

# Johnson City Metropolitan Transportation Planning Organization

## Unified Planning Work Program

“This report was prepared in cooperation with the U.S. Department of Transportation, Federal Highway Administration, and the Tennessee Department of Transportation.”

Federal Fiscal Years 2014 and 2015

\*Si usted necesita este documento resumido en español contacta por favor al Coordinador del MTPO. Número de teléfono (423) 434-6272, Correo electrónico:jcmpo@jcmpo.org .

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*The Johnson City Metropolitan Transportation Planning Organization (JC MTPO) ensures compliance with Title VI of the Civil Rights Act of 1964; 49 CFR, part 26; related statutes and regulations to the end that no person shall be excluded from participation in or be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance from the U.S. Department of Transportation on the grounds of race, color, sex or national origin.*

**RESOLUTION OF THE EXECUTIVE BOARD OF THE JOHNSON CITY METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION TO AMEND THE FY 2014-2015 UNIFIED PLANNING WORK PROGRAM (UPWP) TO MOVE PROJECT TASKS AND FUNDING FROM FY 2014 TO FY 2015**

**Whereas**, a comprehensive cooperative and continuing transportation planning process is to be carried out in the Johnson City Metropolitan Transportation Area; and

**Whereas**, under Federal Planning Guidelines MPO's are required to submit a Unified Planning Work Program (UPWP) that identifies the transportation planning projects and planning activities to be undertaken by local, regional, and or state agencies for the Johnson City MTPO Area for Fiscal Year 2014-2015; and

**Whereas**, the various state, local and regional agencies involved with transportation planning for the Johnson City MTPO Area have cooperatively developed a Unified Planning Work Program for Fiscal Year 2014-2015; and

**Whereas**, it is the function of the Johnson City Metropolitan Transportation Planning Organization to develop and adopt an annual transportation planning work program for the Johnson City MTPO Area; and

**Whereas**, several project tasks and funding need to be moved from FY 2014 to FY 2015; and

**NOW THEREFORE**, be it resolved by the Johnson City Metropolitan Transportation Planning Organization Executive Board does hereby approve the amendment to the FY 2014-2015 Unified Planning Work Program (UPWP).

  
\_\_\_\_\_  
MTPO Executive Board, Chairperson

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
MTPO Executive Staff, Chairperson

  
\_\_\_\_\_  
Date

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## List of Abbreviations

ADA	Americans with Disabilities Act
AVL	Advanced Vehicle Location
DBE	Disadvantaged Business Enterprise
EEO	Equal Employment Opportunity
EPA	Environmental Protection Agency
ETSU	East Tennessee State University
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FTDD	First Tennessee Development District
FTHRA	First Tennessee Human Resource Agency
FRA	Federal Railroad Administration
FY	Fiscal Year
GIS	Geographic Information Systems
GPS	Global Positioning System
ITS	Intelligent Transportation Systems
JCT	Johnson City Transit
JC MTPO	Johnson City Metropolitan Transportation Planning Organization
L RTP	Long Range Transportation Plan
MAP-21	Moving Ahead for Progress in the 21 <sup>st</sup> Century
MPA	Metropolitan Planning Area
MPO	Metropolitan Planning Organization
MSA	Metropolitan Statistical Area
NET TRANS	Northeast Tennessee Rural Public Transportation
PL/Sec. 112	Section 112 of the Federal-aid Highway Act of 1973 (Public Law 93-87)
PPP	Public Participation Plan
RFP	Request for Proposal
ROW	Right of Way
RPO	Rural Planning Organization
TNMUG	Tennessee Modeling Users Group (Travel Demand Model)
FTA Sec. 5303	U.S. Title 49, Section 5303
SPR	State Planning and Research Funds
STP	Surface Transportation Program
TDOT	Tennessee Department of Transportation
TIP	Transportation Improvement Program
TIM	Traffic Incident Management
UPWP	Unified Planning Work Program
USDOT	United States Department of Transportation
VMT	Vehicle Miles Traveled

## **Introduction**

The Johnson City Metropolitan Transportation Planning Organization (JC MTPO) was established in 1982 and is responsible for regional transportation planning activities in the Johnson City region. In order to carry out these duties the JC MTPO staff develops a work program in the form of a document called the Unified Planning Work Program or UPWP as it is often referred to by transportation professionals. Starting with federal fiscal year 2014, the accounting period for the federal government which begins on October 1, 2013 and ends on September 30, 2014, the UPWP will cover two years instead of one, thus ending on September 30, 2015. There are several advantages in moving to a two year work program including more effective use of staff time at all levels of government, a better vision of work tasks to be accomplished and a more efficient budget to accomplish these tasks.

The UPWP identifies tasks ranging from data collection tasks to plan development. Perhaps the two most important tasks in the UPWP are the development and maintenance of the JC MTPO 2040 Long Range Transportation Plan (LRTP), referred to as “Metropolitan Transportation Plan” in federal legislation and the Transportation Improvement Program (TIP).

The LRTP provides a long term guide for the region as it relates to transportation. The plan is “fiscally constrained” which means transportation projects must have an identified source of realistic and available funding. The LRTP must be updated by federal law every five years for areas that have “attained” clean air standards, thus the term “attainment,” and every four years for those areas that have not attained clean air standards, thus the term “non-attainment.” The LRTP for the JC MTPO was updated and adopted on March 13, 2013. Until the next update in 2018 the JC MTPO will maintain the plan as needed with any changes required by new transportation acts or other federal legislation.

From the Long Range Transportation Plan, a four year Transportation Improvement Program of projects is developed. The TIP programs funding for projects by preliminary engineering and design, right-of-way, and construction phase. While it is the responsibility of the JC MTPO to develop the TIP, it is the responsibility of the local jurisdictions to implement the projects in the TIP for their jurisdictions. For state route or interstate projects in the TIP the State of Tennessee, Department of Transportation manages these projects.

In addition to the development and maintenance of these two tasks, the UPWP identifies ongoing administration activities and special projects or programs being undertaken by the JC MTPO. As a result these three core plans and programs support the "continuing, comprehensive and cooperative" planning process.

On July 6, 2012 a new transportation act known as Moving Ahead for Progress in the 21<sup>st</sup> Century, commonly referred to as MAP-21, was signed by the President and became federal law. The Act expires on September 30, 2014. The new transportation act provides both funding and new requirements for transportation activities, including Transportation Planning.

One of the new requirements of MAP-21 is to take a performance based approach in transportation planning. The performance based approach will result in developing “performance measures” for transportation. Figure 1 shows the general schedule for implementation of nation performance measures as it relates to the federal aid highway system. Since the passage of MAP-21, guidance from Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) began to be developed and disseminated for use with the transportation planning process. FHWA & FTA are working with the Tennessee Department of Transportation (TDOT) to develop a performance management framework. Also, the JC MTPO will work with the TDOT and public transportation providers to develop performance targets for

the JC MPO. The performance measures will be established by US Department of Transportation (USDOT) through federal rulemaking.

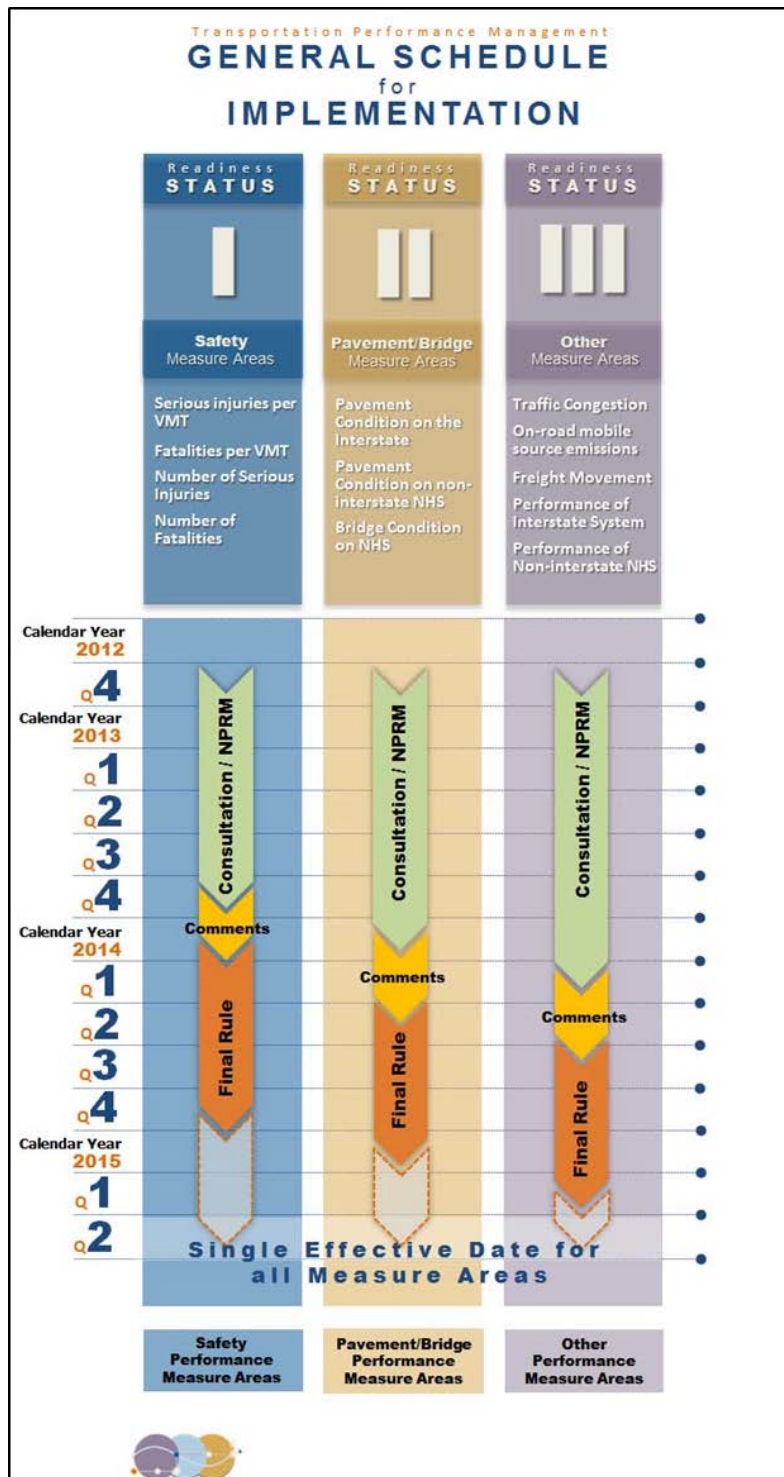


Figure 1

Source: <http://www.fhwa.dot.gov/publications/focus/13apr/13apr01.cfm>

It should be noted this UPWP ends on September 30, 2015, while MAP-21 expires on September 30, 2014. It is anticipated that a new transportation act or a continuing resolution for MAP-21 will be enacted on or before that date; however that decision is up to Congress and the President of the United States. The JC MTPO will continue to conduct transportation planning as long as funding is available and required to do so under federal law.

**Funding**

The primary funding source to accomplish tasks identified in the UPWP is provided by two programs. One, the Federal Highway Administration (FHWA) Section 112, metropolitan transportation planning funds (PL 112) and two, FTA section 5303 transit planning funds. As with most grants matching funds are required. Shown in the table below is the funding program and required matching ratios. In addition to these funding sources, TDOT receives State Planning and Research (SPR) Funds. TDOT utilizes these funds to assist in transportation planning activities for the JC MTPO.

<i>Funding Program</i>	<i>Federal</i>	<i>State</i>	<i>Local</i>
<b>FHWA (PL 112)</b>	<b>80%</b>		<b>20%</b>
<b>FTA (5303)</b>	<b>80%</b>	<b>10%</b>	<b>10%</b>
<b>SPR</b>	<b>80%</b>	<b>20%</b>	

Depending on the task, other funding sources may be used. If so they are identified in the detail section of each task in UPWP. However, it should be noted without the FHWA PL 112 and FTA 5303 funds, the JC MTPO would not be able to operate in its current capacity as the majority of these funds are used for JC MTPO operations. Both of these programs are administered by the Tennessee Department of Transportation with the City of Johnson City providing the local matching funds.

The annual allocation for FHWA PL funds are based on official population numbers from the U.S. Census Bureau for the Johnson City Urbanized Area. The official Johnson City Urbanized Area population is 120,415. This figure will be valid until the U.S. Census Bureau releases new urbanized area population figures after the next census in 2020. This usually occurs within two years after the completion of the decennial census.

The UPWP is developed by the JC MTPO staff in conjunction with its members, TDOT, FHWA, FTA, and Johnson City Transit (JCT). In the development of the JC LRTP adopted in March of 2013, public surveys were conducted to gather input on the LRPT. Information from these surveys was used to assist in the development of the draft UPWP. The draft UPWP is then submitted to TDOT, FHWA, and FTA for comments. Once the comments have been adequately addressed the UPWP is recommended for adoption by the JC MTPO Executive Board. The Executive Board meeting must be advertised at least two weeks before the meeting. The UPWP does not have to have an official public review, as per the Public Participation Plan (PPP). Executive Board approval is the only mandatory step in the PPP.

**The JC MTPO Focus**

In 2013 the JC MTPO completed the 2040 Long Range Transportation Plan (LRTP) and it was adopted on March 13, 2013. The JC MTPO also completed the 2014-2017 TIP and it was adopted on December 19, 2013. These documents were the major focus for the JC MTPO in the previous year. As mentioned before FHWA, FTA and TDOT are working together to develop a performance management framework for the State of Tennessee. The performance measures will be established by USDOT through federal rulemaking.

While specific performance measures are still under development between these agencies, one of the basic needs for any performance measure is quality *information*. The first step in developing this information is the collection of raw data. Data can either be obtained through various techniques including onsite data collection, sharing of data with state agencies or the purchases of data from commercial sources. For this data to become useful information from it must be *analyzed*.

One of the tools used for this are Geographic Information Systems (GIS). These systems are a valuable analytical tool that can be used to take raw data and convert into useful information. Too often various agencies use GIS for a mapping tool and miss the opportunity to transform data into useful information. The JC MTPO uses GIS to support the travel demand forecast model, as well as, maintaining the functional classification system, transit infrastructure and data sets. GIS is used to analyze data, but more on a project by project basis. With the advent of MAP-21 performance requirements, the JC MTPO has identified the need to enhance and expand both data collection and analysis. In conjunction with this the JC MTPO will explore the possibility of utilizing FHWA's Infrastructure Voluntary Evaluation Sustainability Tool (INVEST) to evaluate sustainability in transportation projects. Involvement in the INVEST tool is voluntary and the JC MTPO will evaluate the requirements and benefits of this tool for its use.

In addition, technical aspects required to develop and maintain good transportation information must support the transportation planning process. The JC MTPO also supports the policy initiatives in MAP-21 including climate change, livability, sustainability, enhanced mobility and accessibility through all forms of transportation where possible. With this in mind the JC MTPO has developed the following priorities for FY 2014-2015.

### **Priorities for Fiscal Years 2014-2015**

The following represents the major focus area for the two-year 2014-2015 UPWP.

1. After USDOT establishes performance framework through federal rulemaking, TDOT, JC MTPO and public transportation operators will work together to establish performance targets and performance measures will be established for the JC MTPO.
2. Address Climate Change / Sustainability issues affecting the transportation system.
3. Support the Tennessee Department of Transportation with updating the Johnson City Regional Intelligent Transportation System (ITS) Architecture.
4. Work with the State of Tennessee in the update of the Statewide Long Range Transportation Plan in conjunction with maintaining the JC MTPO LRTP.
5. Maintain the current FY 2014-2017 Transportation Improvement Program with adjustments / amendments as needed.
6. Expand GIS capabilities and databases including data from the U.S. Census Bureau, to support transportation planning efforts by the JC MTPO.
7. Maintain the UPWP through any necessary adjustments or amendments.
8. Monitor air quality to prepare for potential impacts of new regulations.
9. Conduct a regional bicycle and pedestrian study / plan for the JC MTPO region.



## JC MTPO Metropolitan Planning Area

The JC MTPO Metropolitan Planning Area (MPA), which was last approved by the Governor of the State of Tennessee in 2004, consists of Elizabethton, Jonesborough, Johnson City, a small portion of the Town of Unicoi and sections of Carter and Washington Counties. It should be noted a very small section of Johnson City extends into Sullivan County along U.S. 11E and is included in the MPA. Under current federal law, at a minimum any urbanized area with a population over 50,000 must be in an MPA for a Metropolitan Planning Organization (MPO). Federal law allows for two MPOs to have planning areas in the same urbanized area as long as they do not overlap. A small section of the Johnson City Urbanized area extends into the Bristol MPA. This is due to changes made by the U.S. Census Bureau after the 2010 Census. The map in Figure 2 shows the new JC MTPO Urbanized Area, as well as the MPA boundaries for JC MTPO and Bristol MPO. The new boundary was adopted by the JC MTPO Executive Board at its meeting on March 13, 2013 and approved by FHWA on April 8, 2013. A written agreement between JC MTPO and Bristol MPOs per 23 CFR 450.312(h) has signed stating transportation planning for the section of the Johnson City Urbanized area north of Allison Road, at the intersection of US 11E, will be conducted by Bristol MPO and will remain in the Bristol MPA boundary, and the section of the Johnson City Urbanized area south of this intersection will be the responsibility of the JC MTPO.

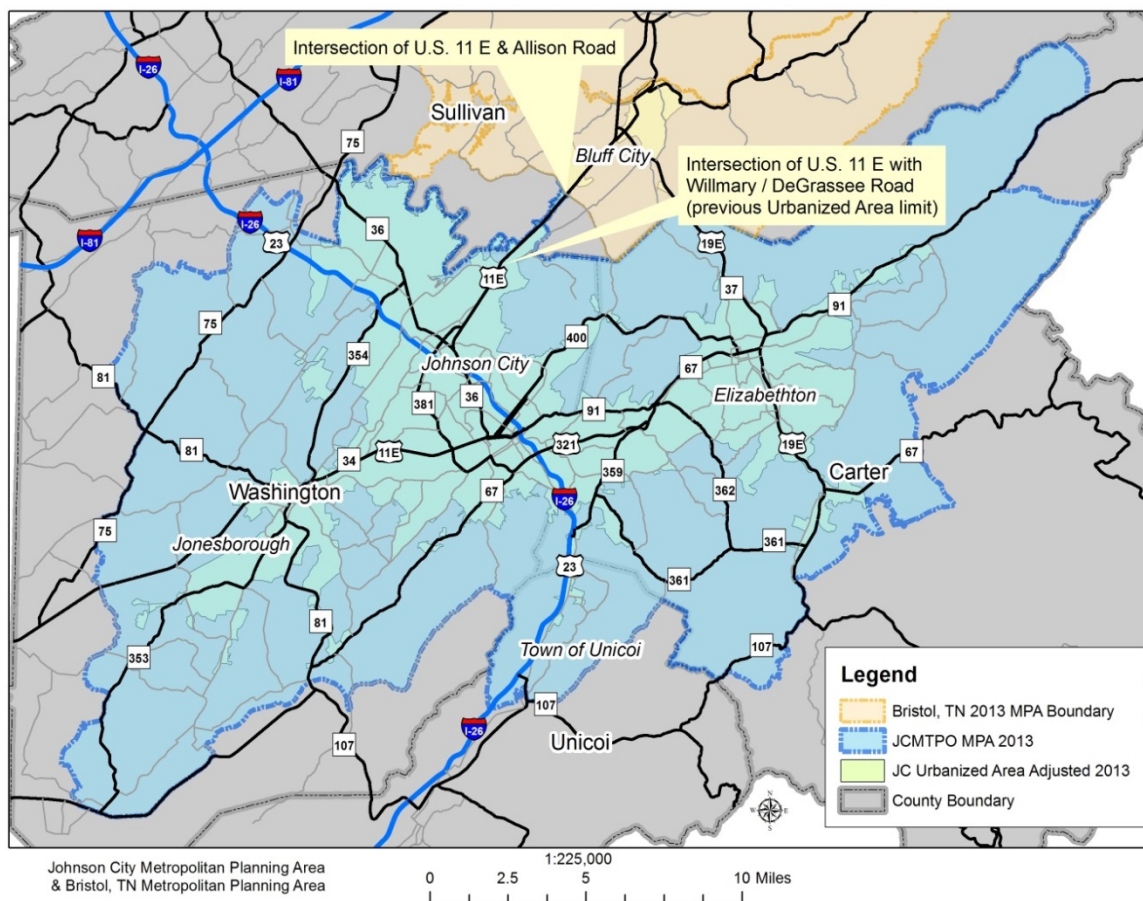


Figure 2

## Organizational Structure

The JC MTPO is comprised of an Executive Board, Executive Staff, and JC MTPO Staff. The Executive Board is the overall governing body for the JC MTPO and is supported by the Executive Staff and JC MTPO staff.

## Executive Board

The Executive Board is the governing body of the JC MTPO and has the authority to adopt plans, programs, and policies. The Executive Board is comprised of elected officials from the member jurisdictions.

- Mayor of Johnson City – Executive Board Chairman
- Mayor of Elizabethton – Executive Board Vice Chairman
- Mayor of Jonesborough – Member
- Mayor of the Town of Unicoi – Member
- Mayor of Carter County – Member
- Mayor of Washington County – Member
- Governor of Tennessee – Member

Members of the Executive Board may designate a representative to serve on the board in their absence. Due to the duties and responsibilities of his office, the Governor of Tennessee usually sends a representative to meetings on their behalf. The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) are non-voting members of the Executive Board.

## Executive Staff

The Executive Staff is the next level of organization for the JC MTPO. The Executive Staff assists in the development of plans and programs for the JC MTPO region, keeps the Executive Board informed of transportation activities, and makes recommendations to the Executive Board for their consideration. Similar to the Executive Board, the Executive Staff is composed of representatives from each of the participating jurisdictions with additional agencies represented. The top administrators from each agency make up the Executive Staff. Generally these administrators are staff positions and not elected to office; however, in some cases such as Highway Superintendents, they are elected officials or appointed.

- Johnson City, City Manager – Executive Staff Chairman
- Elizabethton City Manager – Executive Staff Vice Chairman
- Jonesborough Town Administrator – Member
- Town of Unicoi – Member
- Carter County Highway Superintendent – Member
- Washington County Highway Superintendent – Member
- First Tennessee Development District (FTDD) – Member
- FTDD, Local Planning Office (previously State Planning Office) – Member
- Tennessee Department of Transportation – Member
- Johnson City Transit System – Member

The Federal Highway Administration and Federal Transit Administration are non-voting members of the Executive Staff. When necessary the Executive Staff can assign tasks to other employees of their agency to assist with transportation projects.

## JC MTPO Staff

In 2012 / 2013 the City of Johnson City reorganized several divisions. The administrative staff of the JC MTPO is now a Division of the Development Services Department for the City of Johnson City. This organizational change was brought about to streamline operations within Johnson City. The JC MTPO

Division reports to the Director of Development Services. As required by federal law the JC MTPO is still responsible for coordinating transportation planning activities for all its member jurisdictions, as shown in Figure 3 on page 11.

The JC MTPO staff consists of a Transportation Planning Coordinator, a Project Manager and a Transit Planner. The Transportation Planning Coordinator is the administrative staff position responsible for the day to day operations of the JC MTPO. As the name implies, this position coordinates transportation planning activities with local governments, as well as state and federal agencies. The Coordinator also serves as Secretary to the Executive Board and must be approved by the board for this position.

In addition to the Transportation Planning Coordinator, the JC MTPO employs a Project Manager who is responsible for managing JC MTPO projects and assists with JC MTPO coordination and operations. This includes duties related to the development and maintenance of the TIP, UPWP, Travel Demand Forecast Model and other MPO programs as required. During the last year JCT deployed an advanced vehicle location (AVL) technology project that enhances the capabilities of transit reporting and tracking. Since this project is now deployed increasing demand system administration is required. Due to this demand the Project Manager position will be split between the JC MTPO and JCT.

The MTPO also employs a Transit Planner. This position is split between JCT and the JC MTPO and specifically works on areas of Title VI, Environmental Justice (EJ), and Disadvantage Business Enterprise (DBE), TIP Development, and databases for the LRTP. To meet these requirement this position utilizes GIS software to create maintain and analyze data. The JC MTPO has seen a need to increase its GIS capabilities and regional databases; as such the JC MTPO will be using more of this position for that role.

## Johnson City Metropolitan Transportation Planning Organization Organizational Chart

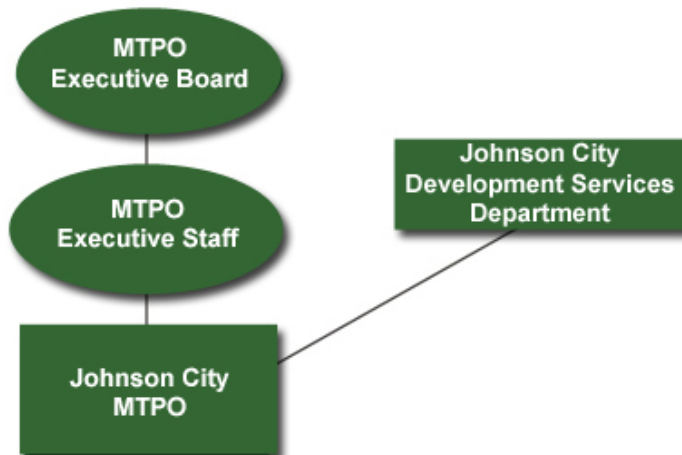


Figure 3

## **Public Participation**

In developing the UPWP federally required planning factors for MPOs are considered. In accordance with the Public Participation Plan (PPP), the UPWP is reviewed and discussed at meetings of the JC MTPO Executive Staff and adopted by the Executive Board. In addition, the UPWP is made available on the JC MTPO website at <http://www.jcmpo.org> and at public meetings for review. After TDOT, FHWA, and FTA review the UPWP, it is posted online for public review/comment. Any comments made during a public meeting or public review are recorded and addressed before the UPWP is adopted.

## **Amendment / Adjustment**

The UPWP can be amended throughout the year if needed. An amendment is required if funding for a required task needs to be increased over **20 %** of the amount programmed for that task or if a new task is added. Before an amendment to the UPWP is final, it is reviewed by TDOT, FHWA and FTA. Upon successful review the amendment is placed on the JC MTPO Executive Board agenda for their approval and adoption.

The UPWP can be adjusted if funding for a required task is not over 20% of the amount programmed for that task or a technical correction to a task that does not change its scope. The adjustment is sent to TDOT and forwarded to FHWA and FTA for their files.

## **Title VI / Environmental Justice / ADA**

Environmental Justice is the fair treatment and meaningful involvement of **all people** regardless of race, color, national origin, or income with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies. The JC MTPO maintains an active Title VI program which includes public outreach. These activities are coordinated for residents within the JC MTPO planning area. These activities include public access television spots, informational links on websites, and articles in local newspapers. In addition, posters describing Title VI legislation have been posted at key locations within the JC MTPO offices, in both Spanish and English. The JC MTPO website located at <http://www.jcmpo.org> contains web links to the Title VI and Civil Rights information sites. JC MTPO staff attends Title VI training when available and participate in Title VI conference calls with TDOT. All projects using federal highway trust funds for the JC MTPO comply with Title VI, Environmental Justice and the Americans with Disabilities Act. JC MTPO staff continually take online Title VI training through TDOT's Civil Rights Office. The JC MTPO Coordinator attended Civil Rights Training in September of 2010 at the TDOT Region I Office, located in Knoxville. In March 2013 the Title VI Coordinator for the JC MTPO attended Civil Rights Training in Knoxville and will continue training as it is made available.

## **MAP-21 Planning Factors and Federal Initiatives:**

Eight broad focal points:

### **1. Economic Vitality**

**Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;** The JC MTPO coordinates transportation planning and projects with local governments and agencies to improve the JC MTPO region's global competitiveness. To attain this goal the JC MTPO has developed partnerships with Economic Development Boards and the Chamber of Commerce in the JC MTPO region to cooperatively to develop transportation projects. These groups represent manufacturing, commercial, and retail, sectors as well as freight shippers.

## 2. System Safety

**Increase the safety of the transportation system for motorized and non-motorized users;** The JC MTPO strongly supports TDOT's Strategic Highway Safety Plan and coordinates activities with TDOT's Traffic Operations Division, which includes the Office of Incident Management. Activities in this area include facilitating Traffic Incident Management (TIM) training for responders to highway incidents, establishment of the interstate .2 Mile Marker Program in the Tri-Cities region. The JC MTPO also encourages projects that include enhanced safety features for transportation in the region, by coordinating TDOT's Safety Planning Office on intersection safety audits. This coordination includes working with the Rural Planning Organizations (RPOs) to collect and disseminate safety concerns from the general public to the appropriate agency or local responsible department.

## 3. System Security

**Increase the security of the transportation system for motorized and non-motorized users;** for highway security, ITS monitoring systems (cameras) are planned to be deployed at key highways and intersections to aid in transportation security. For transit security the JC MTPO has supported real-time tracking technology (AVL) for Johnson City Transit vehicles (complete) and planning for the addition of on board cameras for the transit fleet. Additionally, the JC MTPO is a member of the Johnson City Transit Safety / Security Advisory Committee.

## 4. Accessibility & Mobility

**Increase the accessibility and mobility of people and freight;** The JC MTPO will work with all local governments in the region to maintain and update the long range transportation plan. The JC MTPO coordinates projects with the JCT and the rural transit provider Northeast Tennessee Transportation. This has resulted in providing access from rural areas of Carter, Washington, and Unicoi counties to the JCT transit terminal, located in downtown Johnson City.

## 5. Enhance Environment

**Protect and enhance the environment, promote energy conservation, and promote consistency between transportation improvements, state and local planned growth and economic development patterns;** The JC MTPO works closely with JCT in promoting transit service enhancing energy consumption. Through the development of the 2040 Long Range Transportation Plan the JC MTPO has enhanced its relationship with the Environmental Field Office of the Tennessee Department of Environment and Conservation.

## 6. Integration and Connectivity

**Enhance the integration and connectivity of the transportation system across and between modes, for people and freight;** The JC MTPO continues to coordinate activities with the Kingsport and Bristol MPOs through regional meetings and promoting regional transportation projects. Also the JC MTPO works with the urban and rural transit providers to enhance integration between the urban and rural transit providers, JCT and Northeast Tennessee Transportation (NET TRANS). One project JC MTPO developed under this guiding principle is the "Rails to Trails" Master Plan for converting the abandoned East Tennessee and Western North Carolina Railway line from Johnson City to the east end of Elizabethton to a trail. The City of Johnson City acquired the property through the rails to trails program and followed all federal laws in the acquisition. The Master Plan is now complete and the City of Johnson City will proceed with phasing in sections of the trail in the coming years. During this planning project the JC MTPO worked with TDOT on traffic signal and road projects that would allow for safe

crossings as well as access across SR 67 in Elizabethton to another trail system. While the JC Rail Trail is not open yet, addressing these issues while these other signal and road projects were being developed mitigates these connectivity issues now instead of having to revisit them and retrofitting these projects in the future when the trail is open.

## **7. System Management and Operations**

**Promote efficient system management and operation; this planning factor includes planning for operations;** The JC MTPO will continue to assist local jurisdictions in planning for life cycle replacement of equipment, advice on maintenance and operations beyond simple resurfacing projects and encourage better management of “routine” activities. The JC MTPO will also assist its members in planning for advance traffic signal control systems with the capability to manage these systems.

## **8. System Preservation**

**Emphasize the preservation of the existing transportation system;** In all plans and projects the JC MTPO will examine the existing transportation system before making recommendations for improvements. This analysis involves coordination with all levels of government, as well as the general public, through comments received by the JC MTPO. An example of this is improvements to the intersection of SR 381 with Indian Ridge Road in Johnson City through the use of local Surface Transportation Program (STP) funds. This intersection is a major choke point on the entire “Med-Tech” Corridor in Johnson City. These improvements will assist in preserving the existing transportation system and extending the functional life of this corridor.

### **Federal Emphasis Areas:**

#### **A. Climate Change/Extreme Weather**

Through the development of the JC MTPO 2040 Long Range Transportation Plan strategies were developed for the reduction of greenhouse gasses including car-pooling, support of increased freight movement on rail, support inter-city bus transportation with the adjoining MPOs of Kingsport and Bristol, and promote alternate fuel for vehicle fleets. In addition to this, the JC MTPO was recently added to the East Tennessee State University (ETSU) Sustainability Committee – Transportation Subcommittee. The committee is charged to find ways to enhance a sustainable transportation system for ETSU both on campus and off. The MTPO assists in coordination on Severe Weather briefings conducted by the National Weather Service, Morristown Office and assists with planning for extreme weather events with the local Emergency Management Agencies, Public Works Departments, and Transit Agencies. Long term solutions are being evaluated for transportation facilities that have a high exposure to severe weather events.

#### **B. Disaster Preparedness**

The JC MTPO will continue to work with the local Emergency Management Agencies on disaster preparedness and mitigation for transportation. As part of this effort the MTPO will assist as needed in the development of Emergency Management Plans and Hazard Mitigation Plans. The JC MTPO will utilize its GIS capabilities to assist Emergency Management Agencies and First Responders.

#### **C. Safety**

The JC MTPO will continue to work with TDOT on safety audits in the MPA. To date the JC MTPO has requested two safety audits from TDOT, one of which has been completed. The

result of this request will be improved striping, signage and guardrails designed and installed by TDOT. The JC MTPO also will be requesting access to the state of Tennessee's TITAN Program, which tracks crashes throughout Tennessee. This program is administered by the Tennessee Department of Safety and access to the program is officially restricted to first responders. The JC MTPO will continue to work through the state process to gain access to this information.

#### **D. Public Health**

As part of the "Public Health" focus area of FHWA, the JC MTPO will continue to promote active transportation projects where feasible.

#### **E. Livability**

The JC MTPO will work with the Office of Community Transportation for TDOT in promoting the livability principles of more transportation choices, equitable, affordable housing, enhanced economic competitiveness, support for existing communities, coordinated polices, leveraging investments, and valuing communities and neighborhoods into the transportation planning process.

#### **F. Freight**

- The JC MTPO will work closely with local, state, and federal partners to further integrate freight planning into the planning process.
- Continue open lines of communication with existing freight stakeholders, such as Norfolk Southern and CSX Railways.
- With future improvements to Exits 13, 17, and 24 on Interstate 26 the JC MTPO will monitor these changes for improvements to freight movement, while continuing to monitor the I-26 corridor and other routes for additional improvements.

#### **G. Planning for Operations**

As mentioned in the sustainability section, the JC MTPO works closely with Johnson City Transit and NET TRANS. With both agencies providing service, citizens within the JC MTPO area are given an additional transportation alternative by connecting them to other communities and cities within the JC MTPO area.

#### **H. FHWA INVEST Tool**

The JC MTPO plans on reviewing the INVEST tool for potential use in future plan updates by utilizing it on a subarea of the MPA. The subarea to be used in the review will most likely be Johnson City. The review will look at the potential benefits of the INVEST tool along with the associated costs, time and effort to use the tool.

#### **I. Environmental Justice**

As with all processes and projects in the JC MTPO, Environmental Justice is a priority. Environmental Justice, Executive Order 12898 of 1994 states, "Each Federal agency shall make achieving environmental justice part of its mission by identifying and addressed, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations." All projects using federal highway trust funds for the JC MTPO comply with Environmental Justice. The JC MTPO utilizes several resources for Environmental Justice planning, such as the Census Transportation Planning Package.



## **J. Planning and Environmental Linkages**

- The JC MTPO will consider the environmental impacts/enhancements during the planning process and will help identify the correct local, state, and federal agencies to make the planning to implementation process more efficient.
- Linkages to existing and future parks, trails (future Johnson City Rail Trail Project), and transit destinations will be considered during project planning.

## **K. Sustainability**

- JC MTPO staff will work closely with its local jurisdictions in identifying multiple solutions to a project.
- Currently Johnson City is updating major sections of its traffic signal backbone and traffic management center. This in return will work with existing infrastructure to help reduce congestion, system downtime, and environmental impacts due to better traffic flow.
- The JC MTPO area is served by JCT and NET TRANS. MTPO staff work closely with both agencies in promoting services. NET TRANS runs a fixed route connection service to Elizabethton, Jonesborough, Unicoi, Greenville, and Kingsport with plans to connect more cities. The NET TRANS connection service has a connection stop at the Johnson City Transit Center for all the aforementioned routes.



Summary of Planning Factor Matrix  
**Figure 4**

	Admin. Activities Task A1	Maintenance of Data Inventories and Surveillance Task A2	Long Range Transportation Plan-Maintenance Task B	TIP Maintenance Task C1	TIP Software Database Application Task C2	Public Trans. Planning (5303) Task D	Computer Server for GIS Task E	Regional Bicycle Study Task F	Tech Specs & Assistance for Transit Task H
Economic Vitality	X	X	X	X	X	X	X	X	X
System Safety	X	X	X	X				X	
System Security	X	X	X	X				X	
Accessibility & Mobility		X	X	X		X		X	
Enhance Environment			X	X		X		X	
Integration & Connectivity	X	X	X	X	X	X	X	X	X
System Mgmt. & Operations	X	X	X	X	X	X	X	X	X
System Preservation		X		X		X	X		
Climate Change/ Extreme Weather	X	X	X	X		X		X	X
Disaster Preparedness	X	X	X			X	X		
Safety	X	X	X	X		X	X		

	Admin. Activities Task A1	Maintenance of Data Inventories and Surveillance Task A2	Long Range Transportation Plan-Maintenance Task B	TIP Main. Task C1	TIP Software Database Application Task C2	Public Trans. Planning (5303) Task D	Computer Server for GIS Task E	Regional Bicycle Study Task F	Tech Specs & Assistance for Transit Task H
Public Health	X	X	X	X				X	
Livability	X	X	X	X		X		X	X
Freight		X	X						
Planning and Operations		X	X	X		X			
FHWA INVEST Tool	X	X	X	X				X	
Environmental Justice	X	X	X	X	X	X	X	X	X
Planning and Environmental Linkages		X	X			X		X	
Sustainability		X	X			X		X	

# Work Program

## Task A1

### **Administrative Activities (PL 112)**

**Responsible Agencies:** JC MTPO, TDOT – The Long Range Planning Division and Division of Multimodal Transportation Resources, FHWA

**Purpose:** (JC MTPO and TDOT) To conduct continuing, cooperative, and comprehensive transportation planning activities consistent with the MPA's comprehensive general plans and ensure that all transportation planning projects meet federal and state requirements.

**Previous Work:**

This is a continuing work activity.

**Activities for FY 2014-2015:**

JC MTPO

- Continue to facilitate better coordination with the TDOT Office of Local Programs for the implementation of projects as they relate to the LRTP and TIP with member jurisdictions.
- Attend FHWA, TDOT, and other sponsored training and workshops, as available, to improve and maintain proficiency in field.
- Continue to coordinate and develop outreach activities for the Title VI Program
- Work with TDOT, FHWA, and FTA to prepare and submit technical reports (Financial Quarterly Reports).
- Check for effectiveness of the PPP and make modifications if needed.
- Attend meetings of the JC MTPO organization, Rural Planning Organization (RPO), Tennessee Modeling Users Group (TNMUG), local, regional, state, and federal sponsored meetings related to transportation planning as needed.
- Update and refine the JC MTPO Planning Area boundary and representation
- Update and maintain the functional classification system for the JC MTPO MPA.
- Update and maintain any required Memorandums of Understanding with other MPOs or agencies.
- Facilitate Traffic Incident Management activities with regional first responders to enhance safety, reduce traffic congestion and reduce secondary traffic crashes on highways.
- Assist or utilize professional services in incident management planning activities.
- Update of the Johnson City ITS Regional Architecture
- Prepare and maintain JC MTPO committee contact lists as needed.
- Includes meetings/updates to all Executive Staff and Executive Board members.
- Review and submit various contractual documents.
- Update By-Laws and Prospectus as needed.
- Maintain license for existing software: Travel Demand Model, Geographic Information Systems (GIS), Global Position System (GPS) data collection units, and visualization software such as Google Earth Pro, website development software, and other software packages.
- Analyze the utility of INVEST for the JC MTPO
- Purchase of necessary equipment. Including all office supplies, computers, and other equipment for day to day use.

## TDOT

The Long Range Planning Division of the Tennessee Department of Transportation will work jointly with the JC MTPO to establish the administrative and technical procedures required, prepare contractual agreements as required, attend all study meetings, distribute special and annual reports and study documents, review and analyze individual transportation planning projects and studies, and undertake general administrative duties.

The TDOT Office of Local Programs will coordinate, review and assist the JC MTPO in maintenance of the Transportation Improvement Program as it relates to the successful implementation and deployment of local projects. The Office of Local Programs will coordinate projects with FHWA on behalf of the JC MTPO and participate in JC MTPO meetings.

The Division of Multimodal Transportation Resources will administer correspondence and telephone contacts regarding river transportation, urban public transit, rail service, ridesharing, and transportation systems management. Representatives of this office will participate in JC MTPO meetings; distribute federal guidelines and requirements; conduct seminars and work sessions; review study documentation and reports; administer funds for port development. This office will coordinate FTA Sections 5303, 5310, 5307, and 5309 programs in Tennessee. It should be noted there are no “navigable rivers” in the JC MTPO Planning Area; however, there are two class 1 and one class 3 railroads.

## **End Products (Schedule)**

### JC MTPO

- An ongoing transportation planning program through the execution of the tasks outlined in the work program. (ongoing)
- Contracts and agreements (as needed)
- Day to day operations for JC MTPO staff (ongoing)
- An approved State Title VI report (Ongoing per TDOT schedule)
- An updated Regional ITS Architecture (ongoing per TDOT Schedule)
- JC MTPO Executive Staff and Executive Board meetings (as needed)
- Updated Functional Classification System (ongoing)
- Traffic Incident Management (TIM) meetings (as needed)
- Evaluate and maintain plans as needed, meetings, Public Participation Plan, TIP Amendments, UPWP, and information for the Long Range Transportation Plan. (ongoing)
- Quarterly invoices and progress reports. (November, February, May, and August)

**Work Schedules**

**JC MTPO**

All work is on a continual basis.

**TDOT:** An ongoing transportation planning program.

**MAP-21 Factors Considered:** All MAP-21 Factors are discussed during Executive Staff and Executive Board meetings. All factors are considered during development of the UPWP, TIP and LRTP documents.

**A1 Administrative Tasks- FY 2014**

PL112	Local	JC MTPO Total	SPR	State SPR Match	State SPR Total	Total
\$96,000	\$24,000	\$120,000	\$10,234	\$2,559	\$12,793	\$132,793

**A1 Administrative Tasks- FY 2015**

PL112	Local	JC MTPO Total	SPR	State SPR Match	State SPR Total	Total
\$180,000	\$27,000	\$135,000	\$10,388	\$2,597	\$12,985	\$147,985

## **Task A2**

### **Maintenance of Data Inventories and Surveillance (PL 112)**

**Responsible Agencies:** JC MTPO, TDOT Long Range Planning Division

**Purpose:**

JC MTPO

Inventory of transportation, demographic and land-use data, JC MTPO boundaries, database development, maintenance, and improvement of equipment necessary for improving data inventories and maintenance of the JC MTPO website for dissemination of information.

TDOT

Inventory of Transportation Data

**Previous Work:**

JC MTPO Collection, analysis, and analysis of population datasets from the 2010 Census, commuter patterns, bicycle and pedestrian facilities, freight information, land use and traffic data on a local and regional basis for input into the 2040 Long Range Transportation Plan update and TIP. The JC MTPO maintains a website with all documents, meetings, Request for Proposals (RFPs), and upcoming events available for public viewing.

TDOT Traffic volumes are collected annually throughout the JC MTPO area by TDOT. Special count data collected for design projects as required. Crash data from Tennessee Department of Safety coded and filed. High hazard accident data furnished for safety studies as needed.

**Activities for FY 2014-2015:**

JC MTPO

- Update and purchase/collect traffic, freight, bicycle and pedestrian facilities, population, land use, and socioeconomic data, if available and needed.
- Maintain databases necessary for the long range plan, travel demand model, and any other data that may need to be purchased. This would also include any data needed for any potential air quality standard changes.
- Regional traffic count information is maintained (via interactive mapping system) on the JC MTPO via a link to TDOT statewide count information.
- Maintain databases and mapping systems capable of storing, retrieving, correlating, analyzing, and displaying geographic information. This includes purchases of equipment needed by the JC MTPO for storing data and for display purposes for various visualization techniques.
- Continual updating of JC MTPO website to provide up to date information and enhanced access to transportation planning products to the public and JC MTPO member agencies.
- TDOT will also continue to collect traffic count data at established stations, special traffic counts may be conducted by the local agencies within the JC MTPO area.
- Updating/maintenance of data including products for GIS analysis and advanced visualization techniques for the JC MTPO region and website.
- Utilize professional services to assist in data collection, organization, traffic count collection, and maintenance of GIS databases, as needed.
- Utilize professional services to assist in incident management planning activities and development.

- Maintain the database for TransCAD model: economic data, population data, and socioeconomic data for the future LRTP and TIP. This would include the purchase of databases if available.
- Review/monitor State functional classification system for JC MTPO area.

TDOT

Continue to collect annual traffic data. Conduct special traffic counts as needed for planning and design projects. Maintain accident file and furnish high hazard listings and other safety data as required. Travel time studies will be conducted if needed for special studies.

**End Products (Schedule):**

JC MTPO

- Local and regional population and land use data. (as needed)
- Purchase/collect socio-economical data as needed/available. (as needed)
- The JC MTPO website (<http://www.jcmtpo.org>). (ongoing)
- Updating of GIS software and other software needed to keep database current. (annually)
- Develop maps of urbanized area, study area, demographics, functional classification and other maps. (as needed)
- Database management for the travel demand model. (ongoing)

TDOT

- Traffic counts (including peak hour volumes, vehicle classification, directional distribution, etc). (September-November)
- Vehicle Miles Traveled (VMT). (ongoing)
- Accident data. (ongoing)

**MAP-21 Factors Considered:** All MAP-21 factors are considered while collecting and analyzing data.

**A2 Data Inventories- FY 2014**

PL112	Local	JC MTPO total	SPR	State SPR Match	State SPR Total	Total
\$96,000	\$24,000	\$120,000	\$12,247	\$3,062	\$15,309	\$135,309

**A2 Data Inventories- FY 2015**

PL112	Local	JC MTPO total	SPR	State SPR Match	State SPR Total	Total
\$31,200	\$7,800	\$39,000	\$12,431	\$3,108	\$15,539	\$54,539

## Task B

### Long Range Transportation Plan - Maintenance (PL 112)

**Responsible Agencies:** TDOT Long Range Planning Division, JC MTPO

**Purpose:** (JC MTPO & TDOT) to provide a continuously updated comprehensive transportation plan that will provide for the long-range transportation needs of the metropolitan planning area.

**Previous Work:** The JC MTPO conducted the required public input and outreach meetings for the Long Range Transportation Plan Update 2040. The 2040 LRTP was adopted by the JC MTPO Executive Board on March 13, 2013.

#### **Activities for FY 2014-2015:**

##### JC MTPO & TDOT

- During Fiscal Years 2014-2015 the JC MTPO will make any necessary adjustments or amendments as needed.
- The JC MTPO will also make sure all projects within the current TIP comply with the 2040 LRTP.

##### JC MTPO

- Attend any workshops or class that may be beneficial for updating future LRTP.
- Update LRTP with USDOT's Performance Measures, TDOT's performance targets and JC MTPO's performance targets.
- Assist TDOT with Statewide LRTP update.
- Review the INVEST tool for potential use in future plan updates by utilizing it on a subarea of the MPA, which will most likely be Johnson City.
- The JC MTPO will make any necessary MAP-21 updates to the approved 2040 LRTP.
- If future air quality standards change and affect the JC MTPO area, the JC MTPO will update/develop necessary plans, models, and documents to make the JC MTPO area air quality complaint. (At the current time the JC MTPO's status is attainment).

#### **End Products (Schedule):**

##### JCMTPO

- Any necessary adjustments or amendments to the 2040 LRTP will be made if necessary. (as needed)

#### **B. Long Range Transportation Plan Maintenance- FY 2014**

PL112	Local	JC MTPO total	SPR	State SPR Match	State SPR Total	Total
\$16,000	\$4,000	\$20,000	\$27,381	\$6,845	\$34,226	\$54,226

#### **B. Long Range Transportation Plan Maintenance- FY 2015**

PL112	Local	JC MTPO total	SPR	State SPR Match	State SPR Total	Total
\$16,000	\$4,000	\$20,000	\$27,792	\$6,948	\$34,739	\$54,740



## **Task C-1**

### **Transportation Improvement Program (PL 112) - Maintenance**

**Responsible Agency:** JC MTPO, JCT

**Purpose:** To prepare and maintain an accurate, timely, and financially constrained Transportation Improvement Program.

**Previous Work:**

- Adjustments and amendments were completed as needed to the FY 2011-2014 TIP.
- The development of the FY 2014-2017 TIP.
- Annual listing of obligated projects was made available to the public.

**Activities for FY 2014-2015:**

- To maintain the accuracy of the FY 2011-2014 TIP through amendments and adjustments when necessary while maintaining fiscal constraint.
- Coordinate existing TIP projects with local, state, and federal agencies.
- Finalize FY 2014-2017 TIP by Executive Board approval during the 1<sup>st</sup> quarter of FY 2014.

**End Products (Schedule):**

**JCMTPO**

- Adjustments and Amendments to the FY 2014-2017 TIP will be made when necessary. (as needed)
- Annual listing of projects will be made available using the same guidelines as the TIP. (January)
- A new four year FY 2014-2017 TIP will be approved. (October)

**MAP-21 Factors Considered:** All MAP-21 factors will be considered during the development and maintenance of the TIP.

**Task C1 TIP- FY 2014**

PL112	Local	MTPO total	SPR	State SPR Match	State SPR Total	Total
\$16,000	\$4,000	\$20,000	\$0	\$0	\$0	\$20,000

**Task C1 TIP- FY 2015**

PL112	Local	MTPO total	SPR	State SPR Match	State SPR Total	Total
\$16,000	\$4,000	\$20,000	\$0	\$0	\$0	\$20,000

## Task C-2

### Transportation Improvement Program (TIP) Software Database Application

**Responsible Agency:** JC MTPO

**Purpose:** To develop software application (database) for maintaining TIP projects.

**Previous Work:** Research was conducted by MTPO staff on processes and databases used for MPOs in Tennessee.

**Activities for FY 2014-2015:** Develop / procure a software application and programming service to convert the existing spreadsheet based TIP for the JC MTPO into a true database application that provides standard FHWA / TDOT approved “TIP Sheets,” automatically updates funding balances when data is entered, includes the capabilities to store project location maps either in image and/or GIS formats, produce financial reports, and have the capability to publish this information to the Internet for public information. This will most likely require customized programming.

**Products:** A fully functional, user friendly, software application (database) to organize and maintain TIP projects for the JC MTPO.

**End Products (Schedule):**

JCMTPO

- A fully functional, user friendly, software application (database) to organize and maintain TIP projects for the JC MTPO. (Fall 2015)

**MAP-21 Factors Considered:** All MAP-21 factors will be considered during the development of the TIP database development.

**Task C2 TIP Software  
Application (Database)- FY 2014**

PL112	Local	MTPO total	SPR	State SPR Match	State SPR Total	Total
\$0	\$0	\$0	\$0	\$0	\$0	\$0

**Task C2 TIP Software  
Application (Database)- FY 2015**

PL112	Local	MTPO total	SPR	State SPR Match	State SPR Total	Total
\$62,000	\$15,500	\$77,500	\$0	\$0	\$0	\$77,500

## **Task D**

### **Public Transportation Planning (Section 5303)**

**Responsible Agencies:** JCT, JC MTPO, TDOIT, FTA

**Purposes:** To collect, analyze and store data necessary for conducting a viable transit planning process. To administer funds, coordinate planning activities, and to encourage citizen knowledge and awareness of public and private transit services.

**Previous Work:** Certain data sets are available from previous transit studies and surveys and the 2000 Census. Data from the 2010 census is not as robust as the 2000 Census. However, JCT has used available data from the American Community Survey to assist in gaps from the 2010 census, specifically in the areas of disabled and income data. The Johnson City Transit System maintains records of ridership, fare revenue, and cost by route. The JC MTPO collects census data information to assist in the development of plans including the maintenance of the LRTP and TIP. The JC MTPO in coordination with TDOIT completed the regional ITS architecture for the JC MTPO Metropolitan Planning Area. As part of the approved architecture JCT projects were identified, ranked and funding sources identified. A complete copy of the architecture and deployment plan is available at the JC MTPO office and on the JC MTPO website at <http://www.jcmpo.org/jcits.htm>. The JC MTPO also conducts public participation for TIP and LRTP transit projects.

**Activities for FY 2014-2015:** Pertinent factors have been identified for data collection, including elderly, disabled, and low-income socio-economic patterns, population density, financial costs and revenues, and ridership characteristics.

- Data will be collected and analyzed for use by local, state, and federal agencies.
- Data collection and analysis techniques include patron surveys, GIS analysis, driver reports, and other methods.
- Activities associated with DBE, Equal Employment Opportunity (EEO), and Title VI programs, and specialized programs for the elderly and disabled including programs associated with the Americans with Disabilities Act will be ongoing throughout the year.
- The JC MTPO will assist FTA, TDOIT, and local transit providers in the development of Public Transportation Plans (Transit Asset Management and Public Transportation Agency safety plans) based on MAP-21 provisions.
- Coordination with ITS projects is a continuing activity. While individual projects are the responsibility of the appropriate agency (i.e. AVL tracking and scheduling for transit) the JC MTPO will ensure they are included in the ITS architecture and deployment plan.
- The JC MTPO will continue to assist with TIP and LRTP additions, amendments, adjustments, and public participation.
- This will also include sections of the LRTP update that include Johnson City Transit and the Human Services Coordination Plan update.
- JC MTPO will assist with the new ITS project - AVL/passenger notification system for Johnson City Transit.

**End Products (Schedule):**

JCMTPO

- This is a continuous work activity with various reporting due dates throughout the year.

**MAP-21 Factors Considered:** All MAP-21 factors are considered while developing transit projects.

**D. Transit Administration & Database- FY 2014**

Sec 5303 Federal	Local	State	JC MTPO total	SPR	State SPR Match	State SPR Total	Total
\$24,000	\$3,000	\$3,000	\$30,000	\$0	\$0	\$0	\$30,000

**D. Transit Administration & Database- FY 2015**

Sec 5303 Federal	Local	State	JC MTPO total	SPR	State SPR Match	State SPR Total	Total
\$48,000	\$6,000	\$6,000	\$60,000	\$0	\$0	\$0	\$60,000

**Task E**  
**GIS Server**

**Responsible Agency:** JC MTPO

**Purpose:** To enhance GIS capabilities allowing for better regional data sets for analysis that support transportation planning

**Previous Work:** New Task

**Activities for FY 2014-2015:**

- To purchase the proper server hardware and software to enhance and expand the capabilities of the JC MTPO GIS program.
- Enhanced analysis of transportation data support transportation planning and MAP 21 performance measures. This will include products in the form of reports, maps, and computer models.

**End Products (Schedule):**

JCMTPO

- To be completed during FY 2014

**MAP-21 Factors Considered:** All MAP-21 factors will be considered during the development and purchase of Regional GIS Server development.

**Task E- FY 2014**

PL112	Local	JC MTPO total	SPR	State SPR Match	State SPR Total	Total
\$52,000	\$13,000	\$65,000	\$0	\$0	\$0	\$65,000

**Task E- FY 2015**

PL112	Local	JC MTPO total	SPR	State SPR Match	State SPR Total	Total
\$0	\$0	\$0	\$0	\$0	\$0	\$0

## **Task F**

### **Regional Bicycle and Pedestrian Access Study/Plan**

**Responsible Agency:** JC MTPO/Johnson City

**Purpose:** To enhance safety and develop realistic transportation alternatives for the JC MTPO

**Previous Work:** New Task

**Activities for FY 2014-2015:** Conduct a regional bicycle / pedestrian study/plan that will analyze the existing transportation system and make recommendations for safety improvements, enhance and improve bicycle and pedestrian integration into the transportations through specific, measurable, achievable, realistic, and timely goals.

**End Products (Schedule):**

JCMTPO

- Late 2015.

**MAP-21 Factors Considered:** All MAP-21 factors will be considered during the development of the bicycle study.

#### **Task F- FY 2014**

PL112	Local	JC MTPO total	SPR	State SPR Match	State SPR Total	Total
\$0	\$0	\$0	\$0	\$0	\$0	\$0

#### **Task F- FY 2015**

PL112	Local	JC MTPO total	SPR	State SPR Match	State SPR Total	Total
\$108,000	\$27,000	\$135,000	\$0	\$0	\$0	\$135,000

**Task G**  
**Contingency**

This line item will be available to support any cost overruns or new projects for the Fiscal Years 2014-2015 work program. Use of the contingency fund will require an amendment to the UPWP which requires approval by the JC MTPO Executive Board.

**Task G**  
**Contingency**  
**FISCAL YEAR 2014**

FEDERAL HIGHWAY ADMINISTRATION				
AGENCY	FHWA PL-112	LOCAL MATCH	TDOT MATCH	
Federal	\$ 54,272	\$ -	\$ -	
State	\$ -	\$ -	\$ -	
MPO	\$ -	\$ 13,568	\$ -	
<b>TOTAL</b>	<b>\$ 54,272</b>	<b>\$ 13,568</b>	<b>\$ -</b>	<b>\$ 67,840</b>

**Task G**  
**Contingency**  
**FISCAL YEAR 2015**

FEDERAL HIGHWAY ADMINISTRATION				
AGENCY	FHWA PL-112	LOCAL MATCH	TDOT MATCH	
Federal	\$ 14,272	\$ -	\$ -	
State	\$ -	\$ -	\$ -	
MPO	\$ -	\$ 3,568	\$ -	
<b>TOTAL</b>	<b>\$ 14,272</b>	<b>\$ 3,568</b>	<b>\$ -</b>	<b>\$ 17,840</b>

## **Task H.**

### **Technical Specifications and Assistance for Johnson City Transit Bus Procurement**

**Responsible Agency:** JC MTPO/Johnson City Transit

**Purpose:** To assist the Johnson City Transit System in the procurement of transit buses

**Previous Work:** New Task

**Activities for FY 2014-2015:** To utilize professional services in developing technical specifications to be used in the procurement process (Request for Proposal) for replacement buses in the Johnson City Transit fleet that have reached the end of their useful life cycle. This includes the following:

- Develop the technical specifications section for the procurement of the new buses to be purchased.
- Review the RFP developed and compiled by the local transit provider, including all FTA regulations and technical specifications for the buses.
- Assist the local transit provider with the technical review of the submitted proposals to ensure compliance and acceptability per FTA regulations.
- Oversee the actual delivery of the buses to ensure the vehicles meet the specifications and function properly.

**End Products (Schedule):**

JCMTPO

- Spring 2015

**MAP-21 Factors Considered:** All MAP-21 factors will be considered during this process.

#### **Task H- FY 2014**

PL112	Local	JC MTPO total	SPR	State SPR Match	State SPR Total	Total
\$0	\$0	\$0	\$0	\$0	\$0	\$0

#### **Task H- FY 2015**

PL112	Local	JC MTPO total	SPR	State SPR Match	State SPR Total	Total
\$54,800	\$13,700	\$68,500	\$0	\$0	\$0	\$68,500



## Budget Summary

<b>Table I</b>								
<b>Funding Sources- Johnson City Urban Area</b>								
<b>Fiscal Year 2014</b>								
<b>FEDERAL HIGHWAY ADMINISTRATION</b>					<b>FEDERAL TRANSIT ADMINISTRATION</b>			
<b>TASK</b>	<b>PL</b>	<b>LOCAL MATCH</b>	<b>SPR</b>	<b>STATE MATCH</b>	<b>5303</b>	<b>TDOT MATCH</b>	<b>LOCAL MATCH</b>	<b>TOTAL</b>
<b>A1. Administration</b>	\$96,000.00	\$24,000.00	\$10,234.00	\$2,559.00	\$0.00	\$0.00	\$0.00	<b>\$132,793.00</b>
<b>A2. Data Inventories</b>	\$96,000.00	\$24,000.00	\$12,247.00	\$3,062.00	\$0.00	\$0.00	\$0.00	<b>\$135,309.00</b>
<b>B. LRTP</b>	\$16,000.00	\$4,000.00	\$27,381.00	\$6,845.00	\$0.00	\$0.00	\$0.00	<b>\$54,226.00</b>
<b>C1. TIP</b>	\$16,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$20,000</b>
<b>C2. TIP Database software dev.</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$0</b>
<b>D. Transit Admin. &amp; Data Base</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$24,000.00	\$3,000.00	\$3,000.00	<b>\$30,000</b>
<b>E. Regional GIS Server</b>	\$52,000.00	\$13,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$65,000</b>
<b>F. Regional Bicycle Study</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$0</b>
<b>G. Contingency</b>	\$54,272.00	\$13,568.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$67,840</b>
<b>H. Tech Specs &amp; Assistance for JCT Bus Procurement</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$0</b>
<b>TOTAL</b>	<b>\$330,272</b>	<b>\$82,568</b>	<b>\$49,862</b>	<b>\$12,466</b>	<b>\$24,000</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>\$505,168</b>

## Budget Summary

<b>Table I</b>									
<b>Funding Sources- Johnson City Urban Area</b>									
<b>Fiscal Year 2015</b>									
<b>FEDERAL HIGHWAY ADMINISTRATION</b>					<b>FEDERAL TRANSIT ADMINISTRATION</b>				
<b>TASK</b>	<b>PL</b>	<b>LOCAL MATCH</b>	<b>SPR</b>	<b>STATE MATCH</b>	<b>5303</b>	<b>TDOT MATCH</b>	<b>LOCAL MATCH</b>	<b>TOTAL</b>	
<b>A1. Administration</b>	\$108,000.00	\$27,000.00	\$10,388.00	\$2,597.00	\$0.00	\$0.00	\$0.00	<b>\$147,985.00</b>	
<b>A2. Data Inventories</b>	\$31,200.00	\$7,800.00	\$12,431.00	\$3,108.00	\$0.00	\$0.00	\$0.00	<b>\$54,539.00</b>	
<b>B. LRTP</b>	\$16,000.00	\$4,000.00	\$27,792.00	\$6,948.00	\$0.00	\$0.00	\$0.00	<b>\$54,740.00</b>	
<b>C1. TIP</b>	\$16,000.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$20,000.00</b>	
<b>C2. TIP Database software dev.</b>	\$62,000.00	\$15,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$77,500.00</b>	
<b>D. Transit Admin. &amp; Data Base</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$48,000.00	\$6,000.00	\$6,000.00	<b>\$60,000.00</b>	
<b>E. Regional GIS Server</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$0.00</b>	
<b>F. Regional Bicycle Study</b>	\$108,000.00	\$27,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$135,000.00</b>	
<b>G. Contingency</b>	\$14,272.00	\$3,568.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$17,840.00</b>	
<b>H. Tech Specs &amp; Assistance for JCT Bus Procurement</b>	\$54,800.00	\$13,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	<b>\$68,500.00</b>	
<b>*TOTAL</b>	<b>\$410,272</b>	<b>\$102,568</b>	<b>\$50,611</b>	<b>\$12,653</b>	<b>\$48,000</b>	<b>\$6,000</b>	<b>\$6,000</b>	<b>\$636,104</b>	
*Includes \$50,000 carryover from FY 2014									

## Budget Summary

<b>TABLE II</b>			
<b>Agency Participation- Johnson City Urban Area</b>			
<b>FISCAL YEAR 2014</b>			
<b>TASK</b>	<b>TDOT/SPR</b>	<b>MPO</b>	<b>TOTAL</b>
<b>A1. Administration</b>	\$ 12,793.00	\$ 120,000.00	\$ 132,793
<b>A2. Data Inventories</b>	\$ 15,309.00	\$ 120,000.00	\$ 135,309
<b>B. Long Range Planning</b>	\$ 34,226.00	\$ 20,000.00	\$ 54,226
<b>C1. TIP</b>	\$ -	\$ 20,000.00	\$ 20,000
<b>C2. TIP Database Software Dev.</b>	\$ -	\$ -	\$ -
<b>D. Transit Admin. &amp; Data Base</b>	\$ -	\$ 30,000.00	\$ 30,000
<b>E. Regional GIS Server</b>	\$ -	\$ 65,000.00	\$ 65,000
<b>F. Regional Bicycle Study</b>	\$ -	\$ -	\$ -
<b>G. Contingency</b>	\$ -	\$ 67,840.00	\$ 67,840
<b>H. Tech Specs &amp; Assistance for JCT Bus Procurement</b>	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 62,328.00</b>	<b>\$ 442,840.00</b>	<b>\$ 505,168</b>

## Budget Summary

<b>TABLE II</b>			
<b>Agency Participation- Johnson City Urban Area</b>			
<b>FISCAL YEAR 2015</b>			
<b>TASK</b>	<b>TDOT/SPR</b>	<b>MPO</b>	<b>TOTAL</b>
<b>A1. Administration</b>	\$ 12,985.00	\$ 135,000.00	\$ 147,985
<b>A2. Data Inventories</b>	\$ 15,539.00	\$ 39,000.00	\$ 54,539
<b>B. Long Range Planning</b>	\$ 34,740.00	\$ 20,000.00	\$ 54,740
<b>C1. TIP</b>	\$ -	\$ 20,000.00	\$ 20,000
<b>C2. TIP Database Software Dev.</b>	\$ -	\$ 77,500.00	\$ 77,500
<b>D. Transit Admin. &amp; Data Base</b>	\$ -	\$ 60,000.00	\$ 60,000
<b>E. Regional GIS Server</b>	\$ -	\$ -	\$ -
<b>F. Regional Bicycle Study</b>	\$ -	\$ 135,000.00	\$ 135,000
<b>G. Contingency</b>	\$ -	\$ 17,840.00	\$ 17,840
<b>H. Tech Specs &amp; Assistance for JCT Bus Procurement</b>	\$ -	\$ 68,500.00	\$ 68,500
<b>TOTAL</b>	<b>\$ 63,264.00</b>	<b>\$ 572,840.00</b>	<b>\$ 636,104</b>

## Budget Summary

<b>TABLE III</b>								
<b>AGENCY PARTICIPATION BY FUNDING SOURCE</b>								
<b>FISCAL YEAR 2014</b>								
FEDERAL HIGHWAY ADMINISTRATION				FEDERAL TRANSIT ADMINISTRATION				
AGENCY	TN PL	LOCAL MATCH	TN SPR	TDOT MATCH	TN 5303	TDOT MATCH	LOCAL MATCH	TOTAL
TDOT - PD	\$ -	\$ -	\$ 49,862	\$ 12,466	\$ -	\$ -	\$ -	<b>\$ 62,328</b>
MPO	\$ 330,272	\$ 82,568	\$ -	\$ -	\$ 24,000	\$ 3,000	\$ 3,000	<b>\$ 442,840</b>
<b>TOTAL</b>	<b>\$ 330,272</b>	<b>\$ 82,568</b>	<b>\$ 49,862</b>	<b>\$ 12,466</b>	<b>\$ 24,000</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>	<b>\$ 505,168</b>

<b>TABLE III</b>								
<b>AGENCY PARTICIPATION BY FUNDING SOURCE</b>								
<b>FISCAL YEAR 2015</b>								
FEDERAL HIGHWAY ADMINISTRATION				FEDERAL TRANSIT ADMINISTRATION				
AGENCY	TN PL	LOCAL MATCH	TN SPR	TDOT MATCH	TN 5303	TDOT MATCH	LOCAL MATCH	TOTAL
TDOT - PD	\$ -	\$ -	\$ 50,611	\$ 12,653	\$ -	\$ -	\$ -	<b>\$ 63,264</b>
MPO	\$ 410,272	\$ 102,568	\$ -	\$ -	\$ 48,000	\$ 6,000	\$ 6,000	<b>\$ 572,840</b>
<b>TOTAL</b>	<b>\$ 410,272</b>	<b>\$ 102,568</b>	<b>\$ 50,611</b>	<b>\$ 12,653</b>	<b>\$ 48,000</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>	<b>\$ 636,104</b>

## Appendix A

### Criteria for Project Selection - TIP

The JC MTPO considered several factors that were important to the MTPO area. They are as follows: clean air, existing plans, and the aging population, maintaining existing roads, the State Long Range Transportation Plan, growth areas, connectivity, rail, Title VI, economic development, transportation mode choices, route choices, congestion and safety. These factors were then used to develop criteria for the selection of projects for Local STP funding. The Executive Staff reviews the projects submitted for Local STP funding. They then rank the projects using weighted criteria (see below) and develop a recommendation for the Executive Board. The Executive Board will adopt the ranking of the projects if they feel the ranking is suitable. The Executive Board may choose to amend or reorder the ranking of the projects before adopting.

Criteria	Points available
<b>CONSISTENCY WITH PLANS</b>	
In previous TIP or related project in TIP	15
Consistent with growth plan/land use plans	8
<b>CONGESTION MANAGEMENT</b>	
Reduces/manages travel demand (TDM)	8
Improves traffic operations (ITS)	10
Transit capital improvement	2
Alternative Mode (incl. Bike/Pedestrian and other modes)	5
Intelligent Transportation System (ITS) project	2
<b>TRAFFIC CIRCULATION</b>	
Improves access to major highways	5
Provides/enhances connection between modes	4
Enhances connectivity of street network	14
<b>ECONOMIC DEVELOPMENT</b>	
Improves facility for freight movement (air, distribution, rail)	2
Enhances economic development investments	10
<b>AIR QUALITY</b>	
Promotes positive effect on air quality	2
<b>SAFETY MANAGEMENT</b>	
Promotes safety	7
<b>VALUE ADDED</b>	
Match greater than minimum required	2
ROW was donated, eng. Already complete, etc.	4
<b>Total</b>	<b>100</b>