL ANALYSIS AND SUPPORT

The project descriptions in this section consist of ongoing MPO programs that provide technical planning assistance, support, and analysis to cities, towns, and other entities throughout the region. The major areas of technical analyses include data provision and analysis, bicycle and pedestrian support, transit service planning, and community-level transportation planning and technical assistance.

### Transit Data Support

Project ID Number	4220
FHWA 3C PL Funds	\$-
FTA Section 5303 Funds	\$11,170
FFY 2020 Total Budget	\$11,170

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

The purpose of this program is to provide transit data and small-scale analyses of available data to interested parties, upon request.

### **Approach**

By performing various planning studies for the MBTA and other entities, CTPS has accumulated a large amount of transit ridership, revenue, and service data. This program allows CTPS to provide these data to interested parties throughout the FFY.

### **FFY 2020 Anticipated Outcomes**

CTPS will respond to requests for data and small-scale studies from agencies, municipalities, members of the public, academic institutions, and other interested parties.

## Traffic Data Support

Project ID Number	2720
FHWA 3C PL Funds	\$10,740
FTA Section 5303 Funds	\$4,600
FFY 2020 Total Budget	\$15,340

Note: FTA and FHWA funds include the MassDOT local match.

### ***Purpose***

The purpose of this program is to perform various quick-response data-gathering or data-analysis tasks for public and private institutions throughout the FFY.

### ***Approach***

For the vast majority of requests for transportation planning and traffic engineering analysis, the amount of effort is significant; therefore, a specific scope of work is developed for these projects. Occasionally, public and private institutions and their consultants ask CTPS to perform various quick-response analyses or to gather data. These requests, which are expected to require fewer than two person-days each, are accounted for under this general project description.

### ***FFY 2020 Anticipated Outcomes***

Work products will depend on the tasks requested by the MPO, other agencies, the general public, consultants, or other interested parties.

## Roadway Safety Audits

Project ID Number	2320
FHWA 3C PL Funds	\$14,920
FTA Section 5303 Funds	\$-
FFY 2020 Total Budget	\$14,920

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

This program supports CTPS participation in roadway safety audits (RSA).

### **Approach**

An RSA, as defined by FHWA, is a formal safety performance examination of an existing or future road or intersection by an independent audit team. MassDOT guidelines require an RSA to be conducted where Highway Safety Improvement Program-eligible crash clusters are present. The RSA examines the location to develop both short- and long-term recommendations to improve safety for vehicles, pedestrians, and bicyclists. These recommendations help communities identify safety improvements that can be implemented in the short term, and determine if more substantial improvements are needed as part of a larger, long-term improvement process.

Audit teams include MassDOT headquarters and district office staff, MassDOT consultants, and CTPS personnel, as requested. In the RSA process, the audit team (1) reviews available crash data; (2) meets and communicates with local officials, planners, engineers, and other stakeholders; (3) visits the site to observe traffic operations and identify safety issues; and (4) develops and documents recommendations.

### **FFY 2020 Anticipated Outcomes**

The anticipated outcome is participation in audit teams as requested by MassDOT.

## Bicycle/Pedestrian Support Activities

Project ID Number	2520
FHWA 3C PL Funds	\$50,270
FTA Section 5303 Funds	\$21,540
FFY 2020 Total Budget	\$71,810

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

MPO staff supports both the MPO's and the region's needs for bicycle and pedestrian planning through ongoing data collection, analysis, and technical assistance in this program.

### **Approach**

In addition to the items listed below, during the FFY, other bicycle and pedestrian planning studies often are identified collaboratively by MPO members, communities, bicycle and pedestrian advisory groups, and CTPS. Through such studies, MPO staff provides support to communities by creating bicycle and pedestrian improvement projects that can be advanced through the MassDOT Project Development process.

### **FFY 2020 Anticipated Outcomes**

Anticipated outcomes include technical assistance, data collection, analysis, review of materials, and attendance at state, regional, and local forums and committee meetings. Tasks not related directly to separate studies or activities may include the following:

- Review potential bicycle and pedestrian improvements to ready project recommendations for compliance with the Healthy Transportation Directive
- Coordinate with state agencies, MAPC, other MPOs, the Safe Routes to School Program at MassRIDES, WalkBoston, MassBike, LivableStreets, municipalities, and other groups regarding bicycle and pedestrian planning for the region, possibly to include issues pertaining to bicycle/pedestrian law enforcement and education
- Collect data on bicycle and pedestrian volumes at selected on-road and off-road facilities
- Examine bicycle and pedestrian crash data at the intersection, corridor, and regional levels to support development of strategies to address bicycle and pedestrian safety problems
- Provide ongoing technical support to communities for current tools and practices regarding bicycle and pedestrian issues, with a particular focus on promoting safety

- Conduct technical analyses to quantify the effects of proposed bicycle facilities, including air quality improvements, reductions in vehicle-miles traveled, and parking needs
- Conduct analyses to identify critical sidewalk gaps in the region, and possibly provide guidance to communities by accessing available Transportation Alternatives Program funding to close gaps on federal-aided roadways
- Examine potential routes, both on-road and off-road, to increase the connectivity of the existing transportation system, including trails, on-road facilities, and public transit, emphasizing connections on the Bay State Greenway, LandLine Network, and Emerald Network, where applicable
- Consider development of future possible strategic bicycle and pedestrian safety plans
- Coordinate regional efforts to coincide with the vision and goals outlined in the Massachusetts Bicycle and Pedestrian Statewide Transportation Plans

## Regional Transit Service Planning Technical Support

Project ID Number	14342
FHWA 3C PL Funds	\$-
FTA Section 5303 Funds	\$56,470
FFY 2020 Total Budget	\$56,470

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

Through this ongoing program, the MPO provides technical support to regional transit authorities (RTAs), transportation management associations (TMA), MAPC subregions, and municipalities. This work is focused on improving or expanding transit service and reducing single-occupancy-vehicle (SOV) travel in the region.

### **Approach**

The MPO's policy is to support transit services and reduce SOV travel in the region. As such, MPO staff provides technical support to RTAs to promote best practices and address issues of ridership, cost effectiveness, route planning, first- and last-mile strategies, and other service characteristics. The MPO also extends support to TMAs, MAPC subregions, and municipalities seeking to improve the transit services that they operate or fund.

### **FFY 2020 Anticipated Outcomes**

MPO staff will provide technical assistance to RTAs, TMAs, MAPC subregions, and municipalities as described above.

## Community Transportation Technical Assistance Program

Project ID Number	2420, MAPC8
FHWA 3C PL Funds	(CTPS) \$51,340 (MAPC) \$25,000
FTA Section 5303 Funds	(CTPS) \$21,990 (MAPC) \$23,156
FFY 2020 Total Budget	(CTPS) \$73,330 (MAPC) \$48,156

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

Through this ongoing program, MPO staff and MAPC provide technical advice to municipalities throughout the region about identified transportation issues of concern.

### **Approach**

This program is a mechanism for providing quick-response advice to communities that have identified transportation issues of concern about which they would like to have technical advice. In this program, a team of CTPS and MAPC engineers and planners will meet with community officials to learn more about specific problems and provide advice on next steps concerning issues that the community may have identified, such as those related to parking, traffic calming, walking, bicycling, and bus stops. In many cases, there will be a site visit to understand the potential problem, review existing data, and make suggestions for additional data that may be needed. General types of solutions, appropriate follow up, and contact information could be recommended. Descriptions of the various planning processes at MassDOT, the MBTA, the MPO, and MAPC, as well as guidance on how communities can get involved, could also be provided. Technical assistance activities could produce conceptual designs for some project locations.

This work will advance the MPO's goals for system preservation, modernization, and efficiency; mobility; and land use and economic development. It will be consistent with the MPO's CMP and other staff-identified needs. It also will include a safety component in which staff will respond to community requests to conduct analyses at crash locations and recommend possible mitigation strategies.

### ***FFY 2020 Anticipated Outcomes***

In early FFY 2020, MPO staff will solicit town municipal technical assistance requests. The number of technical assistance cases will depend on the funding amount, and MAPC and CTPS will coordinate and collaborate on a case-by-case basis. Depending on the complexity of the specific technical assistance requests from municipalities, CTPS and MAPC typically undertake three to four projects each FFY. MPO staff will document the work, recommendations, and outcomes of these consultations in the form of technical memoranda.



## MAPC PLANNING STUDIES AND TECHNICAL ANALYSES

MAPC conducts transportation planning studies through four ongoing programs: Corridor/Subarea Planning Studies, Alternative Mode Planning and Coordination, MetroCommon x 2050, and Land Use Development Project Reviews. During each FFY, work that was started in previous FFYs is continued through these ongoing programs and new work is planned and undertaken.

### Corridor/Subarea Planning Studies

Project ID Number	MAPC4
FHWA 3C PL Funds	\$116,663
FTA Section 5303 Funds	\$70,523
FFY 2020 Total Budget	\$187,186

Note: The FTA match is provided by MAPC, and FHWA funds include the MassDOT local match.

### Purpose

This UPWP task includes funding to support MAPC's work on several corridor and subarea studies in the region. Some of these projects will be funded jointly through the UPWP and the District Local Technical Assistance Program.

### Approach

This area of work is accomplished through the following subtasks.

#### Local Parking Management Plans in Selected Communities (\$60,000)

MAPC will work with selected municipalities to develop local parking management plans to provide better parking availability to stimulate local economic prosperity, reduce congestion caused by circling vehicles, help municipalities plan for greater land use density by decreasing parking requirements, and encourage mode shift away from single occupant vehicle trips. The goal of this work program is to address the problems that municipalities face from not managing their parking supply in commercial and mixed-used areas. This work would benefit local air quality and congestion by managing parking supply and demand and creating places where people can park once and then walk to multiple destinations. In locations where parking requirements can be reduced, the number of households with one or more vehicles could decline, which could result in higher percentages of walking, biking, and transit ridership.

## Corridor/Subarea Multimodal Transportation Planning (\$85,000)

MAPC will work in one or two selected subregions or roadway corridors to coordinate multimodal transportation planning and transit service operations to be implemented by MassDOT, MBTA, RTAs, TMAs, the Department of Conservation and Recreation (DCR), and/or municipalities, with local land use planning to achieve livability and smart growth goals. The goal of this work is to provide more mobility options for a variety of different users and trip types.

## Allston West Station Area Planning (\$42,186)

MAPC will examine opportunities to maximize existing and future nonautomotive travel within and through the proposed new Allston I-90 Interchange area, to and from major population and employment nodes in Boston, Cambridge, Brookline, and throughout the region. More specifically, the study will examine the type and sequencing of transit services and capital improvements that achieve the highest nonautomotive mode share for the trips that will be generated by future growth in Beacon Yards as well as Harvard University, Kendall Square, Boston University, the Longwood Medical Area, and potentially other areas of Boston, Cambridge, and Brookline. Based on different development scenarios for Beacon Park Yards and projected growth estimates for nearby population and employment centers, the study will evaluate the accessibility benefits, utility, and transit ridership potential of varied transit alternatives.

## ***FFY 2020 Anticipated Outcomes***

- Activities and expected work products related to Local Parking Management Plans include parking use data collection, analysis of data, and recommendations to municipalities in the form of a report with pricing and parking management solutions.
- Activities and expected work products related to Corridor/Subarea Multimodal Transportation Planning include identified mobility solutions, conceptual designs, pilot projects, data and analysis to inform recommendations, and a technical report summarizing findings.
- Activities and expected work products related to Allston West Station area planning include conceptual transit services and infrastructure recommendations, as well as active transportation facilities, which improve accessibility and best achieve sustainable transportation goals under different land use scenarios. Identification of land use policies that will support sustainable transportation goals.

## Alternative-Mode Planning and Coordination

Project ID Number	MAPC7
FHWA 3C PL Funds	\$128,136
FTA Section 5303 Funds	\$66,577
FFY 2020 Total Budget	\$194,713

Note: The FTA match is provided by MAPC, and FHWA funds include the MassDOT local match.

### **Purpose**

MAPC provides alternative-mode transportation-planning support to the Boston Region MPO and municipalities that focuses on non-SOV modes. This work benefits bicycle and pedestrian transportation, encourages transit in areas that currently are underserved by existing RTAs, improves the region's understanding of transportation network companies (TNC), advances electric vehicles, and identifies and supports transportation demand management strategies.

### **Approach**

This area of work is accomplished through the following subtasks.

#### **Autonomous Vehicles, Connected Cars, and TNCs (\$19,713)**

MAPC will further the regional and municipal understanding of the potential future effects of TNCs and autonomous vehicle/connected vehicle (AV/CV) technologies. MAPC staff will work with CTPS to identify how expanded TNC use and movement toward AV/CV technologies may influence future travel behaviors and how these findings can best be incorporated into travel demand and land use modeling as well as long-range transportation and land use plans. Staff also will continue to stay abreast of how federal agencies and other states and municipalities are regulating TNCs and preparing for AV/CV technologies.

#### **Suburban Mobility and Technology (\$40,000)**

MAPC will work with selected municipalities to advance solutions that apply technology, dynamic ride dispatching, ride-sharing technologies, and public-private partnership funding models to first- and last-mile connections and other gaps in the transit system.

## **Bike Share and Micro-mobility Support (\$35,000)**

MAPC will continue to support municipalities in the region to implement bicycle-sharing programs, including analyzing data to understand trip patterns. MAPC will also support municipalities, MassDOT, MBTA, DCR, and other agencies in the safe deployment of micro-mobility devices such as electric scooters.

## **Regional Greenway Planning and Mapping (\$100,000)**

MAPC will continue to work with MassDOT, CTPS, DCR, Executive Office of Energy and Environmental Affairs, municipalities, and trail organizations to better develop and implement portions of a regional bicycle and pedestrian network of off-road and on-road connections (a greenway) that form a contiguous system around greater Boston. In 2015, MAPC, working with the above-cited partners, developed the branding of this system, called the LandLine. Trail development is increasingly frequent in most communities in the Boston region. The trails consist of shared-use paths along former railroad rights-of-way, hiking trails through conservation land, and historic corridors that connect points of interest. The binding theme of the proposed and completed corridors is creating attractive places to walk, bike, or otherwise travel through low-traffic or no-traffic green areas. These greenways often are local in nature; however, if all of these separate projects could be connected to form a regional system, a world-class regional network could be created.

## ***FFY 2020 Anticipated Outcomes***

Anticipated outcomes include the following:

- Data collection, research, and analysis to support completed bicycle and pedestrian plans in selected municipalities
- Technical support for bicycle and pedestrian improvements
- Support for regional trail and greenway development
- Support for bicycle-sharing programs
- Regulatory framework for safe deployment of micro-mobility devices
- Research and recommendations to support first- and last-mile connections
- Research to understand potential transportation and land use effects of AV/CV technologies in long-range planning efforts

## MetroCommon x 2050

Project ID Number	MAPC6
FHWA 3C PL Funds	\$64,400
FTA Section 5303 Funds	\$30,600
FFY 2020 Total Budget	\$95,000

Note: The FTA match is provided by MAPC, and FHWA funds include the MassDOT local match.

### **Purpose**

This UPWP study area will continue to support the update of MetroFuture, the Boston region’s 30-year comprehensive plan (through the year 2030) for sustainable growth and development. The new plan will be called MetroCommon 2050 and will have two plan horizons, 2030 and 2050. MAPC began the update in the fall of 2018 (and the planning for the update in 2017). During the winter of 2018/2019, MAPC began Phase 1, which is updating the vision and goals for the region. Phase 2 will focus on the strategic challenges and opportunities of the plan and Phase 3 is scenario planning, where MAPC will test various scenarios for the future of the region. Phase 4 is recommendation selection and Phase 5 is pulling it all together and launching MetroCommon 2050.

### **Approach**

This area of work is accomplished through the following subtasks:

#### **Creating MetroCommon x 2050**

MAPC has just launched the planning process for creating its next comprehensive regional plan. Mobility will be a significant component of the plan. Changing demographics and location preferences, planned investments in public transportation and emerging transportation technologies will have a profound influence on the Boston region in the decades ahead. Through the plan update, staff will explore the implications of these emerging technologies, and develop recommendations for improving mobility, reducing greenhouse gas emissions from the transportation sector, and expanding access to and capacity of public and active transportation.

## Building Constituencies for Local, Regional, and State Decisions that Enable Livable Communities and Sustainable Transportation

MAPC will continue to work with municipal and state officials and residents to seek changes in land use that will support livable communities and sustainable transportation. This will include engaging the public in planning and dialogue that enhances equitable transit-oriented development planning, and influences other decision making to improve development outcomes, transportation opportunities, and reduction of greenhouse gas emissions. As part of the plan update, MAPC will convene an external advisory committee on mobility, as well as regional discussions about challenges and opportunities in making long-term improvements to the Boston region's transportation system. Task outputs are expected to include engaging at least 500 people in at least 10 different events or activities.

## Research and Policy Development that Support Livable Communities and Sustainable Transportation

Best practices and state policy support sustainable land use planning, which include local and state practices from across the country, and provide both ideas and proof of concept. MAPC will identify such best practices and employ appropriate means to promote their use in the region. Activities may include researching transportation strategies for senior mobility that are successfully employed in other parts of the country to assess their applicability in Massachusetts. MAPC may also research strategies to improve transportation equity and access for low-income and minority residents.

### ***FFY 2020 Anticipated Outcomes***

Anticipated outcomes include a stronger constituency for sustainable land use and transportation investments and programs; case studies or best practices for regional and local mobility; and recommendations for local, regional, and state actions.

## Land Use Development Project Reviews

Project ID Number	MAPC5
FHWA 3C PL Funds	\$59,400
FTA Section 5303 Funds	\$29,420
FFY 2020 Total Budget	\$88,820

Note: The FTA match is provided by MAPC and FHWA funds include the MassDOT local match.

### **Purpose**

This UPWP task supports MAPC's review of potential development projects in the region. In particular, MAPC will review projects for consistency with its sustainable land use and transportation goals, impacts on the transportation network and projects identified in the TIP and LRTP, and consistency with the MPO's livability goals.

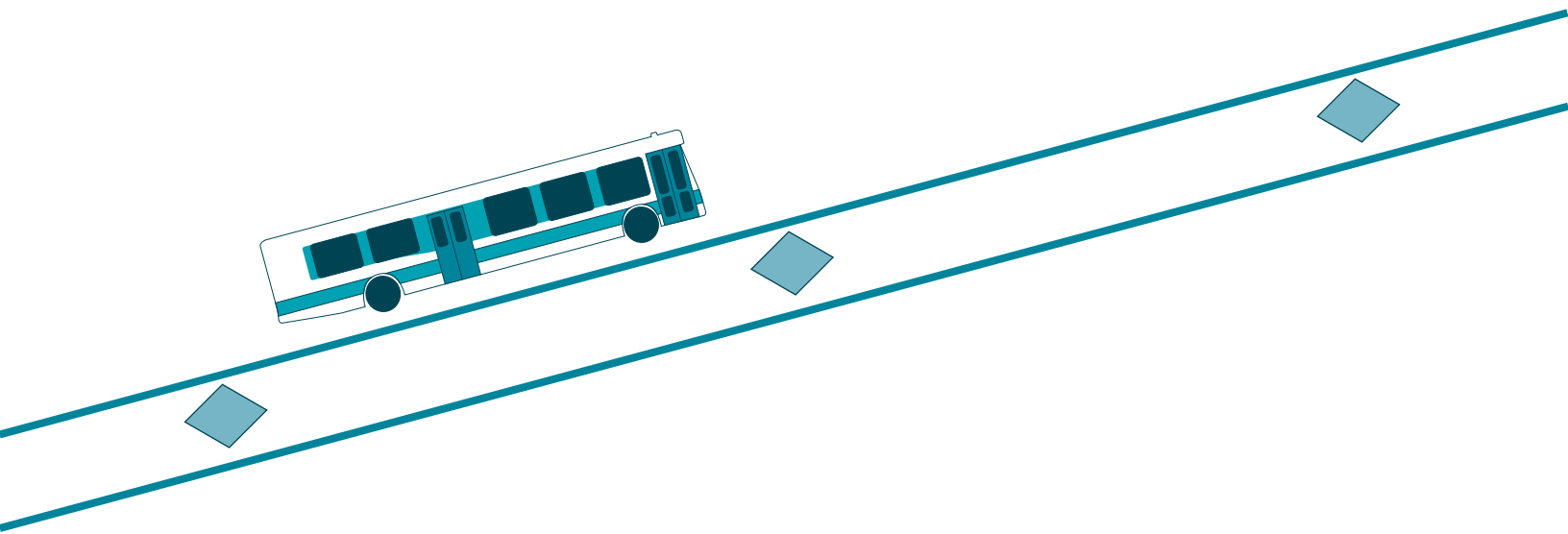
### **Approach**

MAPC tracks all projects reviewed in the region under the Massachusetts Environmental Policy Act (MEPA), and provides a regional-planning analysis to the Secretary of Energy and Environmental Affairs for all developments considered to have significant impact. Special attention is given to local zoning ordinances and regulations that serve to reduce auto travel by encouraging carpooling, transit, parking regulations, and other travel demand management techniques. MAPC also will recommend appropriate mitigation measures. MAPC coordinates these reviews with MassDOT and the municipalities, and works with MassDOT to identify updated requirements to be included in the transportation impact assessments that must be conducted by developers.

MAPC also reviews notices of offered railroad property from MassDOT, consults with municipalities as necessary, and provides appropriate input. Often, these notices involve rail trails, but they also may involve other types of proposed developments.

### **FFY 2020 Anticipated Outcomes**

Anticipated outcomes include analysis and reports of MEPA reviews, development of mitigation recommendations, coordination with municipalities and transportation agencies, maintenance and updates of MAPC's development database, and input into the project evaluations for the TIP and LRTP. In addition, MAPC will continue to review and respond to notices of offered railroad property.







# **CHAPTER 5**

## **AGENCY AND OTHER CLIENT-FUNDED TRANSPORTATION PLANNING STUDIES AND TECHNICAL ANALYSES**

### **INTRODUCTION**

The transportation studies and technical analysis work described in this chapter will be conducted to support the work of various transportation agencies in the Boston Region Metropolitan Planning Organization (MPO) area.

Some of the contracts described in this chapter are issued to the Central Transportation Planning Staff (CTPS) every year, and generally coincide with either the federal fiscal year (FFY) or the state fiscal year (SFY). Other contracts are issued for tasks and technical support to be conducted over a multi-year period, and they might be renewed with the agencies after several years. A third contract type covers the work for discrete studies or technical analyses intended to be completed within one FFY. These may either be one-time contracts in which CTPS conducts analysis or technical support to further a specific agency project, or they can be contracts in which CTPS provides technical support to an agency for data collection and analysis that is undertaken annually, such as the Massachusetts Bay Transportation Authority's (MBTA) National Transit Database (NTD): Data Collection and Analysis contract.

The work conducted on behalf of the agencies includes data collection and analyses covering a broad range of topics, including travel-demand modeling, air quality, traffic engineering, Title VI, and environmental justice. The products of this work are vital to support compliance with federal and state regulations such as the Massachusetts Environmental Policy Act and Title VI of the Civil Rights Act of 1964. CTPS also enhances regional understanding of critical

transportation issues through the preparation of graphics, maps, and other materials for agency studies and presentations. The work described in this chapter is organized by agency, and includes studies and technical analyses for MassDOT and the MBTA.

**Table 5-1  
UPWP Budget—New and Continuing Agency Transportation Planning Studies  
and Technical Analyses for FFY 2020**

Project ID	Name	Total Contract <sup>a</sup>	Funding Source	FFY 2020 Agency Funds	Direct Support	Proposed FFY 2020 CTPS Budget
Varies by Specific Project (97xxx)	MassDOT SPR Program Support <sup>b</sup>	\$600,000	SPR	\$295,500	\$6,000	\$301,500
Varies by Specific Project (8100x)	MassDOT On-Call	\$400,000	MassDOT	\$44,000	\$-	\$44,000
13156	MassDOT Title VI Program	\$70,000	MassDOT	\$35,000	\$-	\$35,000
Varies by Specific Project	MassDOT Transit Planning Assistance <sup>c</sup>	\$781,450	MassDOT 5303	\$367,520	\$6,000	\$373,520
<b>MassDOT Subtotal</b>				<b>\$742,020</b>	<b>\$12,000</b>	<b>\$754,020</b>
14356	MBTA SFY 2019 NTD	\$136,600	MBTA	\$5,800	\$-	\$5,800
14362	MBTA SFY 2020 NTD	\$143,400	MBTA	\$99,200	\$350	\$99,550
14366	MBTA SFY 2021 NTD	\$150,600	MBTA	\$38,700	\$150	\$38,850
11417	MBTA 2019 Title VI Program Monitoring	\$161,500	MBTA	\$20,000	\$-	\$20,000
11424	MBTA 2020 Triennial Title VI Report	\$180,000	MBTA	\$160,800	\$300	\$161,100
11422	MBTA Transit Service Data Collection	\$540,000	MBTA	\$166,000	\$125	\$166,125
14355	MBTA Rider Oversight Committee Support	\$24,500	MBTA	\$5,000	\$-	\$5,000

(Table 5-1 cont.)

Project ID	Name	Total Contract <sup>a</sup>	Funding Source	FFY 2020 Agency Funds	Direct Support	Proposed FFY 2020 CTPS Budget
11414	Support for MBTA Service Standards Development	\$50,000	MBTA	\$37,500	\$-	\$37,500
14358	Service Equity Analysis Support to MBTA	\$115,000	MBTA	\$48,000	\$-	\$48,000
14364	Fare Equity Analysis Support to the MBTA	\$10,000	MBTA	\$7,500	\$-	\$7,500
11415	AFC 2.0 Equity Analysis	\$77,000	MBTA	\$20,000	\$-	\$20,000
11491	MBTA Mapping Support	\$12,000	MBTA	\$3,000	\$-	\$3,000
74018	Diversity Posters	\$7,650	MBTA	\$3,000	\$-	\$3,000
<b>MBTA Subtotal</b>				<b>\$614,500</b>	<b>\$925</b>	<b>\$615,425</b>
23328	Weymouth Union Point	\$245,000	Other	\$50,000	\$-	\$50,000
TBD	MAPC Allston	\$10,000	Other	\$5,000	\$-	\$5,000
<b>Other Subtotal</b>				<b>\$55,000</b>	<b>\$-</b>	<b>\$55,000</b>
<b>Agency-Funded and Client-Funded Subtotal</b>				<b>\$1,411,520</b>	<b>\$12,925</b>	<b>\$1,424,445</b>

<sup>a</sup> The total contract amounts include direct costs. Annual direct costs are not included in the FFY budget amounts in the table and are shown separately in the Direct Support column.

<sup>b</sup> The term of the MassDOT SPR Contract is from July 1 through June 30. Therefore, the total FFY budgets in the UPWP represent a combination of funding from two different contract years. The total contract amount listed for the MassDOT SPR is the total contract amount for the 2019–20 contracts.

<sup>c</sup> Includes project ID 22214, Rail Vision. The MassDOT Transit Planning Assistance Contract is also called the MassDOT Section 5303 Contract. During the course of this UPWP, this contract is transitioning from operating on an SFY basis to an FFY basis; the total contract amount listed for the MassDOT Transit Planning Assistance includes two months of the SFY 2018 contract and five months of the SFY 2019 contract, in addition to the full FFY 2020 contract.

AFC = Automated Fare Collection. CTPS = Central Transportation Planning Staff. FFY = Federal Fiscal Year. MAPC = Metropolitan Area Planning Council. MassDOT = Massachusetts Department of Transportation. MBTA = Massachusetts Bay Transportation Authority. NTD = National Transit Database. SFY = State Fiscal Year. SPR = Statewide Planning and Research. TBD = to be determined. UPWP = Unified Planning Work Program.

## MASSDOT

The contracts and technical analyses in this section are being undertaken for MassDOT.

### MassDOT Statewide Planning and Research Program Support

Project ID Number	Varies by Specific Project (97xxx)
Funding Source	SPR
Total Contract	\$600,000
FFY 2020 Total Budget	\$301,500

#### **Purpose**

CTPS provides support to MassDOT's SPR program as requested. This contract will include multiple individual projects or tasks throughout the FFY.

#### **Approach**

CTPS will conduct studies and analyses, and provide technical assistance upon request. Projects that are either underway or expected to begin in FFY 2020 are listed below. (Other projects may be added throughout FFY 2020.)

- Green Line Corridor Study
- Road Inventory and Related Support Maintenance
- Statewide Travel Model Assistance
- Miscellaneous Technical Support

#### **FFY 2020 Anticipated Outcomes**

Activities and work products will depend on tasks requested by MassDOT's Office of Transportation Planning (OTP).

## MassDOT Highway Division On-Call Modeling Support

Project ID Number	Varies by Specific Project (8100x)
Funding Source	MassDOT
Total Contract	\$400,000
FFY 2020 Total Budget	\$44,000

### **Purpose**

The purpose of this on-call contract is to provide the MassDOT Highway Division with travel demand modeling and planning assistance throughout FFY 2020.

### **Approach**

MassDOT's Highway Division created a general on-call contract to retain CTPS's services for three years, beginning in 2017, to provide travel demand modeling support, planning assistance, and data resources to MassDOT Highway Division projects.

### **FFY 2020 Anticipated Outcomes**

Memoranda documenting findings of travel demand modeling or planning recommendations. In addition, staff will fulfill data requests, and otherwise coordinate with project teams on various issues and items.

## MassDOT Title VI Program

Project ID Number	13156
Funding Source	MassDOT
Total Contract	\$70,000
FFY 2020 Total Budget	\$35,000

### **Purpose**

Under this contract, CTPS will continue to provide technical support to MassDOT for implementing its Title VI Program for both the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

### **Approach**

MassDOT, as a recipient of federal funds from both FHWA and the FTA, is required to comply with Title VI of the Civil Rights Act of 1964, and with protections enacted through several other laws and executive orders that prohibit discrimination based on gender, age, income, and disability. Through this technical support work, CTPS will assist MassDOT in complying with these nondiscrimination laws.

### **FFY 2020 Anticipated Outcomes**

Staff will provide technical support to MassDOT as described above.

## MassDOT Transit Planning Assistance

Project ID Number	Varies by Specific Project
Funding Source	MassDOT 5303
Total Contract	\$781,450
FFY 2020 Total Budget	\$373,520

### **Purpose**

CTPS will provide transit-planning assistance to MassDOT and the MBTA by conducting various studies under MassDOT's FTA-funded Section 5303 Program. This contract will include multiple individual projects or tasks throughout the FFY.

### **Approach**

This assistance may include the following tasks:

- Analysis of projects and proposals (both short-term and ongoing), including modeling, impact analyses, transit service planning, and other technical support
- Preparation of supporting data, graphics, maps, and other materials

### **FFY 2020 Anticipated Outcomes**

Activities and work products will depend on tasks requested by MassDOT's OTP. Projects of appropriate scope will be submitted to the MPO before proceeding.

## Commuter Rail Vision Study Support

Project ID Number	22214
Funding Source	MassDOT 5303
Total Contract	Part of MassDOT Transit Planning Assistance
FFY 2020 Total Budget	\$4,520

Note: This project is part of the MassDOT Transit Planning Assistance contract and included in that total

### ***Purpose***

MassDOT and the MBTA are embarking upon a long-term study, the Commuter Rail Vision study, to identify current and future needs for the commuter rail system. MassDOT has hired a consultant to assess the state of the rail system and identify opportunities to improve its reliability, operations, and connectivity; the consultant has requested a substantial amount of data from CTPS. CTPS will assist MassDOT by responding to the consultant's data requests and providing technical analyses.

### ***Approach***

CTPS will use the regional travel demand model to support MassDOT and the MBTA's project team in its analysis of different commuter rail scenarios. This technical analysis will be used to produce multiple performance metrics for gauging the effectiveness of the different strategies proposed by the consultant.

### ***FFY 2020 Anticipated Outcomes***

Data, technical assistance, and coordination with MassDOT and the MBTA's project team.



## MASSACHUSETTS BAY TRANSPORTATION AUTHORITY

The contracts and technical analyses in this section are being undertaken for the MBTA.

### MBTA NTD: Data Collection and Analysis

Project ID Number	(SFY 2019) 14356 (SFY 2020) 14362 (SFY 2021) 14366
Funding Source	MBTA
Total Contract*	(SFY 2019) \$136,600 (SFY 2020) \$143,400 (SFY 2021) \$150,600
FFY 2020 Total Budget	(SFY 2019) \$5,800 (SFY 2020) \$99,550 (SFY 2021) \$38,850

\*Several different contract years are included in this work.

### Purpose

For many years, in support of the MBTA's NTD submittals to the FTA, CTPS has produced estimates of passenger miles and boardings for MBTA services. This project will develop these estimates for the following uses:

- Directly operated MBTA transportation modes (including motor bus, trackless trolley, heavy and light rail, and bus rapid transit)
- Purchased-service bus routes (that is, local routes for which the MBTA contracts with a private carrier)

CTPS will also verify MBTA estimates of average passenger trip length on its commuter rail service.

## **Approach**

The data underlying these estimates will be collected in a variety of ways:

- Full-route ridechecks on contracted MBTA local bus routes with buses not equipped with automatic passenger counters (APC)
- MBTA APC data
- Passenger counts on APC-equipped buses and trackless trolleys to verify APC data
- Electronic passenger fare-mix counts from automated-fare-collection (AFC) faregates at heavy and light rail subway
- Origin-destination information inferred from AFC data
- Commuter rail ridership data from passenger counts conducted by the MBTA or its contractors, or from the MBTA's mobile ticketing vendor
- Fare-mix counts from AFC faregates at stations and from fareboxes on vehicles
- Passenger surveys on the heavy rail, light rail, and gated portions of the bus rapid-transit systems to collect origin and destination information

The MBTA will submit its SFY 2019 NTD estimates of passenger boardings and passenger miles for various transit modes to the FTA with the aid of CTPS during FFY 2020. In addition, the MBTA will submit its SFY 2020 NTD estimates of passenger boardings and passenger miles for various transit modes to the FTA with the aid of CTPS during FFY 2021. The final technical memorandum for the 2020 NTD will be completed in FFY 2021.

### ***FFY 2020 Anticipated Outcomes***

In FFY 2020, CTPS will complete the final technical memorandum for SFY 2019 NTD reporting and will continue data collection begun in FFY 2019 for SFY 2020. Field staff will conduct ridechecks for the trackless trolley and contracted local bus service portions of the SFY 2020 NTD reporting. For bus routes, staff will collect data on boardings and alightings by stop, farebox readings, trip-level travel times, departure and arrival times, and arrival times at intermediate stops.

For heavy and light rail lines, staff will conduct origin-destination surveys and obtain fare-mix data.

## MBTA Title VI Program Monitoring

Project ID Number	11417 (MBTA 2019 Title VI Monitoring) 11424 (MBTA Triennial Title VI Report)
Funding Source	MBTA
Total Contract*	(11417) \$161,500 (11424) \$180,00
FFY 2020 Total Budget*	(11417) \$20,000 (11424) \$161,100

\*Two different contract years are included in this work.

### Purpose

Under this contract, CTPS provides the MBTA with technical assistance by collecting data on and assessing the level of service (LOS) provided in minority communities compared to nonminority areas to support the MBTA's compliance with Title VI requirements. In addition, the MBTA is required to submit a report to the FTA Office of Civil Rights every three years detailing the MBTA's efforts to comply with Title VI of the Civil Rights Act of 1964. CTPS will compile and produce the next triennial report for the MBTA in 2020 (project ID 11424).

### Approach

Staff will collect and analyze data on the following service indicators:

- Service coverage
- Vehicle load
- Vehicle headway
- On-time performance
- Station conditions and amenities
- Distribution and operability of AFC faregates and fare vending machines
- Distribution of AFC retail sales terminals
- Station elevator and escalator locations and operability
- Vehicle age and condition

The data-collection and LOS-analysis activities will help to fulfill monitoring required as part of the MBTA's ongoing Title VI Program. The results of the analyses will be reported internally at the MBTA, and will be included in the triennial report.

In addition to conducting annual Title VI service monitoring, CTPS will produce the MBTA's 2020 Triennial Title VI Report for submission to the FTA. The triennial report will include the service equity analyses and fare equity analyses that were conducted for the MBTA in the preceding three years, demographic and service profile maps and charts, and the additional documentation needed to meet the MBTA's general reporting requirements.

### ***FFY 2020 Anticipated Outcomes***

CTPS will provide documentation about selected LOS evaluations for SFY 2019 MBTA revenue service and amenities, and staff will prepare the MBTA's 2020 Triennial Title VI Report.

## MBTA Transit Service Data Collection

Project ID Number	11422
Funding Source	MBTA
Total Contract	\$540,000
FFY 2020 Total Budget	\$166,125

### **Purpose**

The work conducted under this contract will help the MBTA to assess bus and rapid transit service changes.

### **Approach**

The MBTA requires ongoing data collection regarding its transit system in order to assess service changes. As part of this project, CTPS collects ridership and performance data to support future MBTA service changes. Work may also include support for improving the ridecheck database so that it will be compatible with new software and data sources. CTPS also may provide analytical assistance to the MBTA as requested.

### **FFY 2020 Anticipated Outcomes**

- Point checks (observations of the arrival times, departure times, and passenger loads of a transit service at a single location) and other data collection as requested by the MBTA for planning purposes
- Improvements to the ridecheck database
- Analytical assistance as requested

## MBTA Rider Oversight Committee Support

Project ID Number	I4355
Funding Source	MBTA
Total Contract	\$24,500
FFY 2020 Total Budget	\$5,000

### ***Purpose***

The MBTA established a Rider Oversight Committee (ROC) in 2004 to provide ongoing public input on a number of different issues, including strategies for increasing ridership, developing new fare structures, and prioritizing capital improvements. Through this contract, CTPS supports the MBTA by providing technical assistance to the ROC on an ongoing basis.

### ***Approach***

Over the past several years, the assistance provided by CTPS has included offering insights into the MBTA's planning processes, providing data analysis, and attending committee meetings, at which staff may respond directly to ROC members' questions.

### ***FFY 2020 Anticipated Outcomes***

CTPS will continue to provide technical assistance to the MBTA ROC and attend committee and subcommittee meetings.

## Support for MBTA Service Standards Development

Project ID Number	11414
Funding Source	MBTA
Total Contract	\$50,000
FFY 2020 Total Budget	\$37,500

### ***Purpose***

Under this contract, CTPS will work with the MBTA and other partners to refine MBTA service standards and measures and develop new measures.

### ***Approach***

CTPS will assist the MBTA in evaluating some of the potential service metrics that were not included in the final MBTA Service Delivery Policy, as the MBTA did not have the data or processes in place to calculate the metrics to determine if they should be included in a future revision to the Service Delivery Policy. In addition, CTPS will help the MBTA refine some of the approved metrics that have not been fully implemented, and develop tools to automate calculation of some of the new metrics.

### ***FFY 2020 Anticipated Outcomes***

Refined metrics and, to the extent feasible, tools for calculating some of the metrics.

## Service Equity Analysis Support to the MBTA

Project ID Number	I4358
Funding Source	MBTA
Total Contract	\$115,000
FFY 2020 Total Budget	\$48,000

### ***Purpose***

CTPS will support the MBTA in conducting the required Title VI service equity analyses for major service changes that take place during the duration of this contract.

### ***Approach***

CTPS will conduct service equity analyses for as many as two major service changes.

### ***FFY 2020 Anticipated Outcomes***

CTPS will prepare technical memoranda documenting service equity analyses for each major service change.



## Fare Equity Analysis Support to the MBTA

Project ID Number	I4364
Funding Source	MBTA
Total Contract	\$10,000
FFY 2020 Total Budget	\$7,500

### **Purpose**

The MBTA is required to conduct a Title VI fare equity analysis to evaluate, prior to implementing any fare change, whether the planned change would have a discriminatory impact based on race, color, or national origin. CTPS will support the MBTA in conducting the required Title VI equity analyses for proposed fare changes during FFY 2020.

### **Approach**

CTPS will conduct the FTA-required fare equity analysis for any proposed changes in fare structure and tariffs.

### **FFY 2020 Anticipated Outcomes**

CTPS will prepare a technical memorandum of findings from the fare equity analysis.

## AFC 2.0 Equity Analysis

Project ID Number	11415
Funding Source	MBTA
Total Contract	\$77,000
FFY 2020 Total Budget	\$20,000

### **Purpose**

The MBTA is developing a new all-electronic AFC system, known as AFC 2.0, for all MBTA service modes. With this system, direct payment of cash fares on vehicles would be eliminated and some riders would need to pay a fee for their fare media. The purpose of this study is to evaluate the distribution of fare vending machines and other fare media sales locations, the equity impacts of charging for a fare card, and a package of various fare structure changes that may be implemented with AFC 2.0.

### **Approach**

Because riders will no longer be able to add value to their fare media using cash onboard a vehicle, riders who rely on cash may have to travel farther than they currently do to add value to their accounts at a fare vending machine or sales outlet. CTPS will gather relevant data and will analyze whether the distribution of fare vending machines and/or sales locations will serve to mitigate the impact of eliminating onboard cash payments.

Charging riders a fee for MBTA-provided fare cards (virtual or physical) is not specifically a fare increase, but it may disproportionately affect riders classified as low-income or minority riders and could create a barrier to accessing transit.

CTPS will gather relevant existing data and will determine the equity implications of the fee by using an FTA-approved methodology.

Lastly, AFC 2.0 brings with it a host of possible fare structure changes that may have equity implications. CTPS will analyze a selected set of fare structure changes to determine their combined equity impacts.

### **FFY 2020 Anticipated Outcomes**

Title VI equity analyses of select components of the new MBTA fare system.

## MBTA Mapping Support

Project ID Number	11491
Funding Source	MBTA
Total Contract	\$12,000
FFY 2020 Total Budget	\$3,000

### ***Purpose***

The objective of this work is to provide map-making support, upon request from the MBTA. At the time of each request, CTPS will provide the MBTA with an estimate of the specific cost and schedule for completing the map(s).

### ***Approach***

CTPS will update MBTA maps, upon request from the MBTA, within the budget provided for this project.

### ***FFY 2020 Anticipated Outcomes***

Upon request from the MBTA, CTPS will update district maps to reflect changes in bus routes and bus route garage assignments. Upon request from the MBTA, CTPS staff will update other existing CTPS-created MBTA maps within the budget provided for this project.

## Diversity Posters

Project ID Number	74018
Funding Source	MBTA
Total Contract	\$7,650
FFY 2020 Total Budget	\$3,000

### **Purpose**

The purpose of this contract is to design and produce posters and flyers to advertise MassDOT's diversity events.

### **Approach**

During calendar year 2019, the CTPS Graphics Group will design and produce a series of diversity posters and flyers for the MassDOT diversity events consistent with the national diversity topic theme. The following topics are included in the series: Black History; Martin Luther King Jr. Day; Woman's History; Asian/Pacific Islander Heritage; Gay, Lesbian, Bisexual, and Transgender Pride; Disability Awareness; Hispanic Heritage; Native American History; and Veterans Day.

### **FFY 2020 Anticipated Outcomes**

Posters and flyers for the remaining diversity celebrations in calendar year 2019: Disability Awareness, Veterans Day, and Native American History.

## OTHER TECHNICAL SUPPORT WORK

The contracts and technical analysis in this section are being undertaken for other clients and agencies.

### Weymouth Union Point Technical Support

Project ID Number	23328
Funding Source	Other
Total Contract	\$245,000
FFY 2020 Total Budget	\$50,000

#### **Purpose**

*Note: this item was originally programmed in the FFY 2018 UPWP, but much of the work is now planned for FFY 2020.*

The South Weymouth Naval Air Station located in Weymouth, Abington, and Rockland was closed in 1997 on recommendation of the Base Realignment and Closure Commission. In 1998, the Massachusetts Legislature created the South Shore Tri-Town Development Corporation, which was reconstituted in 2014 as the Southfield Redevelopment Authority. The Southfield Redevelopment Authority is charged with reinforcing municipal control over the land use and redevelopment of the former base. The 1,400-acre site was recently purchased by a development company, which has ambitious redevelopment plans that contemplate as much as eight million square feet of commercial development and approximately 4,000 housing units.

Significant transportation impacts associated with the new development, now known as Union Point, are anticipated. An east-west parkway was constructed through the site because of a prior redevelopment effort. The site is immediately east of State Routes 18 and 58. Funds are programmed to widen State Route 18 in the near future. This improvement, along with other programmed improvements, will be represented in the Boston Region MPO's regional travel demand model.

The proposed development of Union Point is anticipated to occur in phases. Phase I is scheduled to be completed by 2022; full build-out of the property is planned to occur by 2032. CTPS has worked with the project team to define the appropriate study area and acquire updated traffic counts for a selection of intersections in the study area from the project team. CTPS will produce forecasts of travel demand for a base year, an intermediate year, and the future, full build-out year.

## ***Approach***

CTPS will follow the general approach outlined below.

1. CTPS will run the travel demand forecasting model for the base year, the opening year for the phase I build conditions, and a horizon year with the land use build-out assumption. CTPS will test different alternatives for highway and/or transit improvement scenarios.
2. CTPS will coordinate with the project team and provide data to support its analyses. CTPS will work with the project team to develop morning and evening peak-period traffic data to assess traffic impact and identify mitigation strategies. These outputs will be consistent with those developed for the MPO's Long-Range Transportation Plan.
3. CTPS will perform a transit-crowding analysis for the Kingston/Plymouth commuter rail line.

## ***FFY 2020 Anticipated Outcomes***

CTPS will complete all model runs and analyses for various alternatives. CTPS will also provide traffic data to the project team for traffic impact analysis.



## **CHAPTER 6**

# **RESOURCE MANAGEMENT AND SUPPORT ACTIVITIES**

### **INTRODUCTION**

To support certification requirements and Metropolitan Planning Organization (MPO) studies, staff from both the Central Transportation Planning Staff (CTPS) and the Metropolitan Area Planning Council (MAPC) conduct various ongoing computer and data resource management activities and other support activities.

For each activity described in this chapter, we cite the purpose of the work, how the work is accomplished, and a summary of the anticipated federal fiscal year (FFY) 2020 work products. The budget tables at the head of each project description provide the salary and overhead costs associated with the projects. Any direct costs associated with the projects are included in Direct Support.

Table 6-1 summarizes the funding assigned to each of the activities in this chapter that were also assigned in FFY 2019, a summary of the work products and/or progress made in FFY 2019, the funding proposed for each of these activities in FFY 2020, and the anticipated work products and/or progress in FFY 2020.

Although many of the activities in this chapter generally comprise the same type of tasks from year to year, often there are variations in budgets that reflect greater or lesser emphasis on certain efforts. For example, MPO staff may undertake new or additional data collection and/or analysis under specific line items; the tasks undertaken as part of one line item in one year might be folded into an ongoing activity in a subsequent year; or, there simply could be fluctuations in staffing levels. Where appropriate, these differences are explained in the table.

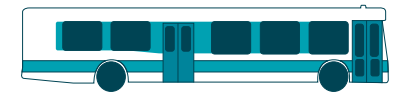




**Table 6-1  
CTPS Ongoing Resource Management and Support Activities, FFY 2019–20**

Project Name	ID	FFY 2019 Total Funding	FFY 2019 Work Products and Progress	FFY 2020 PL Funding	FFY 2020 §5303 Funding	FFY 2020 Total Funding	FFY 2020 Planned Work Progress and Products
<b>CTPS Activities</b>							
Computer Resource Management	Varies by Task	\$334,160	Provided maintenance and enhancements to CTPS's desktop and server computer systems; computer network back-up system; and peripheral devices, such as printers, plotters, and mass storage devices.	\$228,220	\$97,780	\$326,000	Tasks and work products generally remain the same from year to year.
Data Resources Management	Varies by Task	\$284,900	<p>Provided database maintenance and enhanced CTPS's database of standard reference GIS layers and GIS layers required to carry out particular projects.</p> <p>Updated databases with new versions of standard reference GIS layers released by MassGIS, the MassDOT Office of Transportation Planning, and other agencies.</p> <p>Created GIS maps, computer map files, tables of socioeconomic and travel-related data, and databases.</p> <p>Analyzed data.</p>	\$196,120	\$84,000	\$280,120	Tasks and work products generally remain the same from year to year.
<b>MAPC Activities</b>							
MPO/MAPC Liaison and Support Activities	MAPC 1	\$167,000	<p>Interagency coordination: Includes developing work scopes and agendas, and participating in advisory and corridor committees.</p> <p>Support for MPO elections and public participation, TIP project evaluations; attend relevant meetings.</p>	\$119,000	\$48,000	\$167,000	Continue work in support of the operational land use model.
UPWP Support	MAPC 3	\$10,000	Support the UPWP development process and attend relevant meetings.	\$7,000	\$3,000	\$10,000	Tasks and work products generally remain the same from year to year.
Subregional Support Activities	MAPC 2	\$187,000	Support subregional groups. Includes preparing agendas, coordinating with transportation agencies, reviewing transportation studies in subregions, and helping to set subregional transportation priorities.	\$139,000	\$48,000	\$187,000	Tasks and work products generally remain the same from year to year.
Land Use Data and Forecasts for Transportation Modeling	MAPC 10	\$87,451	Continued work in support of operational land use allocation model including data development and analysis, documentation, and mapping products for advanced transportation modeling.	\$66,051	\$28,949	\$95,000	Tasks and work products generally remain the same from year to year.

CTPS = Central Transportation Planning Staff. FFY = Federal Fiscal Year. GIS = Geographic Information Systems. MassDOT = Massachusetts Department of Transportation. MAPC = Metropolitan Area Planning Council. MPO = Metropolitan Planning Organization. PL = Planning. TIP = Transportation Improvement Program. UPWP = Unified Planning Work Program.



## CTPS ACTIVITIES

The following sections contain details on the administration, resource management, and support activities undertaken by CTPS each FFY.

### Computer Resource Management

Project ID Number	See Individual Tasks Below
FHWA 3C PL Funds	\$228,220
FTA Section 5303 Funds	\$97,780
FFY 2020 Total Budget	\$326,000

Note: FTA and FHWA funds include the MassDOT local match.

#### **Purpose**

In order to fulfill the Boston Region MPO functions, CTPS maintains state-of-the-practice computer resources.

#### **Approach**

CTPS performs the following subtasks as part of computer resource management:

#### **6220 System Administration and Computer Room Management**

Manage and maintain hardware and software for all CTPS computer systems to ensure that staff has maximum access to the computing resources required for its work, including an intranet site. Continue to ensure the security and integrity of all hardware, software, and data resources. Plan, monitor, and maintain CTPS's server room and computing facilities.

#### **6420 Software Development**

Develop computer software to support CTPS's analytical, administrative, and documentation requirements. Maintain and enhance software developed by CTPS and/or others when program maintenance is no longer available from the original vendor.

#### **6520 Staff Assistance and Training**

Assist staff in using computer resources; organize and distribute vendor-supplied documentation; and, where appropriate, provide written and online user guides for particular resources.

## 6620 Liaison with Other Agencies

Work with other public agencies, including MAPC and MassGIS, the Commonwealth's Bureau of Geographic Information, to encourage sharing of computer and data resources and techniques.

## 6720 Computing Resource Purchasing and Maintenance

Purchase and maintain CTPS's computing resources. These include in-house assets such as servers, desktop and laptop computers, tablets and handheld computers, mass-storage devices, networking and communications hardware, printers and plotters, system and application software, and consumable supplies. These also include out-of-house resources, such as software purchased as a service, cloud-based storage, and other cloud-based computing resources.

## 6820 Computer Resource Planning

Update the CTPS Five-Year Plan for Computer Resource Development in conjunction with developing the next CTPS budget.

## ***FFY 2020 Anticipated Outcomes***

Work on these tasks will continue as described above.

## Data Resources Management

Project ID Number	See Individual Tasks Below
FHWA 3C PL Funds	\$196,120
FTA Section 5303 Funds	\$84,000
FFY 2020 Total Budget	\$280,120

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

CTPS provides travel data and analyses at regional, corridor, and site-specific levels to support transportation planning and decision making in the Boston Region MPO area.

### **Approach**

The categories below comprise the variety of tasks encompassed by this work:

#### **5220 Socioeconomic Data**

CTPS will maintain and keep current its database of statistics from the US Census Bureau's decennial Census and American Community Survey, and products derived from these sources.

#### **5320, 5420 Response to Data Requests**

CTPS will process or analyze data upon request to meet the needs of local, state, and federal agencies, and private institutions and firms. The 5320 project number is used for data requests handled by CTPS's Data Resources group; the 5420 number is used for data requests handled by all other groups.

#### **5520 Geographic Information System/Database Management System (GIS/DBMS)**

CTPS will continue to develop and enhance its stores of spatial and tabular reference data, along with associated tools. CTPS will coordinate data development and distribution internally and cooperate with Massachusetts Department of Transportation (MassDOT), MassGIS, MAPC, and other agencies to prevent duplication of effort, ensure quality, and reduce costs. CTPS's GIS (spatial) database will be available to staff through both Esri and open-source GIS software, web services, and web applications.

## 5620 Boston Region MPO Website

CTPS will continue to develop and maintain a website that provides information regarding the MPO's activities, reports, and studies produced by MPO staff, a data catalogue, and self-service data exploration applications. CTPS will continue to improve the site's design, content, and accessibility to those who are visually impaired. The website plays a critical role in the MPO's public participation program by providing information and eliciting public comment. CTPS posts all announcements on the website for MPO and Regional Transportation Advisory Council meetings and committee meetings, as well as their related materials.

### ***FFY 2020 Anticipated Outcomes***

As described above, work will continue on spatial and tabular reference databases, including socioeconomic data, Registry of Motor Vehicles data, and travel data; data processing tools; data analyses; web services and web applications; and responses to data requests.

## Direct Support

Project ID Number	Varies
FHWA 3C PL Funds	\$52,000
FTA Section 5303 Funds	\$142,000
<b>3C-Funded Work Direct Support Total</b>	<b>\$194,000</b>
SPR Funds	\$6,000
MassDOT Section 5303 Funds	\$6,000
MassDOT Other Funds	\$0
MBTA Funds	\$925
<b>Agency-Funded Work Direct Support Total</b>	<b>\$12,925</b>

Note: FTA and FHWA funds include the MassDOT local match.

### **Purpose**

Through this activity, CTPS provides integral direct support for all CTPS projects and functions.

### **Approach**

#### **Computer Equipment**

CTPS computer needs are programmed in the CTPS Five-Year Plan for Computer Resource Development, as amended.

#### **Consultants**

Consultants are hired periodically to perform specialized, time-specific tasks as project work demands.

#### **Printing**

Project-specific printing costs, such as those for surveys, maps, reports, presentation boards, and other informational materials, are included in this budget.

## Travel

Periodically, the US Department of Transportation and other organizations sponsor courses and seminars that enhance staff's ability to do project work; the costs of registration, travel, and lodging associated with attending such programs are direct-support expenditures. Mileage, tolls, and parking expenses associated with project work also are charged as direct-support expenditures.

## Other

Various other expenditures may become necessary during the term of this Unified Planning Work Program (UPWP). Costs associated with postage for return mail, services for preparing and processing data for specific projects, and translations of MPO materials into other languages are direct-support expenditures. Other nonrecurring costs, such as software for specific project work, video-camera equipment for license-plate surveys, or traffic-counting equipment, also may be funded through this line item.

### ***FFY 2020 Anticipated Outcomes***

Direct costs include computer and general office equipment, professional consulting services, in-state project-related travel, out-of-state travel associated with staff attendance at professional and training conferences, and other costs deemed appropriate.



## CTPS Strategic Planning and MPO Operations Plan Support

Project ID Number	NEW
FFY 2020 Total Budget	\$120,000
Funding Source	Extended FFY 2019 FTA Section 5303 funds

Note: Budget includes MassDOT local match.

### **Purpose**

The 2019 federal certification review of the Boston Region Metropolitan Planning Organization (MPO) included recommendations that the MPO develop an operations plan as stipulated in the MPO’s memorandum of understanding (MOU) to better define the roles and responsibilities of MPO members and staff, particularly among the agencies involved (including the Central Transportation Planning Staff [CTPS], Metropolitan Area Planning Council [MAPC], and Massachusetts Department of Transportation), the MPO work products, and the structure and operations of the MPO board. In the meantime, CTPS, the organization that provides staffing support to the Boston Region MPO and which carries out most of the MPO’s work, has been in transition with new leadership and the need to fill vacant staff positions. To best inform the operations plan, CTPS will first engage in the development of a five-year strategic plan to reflect on CTPS’s history and context, and to provide a foundation and direction for both the organization’s work moving forward and the operations plan, which would be completed as a separate project.

For this project, CTPS will engage consultants to carry out a systematic strategic planning process for the organization, engaging staff and external stakeholders to assess organizational opportunities and challenges, refine CTPS’s vision and mission statement if needed, and establish a five-year plan towards achieving its vision. The vision and strategy will include establishing goals and objectives, as well as measures for success toward reaching the vision. This process shall be grounded in the federally required regional planning processes that CTPS must carry out.

This strategic planning work shall serve as groundwork for the separate effort to develop an operations plan for the Boston Region MPO.

### **Approach**

The scope of work for developing a five-year strategic plan for CTPS contains three parts:

- Part I: Overall information gathering and engagement with staff and stakeholders

- Part 2: Organizational assessment to identify the strengths and weaknesses of CTPS, its structure, and its operations
- Part 3: Strategic plan with a vision for how to move forward while meeting the organization's mandate as defined in the MOU for the Boston Region MPO

This strategic planning initiative will be grounded in organizational development and aim to assess how to build upon and enhance relationships with other agencies and stakeholders.

In addition, the strategic planning process will be based on a comprehensive plan to engage staff and external stakeholders such as MAPC as CTPS's fiduciary agent, the MPO board, federal and state entities, MPO member municipalities, MAPC subregional groups, and other clients for CTPS's technical work.

### ***FFY 2020 Anticipated Outcomes***

If completed in FFY 2020, work products will include the following:

- Organizational assessment
- A five-year plan to achieve CTPS's revised vision, including the following:
  - Summary of strengths, weaknesses, opportunities, and challenges
  - Restated mission and vision
  - Goals and objectives towards realizing the vision
  - How success will be determined in reaching the vision and goals
  - Implementation plan describing strategies with phased, prioritized action plans and associated resources, staffing, or financial implications, and assessment of risks threatening implementation
- A scope or guidance detailing how the MPO can carry out the operations plan

## MAPC ACTIVITIES

The following sections contain details on the administration, resource management, and support activities undertaken by MAPC every FFY.

### MPO/MAPC Liaison and Support Activities

Project ID Number	MAPC I
FHWA 3C PL Funds	\$119,000
FTA Section 5303 Funds	\$48,000
FFY 2020 Total Budget	\$167,000

Note: The FTA match is provided by MAPC and FHWA funds include the MassDOT local match.

#### **Purpose**

This project includes working with MPO members and staff to establish work priorities and meeting agendas. It also includes implementing the continuous, comprehensive, and cooperative (3C) transportation planning process and engagement in regional transportation planning led by MassDOT, the Massachusetts Bay Transportation Authority (MBTA), and municipalities in the region. It also includes reporting to the MAPC executive committee, MAPC council members, MAPC subregions, and MAPC staff on MPO activities to ensure strong coordination of land use and transportation planning across the region.

#### **Approach**

##### **Statewide and Regional Planning Committees and Processes (\$90,000)**

In addition to participating in the Boston Region MPO process, MAPC actively participates in and attends statewide and regional planning committees, task forces, working groups, and commissions to represent the interests of the region, with a particular focus on the critical links between land use and transportation. These committees include the Massachusetts Association of Regional Planning Agencies; Regional Coordination Councils; Global Warming Solutions Act Implementation Advisory Committee; MassDOT and MBTA board meetings; and various MassDOT, MBTA, or municipally led transportation working groups or studies. MAPC will also be actively involved in regional transportation plans and programs related to land use and transportation. Advisory committees may change from year to year as studies are started or completed, but participation in various advisory committees is an ongoing task.

## Support the Public Participation Process for Metropolitan Planning Documents (\$10,000)

MAPC provides education and outreach for a wide variety of transportation-related and land-use-related topics in the region, with emphasis on outreach through the subregions to municipal officials. MAPC also supports CTPS in its outreach to environmental justice and senior populations and to people with disabilities.

## MPO Elections (\$10,000)

Working with the MBTA Advisory Board, MAPC will coordinate and implement annual elections for municipal representatives in the Boston region.

## Performance-Based Planning and Programming (PBPP) (\$10,000)

MAPC will support CTPS in developing the PBPP targets and identifying data to measure progress toward meeting targets and objectives.

## Transportation Improvement Program (TIP) Evaluation and Criteria (\$20,000)

MAPC will work with CTPS to update the TIP scoring criteria and to advise CTPS about the land use and economic-development aspects of the TIP evaluations. MAPC will provide updated TIP criteria and help implement the comprehensive regional growth plan, MetroCommon. MAPC will research TIP projects and work with municipalities to advance TIP projects.

## MPO Agenda Setting, Meetings, and Coordination (\$27,000)

MAPC will work with CTPS and MassDOT to develop MPO meeting agendas and presentations, and participate in MPO processes.

## ***FFY 2020 Anticipated Outcomes***

Outcomes of this program will result in interagency coordination; work scopes and agendas; participation in advisory and corridor committees; public participation and outreach; reports to the MAPC executive committee, MAPC Council members, MAPC subregions, and MAPC staff; MPO elections; PBPP targets and data; Long-Range Transportation Plan (LRTP) scenarios; TIP criteria updates and project evaluations; and attendance at relevant meetings.

## Unified Planning Work Program Support

Project ID Number	MAPC3
FHWA 3C PL Funds	\$7,000
FTA Section 5303 Funds	\$3,000
FFY 2020 Total Budget	\$10,000

Note: The FTA match is provided by MAPC and FHWA funds include the MassDOT local match.

### ***Purpose***

This UPWP task supports MAPC's management and oversight of UPWP-funded planning studies, projects, and programs, including preparing updates and budget information in monthly reports to MassDOT.

### ***Approach***

MAPC assists with the annual development of the UPWP and supports, in coordination with MassDOT and CTPS, development of UPWP project ideas and specific work scopes. Through community liaison and subregional support activities, MAPC staff also helps communities identify and develop studies to be included in the UPWP.

### ***FFY 2020 Anticipated Outcomes***

MAPC staff will prepare UPWP project listings and monthly reports on UPWP activities. MAPC will assist with annual development of the UPWP and support development of specific project proposals and work scopes. Staff will also provide assistance to communities in identifying and developing studies to be included in the UPWP through community liaison and subregional support activities.

## Subregional Support Activities

Project ID Number	MAPC2
FHWA 3C PL Funds	\$139,000
FTA Section 5303 Funds	\$48,000
FFY 2020 Total Budget	\$187,000

Note: The FTA match is provided by MAPC and FHWA funds include the MassDOT local match.

### **Purpose**

The Boston region consists of 97 cities and towns. The region is subdivided into eight geographic areas that are represented by subregional councils comprising municipal officials, business leaders, community-based organizations, and other local participants. MAPC staff planners are assigned as coordinators to each of the subregional groups to help members develop an understanding of subregional and regional transportation and land use issues. This project supports community involvement in the development of transportation planning documents.

### **Approach**

Subregional planning groups jointly identify and review the transportation priorities in their areas and recommend subregional projects and priorities for the TIP, LRTP, UPWP, and the MassDOT and MBTA capital investment plans.

Subregional coordinators and MAPC transportation staff report to the MPO through formal and informal communications. MAPC subregional groups will continue to participate in local corridor advisory committees whenever these committees are appropriate vehicles for working on projects in their areas. The subregional groups will continue to identify priority transportation needs, plan for first- and last-mile connections to transit, identify regional trail connections, pilot new technology to support increased mobility, and engage in the MPO's performance-based planning and programming initiative.

MAPC staff ensures timely discussions of transportation-related issues by placing the topics on meeting agendas, leading and participating in the discussions, and distributing appropriate documents and notices relating to region and statewide transportation meetings.

### ***FFY 2020 Anticipated Outcomes***

Outcomes of this program include monthly meeting agendas for transportation topics at subregional meetings; coordination with transportation agencies; review of transportation studies in subregions; support to subregional and corridor advisory committee meetings; public input on MPO processes and certification documents; and the setting of subregional transportation priorities.

## Land Use Data and Forecasts for Transportation Modeling

Project ID Number	MAPC10
FHWA 3C PL Funds	\$66,051
FTA Section 5303 Funds	\$28,949
FFY 2020 Total Budget	\$95,000

Note: The FTA match is provided by MAPC and FHWA funds include the MassDOT local match.

### **Purpose**

This program allows MAPC to support the MPO's planning and decision making by providing CTPS with detailed population, household, employment, and land use data (current conditions and projections) for transportation modeling and project evaluation.

### **Approach**

#### Land Use Allocation Model Development

MAPC will focus on improvements to the land use allocation model to better assign population and employment forecasts at the transportation analysis zone level, based on changes to the transportation network. MAPC will use the model to support land use scenarios to be evaluated during development of MAPC's MetroCommon 2050 plan.

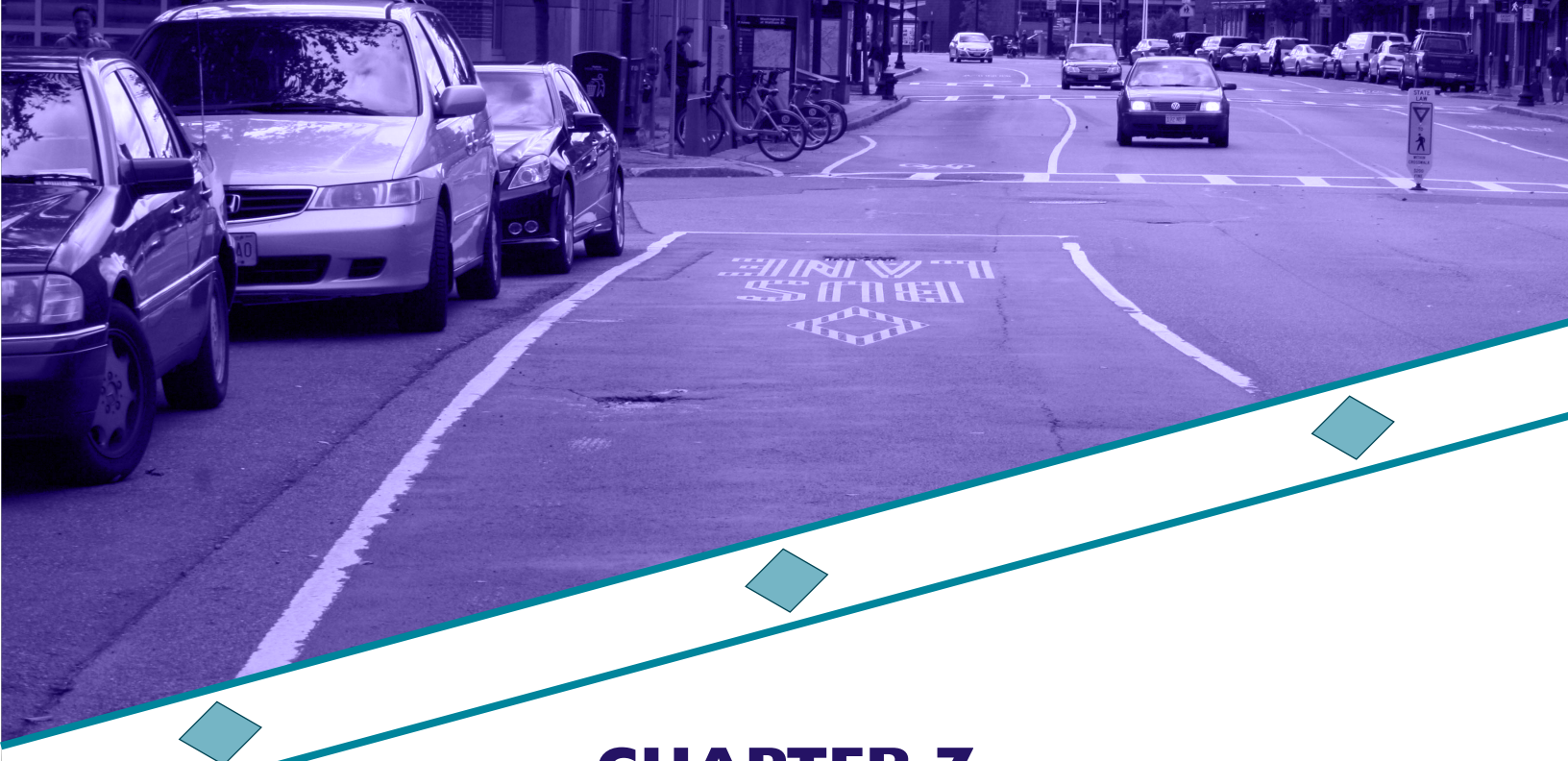
#### Development Database

MAPC will continue to monitor development projects that are being planned across the region and will maintain an up-to-date development database in an online portal at [www.massbuilds.com](http://www.massbuilds.com). MAPC will support CTPS in applying this data for project evaluation or updates to the regional travel demand model.

### **FFY 2020 Anticipated Outcomes**

Anticipated outcomes include an improved land use allocation model; multiple land use alternatives for use in the MetroCommon process; updated development data and analysis; documentation; and mapping products to support advanced transportation modeling.





# CHAPTER 7

## BOSTON REGION MPO BUDGET AND OPERATING SUMMARIES

This chapter contains overall budget information by recipient agency and funding source. The information is presented according to the same Unified Planning Work Program (UPWP) categories used in Chapters 3 through 6.

UPWP Work Areas	Total Budget
Certification Requirements	\$2,740,206
Continuing Metropolitan Planning Organization (MPO) Planning Studies and Technical Analyses	\$279,730
Metropolitan Area Planning Council (MAPC) Planning Studies and Technical Analyses	\$613,875
New MPO-Funded Discrete Studies	\$745,000
Agency and Other Client Planning Studies and Technical Support	\$1,424,445
Central Transportation Planning Staff (CTPS) Administration, Resource Management, and Support Activities	\$606,120
MAPC Resource Management and Support Activities	\$459,000
Direct Costs (3C)	\$194,000
<b>Total</b>	<b>\$7,062,376</b>

The funding for the projects, programs, and activities listed in Chapters 3 through 6 comes from the following sources, which are described in Chapter 2.

Funding Source	Total Programmed Funds
Federal Highway Administration (FHWA) continuing, comprehensive, and cooperative (3C) Planning (PL)/Massachusetts Department of Transportation (MassDOT) Local Match	\$3,813,949
MPO Federal Transit Administration (FTA) 3C PL (Section 5303)/MassDOT Local Match	\$1,475,757
MassDOT FTA 3C PL (Section 5303)/MassDOT Local Match	\$373,520
MAPC FTA 3C PL (Section 5303)/MassDOT Local Match	\$348,225
FHWA Statewide Planning and Research (SPR)/MassDOT Local Match	\$301,500
MassDOT	\$79,000
Massachusetts Bay Transportation Authority (MBTA)	\$615,425
Other	\$55,000
<b>Total</b>	<b>\$7,062,376</b>

The 11 tables on the following pages summarize the funding information presented in the preceding chapters: one for each UPWP category of work conducted by CTPS, one for each UPWP category of work conducted by MAPC, and two summary tables. Another table follows that shows the federally designated elements and tasks for projects using Section 5303 funding. These summaries assist federal and state contract administrators in reviewing each work program in detail.

The budget tables reflect 3C transportation planning funds, consisting of FHWA PL funds and FTA Section 5303 funds that CTPS and MAPC expect to receive for federal fiscal year (FFY) 2020. FHWA and FTA have informed the MPO that as of FFY 2020, the 3C PL and Section 5303 contracts will be awarded as a single contract; Section 5303 funds were transferred to FHWA in July 2019 as part of the single contract award. Because this information was not available until late in the development process, the two types of funding are still broken out separately in this UPWP. CTPS has received its estimated FFY 2020 FHWA PL allocation of \$3,089,299. MAPC's FFY 2020 FHWA PL allocation is \$724,650. The total Boston region allocation of FTA Section 5303 funds is \$2,321,502. CTPS has received its estimated amount of FFY 2020 FTA Section 5303 allocation of \$1,355,757. MAPC's 2020 FTA Section 5303 allocation is \$348,225. All of these federal allocations include a state match. This budget also reflects projects funded with SPR, FTA Section 5303, and other funds from MassDOT; projects funded with MBTA funds; projects funded with carryover FFY 2019 Section 5303 funds; and projects funded from other sources.

Project status and financial data on this sheet are subject to change.

**Table 7-1  
UPWP Budget—Certification Requirements for FFY 2020**

Project ID	Name	FFY 2019 CTPS UPWP Budget	Expected Project Status as of 10/1/2019	CTPS PL Funds	CTPS Section 5303 Funds	Proposed FFY 2020 CTPS Budget
9120	Support to the MPO and its Committees	\$234,640	Ongoing	\$152,740	\$65,460	\$218,200
9320	Regional Transportation Advisory Council Support	\$46,790	Ongoing	\$31,190	\$13,360	\$44,550
9620	Public Participation Process	\$181,720	Ongoing	\$110,180	\$47,220	\$157,400
9220	General Graphics	\$85,250	Ongoing	\$61,210	\$26,230	\$87,440
3120	Provision of Materials in Accessible Formats	\$102,050	Ongoing	\$74,040	\$31,730	\$105,770
9520	Professional Development	\$21,770	Ongoing	\$21,329	\$7,667	\$28,996
<b>Support to the MPO Subtotal</b>		<b>\$672,220</b>		<b>\$450,689</b>	<b>\$191,667</b>	<b>\$642,356</b>
8120	Long-Range Transportation Plan	\$362,290	Ongoing	\$231,650	\$99,270	\$330,920
8220	Transportation Improvement Program	\$244,190	Ongoing	\$183,870	\$78,790	\$262,660
8820	Performance-Based Planning and Programming	\$155,300	Ongoing	\$99,430	\$42,610	\$142,040
8420	Air Quality Conformity Determinations and Support	\$41,340	Ongoing	\$21,890	\$9,370	\$31,260
8320	Unified Planning Work Program	\$108,930	Ongoing	\$81,240	\$34,810	\$116,050
8520	Transportation Equity Program	\$149,790	Ongoing	\$120,300	\$51,550	\$171,850
2120	Congestion Management Process	\$91,540	Ongoing	\$78,450	\$33,610	\$112,060
2220	Freight Planning Support	\$56,370	Ongoing	\$56,730	\$-	\$56,730
7120	Regional Model Enhancement	\$795,760	Ongoing	\$579,360	\$248,290	\$827,650
8920	Transit Committee Support	n/a	Ongoing	\$32,650	\$13,980	\$46,630
90015	Federal Certification Review	\$29,690	Complete	n/a	n/a	\$-
<b>3C Planning and Other Certification Requirements Activities Subtotal</b>		<b>\$2,035,200</b>		<b>\$1,485,570</b>	<b>\$612,280</b>	<b>\$2,097,850</b>
<b>Certification Requirements Subtotal</b>		<b>\$2,707,420</b>		<b>\$1,936,259</b>	<b>\$803,947</b>	<b>\$2,740,206</b>

3C = continuing, cooperative, and comprehensive. CTPS = Central Transportation Planning Staff. FFY = Federal Fiscal Year. MPO = Metropolitan Planning Organization. PL = Planning. UPWP = Unified Planning Work Program.

**Table 7-2  
UPWP Budget—Ongoing and Continuing MPO Planning Studies and Technical Analyses for FFY 2020**

Project ID	Name	FFY 2019 CTPS UPWP Budget	Expected Project Status/ Completion as of 10/1/2019	CTPS PL Funds	CTPS Section 5303 Funds	Proposed FFY 2020 CTPS Budget
13290	New and Emerging Metrics for Roadway Usage	\$60,000	90%	\$4,010	\$1,710	\$5,720
13292	Pedestrian Report Card Assessment Dashboard	\$65,000	90%	\$6,090	\$2,610	\$8,700
13419	Addressing Safety, Mobility, and Access on Subregional Priority Roadways FFY 2019	\$120,000	95%	\$5,060	\$2,160	\$7,220
13519	Addressing Priority Corridors from the LRTP Needs Assessment FFY 2019	\$120,000	95%	\$5,350	\$2,280	\$7,630
13619	Low-Cost Improvements to Express Highway Bottlenecks FFY 2019	\$60,000	90%	\$7,420	\$-	\$7,420
<b>Planning Studies Subtotal (Continuing FFY 2019 Initiated Work)</b>		<b>\$425,000</b>		<b>\$27,930</b>	<b>\$8,760</b>	<b>\$36,690</b>
2320	Roadway Safety Audits	\$14,640	Ongoing	\$14,920	\$-	\$14,920
2720	Traffic Data Support	\$15,180	Ongoing	\$10,740	\$4,600	\$15,340
4220	Transit Data Support	\$15,350	Ongoing	\$-	\$11,170	\$11,170
2420	Community Transportation Technical Assistance	\$73,250	Ongoing	\$51,340	\$21,990	\$73,330
2520	Bicycle and Pedestrian Support Activities	\$65,440	Ongoing	\$50,270	\$21,540	\$71,810
4120	Regional Transit Service Planning Technical Support	\$45,810	Ongoing	\$-	\$56,470	\$56,470
<b>Technical Analysis and Support Subtotal</b>		<b>\$229,670</b>		<b>\$127,270</b>	<b>\$115,770</b>	<b>\$243,040</b>
<b>MPO-Funded Planning Studies and Technical Analyses Subtotal</b>		<b>\$654,670</b>		<b>\$155,200</b>	<b>\$124,530</b>	<b>\$279,730</b>

CTPS = Central Transportation Planning Staff. FFY = Federal Fiscal Year. LRTP = Long-Range Transportation Plan. MPO = Metropolitan Planning Organization. PL = Planning. UPWP = Unified Planning Work Program.

**Table 7-3  
UPWP Budget—MPO New Discrete Studies for FFY 2020**

Universe ID	Project ID	Study or Program	CTPS PL Funds	CTPS Section 5303 Funds	Proposed FFY 2020 CTPS Budget
A-1	13293	Locations with High Bicycle and Pedestrian Crash Rates in the Boston Region MPO Area	\$49,000	\$21,000	\$70,000
n/a	13301	Review of Vision Zero Policies	\$21,000	\$9,000	\$30,000
M-2	13420	Addressing Safety, Mobility, and Access on Subregional Priority Roadways	\$80,500	\$34,500	\$115,000
M-3	13520	Addressing Priority Corridors from the LRTP Needs Assessment	\$84,000	\$36,000	\$120,000
M-4	13720	Safety and Operations Analysis at Selected Intersections	\$56,000	\$24,000	\$80,000
M-6	13294	TIP Before and After Studies	\$42,000	\$18,000	\$60,000
n/a	13295	Innovations in Estimating Trip Generation Rates	\$21,000	\$9,000	\$30,000
T-3	13296	Operating a Successful Shuttle Program	\$35,000	\$15,000	\$50,000
T-4	13297	Further Development of the MPO's Community Transportation Program	\$14,000	\$6,000	\$20,000
E-1	13298	Disparate Impact Metrics Analysis	\$28,000	\$12,000	\$40,000
R-1	13299	Exploring Resilience in MPO-Funded Corridor and Intersection Studies	\$63,000	\$27,000	\$90,000
O-1	20904	MPO Staff-Generated Research and Technical Assistance	\$28,000	\$12,000	\$40,000
<b>Total for New Discrete and Recurring Studies</b>			<b>\$521,500</b>	<b>\$223,500</b>	<b>\$745,000</b>

CTPS = Central Transportation Planning Staff. FFY = Federal Fiscal Year. LRTP = Long-Range Transportation Plan. MPO = Metropolitan Planning Organization. PL = Planning. TIP = Transportation Improvement Program.

**Table 7-4  
UPWP Budget—New and Continuing Agency Transportation Planning Studies and Technical Analyses for FFY 2020**

Project ID	Name	Total Contract <sup>a</sup>	Funding Source	FFY 2020 Labor and Overhead	Direct Support	Proposed FFY 2020 CTPS Budget
Varies by Specific Project (97xxx)	MassDOT SPR Program Support <sup>b</sup>	\$600,000	SPR	\$295,500	\$6,000	\$301,500
Varies by Specific Project (8100x)	MassDOT On-Call	\$400,000	MassDOT	\$44,000	\$-	\$44,000
13156	MassDOT Title VI Program	\$70,000	MassDOT	\$35,000	\$-	\$35,000
Varies by Specific Project	MassDOT Transit Planning Assistance <sup>c</sup>	\$781,450	MassDOT 5303	\$367,520	\$6,000	\$373,520
<b>MassDOT Subtotal</b>				<b>\$742,020</b>	<b>\$12,000</b>	<b>\$754,020</b>
14356	MBTA SFY 2019 NTD	\$136,600	MBTA	\$5,800	\$-	\$5,800
14362	MBTA SFY 2020 NTD	\$143,400	MBTA	\$99,200	\$350	\$99,550
14366	MBTA SFY 2021 NTD	\$150,600	MBTA	\$38,700	\$150	\$38,850
11417	MBTA 2019 Title VI Program Monitoring	\$161,500	MBTA	\$20,000	\$-	\$20,000
11424	MBTA 2020 Triennial Title VI Report	\$180,000	MBTA	\$160,800	\$300	\$161,100
11422	MBTA Transit Service Data Collection	\$540,000	MBTA	\$166,000	\$125	\$166,125
14355	MBTA Rider Oversight Committee Support	\$24,500	MBTA	\$5,000	\$-	\$5,000
11414	Support for MBTA Service Standards Development	\$50,000	MBTA	\$37,500	\$-	\$37,500
14358	Service Equity Analysis Support to MBTA	\$115,000	MBTA	\$48,000	\$-	\$48,000
14364	Fare Equity Analysis Support to the MBTA	\$10,000	MBTA	\$7,500	\$-	\$7,500
11415	AFC 2.0 Equity Analysis	\$77,000	MBTA	\$20,000	\$-	\$20,000

(Table 7-4 cont.)

Project ID	Name	Total Contract <sup>a</sup>	Funding Source	FFY 2020 Labor and Overhead	Direct Support	Proposed FFY 2020 CTPS Budget
11491	MBTA Mapping Support	\$12,000	MBTA	\$3,000	\$-	\$3,000
74018	Diversity Posters	\$7,650	MBTA	\$3,000	\$-	\$3,000
<b>MBTA Subtotal</b>				<b>\$614,500</b>	<b>\$925</b>	<b>\$615,425</b>
23328	Weymouth Union Point	\$245,000	Other	\$50,000	\$-	\$50,000
TBD	MAPC Allston	\$10,000	Other	\$5,000	\$-	\$5,000
<b>Other Subtotal</b>				<b>\$55,000</b>	<b>\$-</b>	<b>\$55,000</b>
<b>Agency-Funded and Client-Funded Subtotal</b>				<b>\$1,411,520</b>	<b>\$12,925</b>	<b>\$1,424,445</b>

<sup>a</sup> The total contract amounts include direct costs. Annual direct costs are not included in the FFY budget amounts in the table and are shown separately in the Direct Support column.

<sup>b</sup> The term of the MassDOT SPR Contract is from July 1 through June 30. Therefore, the total FFY budgets in the UPWP represent a combination of funding from two different contract years. The total contract amount listed for the MassDOT SPR is the total contract amount for the 2019–20 contracts.

<sup>c</sup> MassDOT Transit Planning Assistance includes project ID 22214, Rail Vision. The MassDOT Transit Planning Assistance Contract is also called the MassDOT Section 5303 Contract. During the course of this UPWP, this contract is transitioning from operating on an SFY basis to an FFY basis; the total contract amount listed for the MassDOT Transit Planning Assistance includes two months of the SFY 2018 contract and five months of the SFY 2019 contract, in addition to the full FFY 2020 contract.

AFC = Automated Fare Collection. CTPS = Central Transportation Planning Staff. FFY = Federal Fiscal Year. MAPC = Metropolitan Area Planning Council. MassDOT = Massachusetts Department of Transportation. MBTA = Massachusetts Bay Transportation



**Table 7-5  
UPWP Budget—Resource Management and Support Activities for FFY 2020**

Project ID	Name	FFY 2019 CTPS UPWP Budget	Expected Project Status as of 10/1/2019	CTPS PL Funds	CTPS Section 5303 Funds	Proposed FFY 2020 CTPS Budget
6220	System Administration and Computer Room Management	\$103,020	Ongoing	\$71,970	\$30,840	\$102,810
6420	Software Development	\$11,480	Ongoing	\$5,630	\$2,410	\$8,040
6520	Staff Assistance and Training	\$61,510	Ongoing	\$42,580	\$18,240	\$60,820
6620	Liaison with Other Agencies	\$3,800	Ongoing	\$1,640	\$700	\$2,340
6720	Computing Resource Purchasing and Maintenance	\$109,540	Ongoing	\$73,430	\$31,470	\$104,900
6820	Computer Resource Planning	\$44,810	Ongoing	\$32,970	\$14,120	\$47,090
<b>Computer Resource Management Subtotal</b>		<b>\$334,160</b>		<b>\$228,220</b>	<b>\$97,780</b>	<b>\$326,000</b>
5220	Socioeconomic Data	\$32,740	Ongoing	\$24,480	\$10,480	\$34,960
5320	Response to Data Requests (Data Resources group)	\$4,510	Ongoing	\$520	\$210	\$730
5420	Response to Data Requests (Other groups)	\$15,390	Ongoing	\$7,430	\$3,180	\$10,610
5520	GIS/DBMS	\$157,570	Ongoing	\$109,020	\$46,710	\$155,730
5620	MPO Website	\$74,690	Ongoing	\$54,670	\$23,420	\$78,090
<b>Data Resources Management Subtotal</b>		<b>\$284,900</b>		<b>\$196,120</b>	<b>\$84,000</b>	<b>\$280,120</b>
<b>Direct Support</b>		<b>\$72,000</b>		<b>\$52,000</b>	<b>\$142,000</b>	<b>\$194,000</b>
<b>Resource Management and Support Activities Subtotal*</b>		<b>\$619,060</b>		<b>\$424,340</b>	<b>\$181,780</b>	<b>\$606,120</b>

\*Does not include Direct Support

CTPS = Central Transportation Planning Staff. DBMS = Database Management System. FFY = Federal Fiscal Year. GIS = Geographic Information System. MPO = Metropolitan Planning Organization. PL = Planning. UPWP = Unified Planning Work Program.



**Table 7-6  
UPWP Budget—MAPC Planning Studies and Technical Analyses for FFY 2020**

Project ID	Name	FFY 2019 MAPC UPWP Budget	PL Funds	Section 5303 Funds	Proposed FFY 2020 MAPC Budget
MAPC 7	Alternative-Mode Planning and Coordination	\$194,713	\$128,136	\$66,577	\$194,713
MAPC 4	Corridor/Subarea Planning Studies	\$165,480	\$116,663	\$70,523	\$187,186
MAPC 8	Community Transportation Technical Assistance Program <sup>a</sup>	\$45,000	\$25,000	\$23,156	\$48,156
MAPC 5	Land Use Development Project Reviews	\$88,820	\$59,400	\$29,420	\$88,820
MAPC 6	MetroCommon x 2050	\$90,000	\$64,400	\$30,600	\$95,000
<b>MAPC Planning Studies and Technical Analyses Subtotal</b>		<b>\$584,013</b>	<b>\$393,599</b>	<b>\$220,276</b>	<b>\$613,875</b>

<sup>a</sup>This project also receives funding from CTPS; these additional funds are accounted for in the CTPS budget.

FFY = Federal Fiscal Year. MAPC = Metropolitan Area Planning Council. PL = Planning. UPWP = Unified Planning Work Program.

**Table 7-7  
UPWP Budget—MAPC Resource Management and Support Activities for FFY 2020**

Project ID	Name	FFY 2019 MAPC UPWP Budget	PL Funds	Section 5303 Funds	Proposed FFY 2020 MAPC Budget
MAPC 1	MPO/MAPC Liaison and Support Activities	\$167,000	\$119,000	\$48,000	\$167,000
MAPC 3	MAPC Unified Planning Work Program Support	\$10,000	\$7,000	\$3,000	\$10,000
MAPC 2	Subregional Support Activities	\$187,000	\$139,000	\$48,000	\$187,000
MAPC 10	Land Use Data to Support Transportation Modeling	\$87,451	\$66,051	\$28,949	\$95,000
<b>MAPC Resource Management and Support Activities</b>		<b>\$451,451</b>	<b>\$331,051</b>	<b>\$127,949</b>	<b>\$459,000</b>

FFY = Federal Fiscal Year. MAPC = Metropolitan Area Planning Council. MPO = Metropolitan Planning Organization. PL = Planning.

UPWP = Unified Planning Work Program.

**Table 7-8  
UPWP Budget—Summary of FFY 2020 Budgets for CTPS**

<b>3C Studies and Programs by Budget Categories</b>	<b>CTPS 3C PL Funds</b>	<b>CTPS Section 5303 Funds</b>	<b>Proposed FFY 2020 CTPS Budget</b>
Resource management and support activities	\$424,340	\$181,780	\$606,120
MPO certification requirements	\$1,936,259	\$803,947	\$2,740,206
Continuing MPO-funded planning studies and technical analyses	\$155,200	\$124,530	\$279,730
New MPO-funded discrete studies	\$521,500	\$223,500	\$745,000
Direct support	\$52,000	\$142,000	\$194,000
<b>Total for CTPS 3C Studies and Programs</b>	<b>\$3,089,299</b>	<b>\$1,475,757</b>	<b>\$4,565,056</b>

<b>Agency-Funded CTPS Work</b>	<b>Agency Funds</b>	<b>Direct Support</b>	<b>Proposed FFY 2020 CTPS Budget</b>
MassDOT SPR Funds	\$295,500	\$6,000	\$301,500
MassDOT Section 5303 Funds	\$367,520	\$6,000	\$373,520
MassDOT Other Funds	\$79,000	\$-	\$79,000
MBTA Funds	\$614,500	\$925	\$615,425
Other	\$55,000	\$-	\$55,000
<b>Total for Agency-Funded CTPS Project Work</b>	<b>\$1,411,520</b>	<b>\$12,925</b>	<b>\$1,424,445</b>

<b>Total FFY 2020 CTPS Budget (3C + Agency Work)</b>	<b>\$5,989,501</b>
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Note: Budget figures include salary, overhead, and direct support.

3C = Continuing, comprehensive, and cooperative. CTPS = Central Transportation Planning Staff. FFY = Federal Fiscal Year. MassDOT = Massachusetts Department of Transportation. MBTA = Massachusetts Bay Transportation Authority. MPO = Metropolitan Planning Organization. PL = Planning. SPR = Statewide Planning and Research. UPWP = Unified Planning Work Program.

**Table 7-9  
UPWP Budget—Summary of FFY 2020 Budgets for MAPC**

<b>3C Studies and Programs by MAPC Budget Categories</b>	<b>MAPC 3C PL Funds</b>	<b>MAPC Section 5303 Funds</b>	<b>Proposed FFY 2020 MAPC Budget</b>
MAPC Planning Studies and Technical Analyses	\$393,599	\$220,276	\$613,875
MAPC Administration, Resource Management, and Support Activities	\$331,051	\$127,949	\$459,000
<b>Total MAPC FFY 2020 UPWP Programmed Funds</b>	<b>\$724,650</b>	<b>\$348,225</b>	<b>\$1,072,875</b>

3C = Continuing, comprehensive, and cooperative. FFY = Federal Fiscal Year. MAPC = Metropolitan Area Planning Council. PL = Planning. UPWP = Unified Planning Work Program.

**Table 7-10  
UPWP Budget—3C Budget and Overall Budget for FFY 2020**

<b>Agency Supporting MPO/3C Work</b>	<b>3C PL Funds</b>	<b>Section 5303 Funds</b>	<b>Proposed FFY 2020 Budget</b>
CTPS	\$3,089,299	\$1,475,757	\$4,565,056
MAPC	\$724,650	\$348,225	\$1,072,875
<b>3C Budget Subtotal by Funding Program</b>	<b>\$3,813,949</b>	<b>\$1,823,982</b>	<b>\$5,637,931</b>

<b>Agency-Funded CTPS Work</b>	<b>\$1,424,445</b>
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<b>FFY 2020 UPWP Budget</b>	<b>\$7,062,376</b>
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3C = Continuing, comprehensive, and cooperative. CTPS = Central Transportation Planning Staff. FFY = Federal Fiscal Year. MAPC = Metropolitan Area Planning Council. MPO = Metropolitan Planning Organization. PL = Planning. UPWP = Unified Planning Work Program.



**Table 7-11  
Programmed FFY 2020 FTA Section 5303 Funding by Element and Task**

Projects by Element and Task		FFY 2020 UPWP Project ID	FTA Funding by Agency with Local Match						
			FTA §5303 Total Funds	CTPS		MAPC		MassDOT	
				Federal Funds	Local Funds	Federal Funds	Local Funds	Federal Funds	Local Funds
<b>44.21.00</b>	<b>Program Support and Administration</b>		<b>\$716,773</b>	<b>\$475,694</b>	<b>\$118,923</b>	<b>\$97,725</b>	<b>\$24,431</b>	<b>\$4,800</b>	<b>\$1,200</b>
	Unified Planning Work Program	8320	\$34,810	\$27,848	\$6,962	\$-	\$-	\$-	\$-
	Unified Planning Work Program Support	MAPC 3	\$3,000	\$-	\$-	\$2,400	\$600	\$-	\$-
	Provision of Materials in Accessible Formats	3120	\$31,730	\$25,384	\$6,346	\$-	\$-	\$-	\$-
	Direct Support	varies	\$142,000	\$113,600	\$28,400	\$-	\$-	\$4,800	\$1,200
	Support to the MPO and its Committees	9120	\$65,460	\$52,368	\$13,092	\$-	\$-	\$-	\$-
	Professional Development	9520	\$7,667	\$6,134	\$1,533	\$-	\$-	\$-	\$-
	Regional Transportation Advisory Council Support	9320	\$13,360	\$10,688	\$2,672	\$-	\$-	\$-	\$-
	Public Participation Process	9620	\$47,220	\$37,776	\$9,444	\$-	\$-	\$-	\$-
	General Graphics	9220	\$26,230	\$20,984	\$5,246	\$-	\$-	\$-	\$-
	Transportation Equity Program	8520	\$51,550	\$41,240	\$10,310	\$-	\$-	\$-	\$-
	Transit Committee Support	8920	\$13,980	\$11,184	\$2,796	\$-	\$-	\$-	\$-
	Community Transportation Technical Assistance Program	2420, MAPC 8	\$45,146	\$17,592	\$4,398	\$18,525	\$4,631	\$-	\$-
	Bicycle and Pedestrian Support Activities	2520	\$21,540	\$17,232	\$4,308	\$-	\$-	\$-	\$-
	Regional Transit Service Planning Technical Support	4120	\$56,470	\$45,176	\$11,294	\$-	\$-	\$-	\$-
	Performance-Based Planning and Programming	8820	\$42,610	\$34,088	\$8,522	\$-	\$-	\$-	\$-
	MPO/MAPC Liaison and Support Activities	MAPC 1	\$48,000	\$-	\$-	\$38,400	\$9,600	\$-	\$-
	Subregional Support Activities	MAPC 2	\$48,000	\$-	\$-	\$38,400	\$9,600	\$-	\$-
	Further Development of the MPO's Community Transportation Program	13297	\$6,000	\$4,800	\$1,200	\$-	\$-	\$-	\$-

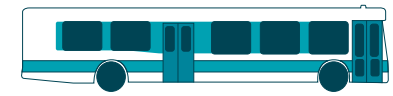
(Table 7-11 cont.)

			FTA Funding by Agency with Local Match						
Projects by Element and Task		FFY 2020 UPWP Project ID	FTA §5303 Total Funds	CTPS		MAPC		MassDOT	
				Federal Funds	Local Funds	Federal Funds	Local Funds	Federal Funds	Local Funds
	Disparate Impact Metrics Analysis	13298	\$12,000	\$9,600	\$2,400	\$-	\$-	\$-	\$-
<b>44.22.00</b>	<b>General Development and Comprehensive Planning</b>		<b>\$284,439</b>	<b>\$156,376</b>	<b>\$39,094</b>	<b>\$71,175</b>	<b>\$17,794</b>	<b>\$-</b>	<b>\$-</b>
	Computer Resource Management	varies	\$97,780	\$78,224	\$19,556	\$-	\$-	\$-	\$-
	Data Resource Management	varies	\$84,000	\$67,200	\$16,800	\$-	\$-	\$-	\$-
	Air Quality Conformity Determinations and Support	8420	\$9,370	\$7,496	\$1,874	\$-	\$-	\$-	\$-
	Land Use Development Project Reviews	MAPC 5	\$29,420	\$-	\$-	\$23,536	\$5,884	\$-	\$-
	Land Use Data to Support Transportation Modeling	MAPC 10	\$28,949	\$-	\$-	\$23,159	\$5,790	\$-	\$-
	MetroCommon x 2050	MAPC 6	\$30,600	\$-	\$-	\$24,480	\$6,120	\$-	\$-
	New and Emerging Metrics for Roadway Usage	13290	\$1,710	\$1,368	\$342	\$-	\$-	\$-	\$-
	Pedestrian Report Card Assessment Dashboard	13292	\$2,610	\$2,088	\$522	\$-	\$-	\$-	\$-
<b>44.23.00</b>	<b>Long-Range Transportation Planning</b>		<b>\$716,210</b>	<b>\$463,288</b>	<b>\$115,822</b>	<b>\$109,680</b>	<b>\$27,420</b>	<b>\$-</b>	<b>\$-</b>
23.01	Systems-Level Planning								
	Regional Model Enhancement	7120	\$248,290	\$198,632	\$49,658	\$-	\$-	\$-	\$-
	LRTP	8120	\$99,270	\$79,416	\$19,854	\$-	\$-	\$-	\$-
	Congestion Management Process	2120	\$33,610	\$26,888	\$6,722	\$-	\$-	\$-	\$-
23.02	Project-Level Planning								
	<b>Review of Vision Zero Policies</b>	<b>13301</b>	<b>\$9,000</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>
	Addressing Safety, Mobility, and Access on Subregional Priority Roadways FFY 2020	13420	\$34,500	\$27,600	\$6,900	\$-	\$-	\$-	\$-
	Addressing Priority Corridors from the LRTP Needs Assessment FFY 2020	13520	\$36,000	\$28,800	\$7,200	\$-	\$-	\$-	\$-
	Safety and Operations Analysis at Selected Intersections FFY 2020	13720	\$24,000	\$19,200	\$4,800	\$-	\$-	\$-	\$-

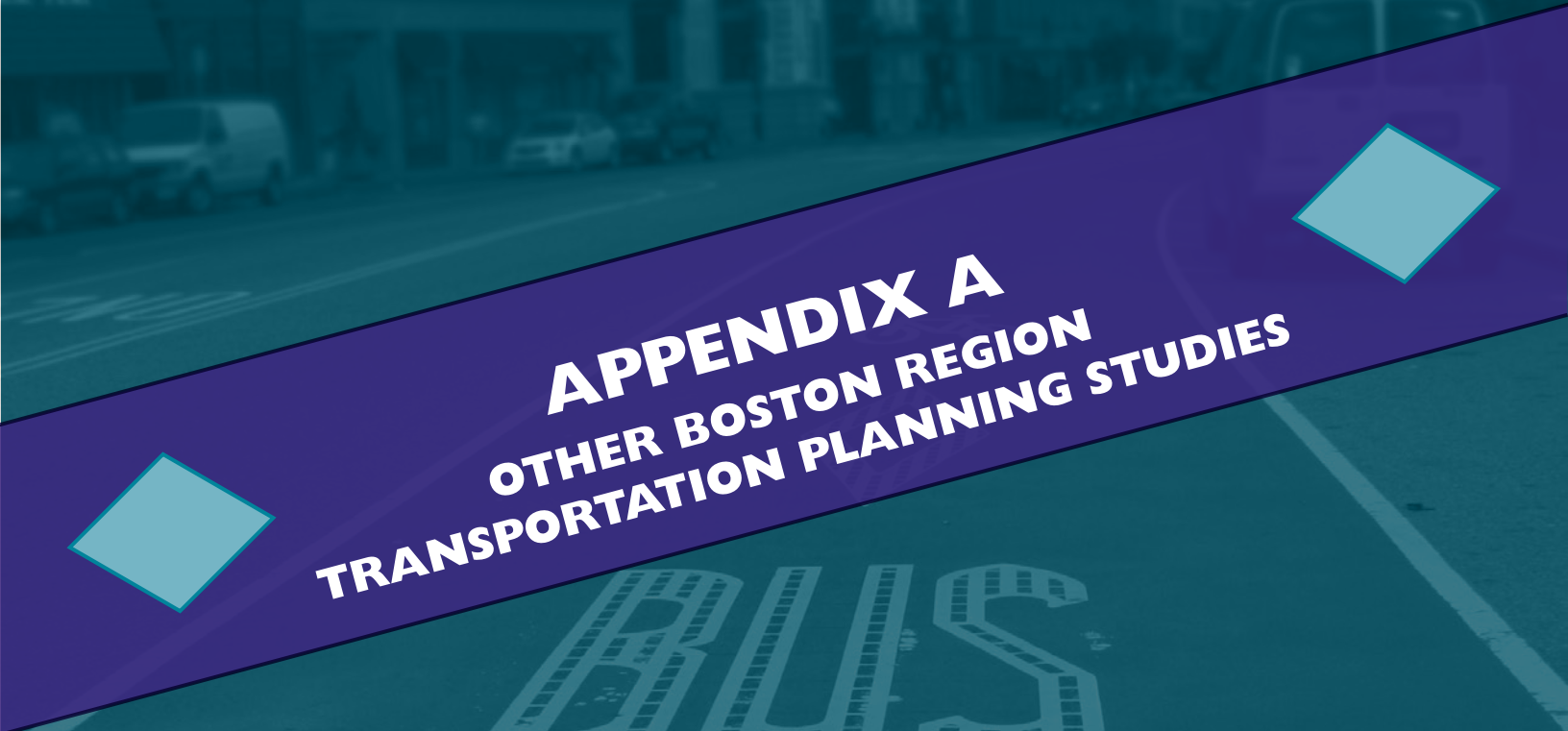
(Table 7-11 cont.)

			FTA Funding by Agency with Local Match						
Projects by Element and Task		FFY 2020 UPWP Project ID	FTA §5303 Total Funds	CTPS		MAPC		MassDOT	
				Federal Funds	Local Funds	Federal Funds	Local Funds	Federal Funds	Local Funds
	Locations with High Bicycle and Pedestrian Crash Rates in the Boston Region MPO Area	13293	\$21,000	\$16,800	\$4,200	\$-	\$-	\$-	\$-
	TIP Before and After Studies	13294	\$18,000	\$14,400	\$3,600	\$-	\$-	\$-	\$-
	Innovations in Estimating Trip Generation Rates	13295	\$18,000	\$14,400	\$3,600	\$-	\$-	\$-	\$-
	Operating a Successful Shuttle Program	13296	\$15,000	\$12,000	\$3,000	\$-	\$-	\$-	\$-
	Exploring Resilience in MPO-funded Corridor and Intersection Studies	13299	\$27,000	\$21,600	\$5,400	\$-	\$-	\$-	\$-
	Corridor/Subarea Planning Studies	MAPC 4	\$70,523	\$-	\$-	\$56,418	\$14,105	\$-	\$-
	Alternative Mode Planning and Coordination	MAPC 7	\$66,577	\$-	\$-	\$53,262	\$13,315	\$-	\$-
	Addressing Safety, Mobility, and Access on Subregional Priority Roadways FFY 2019	13419	\$2,160	\$1,728	\$432	\$-	\$-	\$-	\$-
	Addressing Priority Corridors from the Long Range Transportation Plan Needs Assessment FFY 2019	13519	\$2,280	\$1,824	\$456	\$-	\$-	\$-	\$-
<b>44.24.00</b>	<b>Short-Range Transportation Planning</b>		<b>\$389,290</b>	<b>\$12,616</b>	<b>\$3,154</b>	<b>\$-</b>	<b>\$-</b>	<b>\$298,816</b>	<b>\$74,704</b>
	MassDOT Transit Planning Assistance	Varies	\$373,520	\$-	\$-	\$-	\$-	\$298,816	\$74,704
	Traffic Data Support	2720	\$4,600	\$3,680	\$920	\$-	\$-	\$-	\$-
	Transit Data Support	4220	\$11,170	\$8,936	\$2,234	\$-	\$-	\$-	\$-
<b>44.25.00</b>	<b>Transportation Improvement Program</b>		<b>\$78,790</b>	<b>\$63,032</b>	<b>\$15,758</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>
	Transportation Improvement Program	8220	\$78,790	\$63,032	\$15,758	\$-	\$-	\$-	\$-
<b>44.27.00</b>	<b>Other Activities</b>		<b>\$12,000</b>	<b>\$9,600</b>	<b>\$2,400</b>	<b>\$-</b>	<b>\$-</b>		
	MPO Staff-Generated Research and Technical Assistance	20904	\$12,000	\$9,600	\$2,400	\$-	\$-	\$-	\$-
<b>Total Boston Region MPO 5303 Funds Programmed</b>			<b>\$2,197,502</b>	<b>\$1,180,606</b>	<b>\$295,151</b>	<b>\$278,580</b>	<b>\$69,645</b>	<b>\$303,616</b>	<b>\$75,904</b>

CTPS = Central Transportation Planning Staff. FFY = Federal fiscal year. FTA = Federal Transit Administration. LRTP = Long-Range Transportation Plan MAPC = Metropolitan Area Planning Council. MassDOT = Massachusetts Department of Transportation. MPO = Metropolitan Planning Organization. TIP = Transportation Improvement Program. UPWP = Unified Planning Work Program.







**APPENDIX A**  
**OTHER BOSTON REGION**  
**TRANSPORTATION PLANNING STUDIES**

**BUS**

**LANE**



This appendix consists of brief descriptions of planning studies that will be conducted in the Boston Region Metropolitan Planning Organization (MPO) area by individual agencies, such as the Massachusetts Department of Transportation (MassDOT) and the Massachusetts Bay Transportation Authority (MBTA), during federal fiscal year (FFY) 2020. MPO discretionary funding will not be used for these studies, although in certain cases, an agency or one of its consultants may contract with MPO staff—the Central Transportation Planning Staff (CTPS)—to prepare an environmental impact report or large-scale study. For these projects, support work that will be conducted by CTPS is described in Chapters 3 through 6. Likewise, the project listings in this appendix indicate whether components of the projects will be conducted by CTPS. The projects in this appendix are not subject to the MPO’s public participation process. Rather, they follow their own public processes, parts of which may be required by the Massachusetts Environmental Policy Act. They are included here to provide a more complete picture of the surface-transportation-planning projects occurring in the region. The listings contained in this appendix were provided to CTPS prior to June 7, 2019.

## **REGIONAL CORRIDOR OR TRANSIT STUDIES**

### **Bus Rapid Transit Planning**

**Agencies: Metropolitan Area Planning Council (MAPC), City of Boston, Barr Foundation**

Boston Bus Rapid Transit (BRT) Planning was formed in an effort to popularize the concept of bus rapid transit in the Boston region. This effort involves the Barr Foundation, the City of Boston, MAPC, and other entities. In 2016, Boston BRT issued a report about Gold Standard BRT in the Boston area, and since then has conducted various outreach, advocacy, research, and pilot activities. A pilot program in May and June 2017 tested the possibility of all-door boarding on the Silver Line between Downtown Crossing and Dudley Station. Future plans involve further research, advocacy, and potential demonstration projects.

### **MBTA Rail Vision**

**Agencies: MBTA, MassDOT**

This study will identify cost-effective strategies to transform the existing Commuter Rail system into one that better supports improved mobility and economic competitiveness in the Greater Boston region. A thorough evaluation of costs, ridership potential, and operational feasibility of various alternatives, as well as broad public conversation in 2019, will inform the ultimate vision for the future of the Commuter Rail—one that the MBTA will then begin to turn into a reality.

## MBTA Systemwide Station Access Study

### Agencies: MBTA

The MBTA is one of the nation's oldest and largest public transit agencies. It is also one of the nation's largest transit parking operators, with more than 44,000 directly managed parking spaces under its control; thousands of additional transit parking spaces are provided by regional transit authorities or private operators. In addition, the MBTA has made significant investment in bicycle parking at many of its stations. The Station Access Market and Demand Study is intended to provide a framework to make informed tradeoffs between investments in facilities for bicycles and automobile in the facilities directly managed by the MBTA. This study will be coordinated with, and build upon, the analysis and recommendations associated with the MBTA Alewife Parking Study.

## MBTA Bus Network Redesign

### Agencies: MassDOT, MBTA

This work builds off of the Focus40 effort to evaluate the overall MBTA bus network and propose an alternate vision for how that legacy network would be designed in order to meet current and future needs, including a major civic engagement effort. The existing MBTA bus network is a legacy system that has not been reviewed comprehensively since it was established. The consultant team will be responsible for conducting an in-depth analysis of all existing routes using MBTA ridership, transfer, and on-time performance data, as well as outside sources such as census data and municipal zoning data. Given that more than 450,000 MBTA customers rely on the bus network every day, the Network Redesign will feature a major civic engagement effort to ensure the voices of current and potential bus customers are a major input into this process. Stakeholder engagement will also involve meeting with a range of municipal, business, and advocacy representatives. The consultant will develop concepts for a redesigned MBTA bus network, with at least one of those assuming sufficient resources would be available to expand service to satisfy demand. The purpose of the redesign will be to match existing resources better to demand and to demonstrate the resources needed to meet demand today and in the future.

## SUBREGIONAL PLANS AND STUDIES

### Lynn Transit Action Plan

#### Agencies: MassDOT, MBTA

The Lynn Transit Action Plan is an initiative to develop solutions to improve transit for the residents and workers of Lynn. The Focus40 process identified Lynn as a Priority Place, where existing population/employment density suggests an ability to leverage transit investments in support of housing creation and economic growth. Work under this task will involve recommending a range of short- to long-term strategies to improve transit within Lynn and enhance its connectivity with Boston.

## MetroWest LandLine: Phase I

### Agency: MetroWest Regional Collaborative (MWRC) (MAPC subregion)

MetroWest cities and towns boast a large number of paths and trails, but many of them do not connect. With the MetroWest LandLine Phase I project, MAPC's MWRC is taking the first step to connect the trails and transform them into an active, cohesive, regional transportation and recreational network called the MetroWest Landline.

This project launched in fall 2018. MAPC's transportation team, working with MWRC members, will develop and promote an action plan to close one priority gap in each participating city and town. This joint effort will build community support for those action plans and for further strengthening the MetroWest LandLine.

## CORRIDOR OR LOCATION STUDIES

### Allston Regional Transportation Study

#### Agency: MAPC

The Allston Regional Transportation Study will examine opportunities to maximize existing and future nonautomotive travel within and through the Harvard Enterprise Research Campus, Beacon Park Yards, and nearby areas. The study will attempt to determine which implementation strategies and capital improvements will achieve the highest level of nonautomotive mode share among trips generated by future growth in Allston and nearby parts of Boston, Cambridge, and Brookline. Based on different development scenarios for Beacon Park Yards and projected growth estimates for nearby population and employment centers, the study will evaluate the accessibility benefits, usability, and transit ridership potential of varied sustainable transportation alternatives.

### Alewife Access Study

#### Agency: MassDOT, MBTA

The MBTA Alewife parking garage is beyond its useful life and will likely need a major overhaul in the future. This need to bring the facility into a state of good repair provides the opportunity to consider how to serve the station most effectively with parking and other multimodal access opportunities. This study will seek to answer the question of how much parking to build and how to serve other modes of access at Alewife Station. CTPS will provide modeling support for this effort.

## Green Line Corridor Capacity Study

### Agencies: MassDOT, MBTA

The goal of this task is to support the long-term planning of the Green Line Transformation Program in line with Focus40 recommendations. More information on the Green Line Transformation Program can be found at <https://www.mbta.com/projects/green-line-transformation>.

## Interstate 90 Allston Interchange Placemaking Study

### Agency: City of Boston

Major infrastructure changes around the Interstate 90 (I-90) Allston Interchange will unlock the potential for a large, new mixed-use district in North Allston. The sprawling railyards and existing I-90 Massachusetts Turnpike interchange in this area of Boston will be replaced by a streamlined interchange and multimodal network of streets, paths, rail, and transit facilities. The placemaking report provides guidance and recommendations for redesign of the transportation infrastructure in and around the I-90 Allston Interchange. The goal is to enable outstanding urban places and spaces to emerge as plans for the area are implemented.

For more information, visit [www.bostonplans.org/planning/planning-initiatives/i-90-allston-interchange](http://www.bostonplans.org/planning/planning-initiatives/i-90-allston-interchange)

## Allston-Brighton Mobility Study

### Agency: City of Boston

The Allston and Brighton neighborhoods are experiencing significant growth in new development. While this growth adds economic opportunity and vibrancy, it also raises questions and concerns about how the existing and future multimodal network will accommodate new development. To address these concerns, the Allston-Brighton Mobility Study will fully assess existing conditions while analyzing the effects of pending and approved (but not yet built) development in Allston-Brighton to identify strategies to improve the transportation network, for example streets, bike infrastructure, sidewalks, transit, parking, and mitigate the effects of development. Building on previous studies, the primary goal of the Allston-Brighton Mobility Study will be to identify and develop an actionable list of options to improve mobility, safety for all modes, and quality of life for the Allston-Brighton neighborhood. These items will form the basis for future development mitigation and transportation investments for the Allston-Brighton neighborhood.

For more information, visit <http://www.bostonplans.org/planning/planning-initiatives/allston-brighton-mobility-study>

## Seaport Transit Strategic Plan

### Agency: City of Boston

The mission of the Seaport Transit Strategic Plan is to study key transit connections to and within the Seaport District and recommend improvements that can be implemented in the short term, the next 15 years, and beyond. The recommendations will build on a comprehensive transit vision for the district and an understanding of the demand from existing and future development. The recommendations will focus on improvements to the Seaport's bus and shuttle network and will include consideration of other potential transit services such as rail, ferry, ride-share, and private-sector sponsored initiatives.

This initiative will build on work done for the South Boston Waterfront Sustainable Transportation Project, the ongoing Silver Line Capacity Study, subsequent transit analysis done for public and private projects, and integration of transportation improvements currently in implementation. The goal of the Plan will be an actionable universe of short-, medium-, and long-term mobility improvements that will form the basis for future development mitigation and transportation investments for the Seaport District.

## Fairmount Planning Initiatives

### Agency: Various

State transportation agencies are collaborating with federal agencies, the City of Boston, and neighborhood-based organizations on a number of planning initiatives designed to improve access to transit and promote sustainable development in the Fairmount Corridor. These initiatives, which are underway as the MBTA has completed major infrastructure improvements and four new stations on the Fairmount Line, include the following:

### *Fairmount Corridor Business Development and Transit Ridership Growth Strategy*

The Fairmount Indigo CDC Collaborative, along with the MBTA, has received a Transportation, Community, and System Preservation grant to improve the transit service connection to job development sites in the Fairmount Corridor.

### *Fairmount Indigo Corridor Planning Initiative*

The Boston Planning and Development Agency is spearheading this planning process, which involves participation of community and agency stakeholders. The agency is developing a vision for corridor land use and neighborhood change that is focused on enhanced transit, and an action plan for targeted redevelopment and public infrastructure upgrades at station areas.



## Rutherford Avenue—Sullivan Square Design Project, Charlestown

### Agency: City of Boston

The City of Boston is proceeding with the redesign of the Rutherford Avenue corridor in Charlestown, which extends about 1.5 miles from the North Washington Street Bridge to Sullivan Square and provides a critical connection between Everett, Somerville, suburbs north and east of Boston, and Boston's downtown business area. Reconstruction of this corridor is currently programmed in the TIP beginning in 2022. The corridor's highway-like design is inconsistent with present-day design preferences and local circumstances, and the function and design of the Sullivan Square rotary is problematic. Pedestrian mobility is limited and bicycle travel is not compatible with the high-speed road. The corridor is eight- to 10-lanes wide (120 to 140 feet), presenting a significant barrier between areas on either side of the roadway, such as the Bunker Hill Community College, Paul Revere Park, the Hood Business Park employment area, and MBTA rapid transit stations.

There are significant transit-oriented development opportunities along the corridor, and public investment in new infrastructure will support development of commercial and residential uses, whose tenants otherwise probably would not, or could not, locate to the area. A number of major structural elements in the corridor were constructed more than 60 years ago; they are approaching the end of their life cycle and will need to be replaced. With the Central Artery/Tunnel project now complete, more traffic remains on facilities such as I-93 and US Route 1; therefore, reduced traffic volumes along Rutherford Avenue presents a unique opportunity to transform the corridor's character from a 1950s-era, automobile-oriented facility to a 21st-century, multimodal, urban boulevard corridor that will accommodate private development.

## Grade Separation Feasibility and Cost Analysis

### Agency: City of Framingham

The Department of Public Works is undertaking a feasibility study this year to set the stage for investment in planning and design in the next few years to advance this long-term project. The plan will identify expected design and construction costs and project phasing in order to meet MPO programming deadlines.

## Chris Walsh Memorial Trail Study

### Agency: City of Framingham

The city is looking to study the feasibility of creating the Chris Walsh Memorial Trail along the Massachusetts Water Resources Authority aqueduct that crosses Farm Pond in South Framingham. Challenges to be addressed include whether there is a way to save the historic pump house as well as how to create a safe crossing of the MBTA/CSX tracks to allow residents living west of Downtown convenient access to the Commuter Rail Station in Downtown Framingham.

## PLAN: Glover's Corner, Dorchester

### Agency: City of Boston

The study area at Glover's Corner in Dorchester (between the Savin Hill and Fields Corner stations) is increasing in density and this growth is expected to affect the transportation system. This initiative will prepare for future economic development and transportation demands by creating a future vision and physical plan, focusing on locations where the multimodal transportation network is currently limited and constrained. The future network will need to include enhancements to existing Red Line station access and comprehensive bus services. Just as important, a safe and effective network for cyclists and pedestrians will be required. Transportation network capacity constraints will influence and inform land uses and build-out scenarios.

For more information, visit [www.bostonplans.org/planning/planning-initiatives/plan-dorchester-glovers-corner](http://www.bostonplans.org/planning/planning-initiatives/plan-dorchester-glovers-corner)

## PLAN: Jamaica Plain/Roxbury (JP/ROX)

### Agency: City of Boston

The PLAN: JP/ROX initiative provided recommendations and strategies for affordable housing, jobs, and businesses; guidelines for urban design; and improvements to transportation connections, open space, sustainability, and the public realm. The study examined the compatibility of different land uses, including housing, commercial, and light industrial, while studying the impacts of traffic and other forms of mobility in the study area. Of particular focus was the recent wave of mixed-use residential projects in the area, and determining the implications of redevelopment and areas of opportunity. The two-and-a-half year planning process engaged the communities between Forest Hills, Egleston Square, and Jackson Square, generally bounded by Washington Street, Columbus Avenue, and Amory Street. Some aspects of PLAN: JP/ROX are ongoing, including transportation planning.

For more information, visit [www.bostonplans.org/planning/planning-initiatives/plan-jp-rox](http://www.bostonplans.org/planning/planning-initiatives/plan-jp-rox)

## PLAN: South Boston Dorchester Avenue

### Agency: City of Boston

The Dorchester Avenue corridor in South Boston presents a unique opportunity to create a vision for an evolving area. This initiative establishes goals and strategies that will help drive short- and long-term investments in a new network of streets, public parks, and green space; a range of housing types; and commercial and retail activity in South Boston. This plan will also be the foundation for updating zoning in the area so that it aligns with the community's vision and creates predictable conditions for future development.

For more information, visit [www.bostonplans.org/planning/planning-initiatives/plan-south-boston-dorchester-ave](http://www.bostonplans.org/planning/planning-initiatives/plan-south-boston-dorchester-ave)

## PLAN: East Boston

### Agency: City of Boston

PLAN: East Boston is a community-driven, neighborhood-wide planning initiative in East Boston. Guided by Imagine Boston 2030 and several citywide strategic plans, PLAN: East Boston will produce a framework to predictably shape the future of East Boston, and identify opportunities to preserve, enhance, and grow. The effort is organized by the Boston Planning & Development Agency (BPDA) in partnership with several City agencies, and relies on the participation of the East Boston community to be both meaningful and sustainable.

PLAN: East Boston will

- update the East Boston Master Plan (2000);
- recommend updates to Article 53 (East Boston zoning article);
- produce urban design guidelines; and
- recommend immediate to long-term improvement projects for the neighborhood's transportation network.

For more information, visit <http://www.bostonplans.org/planning/planning-initiatives/plan-east-boston>

## PLAN: Mattapan

### Agency: City of Boston

Guided by Imagine Boston 2030, PLAN: Mattapan is a planning initiative that seeks to ensure that Boston preserves wisely, enhances equitably, and grows inclusively. Through these three principles, the City's planning team will work with the community to create a comprehensive vision for the Mattapan planning area and guide future growth and investment.

PLAN: Mattapan will work closely with the community to review past planning efforts and identify needs and opportunities for improvements that will support the long-term equitable growth and sustainability of the neighborhood. Focuses will include, though are not limited to, economic development (jobs and business) and the creation of transit-oriented market-rate and affordable housing growth while preserving the neighborhood's character and unique attributes.

For more information, visit <http://www.bostonplans.org/planning/planning-initiatives/plan-mattapan>

## PLAN: Downtown

### Agency: City of Boston

Over the last decade, downtown Boston has transformed from primarily a business district into a vibrant mixed-use neighborhood. Associated with this transformation and the marked increase in development proposals is a clear need to plan for the future of downtown comprehensively.

Building on past studies, the primary goal of the study will be to develop a new framework for the preservation, enhancement, and growth of the downtown area of the City of Boston, while balancing the importance of livability, walkability, access to open space, affordability, and a dynamic mix of uses, among others. As one of the most diverse places in the City, due in part to its accessibility, it is necessary to encourage growth that is inclusive for all. Supporting a thriving Downtown environment that is responsive to the 21st century needs of residents, businesses, and visitors is critical to Boston's continued success as an important American city.

For more information, visit <http://www.bostonplans.org/planning/planning-initiatives/plan-downtown>

## PLAN Newmarket: The 21st Century Economy Initiative

### Agency: City of Boston

This plan will look at the needs of an industrial neighborhood in the City of Boston. The Initiative will work closely with the community to develop a vision for the area that incorporates a strategy for job retention and growth. Identified by *Imagine Boston 2030* as one of the expanded neighborhoods, focuses will include land use, jobs, climate resilience, transportation, and public realm.

## CITYWIDE PROGRAMS OR STUDIES

### Foxborough Local Bus Service

#### Agency: Town of Foxborough

The Town of Foxborough is working with the Greater Attleboro Taunton Regional Transit Authority and the Neponset Valley Transportation Management Association to establish local bus service between downtown Foxborough and Patriot Place and Gillette Stadium. This bus service will serve three out of four of Foxborough's Growth Nodes, identified in the town's 2015 Master Plan, as priority areas for development.

## Neighborhood Slow Streets

### Agency: City of Boston

Each year, Boston residents, neighborhood associations, and other community-based organizations can apply to have traffic-calming measures implemented in a specific neighborhood. Selected neighborhoods will work with the Boston Transportation Department and Public Works Department to plan and implement their Neighborhood Slow Streets project. Rather than planning and implementing changes one street at a time, the city will address an entire zone within a neighborhood. A typical zone will consist of 10 to 15 blocks. The Slow Streets program will emphasize quick-install, low-cost fixes, such as signage, pavement markings, speed humps, and daylighting (that is, repositioning obstacles at street corners so that drivers' sight lines are clearer). As of FFY 2020, the City continues to design and construct Slow Streets zones.

## Green Links

### Agency: City of Boston

The goal for Boston Green Links is to create a connected network of paths and low-stress corridors that people of all ages and abilities can use, whether on foot, bicycle, or assisted-mobility device. The citywide plan will connect people in every Boston neighborhood to the city's greenway network by installing new paths and bike facilities, and creating safer road crossings. The plan includes projects in progress by the city, the Department of Conservation and Recreation, community groups, and others, as well as new projects developed with local input. The plan will be implemented over time, through grants, partnerships, and city-funded projects.

For more information, visit [www.boston.gov/transportation/boston-green-links](http://www.boston.gov/transportation/boston-green-links)

## Neighborhood Bike Projects

### Agency: City of Boston

A City of Boston goal is to build a complete bicycle network that will connect residents to jobs, open space, educational opportunities, and shops. In accordance with citywide planning efforts, Imagine Boston and Go Boston 2030, the city's departments continue to work together to plan, design, and fund transportation projects that improve streets for all users, including by identifying neighborhood connections that help complete the bike network. Boston typically adds or improves several miles of its bike routes each year.

For more information, visit [www.boston.gov/departments/boston-bikes/neighborhood-bike-projects](http://www.boston.gov/departments/boston-bikes/neighborhood-bike-projects)

## Autonomous Vehicles

### Agency: City of Boston

Autonomous vehicles offer the promise of helping to achieve the goal of zero deaths and injuries from traffic crashes. On the other hand, these vehicles could displace an important workforce (that is, professional drivers of various service vehicles) and encourage both sprawl and traffic congestion. In cooperation with MassDOT, the City of Boston launched an autonomous-vehicle testing program to try to shape the development of this technology, and create policies to deliver on autonomous vehicles' potential promise while minimizing their drawbacks. Recently, testing has been expanded to include local streets.

For more information, visit [www.boston.gov/innovation-and-technology/autonomous-vehicles-bostons-approach](http://www.boston.gov/innovation-and-technology/autonomous-vehicles-bostons-approach)

## Woburn Center Traffic Study

### Agency: City of Woburn

The purpose of the study is to determine a safer and more effective traffic configuration for the roadway surrounding Woburn Common. The city is currently funding the study and design, and expects to seek Transportation Improvement Program funding for the eventual redesign when it is finalized.

## Woburn Truck Route Study

### Agency: City of Woburn

The City of Woburn is planning to start a six- to seven-month study of truck traffic throughout the city to consider assigning truck routes (or as appropriate, truck exclusion routes).

## REGIONWIDE OR LONGER-RANGE PLANNING EFFORTS

### Statewide Transportation Plan

#### Agency: MassDOT

Building upon the Governor's Transportation Commission recommendations, this task is intended to develop a new long-range statewide transportation plan that will not only reflect the current transportation environment, but will also evaluate emerging trends and explore new directives that may better support MassDOT's mission, vision, and goals. MassDOT's most recent statewide planning effort, weMove Massachusetts, concluded in 2014. A new statewide transportation plan will also ensure that transportation priorities align with the spending outlined in the Capital Investment Plan. This task will also provide the opportunity to create a dynamic interactive online format that can be updated more easily in the future.

## NEC FUTURE

### **Agency: Federal Railroad Administration**

NEC FUTURE is a comprehensive federal planning effort, launched by the Federal Railroad Administration (FRA) in February 2012, to define, evaluate, and prioritize future investments in the Northeast Corridor (NEC), from Washington, D.C. to Boston. The FRA has initiated a comprehensive planning process for future investment in the corridor through 2040. Through the NEC FUTURE program, the FRA will determine a long-term vision and investment program for the NEC, including the preparation of a Tier I Environmental Impact Statement and Service Development Plan (in support of that vision). Technical work will include analyzing market conditions in the corridor; developing program alternatives; and evaluating the environmental effects of those alternatives. The FRA will recommend an approach that balances the needs of various users of the corridor—commuters, intercity passengers, and freight operators—in a manner that ensures safe, efficient travel throughout the Northeast. The NEC Future process has proceeded to Phase 2, which is ongoing.

For more information, visit the NEC Future website at <https://www.fra.dot.gov/necfuture/about/>

## New England University Transportation Center (Region One)

### **Agency: Colleges and Universities**

The New England University Transportation Center (Region One) is a research consortium that includes the Massachusetts Institute of Technology (lead university), Harvard University, and the state universities of Massachusetts, Connecticut, and Maine. It is funded by the U.S. Department of Transportation's University Transportation Centers (UTC) Program. The New England UTC conducts multiyear research programs that seek to assess and make improvements for transportation safety as well as develop a systems-level understanding of livable communities.

For further information, visit the New England University Transportation Center's website, <http://utc.mit.edu/>





**APPENDIX B**  
**PUBLIC PARTICIPATION AND RESPONSE**  
**TO PUBLIC COMMENTS**



The Boston Region Metropolitan Planning Organization (MPO) staff followed the procedures set forth in the MPO's adopted Public Participation Plan while developing the Unified Planning Work Program (UPWP). These procedures are designed to ensure early, active, and continuous public involvement in the transportation-planning process.

The Federal Fiscal Year (FFY) 2020 UPWP development process began in November 2018. Staff solicited topics for study through outreach at Metropolitan Area Planning Council (MAPC) subregional municipal group meetings. Staff also sought suggestions and public input from other sources:

- Regional Transportation Advisory Council (Advisory Council) meetings
- Outreach to transportation advocacy and community groups
- Comments received during the FFY 2019 UPWP public review period
- Topics generated from recently completed planning studies and documents

The document development process, described in Chapter 2, culminated in the MPO UPWP Committee's recommendation for the FFY 2020 UPWP, including a set of new discrete studies. On May 16, 2019, the MPO approved a draft document for public circulation.

After receiving the MPO's approval to circulate the public-review draft FFY 2020 UPWP, staff posted the document on the MPO's website (<https://www.bostonmpo.org/upwp>) and used the MPO's contact list (MPOinfo) and Twitter account to notify the public of the document's availability and the opening of the 30-day period for public review and comment.

During the review period, staff attended and brought information on the UPWP to several outreach events hosted by other organizations, including Bike to Work Day at Boston City Hall; a Massachusetts Department of Transportation Capital Investment Plan public meeting; and the May 2019 meeting of MAPC's council. In addition, staff presented the UPWP and this set of new studies to the Advisory Council; hosted an open house at the Central Transportation Planning Staff offices at which staff and copies of the draft document were made available; and made themselves available, either in person or on the phone, to interested parties who wanted to discuss the draft FFY 2020 UPWP. All events and meetings where the draft FFY 2020 UPWP was discussed—including all MPO and UPWP Committee meetings—were accessible via transit and to people with disabilities.

The following pages contain the comments received about the UPWP during the public comment period, and any MPO responses to those comments.



## REGIONAL TRANSPORTATION ADVISORY COUNCIL



June 12, 2019

David Mohler, Chair  
Boston Region Metropolitan Planning Organization  
10 Park Plaza, Suite 4150  
Boston, MA 02116

Re: Draft Federal Fiscal Year 2020 Unified Planning Work Program

Dear Mr. Mohler,

The Regional Transportation Advisory Council (Advisory Council) is an independent group of citizen and regional advocacy groups, municipal officials, and agencies charged with providing the Boston Region Metropolitan Planning Organization (MPO) with public input on transportation planning and programming.

The Advisory Council has reviewed and discussed the public review draft Federal Fiscal Year 2020 Unified Planning Work Program (UPWP) and offers the following comments:

1. We appreciate the MPO staff's consideration of feedback provided by the Advisory Council on the initial UPWP project list. We note that a number of the Advisory Council's priority projects are recommended for funding.
2. We are particularly pleased to see Project 13294, "TIP Before-and-After Studies." We encourage the MPO staff to share any lessons learned from this study and perhaps use it as a template to make evaluation of projects a regular/recurring part of the process.

Once again, we appreciate the opportunity to express our thoughts to the MPO on the Unified Planning Work Program.

Sincerely,

Tegin Teich,  
Chair, Regional Transportation Advisory Council  
tteich@cambridgema.gov, 617-349-4615

# MBTA Rider Oversight Committee

June 14, 2019

RE: FY 2020 Draft Unified Planning Work Program (UPWP)

Dear Members of the Boston MPO,

Below are comments from the MBTA Rider Oversight Committee (ROC):

1. As with previous years, we are pleased to see extensive funding to support data collection and analysis for the MBTA. We are also very pleased to see continuing support for our committee (ROC) included in this draft. We feel very fortunate to have the participation of the various employees of CTPS, such as Jonathan Belcher, Andrew Clark, and Steven Andrews.
2. We support the new studies that were selected from the universe of proposed studies, particularly the following:
  - Locations with High Bicycle/Pedestrian Crash Rates in the Boston Region MPO Area
  - TIP Before and After Studies
  - Transit Mitigation for New Development Sites
  - Operating a Successful Shuttle Program
  - Further Development of the MPO's Community Transportation Program
  - Disparate Impact Metrics Analysis
  - MPO Staff-Generated Research and Technical Assistance
3. Through our membership on the Regional Transportation Advisory Council and our attendance at some of the UPWP Working Group meetings, we have a much better appreciation for the openness of the UPWP process and the serious deliberation given to all of the studies under consideration.

We look forward to seeing the results the studies!

Respectfully,  
MBTA Rider Oversight Committee  
mbtaroc@gmail.com



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June 17, 2019

Sandy Johnston  
UPWP Manager, Boston Region MPO  
10 Park Plaza, Suite 2150  
Boston, MA 02116

Re: Boston Region Unified Planning Work Program (UPWP) FFY2020

Dear Mr. Johnston:

On behalf of the 495/MetroWest Partnership, please accept the following as our official comments regarding the draft *Unified Planning Work Program* (UPWP) for FFY 2020 for the Boston Region Metropolitan Planning Organization (MPO).

The 495/MetroWest Partnership is a non-profit advocacy organization serving thirty-five communities, over 600,000 residents, and an employment base of over \$24 billion per year. The Partnership seeks to address regional needs through public-private collaboration by working to enhance economic vitality, improve quality of life and sustain natural resources. The Partnership focuses on helping to alleviate regional constraints and limitations, and conducts numerous initiatives on transportation, workforce housing, brownfields, and water resources.

The Partnership appreciates the importance of proper planning and understands that the long-term benefits achieved by transportation and transit projects always start with a planning project. We thank the MPO for its diligent work, including recently completed studies: Reverse Commute Areas Analysis, Transportation Access Studies of Commercial Business Districts, and Updates to Express Highway Volumes Charts. We appreciate the inclusion of the I-90/ I-495 Interchange Traffic Analysis Technical Support in last year's UPWP. With our latest economic analysis, we know that the 495/MetroWest region has continued to grow thanks to a diverse economic base and a high quality of life. While this growth has resulted in opportunities and benefits, challenges remain. If ignored, these challenges threaten the quality of life and economic wellbeing of a region that has become an economic engine for the Commonwealth. Our regional transportation challenges affect the state's ability to remain economically competitive. These challenges include: increasing traffic congestion, an increase in vehicle miles traveled, highway capacity issues, gaps in public transit coverage, and aging transportation infrastructure.

The Boston Region MPO includes twenty-six of the Partnership's thirty-five communities. We greatly appreciate the number of planning projects that have been completed in our region in recent years, and found Appendix D a helpful resource in determining the distribution of UPWP planning tasks since 2010. It is worth noting that out of the four subregions in 495/MetroWest, SWAP has the lowest number of UPWP tasks in the entire Boston MPO region, with 39 tasks since 2010 and only 4 tasks performed since 2014. This



number has not changed since last year. SSC had 44, with 13 projects since 2014, according to table D-1. We appreciate the addition of UPWP tasks in Foxborough and Medfield, after several years of inactivity. For several of the towns in MWRC—Ashland, Holliston, Marlborough, Natick, Southborough, and Wayland—there have not been any UPWP tasks since 2017. We understand that resources are limited but regional equity is essential to ensure the entire Boston region is benefiting from the planning process. We hope that you will give regional equity some consideration when advancing some of the studies we are supporting in FFY 2020.

The Partnership welcomes the addition of **Project 13296, Operating a Successful Shuttle Program**, which would utilize CrossTown Connect and other successful shuttle providers to guide the creation of a training module. As supporters and participants of CrossTown Connect, we are well-aware of its model and believe other TMAs would benefit from a set of best practices. TMAs are helpful for providing first-mile/last-mile connections that support the region’s workforce. Under Cross-Town Connect, we have seen success with Acton shuttles, a Maynard shuttle and a Littleton/Westford shuttle. The Maynard shuttle has proven a huge success, with growing ridership and minimal cost to determine its feasibility. Sustainability for all of these services remains a challenge despite the demand and limited overhead costs. We feel this could serve as an excellent case study for potential partnership models for first-and last-mile transit shuttles with potential funding recommendations by the Boston MPO to help determine sustainability that could also allow for expansion of services into other CrossTown Connect communities. We appreciate the MPO acting upon the recommendation to use CrossTown Connect as a case study—provided in the Partnership’s comment letter regarding the draft FFY 2019 UPWP. The Partnership also supports **Project 13297, Further Development of the MPO’s Community Transportation Program**. We are excited about this program and look forward to learning more about the application process and we are available to help with outreach.

The Partnership notes that the proposed **Project M-8, Downtown Framingham Mobility Study**, is not included in draft list of funded studies in FFY 2020 (Table ES-2), although it was proposed (Table C-1). Framingham is the most populous community in the 495/MetroWest region, and its downtown area is a multi-modal crossroads. Particularly as the MBTA’s long-range *Rail Vision* project is considering whether Framingham should become a “key station,” this study would be useful to understand the constraints and possibilities for parking, shuttles, Commuter Rail, and interconnectedness. We know that the Route 126/Route 135 intersection suffers from congestion, especially when a train passes across the roadway and halts vehicles in downtown Framingham. This study’s evaluation of grade separation of the MBTA Commuter Rail would provide insight in to one potential solution. We appreciate the Framingham Downtown Parking Management plan conducted as part of the MAPC Corridor/Subarea Planning Studies.

As an organization that values sustainable development, as demonstrated by the existence of our Energy & Sustainable Development Committee, the Partnership appreciates the new “Resilience” category for studies. We support **Project 13299, Exploring Resilience in MPO-Funded Corridor and Intersection Studies**.

Additionally, the Partnership welcomes the level of support for MassDOT’s Commuter Rail Vision Study, which is of great interest given that the 495/MetroWest Region is home to 3 Lines, namely, Framingham/Worcester, Franklin, and Fitchburg, the last of which is currently experiencing the worst on time performance in the system. As a member of the Rail Vision Advisory Committee, I had the opportunity to learn about the regional travel demand model from CTPS staff, and appreciate your organization’s support and collaboration with MassDOT and the MBTA.

Beyond these key projects the Partnership strongly supports the following new and continuing studies in FFY 2020:

- **Addressing Priority Corridors from the LRTP Needs Assessment** - as in previous years, the Partnership urges inclusion of our communities in these studies and its recommended conceptual improvements;
- **Addressing Safety, Mobility and Access on Subregional Priority Roadways** - as in previous years, the Partnership urges inclusion of our communities in this report and its recommendations;
- **Bicycle/Pedestrian Support Activities** - the Partnership is supportive of a variety of modes of transportation and we feel this work complements the growing number of communities participating in the Complete Streets Program;
- **Community Transportation Technical Assistance Program**;
- **Corridor/Subarea Planning Studies** - Because Allston West Station would be on the Framingham/Worcester Line, the Allston West Station area report is of interest to the Partnership. Given the constraints the project may pose on I-90, there is a strong need for congestion mitigation and preparatory work to encourage the use of transit to offset resulting complications from east-west travel. Studying local parking management will help find better ways to spur local economic activity and reduce congestion;
- **Low-Cost Improvements to Express Highway Bottleneck Locations** - as in previous years, the Partnership urges inclusion of our communities in this report and its proposed solutions;
- **New and Emerging Metrics for Roadway Usage** - we feel it is important to revisit methodologies to ensure an accurate picture of roadway functionality;
- **Regional Transit Service Planning Technical Support** - given the Partnership’s collaboration in creating in the MetroWest RTA, our longstanding work with the Worcester, Montachusett, Greater Attleboro, and Lowell RTA’s and regional TMAs like CrossTown Connect, MetroWest/495, and Neponset Valley, and our regular attendance at MetroWest Regional Collaborative, MAGIC, and SWAP subregional meetings, we greatly appreciate this level on ongoing technical support and remain hopeful to see benefits of this support in our region; and
- **Transit & Traffic Data Support** - the work by CTPS is critical to understanding the region’s future needs.

In addition to the specific planning projects mentioned above, the Partnership also supports ongoing tasks and products such as LRTP and TIP development, congestion management, safety and operations analysis, freight planning support, and air quality conformity and support. The Partnership hopes that our region, which includes portions of MAGIC, MetroWest, SWAP and TRIC, will benefit from such projects as:



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- MAPC Planning Studies and Technical Analysis;
- MetroFuture Update and Implementation; and
- Alternative-Mode Planning and Coordination.

The Partnership greatly appreciates the work of CTPS and values the planning projects proposed in this year's Unified Planning Work Program. We hope you will strongly consider our comments on regional and subregional equity in deciding areas to study within individual projects and analyses.

We thank you for your consideration of our comments. If there are any questions regarding our commentary on the UPWP, please contact me at 774-760-0495, or by email at [paul@495partnership.org](mailto:paul@495partnership.org). Thank you for your time and consideration.

Sincerely,

Paul F. Matthews  
Executive Director

Diane Madden (████@gmail.com) sent a message using the contact form at <https://www.ctps.org/contact>.

Good job as usual - very thorough. I retired from MassDOT in 2015 and miss coordinating with all the talented folks at CTPS.

I actually do have a comment and a question.

After working at MassDOT and consequently knowing how important the background all is, at the same time I wonder if it is possible to have a link just to the new studies that are proposed? That might pique interest for a newbie. Today, when I clicked on a link I thought would get me there, I got to the beginning of the report and had to scroll through the Table of Contents to learn that Chapter 4 was what I was primarily interested in. I apologize if I missed the more direct connection.

My question then was how one might find out more about the proposed studies as they are developed through 2020? Just check back with the webpage later in the year? For example, a number of the studies say locations will be selected. Will a person interested in certain locations only find out if they were included at the conclusion of the individual study?

I apologize if the answer was provided in other than Chapter 4, since I didn't read the rest, with all due respect.

June 17, 2019

RE: FY 2020 Draft Unified Planning Work Program (UPWP)

Dear Members of the Boston MPO,

I am in support of all of the projects recommended in the draft of the UPWP

Having been involved in workshops to develop the MPO's DB/DI policy, I definitely appreciate the need for the Disparate Impact Metric Analysis.

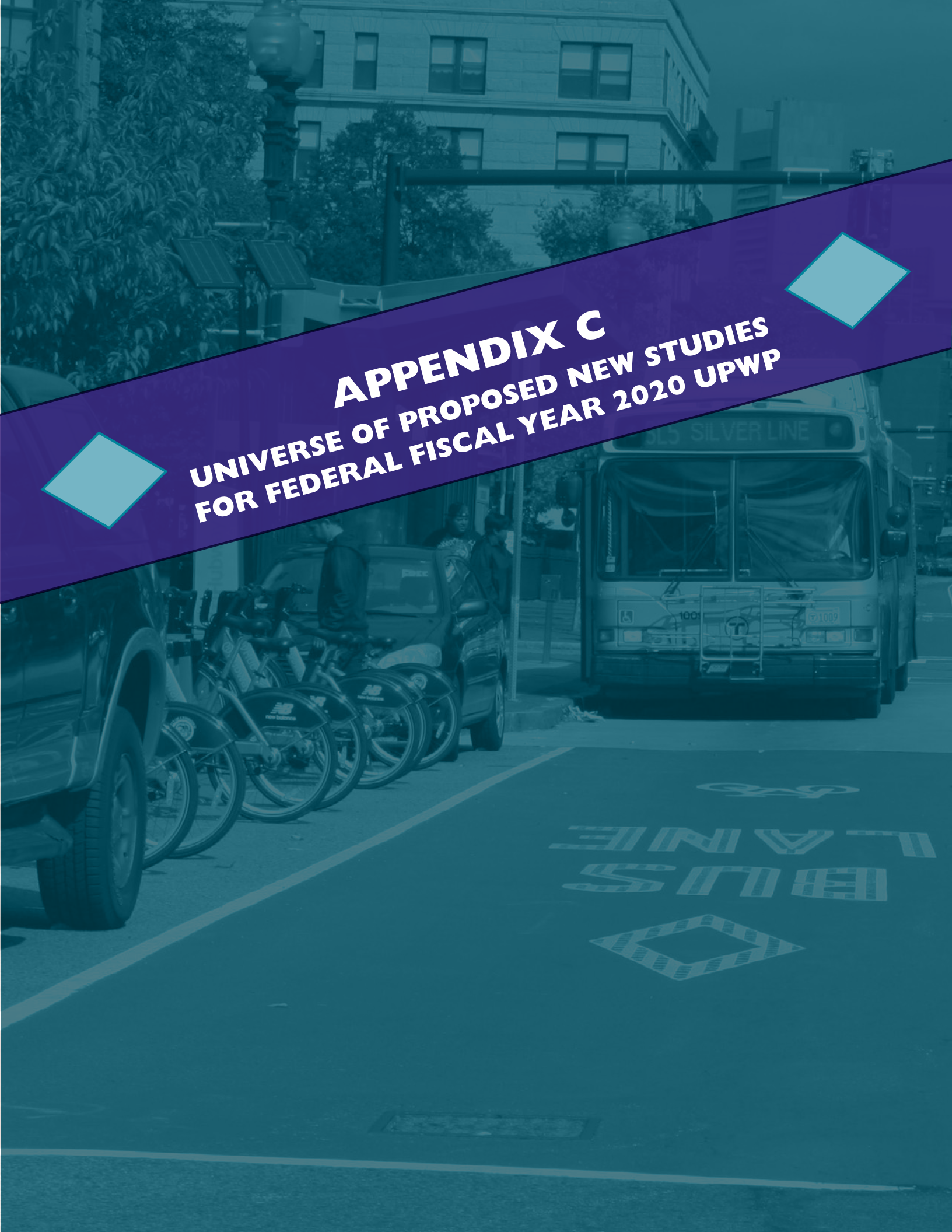
I am especially happy to see the "TIP Before and After Studies" included in the list of new studies. I understand that follow-up studies require significant resources, but I think the results of these studies will be very beneficial to helping everyone design and select better projects. Of course, it would be great to see that TIP projects yielded the expected results, but we will learn more by understanding how projects underperform or overperform. As with any study, the methodology will determine the validity of the results, and I have complete confidence in the ability of the MPO staff to carry out this study and demonstrate why before-and-after studies should be a part of every TIP project.

Thanks for this opportunity to comment!

Lenard Diggins

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**APPENDIX C**  
**UNIVERSE OF PROPOSED NEW STUDIES**  
**FOR FEDERAL FISCAL YEAR 2020 UPWP**





This appendix describes the Universe of Proposed New Studies, a key step in the evolution of the federal fiscal year (FFY) Unified Planning Work Program (UPWP). The Universe documents the study concepts that the Boston Region Metropolitan Planning Organization (MPO) staff collected or suggested for the development of the FFY 2020 UPWP. Each entry includes a summary of the purpose of the proposed study.

Studies in the Universe are organized into the following categories:

- Active Transportation
- Land Use, Environment, and Economy
- Multimodal Mobility
- Transit
- Transportation Equity
- Resilience
- Other Technical Support

Staff introduced the Transportation Equity and Resilience categories for the FFY 2020 UPWP development process.

Staff and the UPWP Committee evaluate each proposed study in the universe based on the following areas:

- **Primary and secondary Long-Range Transportation Plan (LRTP) goal areas:** whether a study addresses, either as a primary focus or secondary focus, one of the six LRTP goal areas
  - Safety
  - System Preservation
  - Clean Air/Clean Communities
  - Transportation Equity
  - Capacity Management/Mobility
  - Economic Vitality
- **Mode:** whether a study primarily addresses roadway, bicycle, pedestrian, or transit modes of travel
- **Study scale:** whether a study primarily affects one or two specific communities in the region, or the region as a whole

Table C-1  
Universe of Proposed Studies, Grouped by Subject Area, FFY 2020

- **Time frame and type of impact:** whether a study results in research and findings that enhance the state of the transportation planning practice in the Boston region, low-cost/short-term implementation of improvements, or long-term implementation (for transportation studies leading to implementation by an agency or construction projects that must follow the Massachusetts Department of Transportation design process)
- **Connection to existing work:** whether a study furthers previously conducted analysis or builds off or enhances existing MPO work
- **Continuing or new study:** whether a study has been conducted previously analyzing a specific location or transportation service and is being conducted again at a new location, or whether a study is a completely new idea that has never been undertaken by the MPO

Evaluating the studies in this way will allow MPO staff to analyze how federal planning funds are spent in the region over time and to compare the amount of spending across the various evaluation areas. Furthermore, tracking study prioritization by LRTP goal area, mode, and study scale will allow MPO staff, in coordination with the MPO and the public, to set goals for how federal transportation planning funds are spent by the MPO for the benefit of the region. Table C-2 tracks the breakdown of studies chosen for funding in the UPWP from FFY 2016 to the present.

In addition to evaluating the proposed new studies in the Universe, MPO staff defines general scopes and estimated costs for the proposed studies and considers potential feasibility issues. These various factors, along with the availability of funds for new studies, were considered as staff identified a recommended set of new proposed planning studies for review by the UPWP Committee. For more information about the process of developing and evaluating the Universe, please see Chapter 2.

ID	Project Name	Project Purpose and Outcome	Estimated Cost Level	LRTP Goal Areas						Mode			Study Scale		Impact			Other			
				Safety	System Preservation	Clean Air/Clean Communities	Transportation Equity	Capacity Management Mobility	Economic Vitality	Roadway	Bicycle/Pedestrian	Transit	Specific Community or Location	Broader Region	Enhance State of Practice	Low-Cost/Near-Term Implementation	Long-Term Implementation	Connection to Existing or Past Work	Continuing Study	Study Carried Over from 2019 Universe	New Study Concept for FFY 2020
<b>ACTIVE TRANSPORTATION</b>																					
A-1	Locations with High Bicycle and Pedestrian Crash Rates in the Boston Region MPO Area	This study would collect and analyze performance data for intersections that have a high presence of bicycle and/or pedestrian crashes and recommend strategies to alleviate congestion and improve safety at these intersections.	Medium	P			S					P			P		P	S	Y		Y
A-2	Transportation Equity Areas Bicycle and Pedestrian Analysis	This study would analyze the bike network in the MPO region in communities with large minority and low-income populations (and potentially other equity populations). This analysis would be more extensive than that contained in the LRTP Needs Assessment, examining the functional connectivity of the network in terms of its effectiveness in providing access to jobs and other activities.	Medium	P			P					P			P				Y		Y
<b>LAND USE, ENVIRONMENT, AND ECONOMY</b>																					
L-1	(More) Transportation Access Studies of Commercial Business Districts	The proposal is to conduct transportation access studies, similar to those conducted in FFY 2019's Transportation Access Studies of Central Business Districts study, on a recurring basis, each year targeting a new group of CBDs. While the FFY 2019 CBD Access study will classify CBDs and select a sample for surveying that represents the variability of CBDs in the region, staff understands that the CBDs in the region may not all be represented by the limited sample afforded by the project budget. Primary work products would include a report detailing the results of the year's work (or separate reports detailing each CBD individually), and a dataset tracking the results over time.	Medium						P	S	S	P	S		P	S			Y		Y
L-2	Zoning and MBTA Ridership	This study would examine the opportunity cost of zoning constraints near MBTA stations in terms of foregone MBTA ridership. Zoning close to transit could be well below the density that could be supported or what is required to support the frequency that customers want. This might involve reviewing current actual and allowable densities, comparing these with what the market supports in comparable place types when allowed, and creating ridership estimates.	High			S		P	P			P		P			P				Y

(Table C-1 cont.)

ID	Project Name	Project Purpose and Outcome	Estimated Cost Level	LRTP Goal Areas						Mode			Study Scale			Impact			Other			
				Safety	System Preservation	Clean Air/Clean Communities	Transportation Equity	Capacity Management Mobility	Economic Vitality	Roadway	Bicycle/Pedestrian	Transit	Specific Community or Location	Broader Region	Enhance State of Practice	Low-Cost/Near-Term Implementation	Long-Term Implementation	Connection to Existing or Past Work	Continuing Study	Study Carried Over from 2019 Universe	New Study Concept for FFY 2020	
<b>ROADWAY and MULTIMODAL MOBILITY</b>																						
M-1	Safety Improvements at Express-Highway Interchanges	This study will continue to address the 2013 MassDOT Top 200 High-Crash Locations and HSIP crash clusters in the Boston Region MPO. Many of these are express-highway interchanges, and some of them do not need costly complete rebuilds but rather low-cost improvements that address safety and operations. MPO staff would develop recommendations for these low-cost safety and operational improvements.	High	P	S			S			P				S	P			P		Y	Y
M-2	Addressing Safety, Mobility, and Access on Subregional Priority Roadways	During MPO outreach, MAPC subregional groups identify transportation problems and issues that concern them, often those relating to bottlenecks or lack of safe access to transportation facilities in their areas. These issues can affect livability, quality of life, crash incidence, and air quality along an arterial roadway and its side streets. If problems are not addressed, mobility, access, safety, economic development, and air quality are compromised. Tasks include data collection, technical analysis, development of recommendations, and documentation for selected corridors.	High	P				S			P				P				P		Y	
M-3	Addressing Priority Corridors from the Long-Range Transportation Plan Needs Assessment	These studies develop conceptual design plans that address regional multimodal transportation needs along priority corridors identified in the LRTP, <i>Charting Progress to 2040</i> . MPO staff would recommend conceptual improvements for one or more corridors, or several small sections within a corridor, that are identified by the CMP or the LRTP's Needs Assessment process. These studies provide cities and towns with the opportunity to review the requirements of a specific arterial segment, starting at the conceptual level, before committing design and engineering funds to a project. If the project qualifies for federal funds for construction of the recommended upgrades, the study's documentation also might be useful to MassDOT and the municipalities.	High							P					P				P		Y	
M-4	Safety and Operations at Selected Intersections	The Safety and Operations Analyses at Selected Intersections study provides municipalities in the MPO with recommendations and conceptual designs for potential short-term, low-cost solutions or long-term, high-cost solutions for intersections that need safety improvements and congestion management.	High	P						P					P				P		Y	

(Table C-1 cont.)

ID	Project Name	Project Purpose and Outcome	Estimated Cost Level	LRTP Goal Areas						Mode			Study Scale			Impact			Other			
				Safety	System Preservation	Clean Air/Clean Communities	Transportation Equity	Capacity Management Mobility	Economic Vitality	Roadway	Bicycle/Pedestrian	Transit	Specific Community or Location	Broader Region	Enhance State of Practice	Low-Cost/Near-Term Implementation	Long-Term Implementation	Connection to Existing or Past Work	Continuing Study	Study Carried Over from 2019 Universe	New Study Concept for FFY 2020	
M-5	Low-Cost Intersection Improvement Program	Staff will select the intersections based on CMP performance metrics, and then consult with planners/engineers from these respective communities to see if they agree that there are congestion issues at the preselected locations. Staff will then survey the selected intersections and determine the recommended low-cost improvements for the locations. These recommendations will be presented to each community. The communities can acknowledge the recommended improvements to each intersection and create their own project that would improve traffic operations.	Medium	P							P				P				P			Y
M-6	TIP before-and-after studies	This study would examine the results of a TIP project in a before-and-after fashion, measuring whether anticipated improvements to safety, traffic flow, and other factors did in fact materialize. Locations to be analyzed could be selected from the UPWP Study Recommendations Tracking Database.	Medium	P							P			S				S		Y		Y
M-7	Congestion Pricing Sensitivity Analysis*	There has been significant legislative, advocacy, and scholarly interest in whether and how a congestion pricing scheme might work in the Boston region. Critical questions to understand relate to sensitivity and elasticity: At what price point will drivers change behavior? What pricing scheme would relieve congestion? At what point do the costs to the public outweigh the potential benefit of fee? This study could potentially include a literature review, comparative analysis that takes into account the experiences of other regions, analysis of survey data, and modeling.	High but scalable	S	S	P	S	P			P			S		P	P		P			Y
M-8	Downtown Framingham Mobility Study	This study would focus on a comprehensive approach to improve mobility in downtown Framingham as a regional center. Possible tasks include identifying strategies to manage truck traffic; Complete Streets improvements; evaluating grade separation of the MBTA commuter rail; moving parking to the outskirts and providing shuttles; improving transit connections to retail along Route 9 and various office parks; using the Agricultural Branch rail spur for passenger service; and improving/connecting the off-street multi-use trail network.	High	S		S				P				P				S	P			Y

(Table C-1 cont.)

ID	Project Name	Project Purpose and Outcome	Estimated Cost Level	LRTP Goal Areas						Mode			Study Scale		Impact			Other		
				Safety	System Preservation	Clean Air/Clean Communities	Transportation Equity	Capacity Management Mobility	Economic Vitality	Roadway	Bicycle/Pedestrian	Transit	Specific Community or Location	Broader Region	Enhance State of Practice	Low-Cost/Near-Term Implementation	Long-Term Implementation	Connection to Existing or Past Work	Continuing Study	Study Carried Over from 2019 Universe
<b>TRANSIT</b>																				
T-1	Using US Census Data as a Proxy for Transit Rider Survey Data	Transit agencies and other analysts often perform analyses, such as service equity analyses, that require transit rider demographic data. Where possible, transit rider demographics are collected through rider surveys. Census data may be used in places where ridership data are not available because a new service is proposed or where existing services may be significantly altered. For example, when the alignment of a route changes, new riders might be served. Because these potential new riders were never surveyed, we do not know their demographics. However, census demographics of residents near transit service are not necessarily representative of transit riders. This study would attempt to solve such a problem by developing a model to estimate the demographics of the likely transit users from the census data based on relationships found between the survey and census data. Staff would compare rider demographic characteristics from the recent MBTA systemwide survey to those of the census residents near transit service (perhaps by looking at income, minority status, modes used to travel to work, or other variables) along with the levels of transit service provided. Using this model, staff could refine Census data to better represent transit riders. Staff may also be able to use this model to improve existing analyses that rely on census data to measure the transit opportunity of likely transit users rather than the transit opportunity of all people who live near bus stops.	Medium				S	P	S	S	S	P	P							Y
T-2	Transit Mitigation Methodology for New Development Sites*	MPO staff could develop a standard methodology for identifying transit impacts from new development, and potentially a menu of mitigation options based on the level of impact. This work could in part follow up on the "Comparing Large-Scale Transportation Mitigation Programs" memo presented to the MPO in December 2018.	Medium			S		P				P	P		Y					Y
T-3	Operating a Successful Shuttle Program	The MPO would create a training/best practices module based on the experiences of CrossTown Connect and other successful TMAs/microtransit/shuttle operations, laying out for interested parties (such as municipalities and TMAs) how to make such a program successful.	Medium			S		P				P	P							Y
T-4	Further Development of the MPO's Community Transportation Program	This task would further the development of the MPO's Community Transportation program from a framework as approved by the MPO into a fully fledged funding program through the administration of a pilot round of projects. This study could work in concert with the effort to create a training module for a successful shuttle program (T-3).	Low			S		P					P		Y					Y

(Table C-1 cont.)

ID	Project Name	Project Purpose and Outcome	Estimated Cost Level	LRTP Goal Areas						Mode			Study Scale		Impact			Other			
				Safety	System Preservation	Clean Air/Clean Communities	Transportation Equity	Capacity Management Mobility	Economic Vitality	Roadway	Bicycle/Pedestrian	Transit	Specific Community or Location	Broader Region	Enhance State of Practice	Low-Cost/Near-Term Implementation	Long-Term Implementation	Connection to Existing or Past Work	Continuing Study	Study Carried Over from 2019 Universe	New Study Concept for FFY 2020
<b>TRANSPORTATION EQUITY</b>																					
E-1	Disparate Impact Metrics Analysis	This study will include three tasks: 1. Literature review for the metrics that are assessed for disparate impacts—carbon monoxide, travel time, and congested VMT—and how a given increase or decrease may affect people at a population level. 2. Use results of literature review to develop potential thresholds to test using MPO model results from <i>Destination 2040</i> . Apply potential thresholds to the model results along with margin of error to come up with new proposed thresholds for the DI/DB policy. 3. Write memo describing results of literature review and analysis.	Medium	S		S	P									P	P			Y	Y
<b>RESILIENCE</b>																					
R-1	Exploring Resilience in MPO-funded Corridor and Intersection studies	Climate change and resiliency are a growing challenge and a statewide priority that will become more important in the coming years, and both issues were raised in the MPO's recent certification review. The MPO could launch a discrete study or begin a recurring study or technical assistance program on the topic of making transportation infrastructure resilient. The goal of this study would be to increase MPO staff familiarity with this topic in order to provide assistance to municipalities seeking to combat extreme weather, flooding, and other climate-related challenges.	High	S	P				S			P	S	S	P		P			Y	Y
R-2	Essex Transportation Resiliency Study	The causeway across which Route 133 crosses in Essex floods regularly. Apple Street, the alternate route, is a small road that cannot handle diversionary traffic. The Town of Essex has requested that the MPO study ways to make Route 133 more resilient and/or improve Apple Street to handle traffic during flood events and buses at all times. There is potential to coordinate with the Municipal Vulnerability Program and the town's Hazard Mitigation Plan.	High		P				S			P	S		P			S	P		Y

(Table C-1 cont.)

ID	Project Name	Project Purpose and Outcome	Estimated Cost Level	LRTP Goal Areas						Mode			Study Scale		Impact			Other			
				Safety	System Preservation	Clean Air/Clean Communities	Transportation Equity	Capacity Management Mobility	Economic Vitality	Roadway	Bicycle/Pedestrian	Transit	Specific Community or Location	Broader Region	Enhance State of Practice	Low-Cost/Near-Term Implementation	Long-Term Implementation	Connection to Existing or Past Work	Continuing Study	Study Carried Over from 2019 Universe	New Study Concept for FFY 2020
<b>TECHNICAL SUPPORT and OTHER</b>																					
O-1	MPO Staff-Generated Research Topics and Community Assistance Projects	This program would support work by MPO staff members on topics that relate to the Boston Region MPO's metropolitan transportation-planning process, that staff members have expressed interest in, and that are not covered by an ongoing UPWP study or discrete project. This program could bring forth valuable information for the MPO's consideration and would support staff's professional development. The opportunities afforded to staff through this program could yield highly creative solutions to transportation-planning problems. For FFY 2020, staff propose to expand the range of projects that could be funded through this budget line to include not only research, but small technical assistance projects. Individual MPO staff would be able to identify small-scale needs in the diverse communities in which they live (within the MPO region) and a partner entity or entities to work with in making recommendations to solve the problem. This budget line would allow staff to then use some of their time to study the problem—involving their colleagues with specialty skills if staff resources and availability allow—and make recommendations to solve it.	Low											P	P			Y	Y		
O-2	How the MPO Can Implement the Recommendations of the Commission on the Future of Transportation	The Commission on the Future of Transportation made a number of recommendations that are targeted specifically at, or impact, MPOs. This study would evaluate those recommendations and analyze how the Boston Region MPO could react to and/or implement them, making specific recommendations for each program area.	Low		S		S	P	S				P	P	S	P	Y			Y	
O-3	Improve Stakeholder Engagement with the UPWP	This study would examine the impacts of including the public more fully in MPO studies while they are being conducted, including the additional resources required to include public involvement in a study and the opportunity cost in terms of the number of studies the MPO would be able to fund.	Medium				P							P	S		Y			Y	

**Notes:**  
 \* this study proposed by MAPC  
**22** Total study concepts  
**Key**  
 P Primary area(s) that study concept addresses  
 S Secondary area(s) that study concept addresses  
 Y Condition is true for this study concept

**Cost Scale**  
 High \$80,000–\$120,000  
 Medium \$40,000–\$79,999  
 Low \$0–\$39,999

**Glossary:**  
 CBD = Central Business District. CMP = Congestion Management Process. DI/DB = Disparate Impact/Disproportionate Burden. FFY = federal fiscal year. HSIP = Highway Safety Improvement Program. LRTP = Long-Range Transportation Plan. MAPC = Metropolitan Area Planning Council. MassDOT = Massachusetts Department of Transportation. MBTA = Massachusetts Bay Transportation Authority. MPO = Metropolitan Planning Organization. TIP = Transportation Improvement Program. TMA = Transportation-Management Associations. UPWP = Unified Planning Work Program. US = United States. VMT = Vehicle-Miles Traveled.

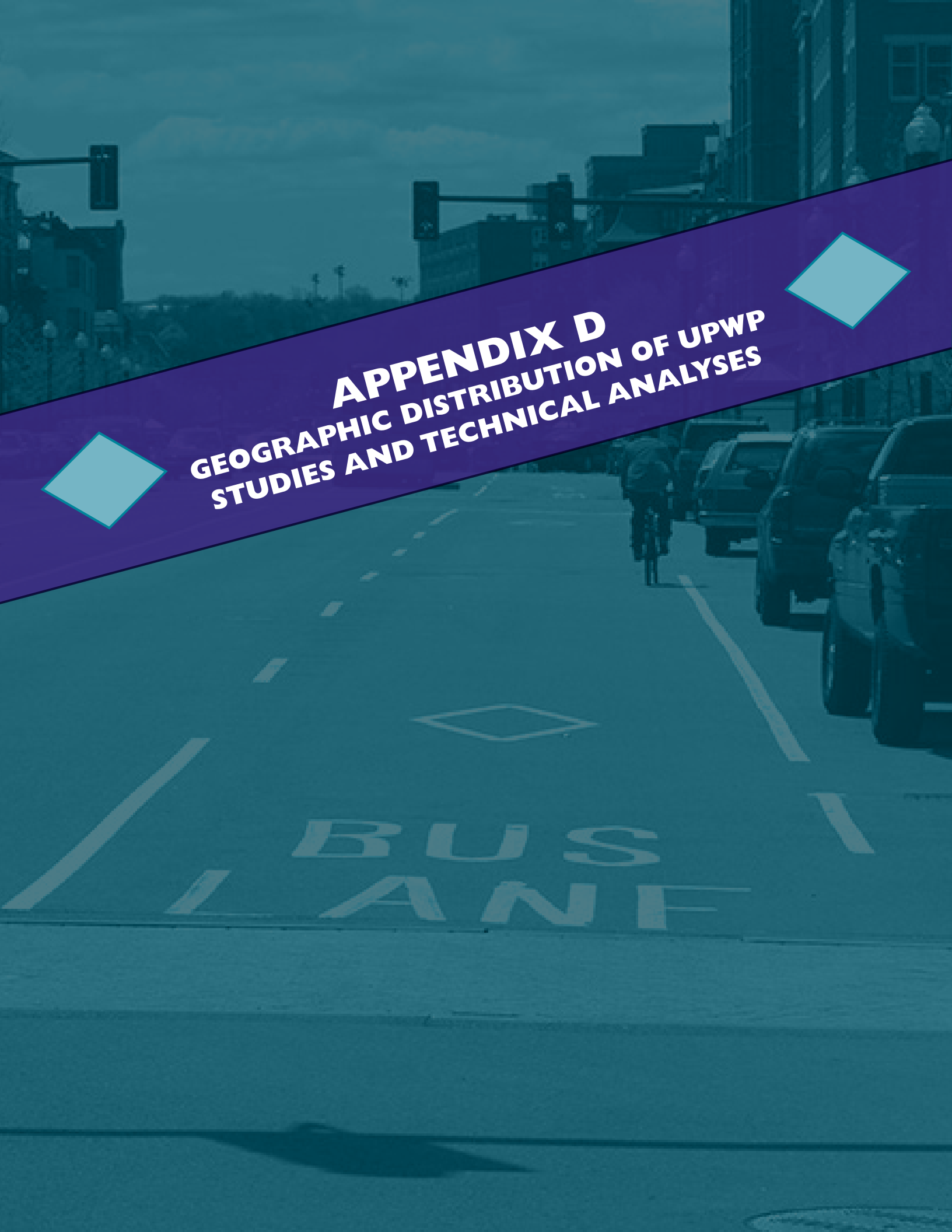
Table C-2  
 Studies Funded in the UPWP, by Category, FFYs 2016–20

	FFY 2016	FFY 2017	FFY 2018	FFY 2019	FFY 2020
Active Transportation	1	1	1	1	1
Land Use, Environment, and Economy		1	1	1	0
Roadway and Multimodal Mobility	3	4	5	6	4
Transit	2	1	2	1	3
Transportation Equity*	1				1
Resilience*					1
Other	1	1	1	1	1
<b>Total</b>	<b>8</b>	<b>8</b>	<b>10</b>	<b>10</b>	<b>11</b>

\*New category in FFY 2020  
 FFY = Federal Fiscal Year. UPWP = Unified Planning Work Program.







**APPENDIX D**  
**GEOGRAPHIC DISTRIBUTION OF UPWP**  
**STUDIES AND TECHNICAL ANALYSES**



## INTRODUCTION

This appendix summarizes the Metropolitan Planning Organization (MPO)-funded work products produced by MPO staff (the Central Transportation Planning Staff [CTPS]) and the staff of the Metropolitan Area Planning Council (MAPC) during federal fiscal years (FFY) 2010 through 2018, as well as work products expected to be completed by the end of FFY 2019. The narrative below describes the methodology used to compile this information, as well as some of the additional factors that could be used to further analyze and use these data to inform and guide public involvement and regional equity purposes.

## PURPOSE AND METHODOLOGY

### Purpose

The purpose of this data collection is to understand better the geographic spread of Unified Planning Work Program (UPWP) work products (that is, reports and technical memoranda) throughout the Boston region. This analysis provides an initial glimpse at which communities and areas of our metropolitan region have benefited from transportation studies and analyses (or have been recipients of technical support) conducted by the MPO staff with continuing, comprehensive, and cooperative (3C) planning funds.

In addition, this Appendix includes a preliminary analysis of the distribution of MPO work products to minority populations, low-income households, and people with limited English proficiency (LEP), by municipality. This is an initial approach to assessing the extent to which MPO studies may benefit these populations. This past year, staff explored the feasibility of other possible analyses that were suggested in the FFY 2019 UPWP. Staff determined that none of them are ideal for determining whether minority, LEP, and low-income populations benefit from MPO work products to the same degree as nonminority, non-LEP, and non-low-income populations. MPO staff are developing a database that will have the capability to track and geocode the location of the work products within the region. Current staff resources do not allow for the significant resource investment necessary to complete geocoding; but if it becomes possible at some point, staff will be able to map each study area precisely and determine which populations will likely benefit from the study and how money is spent. The distribution of federal funds for MPO work products to minority, LEP, and low-income populations will be analyzed and updated at that time.

The data presented in Table D-1 covers UPWP tasks completed from FFY 2010 through FFY 2019 and includes work that resulted in benefits to specific municipalities. Studies that had a regional focus are presented in Table D-2.

Tracking the geographic distribution of UPWP studies (those benefiting specific communities as well as those benefiting a wider portion of the region) can serve as one important input into the UPWP funding decisions made each FFY. When considered in combination with other



**Table D-1  
Number of UPWP Tasks by Federal Fiscal Year and Community,  
Grouped by Subregion**

information, these data on geographic distribution of MPO-funded UPWP studies can help guide the MPO's public outreach to ensure that, over time, we are meeting the needs of the region with the funds allocated through the UPWP.

**Methodology**

As noted above, this analysis examined FFYs 2010 through 2019. To generate information on the number of UPWP studies produced during these FFYs that benefited specific cities and towns in the Boston region, MPO staff performed the following tasks:

- Reviewed all work products listed as complete in UPWPs from FFYs 2010 through 2019
- Excluded all agency and other client-funded studies and technical analyses to focus the analysis on MPO-funded work only
- Excluded all work products that had a focus that was regional or not limited to a specific geography
- Excluded all work related to certification requirements (Chapter 3), resource management, and support activities (Chapter 6), which consist of programs and activities that support the MPO, its staff operations, and its planning and programming activities
- Compiled a count of all reports and technical memoranda completed specifically for one municipality, or reports and technical memoranda directly benefiting multiple municipalities. In the case where multiple municipalities directly benefit from a report or technical memoranda, the work product was counted once for each municipality that benefited
- Reviewed and discussed the status and focus of studies, technical memoranda, and reports with project managers and technical staff
- Refreshed demographic data using American Community Survey 2017 five-year estimates

**PLANNING STUDIES AND TECHNICAL ANALYSES BY COMMUNITY**

Table D-1 shows the number of completed MPO-funded UPWP work products from FFY 2010 through FFY 2019 that are determined to provide benefits to specific municipalities. Studies and technical analyses are grouped by the year in which they were completed, rather than the year in which they were first programmed in the UPWP. Examples of the types of studies and work in the table include the following:

- Evaluating parking in several municipalities
- Technical assistance on Massachusetts Environmental Policy Act Environmental Impact Reports
- Complete Streets analyses for specific municipalities
- Operations analyses and alternative conceptual design recommendations for specific intersections

Municipality	Number of Work Products							Demographics			
	2010-14 Total	2015	2016	2017	2018	2019	2010-19 Total	Total Population	Percent Minority	Percentage of Low-Income Households	Percentage of Residents Age 5+ with Low English Proficiency
Arlington	3		1	3	3	2	12	44,992	21.60%	23.65%	5.63%
Belmont	3		2	1	2		8	25,965	24.46%	20.83%	7.80%
Boston	18	4	3	2	5	9	41	669,158	55.09%	43.07%	17.39%
Brookline	4	1	1	2		1	9	59,246	28.56%	25.00%	9.50%
Cambridge	8	1	4	5	2	1	21	110,893	38.38%	31.45%	7.74%
Chelsea	9	1		2	1	1	14	39,272	78.05%	48.66%	41.82%
Everett	10	3	2	1	3	1	20	45,212	54.10%	44.02%	28.27%
Lynn	7		1		1	1	10	93,069	62.12%	48.18%	23.89%
Malden	9	1		2	2	1	15	61,212	53.36%	42.53%	24.96%
Medford	6		1		3		10	57,700	26.85%	31.40%	10.90%
Melrose	5	1		1	1		8	28,132	14.72%	29.28%	5.76%
Nahant	0						0	3,488	3.41%	30.24%	3.47%
Newton	10	2			1		13	88,479	26.22%	19.27%	7.13%
Quincy	11					2	13	93,824	39.57%	35.45%	20.33%
Revere	7				2	2	11	53,864	43.83%	46.83%	25.67%
Saugus	3				1		4	28,037	13.75%	30.37%	6.80%
Somerville	12	1	1	1	1	3	19	79,983	29.36%	29.14%	11.77%
Waltham	10	2	3	1	2	1	19	62,832	34.48%	30.75%	12.03%
Watertown	1				1		2	34,553	22.03%	23.01%	7.94%
Winthrop	2				1	1	4	18,391	14.27%	35.79%	7.48%
<b>ICC Subtotals</b>	<b>138</b>	<b>17</b>	<b>19</b>	<b>21</b>	<b>32</b>	<b>26</b>	<b>253</b>	<b>1,698,302</b>	<b>44.32%</b>	<b>37.11%</b>	<b>15.97%</b>

(Table D-1 Cont.)

Municipality	Number of Work Products							Demographics			
	2010–14 Total	2015	2016	2017	2018	2019	2010–19 Total	Total Population	Percent Minority	Percentage of Low-Income Households	Percentage of Residents Age 5+ with Low English Proficiency
Acton	2	4	1		1	3	11	23,455	30.82%	17.80%	6.97%
Bedford	5	2			2	2	11	14,105	23.26%	18.02%	4.96%
Bolton	3	1		1	2	1	8	5,167	9.75%	14.12%	0.94%
Boxborough	1	3			1	1	6	5,546	26.38%	25.79%	4.01%
Carlisle	1	1			1	1	4	5,160	15.97%	13.14%	3.25%
Concord	3	3	1	3	1	1	12	19,357	18.45%	17.74%	3.37%
Hudson	5	2			1	1	9	19,843	12.54%	29.27%	10.51%
Lexington	8	2			1	1	12	33,339	32.95%	17.00%	7.16%
Lincoln	8	1			1	1	11	6,696	26.05%	18.80%	2.06%
Littleton	2	3			1	1	7	9,754	11.03%	22.65%	3.00%
Maynard	3	4		1	2	1	11	10,560	11.35%	32.24%	4.31%
Stow	3	1			1	1	6	7,061	8.95%	19.22%	0.84%
Sudbury	6	1			1	1	9	18,697	15.31%	14.23%	3.35%
<b>MAGIC Subtotals</b>	<b>50</b>	<b>28</b>	<b>2</b>	<b>5</b>	<b>16</b>	<b>16</b>	<b>117</b>	<b>178,740</b>	<b>21.18%</b>	<b>20.04%</b>	<b>5.30%</b>
Ashland	3			1			4	17,478	18.46%	20.42%	6.63%
Framingham	13	1	1	2	1	2	20	71,232	34.04%	37.30%	15.55%
Holliston	4			1			5	14,480	11.05%	18.24%	1.79%
Marlborough	6			2			8	39,771	27.03%	32.80%	13.89%
Natick	9		1	1			11	35,957	19.90%	24.77%	5.73%
Southborough	7	1		1			9	10,021	15.84%	16.31%	2.91%
Wayland	3			1			4	13,700	17.46%	15.60%	4.27%
Wellesley	9	2	1	1			13	29,004	21.52%	14.54%	4.10%

(Table D-1 Cont.)

Municipality	Number of Work Products							Demographics			
	2010–14 Total	2015	2016	2017	2018	2019	2010–19 Total	Total Population	Percent Minority	Percentage of Low-Income Households	Percentage of Residents Age 5+ with Low English Proficiency
Weston	12	2	2	2	1		19	12,027	20.27%	17.99%	3.35%
<b>MWRC Subtotals</b>	<b>66</b>	<b>6</b>	<b>5</b>	<b>12</b>	<b>2</b>	<b>2</b>	<b>93</b>	<b>243,670</b>	<b>24.48%</b>	<b>27.22%</b>	<b>9.24%</b>
Burlington	10	1	1	1		1	14	26,103	25.48%	22.04%	7.86%
Lynnfield	2	2	1	1			6	12,732	9.33%	18.90%	3.11%
North Reading	1	1	1	1			4	15,598	9.85%	16.08%	1.68%
Reading	8	2	1	1			12	25,769	8.85%	21.72%	2.19%
Stoneham	3	1	1	1			6	21,967	9.10%	28.26%	4.43%
Wakefield	3		1	1			5	26,823	8.42%	24.64%	4.22%
Wilmington	5		1	1		1	8	23,538	11.11%	17.93%	2.99%
Winchester	4		2	1	1		8	22,579	17.80%	15.87%	5.31%
Woburn	6	1	1	2	1	1	12	39,500	19.18%	28.18%	8.12%
<b>NSPC Subtotals</b>	<b>42</b>	<b>8</b>	<b>10</b>	<b>10</b>	<b>2</b>	<b>3</b>	<b>75</b>	<b>214,609</b>	<b>14.04%</b>	<b>22.62%</b>	<b>4.89%</b>
Beverly	4	1		1	1	1	8	41,431	8.38%	35.69%	2.34%
Danvers	6			1		1	8	27,527	9.24%	32.36%	2.73%
Essex	0			1		1	2	3,687	1.08%	27.73%	0.29%
Gloucester	2			1			3	29,858	5.37%	40.34%	3.56%
Hamilton	1			1		1	3	7,991	8.47%	26.15%	3.09%
Ipswich	1			1			2	13,810	5.42%	33.45%	2.28%
Manchester	0			2	1	1	4	5,327	2.78%	21.08%	2.42%
Marblehead	2			2			4	20,393	7.33%	25.10%	3.16%
Middleton	0		1	2			3	9,656	13.87%	20.11%	3.64%
Peabody	4			2	2	1	9	52,610	15.58%	38.04%	8.19%
Rockport	3			1	2		6	7,184	4.15%	34.86%	0.67%

(Table D-1 Cont.)

Municipality	Number of Work Products							Demographics			
	2010–14 Total	2015	2016	2017	2018	2019	2010–19 Total	Total Population	Percent Minority	Percentage of Low-Income Households	Percentage of Residents Age 5+ with Low English Proficiency
Salem	5	2	1	3	2	1	14	43,146	28.17%	39.67%	8.12%
Swampscott	3			2	1		6	14,563	8.01%	24.56%	4.44%
Topsfield	0			2			2	6,496	4.65%	15.38%	1.27%
Wenham	1			1	1		3	5,179	10.29%	23.10%	1.88%
<b>NSTF Subtotals</b>	<b>32</b>	<b>3</b>	<b>2</b>	<b>23</b>	<b>10</b>	<b>7</b>	<b>77</b>	<b>288,858</b>	<b>12.02%</b>	<b>34.02%</b>	<b>4.54%</b>
Braintree	8	1	1				10	37,082	18.77%	28.22%	7.46%
Cohasset	2	1					3	8,393	2.30%	19.96%	0.42%
Hingham	2				1	2	7	23,047	4.52%	25.47%	0.71%
Holbrook	3						3	11,029	24.70%	34.14%	7.06%
Hull	1						1	10,402	7.29%	31.85%	2.71%
Marshfield	2						2	25,648	5.07%	29.35%	2.30%
Norwell	2				1	1	5	10,897	5.12%	18.64%	0.48%
Rockland	1				1		2	17,849	8.52%	31.90%	2.86%
Scituate	2	1			1		4	18,491	4.23%	23.17%	1.15%
Weymouth	5	1			1		7	55,890	16.11%	33.71%	4.45%
<b>SSC Subtotals</b>	<b>31</b>	<b>4</b>	<b>1</b>	<b>0</b>	<b>5</b>	<b>3</b>	<b>44</b>	<b>218,728</b>	<b>11.36%</b>	<b>29.24%</b>	<b>3.61%</b>
Bellingham	3				1		4	16,929	8.42%	26.37%	3.22%
Franklin	3						3	32,843	11.02%	20.61%	1.92%
Hopkinton	6	1					7	16,720	12.82%	12.34%	1.91%
Medway	4						4	13,162	10.55%	18.33%	1.50%
Milford	7	1			1		9	28,630	21.31%	32.22%	9.45%
Millis	3						3	8,144	7.27%	25.29%	2.79%
Norfolk	2						2	11,671	15.90%	15.58%	1.81%

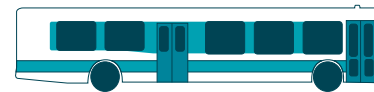
(Table D-1 Cont.)

Municipality	Number of Work Products							Demographics			
	2010–14 Total	2015	2016	2017	2018	2019	2010–19 Total	Total Population	Percent Minority	Percentage of Low-Income Households	Percentage of Residents Age 5+ with Low English Proficiency
Sherborn	4						4	4,302	10.62%	15.81%	0.66%
Wrentham	3						3	11,597	5.93%	23.70%	1.36%
<b>SWAP Subtotals</b>	<b>35</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>39</b>	<b>143,998</b>	<b>12.69%</b>	<b>22.82%</b>	<b>3.48%</b>
Canton	2			2	2	1	7	22,829	19.67%	23.39%	5.05%
Dedham	4	1	1			1	7	25,377	21.50%	28.57%	5.48%
Dover	4					1	5	5,922	17.07%	7.31%	3.00%
Foxborough	3	1				1	5	17,448	12.28%	22.73%	2.54%
Medfield	0	1				1	2	12,610	9.25%	15.87%	1.17%
Milton	5				2	2	9	27,527	28.10%	19.39%	3.48%
Needham	6	1	1		1	2	11	30,429	15.61%	16.11%	4.44%
Norwood	2					2	4	29,121	21.02%	29.00%	5.80%
Randolph	4					1	5	33,704	63.84%	35.53%	15.81%
Sharon	0					1	1	18,245	24.53%	16.12%	7.14%
Walpole	3	1				1	5	24,960	13.05%	21.89%	2.36%
Westwood	5	1			1	1	8	15,597	11.85%	18.51%	4.34%
<b>TRIC Subtotals</b>	<b>38</b>	<b>6</b>	<b>2</b>	<b>2</b>	<b>6</b>	<b>15</b>	<b>69</b>	<b>263,769</b>	<b>24.25%</b>	<b>23.36%</b>	<b>5.77%</b>
<b>Grand Total</b>	<b>435</b>	<b>74</b>	<b>41</b>	<b>74</b>	<b>76</b>	<b>72</b>	<b>767</b>	<b>3,250,674</b>	<b>31.44%</b>	<b>32.10%</b>	<b>10.92%</b>

## Notes:

- Demographic data is from American Community Survey (ACS) five-year estimates, 2013–17. Margins of error are at the 90 percent confidence level.
- MPO staff tabulates limited English proficiency (LEP) for the population ages five and older, minority status for the entire population, and low-income status for the number of households.
- The MPO's low-income threshold is 60 percent of the region's median household income. The MPO's official threshold is \$45,392, using data from the 2014 ACS. Because of the availability of municipal-level household income data in the 2017 ACS, this table uses a low-income threshold of \$50,584 that reflects analysis of that data.
- People with LEP are those that speak English less than very well, according to the ACS.
- People who identify as minority are those who identify as Hispanic or Latino/a/x and/or Black or African American, Asian, American Indian or Alaska Native, or Native Hawaiian or other Pacific Islander.
- Duxbury, Hanover, Pembroke, and Stoughton transitioned out of the Boston Region MPO in Federal Fiscal Year 2018, so work product totals for some subregions may have changed from previous UPWPs.

ICC = Inner Core Committee. MAGIC = Minuteman Advisory Group on Interlocal Coordination. MWRC = MetroWest Regional Council. NSPC = North Suburban Planning Council. NSTF = North Shore Task Force. SSC = South Shore Coalition. SWAP = South West Advisory Planning Committee. TRIC = Three Rivers Interlocal Council.



**REGIONWIDE PLANNING STUDIES AND TECHNICAL ANALYSES**

In addition to work that benefits specific municipalities, many of the projects funded by the MPO through the UPWP have a regional focus. Table D-2 lists MPO-funded UPWP studies completed from 2010 through 2019 that were regional in focus. Some regionally focused studies may have work products that overlap with those analyzed in table D-1 above.

More information on these studies and other work can be found on the MPO’s website ([https://www.ctps.org/recent\\_studies](https://www.ctps.org/recent_studies)) or by contacting Sandy Johnston, UPWP Manager, at [sjohnston@ctps.org](mailto:sjohnston@ctps.org).

**Table D-2  
Regionally Focused MPO Funded UPWP Studies**

FFY 2019	
CTPS	MAPC
<ul style="list-style-type: none"> <li>• Pedestrian Report Card Assessment Dashboard</li> <li>• New and Emerging Metrics for Roadway Usage</li> <li>• The Future of the Curb</li> <li>• Updates to Express-Highway Volumes Charts</li> </ul>	<ul style="list-style-type: none"> <li>• Coordination and convening of municipalities to implement recommendations of water transportation study</li> <li>• MetroCommon Regional Plan for smart growth and regional prosperity, including extensive stakeholder outreach and public engagement</li> <li>• Support for Bluebikes bikeshare system, Lime dockless bikeshare system, and support for coordinated regulation of electric scooters</li> <li>• Analysis of transportation network company trips from varying data sources</li> </ul>

(Table D-2 Cont.)

FFY 2018	
CTPS	MAPC
<ul style="list-style-type: none"> <li>Community Transportation Program Development</li> <li>Review of and Guide to Regional Transit Signal Priority</li> <li>Crash Rates in Environmental Justice Communities (Staff-Generated Research)</li> <li>Long-Distance Commuting in the Boston MPO Region (Staff-Generated Research)</li> <li>Exploring New Software for Transit Planning (Staff-Generated Research)</li> <li>Safety Effectiveness of Safe Routes to School Programs</li> <li>Planning for Connected and Autonomous Vehicles</li> <li>Study of Promising GHG Reduction Strategies</li> </ul>	<ul style="list-style-type: none"> <li>Participation in Water Transportation Advisory Council</li> <li>Regional Plan Update process</li> <li>Evaluation of Transit-Oriented Development Planning Studies</li> <li>Ride-hailing research, literature review, and survey of 900 Uber and Lyft riders in Boston region to indicate how TNCs are affecting travel behavior</li> <li>Participation in suburban mobility working group with MassDOT, MBTA, and CTPS staff to discuss opportunities to pilot dynamic ride dispatching</li> </ul>
FFY 2017	
CTPS	MAPC
<ul style="list-style-type: none"> <li>Using GTFS Data to Find Shared Bus Route Segments with Excessively Irregular Headways</li> <li>Pedestrian Level-of-Service Metric Development</li> <li>Exploring the 2011 Massachusetts Travel Survey: MPO Travel Profiles</li> <li>Exploring the 2011 Massachusetts Travel Survey: Barriers and Opportunities Influencing Mode Shift</li> <li>Core Capacity Constraints</li> <li>Barriers and Opportunities Influencing Mode Shift</li> <li>Bicycle Network Gaps: Feasibility Evaluations</li> <li>2016–17 Bicycle and Pedestrian Counts</li> <li>Bicycle and Pedestrian Count Memo (summarizing counts 2014–17)</li> <li>Memorandum documenting plans for future Boston Region MPO bicycle and pedestrian counting methodologies</li> </ul>	<ul style="list-style-type: none"> <li>North Suburban Mobility Study</li> <li>North Shore Mobility Study</li> <li>Perfect Fit Parking Report and Website</li> <li>Hubway Bikeshare Coordination</li> <li>MetroWest LandLine Gaps Analyses</li> </ul>

(Table D-2 Cont.)

FFY 2016	
CTPS	MAPC
<ul style="list-style-type: none"> <li>Modeling Capacity Constraints</li> <li>Identifying Opportunities to Alleviate Bus Delay</li> <li>Research Topics Generated by MPO Staff (FFY 2016): Transit dependence scoring system using driver license data</li> <li>Title VI Service Equity Analyses: Methodology Development</li> <li>EJ and Title VI Analysis Methodology Review</li> <li>Transportation Investments for Economic Development</li> </ul>	<ul style="list-style-type: none"> <li>Right-Size Parking Report</li> <li>Transportation Demand Management—Case Studies and Regulations</li> <li>Hybrid Electric Vehicle Retrofit Procurement</li> <li>Autonomous Vehicles and Connected Cars research</li> <li>MetroFuture Implementation technical memorandums</li> </ul>
FFY 2015	
CTPS	MAPC
<ul style="list-style-type: none"> <li>Greenhouse Gas Reduction Strategy Alternatives: Cost-Effectiveness Analysis</li> <li>Roadway Network for Emergency Needs</li> <li>2012 Inventory of Bicycle Parking Spaces and Number of Parked Bicycles at MBTA stations</li> <li>2012–13 Inventory of Park-and-Ride Lots at MBTA Facilities</li> <li>Title VI Service Equity Analyses: Methodology Development</li> </ul>	<ul style="list-style-type: none"> <li>Population and Housing Projections for Metro Boston</li> <li>Regional Employment Projections for Metro Boston</li> <li>Right-size parking calculator</li> </ul>
FFY 2014	
CTPS	MAPC
<ul style="list-style-type: none"> <li>Bicycle Network Evaluation</li> <li>Household Survey-Based Travel Profiles and Trends</li> <li>Exploring the 2011 Massachusetts Travel Survey: Focus on Journeys to Work</li> <li>Methodology for Evaluating the Potential for Limited-Stop Service on Transit Routes</li> </ul>	<ul style="list-style-type: none"> <li>Transportation Demand Management Best Practices and Model Municipal Bylaw</li> <li>Land Use Baseline for Bus Rapid Transit</li> <li>MetroFuture community engagement</li> </ul>



(Table D-2 Cont.)

FFY 2013	
CTPS	MAPC
<ul style="list-style-type: none"> <li>Regional HOV-Lane Systems Planning Study, Phase II</li> <li>Roadway Network Inventory for Emergency Needs: A Pilot Study</li> <li>Carbon Dioxide, Climate Change, and the Boston Region MPO: 2012 Update</li> <li>Massachusetts Regional Bus Study</li> <li>Boston Region MPO Freight Program</li> </ul>	<ul style="list-style-type: none"> <li>Regional Trail Network Map and Greenway Planning</li> <li>MetroFuture engagement at the local level, updates to the Regional Indicators Reports, and Smart Growth Profiles</li> </ul>
FFY 2012	
CTPS	MAPC
<ul style="list-style-type: none"> <li>Analysis of JARC and New Freedom Projects</li> <li>Safety and Security Planning</li> <li>Emergency Mitigation and Hazard Mapping, Phase II</li> <li>Impacts of Walking Radius, Transit Frequency, and Reliability</li> <li>MBTA Systemwide Passenger Survey: Comparison of Results</li> <li>Pavement Management System Development</li> <li>Roundabout Installation Screening Tool</li> <li>TIP Project Impacts Before/After Evaluation</li> <li>Regional HOV System Planning Study</li> <li>Freight Survey</li> </ul>	<ul style="list-style-type: none"> <li>Snow Removal Policy Toolkit</li> <li>MetroFuture implementation strategies—updated implementation strategies including focus on equity indicators</li> </ul>

(Table D-2 Cont.)

FFY 2011	
CTPS	MAPC
<ul style="list-style-type: none"> <li>Charlie Card Trip Paths Pilot Study</li> <li>Early Morning Transit Service</li> <li>Maintenance Cost of Municipally Controlled Roadways</li> <li>Analysis of Responses to the MBTA Systemwide Onboard Passenger Survey by Respondents in Environmental-Justice Areas</li> <li>MBTA Core Services Evaluation</li> <li>MPO Freight Study, Phase I and Phase II</li> <li>MPO Freight/Rail Study</li> </ul>	<ul style="list-style-type: none"> <li>MPO Pedestrian Plan</li> <li>MPO Regional Bike Parking Program</li> <li>Toolkit for Sustainable Mobility—focusing on local parking issues</li> </ul>
FFY 2010	
CTPS	MAPC
<ul style="list-style-type: none"> <li>An Assessment of Regional Equity Outreach 2008–09</li> <li>Coordinated Human Services Transportation Plan Update</li> <li>Greenbush Commuter Rail Before and After Study</li> <li>Mobility Assistance Program and Section 5310 Review</li> <li>Safety Evaluation of TIP Projects</li> <li>Red Line-Blue Line Connector Study Support</li> </ul>	<ul style="list-style-type: none"> <li>Creation of a GIS coverage and related database of MAPC-reviewed projects and their mitigation commitments</li> <li>Implementation of the regional and statewide bicycle and pedestrian plans, and work on bicycle/pedestrian-related issues, including coordination with relevant national, state, and regional organizations</li> </ul>

CTPS = Central Transportation Planning Staff. EJ = environmental justice. FFY = federal fiscal year. GHG = greenhouse gas. GIS = geographic information systems. GTFS = general transit feed specification. HOV = high-occupancy vehicle. JARC = job access reverse commute program. MAPC = Metropolitan Area Planning Council. MassDOT = Massachusetts Department of Transportation. MBTA = Massachusetts Bay Transportation Authority. MPO = Metropolitan Planning Organization. TIP = Transportation Improvement Program. TNC = transportation network companies.

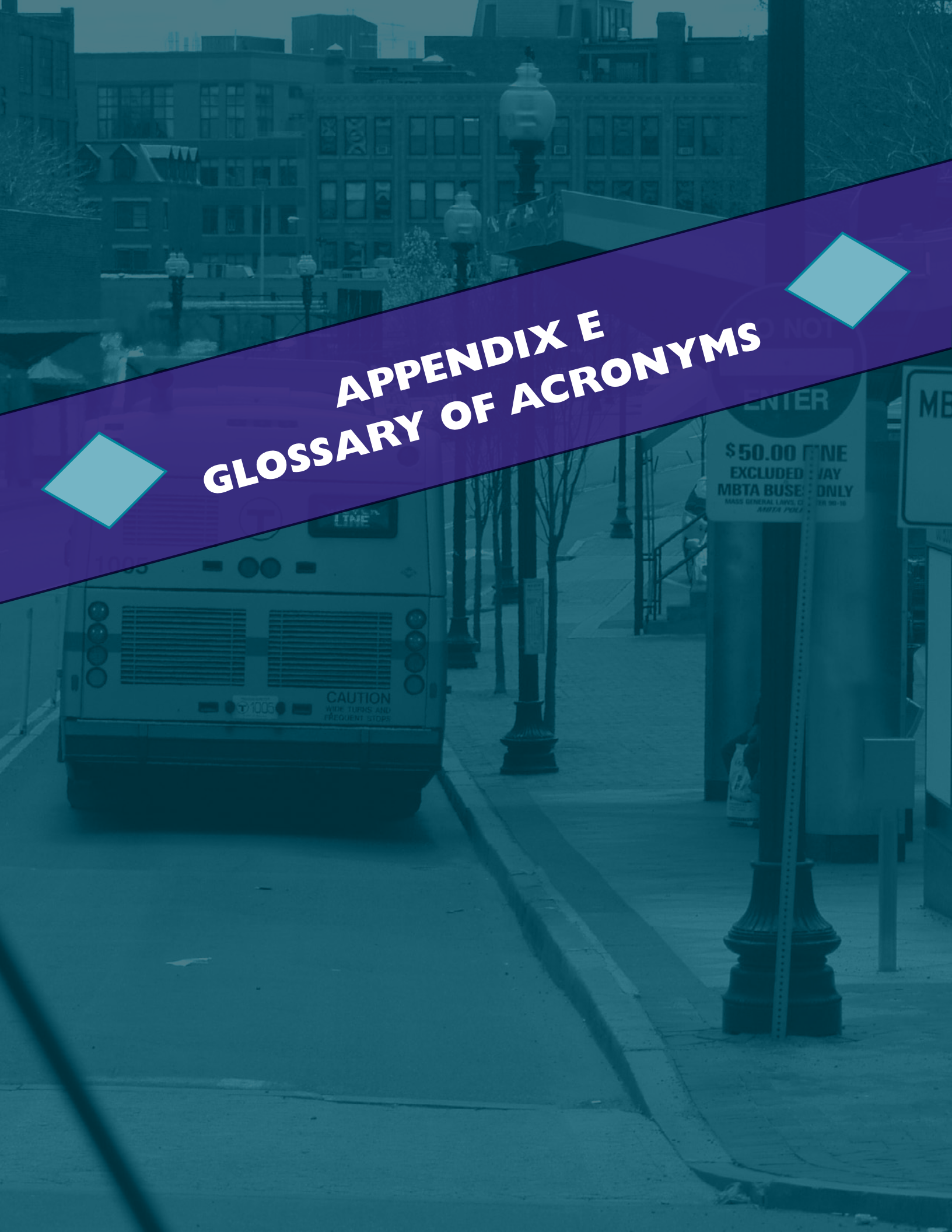
## USES FOR THE DATA

MPO staff intends to continue to collect these data annually to allow use in future analyses and, potentially, UPWP funding decisions. The MPO could potentially use this collected data in concert with other data the MPO holds or collects to inform a number of future analyses, including the following:

- Compare the number of tasks per community to the presence and size of a municipal planning department in each city and town
- Examine the use of different measures to understand the geographic distribution of benefits derived from funding programmed through the UPWP. For example, in addition to analyzing the number of tasks per community, the MPO could consider the magnitude of benefits that could be derived from UPWP studies (for example, congestion reduction or air quality improvement)
- Examine in more detail the geographic distribution of UPWP studies and technical analyses per subregion or per MAPC community type to understand the type of tasks being completed and how these compare to municipally identified needs
- Examine the number of tasks per community and compare the data to the number of road miles or amount of transit service provided in the municipality
- Develop graphics illustrating the geographic distribution of UPWP studies and spending and mapping that distribution relative to Environmental Justice and Transportation Equity concern areas
- Compare the number of tasks directly benefiting each municipality with the geographic distribution of transportation needs identified in the current Long-Range Transportation Plan (LRTP), *Charting Progress to 2040*, and the one currently in development, *Destination 2040*. The transportation needs of the region for the next 25 years are identified and organized in the LRTP according to the MPO's goal areas, which are
  - Safety;
  - System preservation;
  - Capacity management and mobility;
  - Clean air and clean communities;
  - Transportation equity; and
  - Economic vitality.
- Compare the data analyzed in this appendix to the data collected through the MPO's UPWP Study Recommendations Tracking Database, which classifies tasks differently and provides a higher level of detail, but is reliant on provision of data by municipalities

Analyses such as these would provide the MPO with a clearer understanding of the influence of the work programmed through the UPWP.

# APPENDIX E GLOSSARY OF ACRONYMS








Acronym	Definition
3C	continuous, comprehensive, cooperative [metropolitan transportation planning process]
A&F	Administration and Finance Committee [Boston Region MPO]
ABM	Activity based model [transportation planning tool]
ADA	Americans with Disabilities Act of 1990
Advisory Council	Regional Transportation Advisory Council
AFC	automated fare collection [system]
AMPO	Association of Metropolitan Planning Organizations
APC	automatic passenger counter
AV/CV	autonomous vehicle/connected vehicle
CAA	Clean Air Act of 1970
CAAA	Clean Air Act Amendments of 1990
CATA	Cape Ann Transportation Authority
CMAQ	Congestion Management Air Quality
CMP	Congestion Management Process
CO	carbon monoxide
CO2	carbon dioxide
CTPS	Central Transportation Planning Staff
CUFC	Critical Urban Freight Corridors
DCR	Department of Conservation and Recreation
DEP	Massachusetts Department of Environmental Protection
DI/DB	Disparate Impact and Disproportionate Burden
DMBS	Database Management System

Acronym	Definition
EJ	environmental justice
EO	executive order [federal]
EPA	US Environmental Protection Agency
EPDO	Equivalent Property Damage Only
FAST Act	Fixing America's Surface Transportation Act
FFY	federal fiscal year
FHWA	Federal Highway Administration
FMCB	MBTA Fiscal and Management Control Board
FTA	Federal Transit Administration
GHG	greenhouse gas
GIS	Geographic Information System
GWSA	Global Warming Solutions Act of 2008 [Massachusetts]
HOV	high-occupancy vehicle
HTC	Healthy Transportation Compact
ITE	Institute of Transportation Engineers
LAP	language access plan
LEP	limited English proficiency
LOS	level of service
LRTP	Long-Range Transportation Plan [MPO certification document]
MAGIC	Minuteman Advisory Group on Interlocal Coordination
MAP-21	Moving Ahead for Progress in the 21st Century Act
MAPC	Metropolitan Area Planning Council
MARPA	Massachusetts Association of Regional Planning Agencies

Acronym	Definition
MassDOT	Massachusetts Department of Transportation
MassGIS	Massachusetts Bureau of Geographic Information
Massport	Massachusetts Port Authority
MBTA	Massachusetts Bay Transportation Authority
MEPA	Massachusetts Environmental Policy Act
MGL	Massachusetts general laws
MPO	metropolitan planning organization
NAAQS	National Ambient Air Quality Standards
NHS	National Highway System
NOx	nitrogen oxides
NTD	National Transit Database
OTP	MassDOT Office of Transportation Planning
PBPP	performance-based planning and programming
PfP	Planning for Performance [scenario-planning tool]
PL	metropolitan planning funds or public law funds [FHWA]
PMT	Program for Mass Transportation [MBTA]
PPP	Planning for Performance [scenario-planning tool]
PPP	Public Participation Program
ROC	Rider Oversight Committee [MBTA]
RSA	Roadway Safety Audit [FHWA]
RTA	regional transit authority
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act—A Legacy for Users
SFY	state fiscal year

Acronym	Definition
SIP	State Implementation Plan
SOV	single-occupancy vehicle
SPR	Statewide Planning and Research [FHWA]
STIP	State Transportation Improvement Program
STOPS	Simplified Trips-on-Project Software
TAZ	transportation analysis zone
TCM	transportation control measure
TE	transportation equity
TEAC	Transportation Equity Analysis Committee
TIP	Transportation Improvement Program [MPO certification document]
TMA	Transportation Management Association
TMA	Transportation Management Area
TNC	transportation network company
TRB	Transportation Research Board
TRIC	Three Rivers Interlocal Council
UPWP	Unified Planning Work Program [MPO certification document]
USDOT	United States Department of Transportation [oversees FHWA and FTA]
VMT	vehicle-miles traveled
VOCs	volatile organic compounds [pollutants]
WMM	weMove Massachusetts [MassDOT planning initiative]



**APPENDIX F**  
**REGULATORY FRAMEWORK**  
**AND MPO MEMBERSHIP**



This appendix contains two elements: detailed background on the regulatory documents, legislation, and guidance that shape the Metropolitan Planning Organization's (MPO) transportation planning process, and information on the permanent voting members of the MPO.

## **MPO REGULATORY FRAMEWORK**

The Boston Region MPO plays a critical role in helping the region move closer to achieving federal, state, and regional transportation goals and policies. Therefore, an important part of the MPO's core required work is to ensure that the MPO's planning activities align with federal and state regulatory guidance. This appendix describes all of the regulations, policies, and guidance taken into consideration by the MPO during development of the certification documents and other core work undertaken during federal fiscal year (FFY) 2020.

### **Federal Regulations and Guidance**

#### ***Fixing America's Surface Transportation (FAST) Act: National Goals***

The purpose of the national transportation goals (outlined in Title 23, United States Code [USC], Section 150) is to increase the accountability and transparency of the Federal-Aid Highway Program and to improve decision making through performance-based planning and programming. The national transportation goals include the following:

1. **Safety:** Achieve significant reduction in traffic fatalities and serious injuries on all public roads
2. **Infrastructure condition:** Maintain the highway infrastructure asset system in a state of good repair
3. **Congestion reduction:** Achieve significant reduction in congestion on the National Highway System
4. **System reliability:** Improve efficiency of the surface transportation system
5. **Freight movement and economic vitality:** Improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development
6. **Environmental sustainability:** Enhance performance of the transportation system while protecting and enhancing the natural environment
7. **Reduced project delivery delays:** Reduce project costs, promote jobs and the economy, and expedite movement of people and goods by accelerating project completion by eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices





(Table F-1 cont.)

Federal Planning Factor		3C-funded Certification Activities												3C-funded Technical Analysis and Support					New and Recurring 3C-funded Planning Studies*										Administration and Resource Management														
		3C Planning and MPO Support**	Provision of Materials in Accessible Formats	General Graphics	Professional Development	Long-Range Transportation Plan	Transportation Improvement Program	Performance-based Planning and Programming	Air Quality Conformity and Support Activities	Unified Planning Work Program (CTPS and MAPC)	Transportation Equity Program	Congestion Management Process	Freight Planning Support	Regional Model Enhancement	Transit Committee Support	Roadway Safety Audits	Traffic Data Support	Transit Data Support	Community Transportation Technical Assistance	Bicycle and Pedestrian Support Activities	Regional Transit Service Planning Technical Support	Land Use Development Project Reviews (MAPC)	Locations with High Bicycle and Pedestrian Crash Rates in the Boston Region MPO Area	Addressing Safety, Mobility, and Access on Subregional Priority Roadways, FFY 2020	Addressing Priority Corridors from the LRTP Needs Assessment, FFY 2020	Safety and Operations Analysis at Selected Intersections, FFY 2020	TIP Before and After Studies	Transit Mitigation for New Development Sites	Operating a Successful Shuttle Program	Further Development of the MPO's Community Transportation Program	Disparate Impact Metrics Analysis	Exploring Resilience in MPO-funded Corridor and Intersection Studies	MPO Staff-generated Research Topics and Technical Assistance	Alternative Mode Planning and Coordination (MAPC)	MetroFuture Implementation (MAPC)	Corridor/Subarea Planning Studies (MAPC)	Computer Resource Management	Data Resources Management	MPO/MAPC Liaison Activities (MAPC)	Land Use Data for Transportation Modeling (MAPC)	Subregional Support Activities (MAPC)		
7	Promote efficient system management and operation.	X			X	X	X			X	X	X	X	X	X	X	X		X			X	X	X	X	X										X	X						
8	Emphasize the preservation of the existing transportation system.	X				X	X	X			X				X	X	X	X	X								X								X								
9	Improve the resiliency and reliability of the transportation system and reduce or mitigate storm-water impacts of surface transportation.	X				X	X											X			X													X	X								
10	Enhance travel and tourism.	X		X		X	X			X					X	X	X	X	X	X															X								

\* For ongoing FFY 2019 3C-funded studies, see FFY 2019 UPWP

\*\* Includes support to the MPO and its Committees, Public Participation Process, and RTAC Support

3C = Continuing, cooperative, and comprehensive transportation-planning process. CTPS = Central Transportation Planning Staff. FFY = federal fiscal year. MAPC = Metropolitan Area Planning Council. MPO = Metropolitan Planning Organization. RTAC = Regional Transportation Advisory Council.

TIP = Transportation Improvement Program. X = Applicable.

### FAST Act: Performance-based Planning and Programming

The US Department of Transportation (USDOT), in consultation with states, MPOs, and other stakeholders, has established performance measures relevant to these national goals in the areas of roadway safety, transit system safety, National Highway System (NHS) bridge and pavement condition, transit asset condition, NHS reliability for both passenger and freight travel, traffic congestion, and on-road mobile source emissions. The FAST Act and related federal rulemakings require states, MPOs, and public transportation operators to follow performance-based planning and programming practices—such as setting targets—to ensure that transportation investments support progress towards these goals.

### 1990 Clean Air Act Amendments

The Clean Air Act, most recently amended in 1990, forms the basis of the US air pollution control policy. The act identifies air quality standards, and the US Environmental Protection Agency (EPA) may designate geographic areas as *attainment* or *nonattainment* areas with respect to these standards. If air quality in a nonattainment area improves such that it meets EPA standards, the EPA may redesignate that area as being in *maintenance* for a 20-year period to ensure that the standard is maintained in the area.

The conformity provisions of the Clean Air Act “require that those areas that have poor air quality, or had it in the past, should examine the long-term air quality impacts of their transportation system and ensure its compatibility with the area’s clean air goals.” Agencies responsible for Clean Air Act requirements for nonattainment and maintenance areas must conduct air quality conformity determinations, which are demonstrations that transportation plans, programs, and projects addressing that area are consistent with a State Implementation Plan (SIP) for attaining air quality standards.

Air quality conformity determinations must be performed for capital improvement projects that receive federal funding and for those that are considered regionally significant, regardless of the funding source. These determinations must show that projects in the MPO’s Long-Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP) will not cause or contribute to any new air quality violations; will not increase the frequency or severity of any existing air quality violations in any area; and will not delay the timely attainment of air quality standards in any area. The policy, criteria, and procedures for demonstrating air quality conformity in the MPO region were established in Title 40 of the Code of Federal Regulations (CFR), Parts 51 and 93.

As of April 1, 2016, the Boston Region MPO has been classified as being in attainment for carbon monoxide (CO), but a conformity determination must still be completed because there is a carbon monoxide maintenance plan in place and approved as part of the SIP. In the most recent LRTP, *Charting Progress to 2040*, the air quality conformity determination concluded that the emissions levels from the Boston area CO maintenance area, including emissions resulting from implementing the LRTP, are in conformance with the SIP. Specifically, the CO emissions that

would be produced under the build scenarios that were modeled during the development of the LRTP were less than the projections for the years 2020 through 2040 for the nine cities in the Boston CO maintenance area. In accordance with Section 176(c) (4) of the Clean Air Act as amended in 1990, the Boston Region MPO has completed this review and hereby certifies that the LRTP, and its latest conformity determination, conditionally conforms with federal (40 CFR Part 93) and Massachusetts (310 Code of Massachusetts Regulations [CMR] 60.03) regulations and are consistent with the air quality goals in the Massachusetts SIP.

The MPO must also perform conformity determinations if transportation control measures (TCMs) are in effect in the region. TCMs are strategies that reduce transportation-related air pollution and fuel use by reducing vehicle miles traveled and improving roadway operations. The Massachusetts' State SIP supports the attainment of air quality standards and identifies TCMs. SIP-identified TCMs are federally enforceable and projects that address the identified air quality issues must be given first priority when federal transportation dollars are spent. Examples of TCMs that were programmed in previous TIPs include rapid-transit and commuter-rail extension programs (such as the Green Line Extension in Cambridge, Medford, and Somerville, and the Fairmount Line improvements in Boston), parking-freeze programs in Boston and Cambridge, statewide rideshare programs, park-and-ride facilities, residential parking-sticker programs, and the operation of high-occupancy-vehicle lanes.

On February 16, 2018, the US Court of Appeals for the DC Circuit issued a decision in *South Coast Air Quality Management District v. EPA*, which struck down portions of the 2008 Ozone National Ambient Air Quality Standards (NAAQS) SIP Requirements Rule concerning the ozone NAAQS. Those portions of the SIP Requirements Rule included transportation conformity requirements associated with EPA's revocation of the 1997 ozone NAAQS. Massachusetts was designated as an attainment area for 2008 ozone NAAQS, but as a nonattainment or maintenance area for 1997 ozone NAAQS. As a result, MPOs in Massachusetts must demonstrate conformity for ozone when developing LRTPs and TIPs. The MPOs in Massachusetts are also required to report on the TCMs as part of air quality conformity determinations in these documents. In addition, the MPOs are still required to perform air quality analyses for carbon dioxide as part of the state's Global Warming Solutions Act.

### **Nondiscrimination Mandates**

The Boston Region MPO complies with Title VI of the Civil Rights Act of 1964, the American with Disabilities Act of 1990 (ADA), the Environmental Justice Executive Order (EJ EO), and other federal and state nondiscrimination statutes and regulations in all programs and activities it conducts. Per federal law, the MPO does not discriminate based on race, color, national origin (including limited English proficiency), religion, creed, gender, ancestry, ethnicity, disability, age, sex, sexual orientation, gender identity or expression, veteran's status, or background. The MPO takes steps in its communication practices and planning processes to provide for and facilitate participation of all persons in the region, including those protected by Title VI, ADA, the EJ EO,

and other nondiscrimination mandates. The MPO also considers distribution of the potential beneficial and adverse effects to populations covered by these mandates when making decisions about the programming of federal funding, including funding for MPO-supported studies. The MPO conducts activities as part of its Transportation Equity Program, which ensures that the MPO meets these requirements. The MPO staff also conducts the Massachusetts Department of Transportation (MassDOT) Title VI Program, and the Massachusetts Bay Transportation Authority (MBTA) Title VI Program monitoring. The major federal requirements are discussed below.

### **Title VI of the Civil Rights Act of 1964**

Title VI of the Civil Rights Act of 1964 requires that no person be excluded from participation in, be denied the benefits of, or be subjected to discrimination on the basis of race, color, or national origin, under any program or activity provided by an agency receiving federal financial assistance. Executive Order 13166, dated August 11, 2000, extends Title VI protections to persons who, because of national origin, have limited English-language proficiency (LEP). Specifically, it calls for improved access to federally assisted programs and activities, and requires MPOs to develop and implement a system through which people with LEP can meaningfully participate in the transportation planning process. This requirement includes the development of a Language Assistance Plan that documents the organization's process for providing meaningful language access to people with LEP that access their services and programs.

### **Environmental Justice Executive Order**

Executive Order 12898, dated February 11, 1994, requires each federal agency to achieve environmental justice by identifying and addressing any disproportionately great adverse human health or environmental effects, including interrelated social and economic effects, of its programs, policies, and activities on minority and low-income populations.

On April 15, 1997, the US Department of Transportation issued its Final Order to Address Environmental Justice in Minority Populations and Low-Income Populations. Among other provisions, this order requires programming and planning activities to

- explicitly consider the effects of transportation decisions on minority and low-income populations;
- provide meaningful opportunities for public involvement by members of minority and low-income populations;
- gather (where relevant, appropriate, and practical) demographic information such as race, color, national origin, and income level of populations affected by transportation decisions; and
- Minimize or mitigate any adverse impact on minority or low-income populations.

The 1997 Final Order was updated in 2012 with USDOT Order 5610.2(a), which provided clarification while maintaining the original framework and procedures.



## The ADA

Title III of the ADA “prohibits states, MPOs, and other public entities from discriminating on the basis of disability in the entities’ services, programs, or activities,” and requires all transportation projects, plans, and programs to be accessible to people with disabilities. It means that the MPO must consider the mobility needs of people with disabilities when programming federal funding for studies and capital projects.

Title III of the ADA also requires all transportation projects, plans, and programs to be accessible to people with disabilities. For the MPO, this means MPO-sponsored meetings must be held in accessible buildings and be conducted in a manner that provides for accessibility. MPO materials must also be made available in accessible formats.

## State Guidance and Priorities

Much of the MPO’s work focuses on encouraging mode shift and diminishing greenhouse gas (GHG) emissions through improving transit service, enhancing bicycle and pedestrian networks, and studying emerging transportation technologies. All of this work helps the Boston region contribute to statewide progress towards the priorities discussed in this section.

### **Commission on the Future of Transportation in the Commonwealth**

In January 2018 Governor Baker signed Executive Order 579, which established the Commission on the Future of Transportation in the Commonwealth and required that, “The Commission shall, at a minimum, investigate the following topics...that may affect transportation.

1. Climate and Resiliency 2. Transportation Electrification 3. Autonomous and Connected Vehicles 4. Transit and Mobility Services 5. Land Use and Demographics” over the period from 2020 to 2040.

The Commission issued its final report in December 2018, informed by a study of current trends related to the five topic areas identified in the Executive Order. The report, which can be found at <https://www.mass.gov/orgs/commission-on-the-future-of-transportation>, included three sections. The first section, “Facts, Trends, & Issues,” examined the status and expected future trends across the topics included in the Executive Order. Section Two presented a scenario-planning exercise to envision several possible futures for the Commonwealth and its transportation infrastructure. Section Three presented the Commission’s recommendations.

Grouped into five thematic categories, the Commission made 18 recommendations for how to best prepare Massachusetts’ transportation network for the challenges and opportunities of 2040. Each recommendation consists of a comprehensive recommendation providing longer-term guidance with an eye to 2040, why this recommendation is important, and some initial next steps. Below are the five thematic categories.

- I. Modernize existing state and municipal transit and transportation assets to more effectively and sustainably move more people throughout a growing Commonwealth.
- II. Create a 21st century “mobility infrastructure” that will prepare the Commonwealth and its municipalities to capitalize on emerging changes in transportation technology and behavior.
- III. Reduce greenhouse gas emissions significantly from transportation sector to meet Commonwealth’s Global Warming Solutions Act commitments, while accelerating efforts to make transportation infrastructure resilient to a changing climate.
- IV. Coordinate and modernize land use, economic development, housing, and transportation policies and investment to support resilient and dynamic regions and communities throughout the Commonwealth.
- V. Make changes to current transportation governance and financial structures to better position Massachusetts for the transportation system that it needs in the coming decades.

The Commission’s report is expected to contribute to the MPO’s decision making in the coming years; staff have begun to review the recommendations, especially those targeted at MPOs, and will discuss implementation strategies with the MPO.

### **Planning for Performance**

MassDOT has developed a Planning for Performance (PfP) tool to influence investments. The PfP tool is a scenario-planning tool, custom built for MassDOT, which forecasts asset conditions and allows capital planners within the divisions to consider the tradeoffs between investment strategies. The tool reports future conditions in comparison to the desired performance targets.

### **Massachusetts Strategic Highway Safety Plan (SHSP)**

The *Massachusetts 2018 SHSP* identifies the state’s key safety needs and guides investment decisions to achieve significant reductions in highway fatalities and serious injuries on all public roads. The SHSP establishes statewide safety goals and objectives, and key safety emphasis areas, and it draws on the strengths of all highway safety partners in the Commonwealth to align and leverage resources to address the state’s safety challenges collectively. The MPO considers SHSP goals, emphasis areas, and strategies when developing its plans, programs, and activities.

### **MassDOT Modal Plans**

In 2017, MassDOT finalized the *Massachusetts Freight Plan*, which defines the short- and long-term vision for the Commonwealth’s freight transportation system. In 2018, MassDOT released the related *Commonwealth of Massachusetts State Rail Plan*, which outlines short- and long-term investment strategies for Massachusetts’ freight and passenger rail systems (excluding the MBTA’s Commuter rail system). In 2018, MassDOT also released drafts of the *Statewide Bicycle Transportation Plan* and the *Massachusetts Pedestrian Transportation Plan*, both of which

define roadmaps, initiatives, and action plans to improve bicycle and pedestrian transportation in the Commonwealth. The MPO considers the findings and strategies of MassDOT’s modal plans when conducting its planning, including through its Freight Planning Support and Bicycle/Pedestrian Support Activities programs.

### **Global Warming Solutions Act**

The Global Warming Solutions Act (GWSA) makes Massachusetts a leader in setting aggressive and enforceable GHG reduction targets and implementing policies and initiatives to achieve these targets. In keeping with this law, the Massachusetts Executive Office of Energy and Environmental Affairs, in consultation with other state agencies and the public, developed the *Massachusetts Clean Energy and Climate Plan for 2020*. This implementation plan, released on December 29, 2010 (and updated in 2015), establishes the following targets for overall statewide GHG emission reductions:

- 25 percent reduction below statewide 1990 GHG emission levels by 2020
- 80 percent reduction below statewide 1990 GHG emission levels by 2050

In January 2015, the Massachusetts Department of Environmental Protection amended regulation 310 CMR 60.05, *Global Warming Solutions Act Requirements for the Transportation Sector and the Massachusetts Department of Transportation*, which was subsequently amended in August 2017. This regulation places a range of obligations on MassDOT and MPOs to support achievement of the Commonwealth’s climate change goals through the programming of transportation funds. For example, MPOs must use GHG impact as a selection criterion when reviewing projects to be programmed in the TIPs, and they must evaluate and report the GHG emissions impacts of transportation projects in LRTPs and TIPs.

The Commonwealth’s 10 MPOs (and three nonmetropolitan planning regions) are integrally involved in supporting the GHG reductions mandated under the GWSA. The MPOs seek to realize these objectives by prioritizing projects in the LRTP and TIP that will help reduce emissions from the transportation sector. The Boston Region MPO uses its TIP project evaluation criteria to score projects based on their GHG emissions impacts, multimodal Complete Streets accommodations, and ability to support smart-growth development. Tracking and evaluating GHG emissions by project will enable the MPOs to anticipate GHG impacts of planned and programmed projects.

### **Healthy Transportation Policy Initiatives**

On September 9, 2013, MassDOT passed the Healthy Transportation Policy Directive to formalize its commitment to implementing and maintaining transportation networks that allow for various mode choices. This directive will ensure that all MassDOT projects are designed and implemented in ways that provide all customers with access to safe and comfortable walking, bicycling, and transit options.

In November 2015, MassDOT released the *Separated Bike Lane Planning & Design Guide*. This guide represents the next—but not the last—step in MassDOT’s continuing commitment to Complete Streets, sustainable transportation, and the creation of more safe and convenient transportation options for Massachusetts’ residents. This guide may be used by project planners and designers as a resource for considering, evaluating, and designing separated bike lanes as part of a Complete Streets approach.

In *Charting Progress to 2040*, the Boston Region MPO has established investment programs—particularly its Complete Streets and Bicycle and Pedestrian programs—that support the implementation of Complete Streets projects. The Unified Planning Work Program (UPWP) programs support these projects, such as the MPO’s Bicycle and Pedestrian Support Activities program, corridor studies undertaken by MPO staff to make conceptual recommendations for Complete Streets treatments, and various discrete studies aimed at improving pedestrian and bicycle accommodations.

### **Regional Guidance and Priorities**

#### **Focus40, The MBTA’s Program for Mass Transportation**

*Focus40* is the 25-year investment plan that aims to position the MBTA to meet the needs of the Greater Boston region through to 2040. It is known officially as the Program for Mass Transportation (PMT). On July 30, 2018, the MassDOT and the MBTA released a draft of the *Focus40* plan. The *Focus40* plan, which is guided by the MBTA’s Strategic Plan and other internal and external policy and planning initiatives, will serve as a comprehensive playbook guiding all capital planning initiatives at the MBTA. This includes the *RailVision* plan, which will inform the vision for the future of the MBTA’s commuter rail system; the Better Bus Project, the plan to improve the MBTA’s bus network; and other plans. The Boston Region MPO continues to monitor the development of *Focus40* and related MBTA modal plans to inform its decision making about transit capital investments, which are incorporated to the TIP and LRTP.

#### **MetroFuture**

*MetroFuture*, which was developed by the Metropolitan Area Planning Council (MAPC) and adopted in 2008, is the long-range plan for land use, housing, economic development, and environmental preservation for the Boston region. It includes a vision for the region’s future and a set of strategies for achieving that vision, and is the foundation for land-use projections used in the MPO’s LRTP, *Charting Progress to 2040*. MAPC is now developing *MetroCommon*, the next regional plan, which will build off *MetroFuture* and include an updated set of strategies for achieving sustainable growth and equitable prosperity. The MPO will continue to consider *MetroFuture*’s goals, objectives, and strategies in its planning and activities, and will monitor *MetroCommon* as it develops.

## The MPO's Congestion Management Process

The purpose of the Congestion Management Process (CMP) is to monitor and analyze performance of facilities and services, develop strategies for managing congestion based on the results of monitoring, and move those strategies into the implementation stage by providing decision makers in the region with information and recommendations for improving the transportation system's performance. The CMP monitors roadways and park-and-ride facilities in the Boston region for safety, congestion, and mobility, and identifies problem locations. The CMP is described in more detail in the UPWP, and studies undertaken through the CMP are often the inspiration for discrete studies funded through the UPWP.

## VOTING MEMBERS OF THE BOSTON REGION MPO

The Boston Region MPO includes both permanent members and municipal members who are elected for three-year terms. Details about the MPO's members are listed below.

**MassDOT** was established under Chapter 25 (*An Act Modernizing the Transportation Systems of the Commonwealth of Massachusetts*) of the Acts of 2009. MassDOT has four divisions: Highway, Rail and Transit, Aeronautics, and the Registry of Motor Vehicles. The MassDOT Board of Directors, comprised of 11 members appointed by the Governor, oversees all four divisions and MassDOT operations, including the MBTA. The board was expanded to 11 members by the legislature in 2015 based on a recommendation by Governor Baker's Special Panel, a group of transportation leaders assembled to review structural problems with the MBTA and deliver recommendations for improvements. MassDOT has three seats on the MPO board, including seats for the Highway Division and the Rail and Transit Division.

- The **MassDOT Highway Division** has jurisdiction over the roadways, bridges, and tunnels formerly overseen by the Massachusetts Highway Department and the Massachusetts Turnpike Authority. The Highway Division also has jurisdiction over many bridges and parkways that previously were under authority of the Department of Conservation and Recreation. The Highway Division is responsible for the design, construction, and maintenance of the Commonwealth's state highways and bridges. It is also responsible for overseeing traffic safety and engineering activities for the state highway system. These activities include operating the Highway Operations Control Center to ensure safe road and travel conditions.
- The **Rail and Transit Division** oversees MassDOT's freight and passenger rail program, and provides oversight of Massachusetts' 15 regional transit authorities (RTA), as well as intercity bus service, the MBTA's paratransit service (The RIDE), and a statewide mobility management effort.

The **MBTA**, created in 1964, is a body politic and corporate, and a political subdivision of the Commonwealth. Under the provisions of Chapter 161A of the Massachusetts General Laws (MGL), it has the statutory responsibility within its district of operating the public transportation system, preparing the engineering and architectural designs for transit development projects, and constructing and operating transit development projects. The MBTA district comprises 175 communities, including all of the 97 cities and towns of the Boston Region MPO area. In April 2015, because of a plan of action to improve the MBTA, a five-member Fiscal and Management Control Board (FMCB) was created. The FMCB was created to oversee and improve the finances, management, and operations of the MBTA. The FMCB's authorizing statute called for an initial three-year term, with the option for the board to request that the Governor approve a single two-year extension. In 2017, the FMCB's initial mandate, which would have expired in June 2018, was extended for two years, through June 30, 2020. The FMCB's goals target governance, finance, and agency structure and operations through recommended executive and legislative actions that embrace transparency and develop stability in order to earn public trust. By statute, the MBTA FMCB consists of five members, one with experience in transportation finance, one with experience in mass transit operations, and three who are also members of the MassDOT Board of Directors.

The **MBTA Advisory Board** was created by the Massachusetts Legislature in 1964 through the same legislation that created the MBTA. The Advisory Board consists of representatives of the 175 cities and towns that compose the MBTA district. Cities are represented by either the city manager or mayor, and towns are represented by the chairperson of the board of selectmen. Specific responsibilities of the Advisory Board include review of and comment on the MBTA's long-range plan, the PMT, proposed fare increases, and the annual MBTA Capital Investment Program; review of the MBTA's documentation of net operating investment per passenger; and review of the MBTA's operating budget. The MBTA Advisory Board advocates for the transit needs of its member communities and the riding public.

The **Massachusetts Port Authority (Massport)** has the statutory responsibility under Chapter 465 of the Acts of 1956, as amended, for planning, constructing, owning, and operating such transportation and related facilities as may be necessary for developing and improving commerce in Boston and the surrounding metropolitan area. Massport owns and operates Boston Logan International Airport, the Port of Boston's Conley Terminal, Cruiseport Boston, Hanscom Field, Worcester Regional Airport, and various maritime and waterfront properties, including parks in East Boston, South Boston, and Charlestown.

**MAPC** is the regional planning agency for the Boston region. It is composed of the chief executive officer (or her/his designee) of each of the cities and towns in the MAPC region, 21 gubernatorial appointees, and 12 ex-officio members. It has statutory responsibility for comprehensive regional planning in its region under Chapter 40B of the MGL. It is the Boston Metropolitan Clearinghouse under Section 204 of the Demonstration Cities and Metropolitan Development Act of 1966 and Title VI of the Intergovernmental Cooperation Act of 1968. In addition, its region has been designated an economic development district under Title IV of the

Public Works and Economic Development Act of 1965, as amended. MAPC's responsibilities for comprehensive planning encompass the areas of technical assistance to communities, transportation planning, and development of zoning, land use, demographic, and environmental studies. MAPC activities that are funded with federal metropolitan transportation planning dollars are included in the UPWP.

The **City of Boston**, seven elected cities (currently **Beverly, Braintree, Everett, Framingham, Newton, Somerville, and Woburn**), and five elected towns (currently **Arlington, Bedford, Lexington, Medway, and Norwood**) represent the 97 municipalities in the Boston Region MPO area. The City of Boston is a permanent MPO member and has two seats. There is one elected municipal seat for each of the eight MAPC subregions and four seats for at-large elected municipalities (two cities and two towns). The elected at-large municipalities serve staggered three-year terms, as do the eight municipalities representing the MAPC subregions.

The **Regional Transportation Advisory Council (Advisory Council)**, the MPO's citizen advisory group, provides the opportunity for transportation-related organizations, non-MPO member agencies, and municipal representatives to become actively involved in the decision-making processes of the MPO as it develops plans and prioritizes the implementation of transportation projects in the region. The Advisory Council reviews, comments on, and makes recommendations regarding certification documents. It also serves as a forum for providing information on transportation topics in the region, identifying issues, advocating for ways to address the region's transportation needs, and generating interest among members of the public in the work of the MPO.

The **Federal Highway Administration** and **Federal Transit Administration** participate in the Boston Region MPO in an advisory (nonvoting) capacity, reviewing the LRTP, TIP, UPWP, and other facets of the MPO's planning process to ensure compliance with federal planning and programming requirements. These two agencies oversee the highway and transit programs, respectively, of the US Department of Transportation under pertinent legislation and the provisions of the FAST Act.