

The preparation of this report was financed in part with funding from United States Department of Transportation (USDOT), and administered by the Louisiana Department of Transportation and Development (LADOTD). The opinions, findings, and conclusions expressed in this publication are those of the authors and not necessarily those of USDOT, and LADOTD.

Project Numbers

H.972314
H.013502
H.012730
PL-80-18-19

**Unified Planning
Work Program
(July 1, 2018 - June 30, 2019)**

UPWP FY 2019

Adopted – 06/19/2018

Amended – 09/11/2018



333 N.19th St, Baton Rouge, La 70802
Ph: (225) 383 5203, Email: Info@crpcla.org

Table of Contents

Record of Adoption, Amendments, & Modifications	1
1 Introduction	2
2 Planning Area.....	12
3 Organization and Management	14
4 Task A-1: Citizen Participation and Public Outreach.....	18
5 Task A-2: Congestion Management Process.....	21
6 Task A-3: Coordinated Public Transit Human Services	24
7 Task A-4: MPO Planning Progress and UPWP.....	26
8 Task A-5: Non-motorized Planning and Complete Streets	29
9 Task A-6: Clean Air	33
10 Task A-7: Intelligent Transportation System (ITS)	37
11 Task A-8: Title VI Planning	40
12 Task A-9: Model Enhancement	43
13 Task A-10: Safety and Security Planning.....	47
14 Task A11: Development of Transportation Plans & Programs	51
15 Task A13: Data Development and Maintenance.....	55
16 Task B1: Land Use, Socio-Economic and Environmental	59
17 Task B2: Transportation System - Inventory & Performance Monitoring	62
18 Task C1: Transportation Plan Reappraisal	65
19 Task D3: Technical Assistance (Highway).....	69
20 Task D4: Technical Assistance (Public Transit)	72
21 Task G1: Administration (Hwy)	75
22 Task G2: Administration (Transit)	76
24 Task H1: Travel Demand Management (TDM)	77
25 Task H3: Regional SHSP Implementation	79
26 Task SP-1: LA 30 Environmental Assessment.....	84

Appendices

Appendix A – Indirect Cost Rate Allocation Plan (ICAP)
Appendix B – Work Tasks and Schedule
Appendix C – TPC Approval Minutes
Appendix D – FHWA Approval Letter

Record of Adoption, Amendments, & Modifications

Date	Action Taken	Comment
6/19/2018	Adopted by TPC	See Appendix C – TPC Minutes
09/11/2018	Amendment Approved by TPC	Incorporated FHWA comments, See Appendix D, TPC Minutes – Appendix C

1 Introduction

Federal legislation requires that cities with a population of over 50,000 form a Metropolitan Planning Organization or MPO, and federal agencies serve to fund the planning process. The MPO is a transportation policy-making organization made up of representatives from local government and transportation authorities to carry out transportation planning with coordination with the state and with operators of publicly-owned transit services. MPOs were created in order to ensure that expenditures for transportation projects and programs were based on a continuing, cooperative and comprehensive (3-C) planning process.

Capital Region Planning Commission (CRPC) is the Baton Rouge area's designated Metropolitan Planning Organization (MPO). Capital Region MPO (CRMPO) is also designated as Transportation Management Area (TMA) since the urbanized area population is over 200,000. The following are eight core functions of CRMPO:

1. Establish a setting for effective decision making

Establish and manage a fair and impartial setting for effective regional decision making in the metropolitan area.

2. Identify and evaluate transportation improvement options

Develop a Unified Planning Work Program (UPWP) that identifies and evaluates transportation improvement options to support the planning factors and performance based planning specified in the latest approved transportation law FAST Act.

3. Prepare and maintain a Metropolitan Transportation Plan (MTP)

Develop and update an MTP for the Capital Region metropolitan area covering a planning horizon of at least 20 years using performance measures and targets.

4. Develop a Transportation Improvement Program (TIP)

Develop a short-range, four-year program of priority transportation improvements drawn from the long-range transportation plan. The MPO creates the TIP with spending, regulating, operating, management, and financial tools. The TIP represents immediate priority actions to achieve the area's goals and associated system performance targets.

5. Identify performance measure targets and monitor whether implemented projects are achieving targets

Coordinate with State and public transportation operators to establish performance targets that address performance measures, as set forth in Federal law, related to surface transportation and public transportation.

6. Involve the public

Involve the general public and other affected constituencies related to the essential decision making elements listed above.

7. Demonstrate Transportation Conformity or Conform to State's air quality plan

Coordinate with air quality interagency partners such as Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Environmental Protection Agency (EPA), Louisiana Department of Transportation and Development (LADOTD), and Louisiana Department of Environmental Quality (LDEQ) to demonstrate that transportation projects and plans conform to State's air quality plan.

8. Maintain Congestion Management Process (CMP)

Maintain a congestion management process (CMP) that identifies actions and strategies for reducing congestion and increasing mobility. Projects and strategies from the CMP are considered for inclusion in the MTP and TIP.

1.1 What is UPWP?

UPWP describes the transportation planning activities or work tasks that the CRMPO proposes to undertake during or the State of Louisiana's fiscal year FY 2019 from July 1, 2018 to June 30, 2019. It serves to document the proposed expenditures of federal, state and local transportation planning funds, and provides a management tool for CRPC in scheduling major transportation planning activities, milestones and products. This activity is required under federal law Fixing America's Transportation System Act (FAST Act) that continued the section of federal law (initially adopted in 1962) defining the responsibilities of an MPO. Each of the work task proposed in the UPWP will include the following details:

- What is the objective of a particular work task?
- What were the previous accomplishments related to that task?
- What will the staff be working on in the upcoming year?
- What are the performance measures of this task?
- What are the general results/products from this task?
- What is the proposed budget for this task?

1.2 How is UPWP Developed?

The UPWP serves as the document for identifying ways to carry out the continuing, cooperative and comprehensive transportation planning process in the Capital Region MPO area (CRMPO). An MPO is required to perform all planning tasks set forth in federal laws and regulations, many of which are conducted annually. However, some tasks require more than one year to complete and are carried forward from one UPWP to the next. To effectively identify all work tasks, CRPC prepares this UPWP with input from federal, state and local jurisdictions and transportation providers in the CRMPO region.

This year's work program represents a continuation of the strategic planning process begun with last year's work program. The focus continues to be on maintaining, improving, and utilizing the information resources collected by the MPO in the day-to-day transportation decision-making process. It will continue to address the eight planning factors identified in SAFETEA-LU and continued under MAP-21 that must be considered by MPOs in developing transportation plans and programs. In addition, this year's UPWP will also address additional factors that are proposed in the new transportation law FAST Act. All these factors are outlined below:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for motorized and non-motorized users.
4. Increase the accessibility and mobility of people and for freight.
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.
9. Improve the resiliency and reliability of the transportation system.

Unified Planning Work Program 2019

10. Reduce or mitigate storm water impacts of surface transportation; and

11. Enhance travel and tourism

Table 1 summarizes the correlation between the above planning factors and the proposed work tasks. Emphasis will also be given to FAST Act Implementation: Transition to performance based planning and programming and Ladders of Opportunity: Access to essential services - as part of the transportation planning, identify transportation connectivity gaps in access to essential services. The work tasks programmed in the UPWP also addresses the national goals introduced under MAP-21 in the following seven areas.

- Safety,
- Infrastructure Condition,
- Congestion Reduction,
- System Reliability,
- Freight Movement and Economic Vitality,
- Environmental Sustainability, and
- Reduced Project Deliver Delays.

To achieve these goals, MAP-21 and the current law FAST Act emphasizes a streamlined, performance-based, and multi-modal approach to transportation planning and project implementation. CRPC will work with Louisiana Department of Transportation and Development (LADOTD), local policy makers, and stakeholders to establish local targets that will help achieve performance measures both at the local and national level.

1.3 How is UPWP Funded?

The UPWP is partially funded with federal transportation planning funds from Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). The federal funds require a non-federal match. The detailed funding breakdown by UPWP task and funding source is shown in Table 2. The UPWP must be approved by CRPC's Transportation Policy Committee (TPC) and submitted to FHWA and FTA for approval. If priorities change or additional funds become available, the UPWP will be amended anytime during the fiscal year.

1.4 UPWP FY18 Overview

This section provides a quick overview of all the various tasks programmed in the current work program.

- **Task A1 (Citizen Participation and Public Outreach)** – The purpose of this task is to address CRPC's public participation plan that calls for reasonable opportunities for interested parties and general public to comment on the Metropolitan Transportation Planning Processes as required by FAST Act and previous legislations.
- **Task A2 (Congestion Management Process)** – The purpose of this task is to use a systemic approach collaboratively developed and implemented throughout the CRMPO region to ensure safe and effective "Management and Operations" of new and existing transportation facilities through the use of demand reduction and operational management strategies.

Unified Planning Work Program 2019

Table 1. UPWP Tasks and Relation to Planning Factors

Planning Factors	UPWP Task Codes																			
	A-1	A-2	A-3	A-4	A-5	A-6	A-7	A-8	A-9	A-10	A-11	A-13	B-1	B-2	C-1	D-3	D-4	H-1	H-3	SP-1
Support the economic vitality of the Urbanized Area	X	X		X			X	X		X	X		X		X	X	X	X		X
Increase safety of the transportation system for motorized and non-motorized users	X	X		X	X		X	X		X	X		X	X	X	X	X		X	
Increase security of the transportation system	X	X		X			X	X		X	X		X	X	X	X	X			
Increase accessibility and mobility options for people and freight	X	X	X	X			X	X		X	X			X		X	X	X		X
Protect and enhance the environment, and improve quality of life	X	X	X	X	X	X	X	X	X	X	X		X	X		X	X	X	X	X
Enhance integration and connectivity of the transportation system, across modes, for people and freight	X	X	X	X	X		X	X		X	X	X		X	X	X	X	X		X
Promote efficient system management and operation	X	X	X	X		X	X	X	X	X	X	X	X	X	X	X	X	X		
Emphasize preservation of the existing transportation system	X	X	X	X		X	X			X	X	X	X		X			X		
Improve the resiliency and reliability of the transportation system		X					X				X				X					X
Reduce or mitigate storm water impacts of surface transportation				X							X				X					
Enhance travel and tourism						X					X				X					X
FAST Act Implementation / Performance Based Planning	X	X	X	X		X	X	X	X	X	X	X	X	X	X	X	X	X	X	
Ladders of Opportunity	X	X	X					X			X	X			X					X

Unified Planning Work Program 2019

Table 2. FY 2019 UPWP Tasks by Funding Sources

Task Code	Task Name	Total Funds	FHWA PL	FTA 5307	FTA 5303	CMAQ	HISPPEN	STP>200K	Local Match
A-1	Citizen Participation and Public Outreach	133,200	106,560						26,640
A-2	Congestion Management (Hwy)	65,000	52,000						13,000
A-3	Coordinated Human Services Transportation Plan	15,000	0		15,000				0
A-4	MPO Planning Progress and UPWP	95,000	76,000						19,000
A-5	Bicycle/Pedestrian Planning	160,000	48,000					80,000	32,000
A-6	Air Quality Environmental Planning	60,000	48,000						12,000
A-7	Regional ITS Architecture	55,000	44,000						11,000
A-8	Title VI Planning	20,000	16,000						4,000
A-9	Model Enhancement	57,000	45,600						11,400
A-10	Safety and Security Planning	45,000	36,000						9,000
A-11	Transportation Plans & Programs	162,500	130,000						32,500
A-13	Data Base Mapping	83,122	66,498						16,624
A Total		950,822	668,658	0	15,000	0	0	80,000	187,164
B-1	Land Use and S-E-E	86,000	68,800						17,200
B-2	Inventory and Performance Monitoring	120,000	96,000						24,000
B Total		206,000	164,800	0	0	0	0	0	41,200
C-1	Plan Reappraisal (Hwy)	60,000	48,000						12,000
C Total		60,000	48,000	0	0	0	0	0	12,000
D-3	Technical Assistance (Hwy)	125,000	100,000						25,000
D-4	Technical Assistance (Transit)	422,454		160,000	177,964				84,491
D Total		547,454	100,000	160,000	177,964	0	0	0	109,491
G-1	Administration (Hwy)	30,000	24,000						6,000
G-2	Administration (Transit)	12,500			10,000				2,500
G Total		42,500	24,000	0	10,000	0	0	0	8,500
H-1	Travel Demand Management/Rideshare	500,000				250,000		250,000	0
H-3	Regional State Highway Safety Plan Implementation	303,618					303,618		0
H Total		803,618	0	0	0	250,000	303,618	250,000	0
SP-1	LA 30 EA	250,000						200,000	50,000
SP Total		250,000	0	0	0	0	0	200,000	50,000
Grand Total		2,860,394	1,005,458	160,000	202,964	250,000	303,618	530,000	408,355

Unified Planning Work Program 2019

- **Task A3 (Coordinated Public Transit Human Services)** - The purpose of this task is to address the Coordinated Public Transit Human Services Transportation Plan as required by FAST Act and foster coordination and communication among all the transit providers in the region. Staff will Continue quarterly meetings with the human services agencies that provide or have clients that need transportation services in the Baton Rouge Area, collect information on transportation services, and maintain the regional transportation coordination plan.
- **Task A4 (MPO Planning Progress and UPWP)** - The purpose of this task is to address periodic reviews, changes, and progress on the short-range planning process and changes to the Unified Planning Work Program (UPWP) as required by FAST Act and the previous legislations. CRPC will continue to conduct short range transportation and transportation-related planning activities and coordinate with necessary agencies to fast track implementation of transportation projects in the CRMPO region.
- **Task A5 (Non-Motorized Planning and Complete Streets)** - The purpose of this task is to develop, support and promote plans and projects that increase and improve cycling and walking facilities, improve safety and security of vulnerable roadway users, and create alternative transportation mode choices for all travelers. CRPC will continue to prepare and evaluate transportation plans so that bicycle and pedestrian facilities are integrated wherever practicable, into the network.
- **Task A6 (Clean Air)** - The purpose of this task is to protect and enhance the environment, and promote consistency between transportation improvements, and state and local planned growth and economic development patterns. CRPC will continue to monitor the transportation planning activities and ensure that such activities do not deteriorate the air quality in the five-parish air quality maintenance area.
- **Task A7 (Intelligent Transportation System)** - The purpose of this task is to develop, maintain and enhance regional Intelligent Transportation System (ITS) activities to improve efficiency of the transportation network, public transit, emergency response, safety and security in the Capital Region. CRPC will continue to update and maintain the regional ITS architecture, and coordinate with various stakeholders to ensure that ITS technologies are deployed in manner that will allow for communication, interoperability, and compatibility amongst various regional systems and entities.
- **Task A8 (Title VI Planning)** - The purpose of this task is to ensure that no person will, on the grounds of race, color, national origin, income, gender, age, and disability, as provided by Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 (PL 100.259), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity.
- **Task A9 (Model Enhancement)** - The purpose of this task is to continue to review and analyze existing travel demand and air quality models in order to determine feasible enhancements to the modeling procedures that are used in the CRMPO study area. CRPC will continue to perform air quality, regional travel demand, and micro simulation model runs for existing and future projects as requested and needed.

Unified Planning Work Program 2019

- **Task A10 (Safety and Security Planning)** - The purpose of this task is to reduce the human and economic toll on the region's multi-modal transportation system due to traffic crashes through widespread collaboration and an integrated 4E (Engineering, Enforcement, Education and Emergency Response) approach. CRPC will continue to analyze safety data and collaborate with regional safety stakeholders and keep them engaged to routinely monitor safety programs and continually revise and refine the planning process.
- **Task A11 (Development of Trans. Plans and Programs)** - The purpose of this task is to evaluate, support, analyze and implement multi-modal transportation plans and programs that foster accessibility, mobility, safety and other FAST Act planning factors. CRPC will continue to coordinate with local governments and various transportation stakeholders to develop and promote new programs that will foster better multi-modal transportation options for all users.
- **Task A13 (Data Development and Maintenance)** - The purpose of this task is to collect, maintain and analyze regional information on all topics including but not limited to, census, land use and related data that will be needed for regional demographic forecasting, transportation planning, land use planning, air quality planning, emergency planning, Title VI and economic development efforts.
- **Task B1 (Land Use, Socio-Economic, Environmental)** - The purpose of this task is to collect, maintain and analyze regional land use, socio-economic and environmental data that will be used in regional demographic forecasting, transportation planning, land use planning, air quality planning, emergency planning, Title VI and economic development efforts. CRPC will continue to participate, provide input to parishes and larger municipalities in the development of local comprehensive plans, and provide guidance to smaller municipalities on land use and zoning issues.
- **Task B2 (Transportation System – Inventory & Performance Monitoring)** - The purpose of this task is to collect, maintain and analyze street inventory maintenance data in order to improve safety, reliability, efficiency, and extend life of the transportation system in the Capital region.
- **Task C1 (Transportation Plan Reappraisal)** - This task addresses periodic reviews, changes, and progress on the long range planning process to foster livable and sustainable communities and transportation systems in the CRMPO area as required by FAST Act and the previous legislations.
- **Task D3 (Technical Assistance (Highway))** - The purpose of this task is to utilize the expertise and knowledge of the CRPC and LADOTD staff in providing technical support services to local governments and interested citizens on transportation planning and other requests that support the planning factors in FAST Act and the previous legislations.

Unified Planning Work Program 2019

- **Task D4 (Technical Assistance (Transit))** - The purpose of this task is to provide technical assistance to public transit providers and local units of government in the region to create a regionally seamless transit system that improves accessibility and mobility for all citizens.
- **Task G1 (Grant Administration (Hwy))** - The purpose of this task is to provide administration of the UPWP tasks funded by FHWA Planning Funds (PL).
- **Task G2 (Grant Administration (Transit))** - The purpose of this task is to provide administration of the UPWP tasks funded by Federal Transit Administration (FTA) funds.
- **Task H1 (Travel Demand Management)** - The purpose of this task is to implement Travel Demand Management (TDM) strategies to influence individual travel behavior and provide expanded options to reduce the actual demand, or number of vehicles, placed on transportation facilities and incorporate practices that focuses on managing the demand side of the transportation equation rather than increasing supply by widening or building new roads.
- **Task H3 (Regional SHSP Implementation)** - The purpose of this task is to reduce traffic fatalities and injuries on Capital Regional Transportation Safety Coalition (CRTSC) roadways through widespread collaboration and an integrated 4E approach: engineering, education, enforcement and emergency services. CRPC will continue to coordinate with the 4E stakeholders and implement action items in the Capital Region Transportation Safety Plan (CRTSP) to achieve the goal of reducing the number of fatalities in CRTSC region by half by the year 2030 and ultimately the vision of Destination Zero Deaths.
- **Task SP-1 (LA 30 Environmental Assessment)** - The purpose of this task is to conduct Environmental Assessment on approximately 24 miles of LA 30 corridor from Brightside Lane in East Baton Rouge Parish to Airline Highway in Ascension Parish. LA 30 is a key arterial in the Capital Region that runs parallel to I-10 and an upgraded LA 30 is a prerequisite for efficient utilization of any new Mississippi Bridge south of the existing one on I-10.

1.5 UPWP FY 18 Vs. FY19

Figure 1 shows a comparison of funding breakdown by UPWP tasks in FY 2018 and 2019. The majority of the tasks/projects are similar between the two fiscal years. The following are some of the highlights that can be observed from the chart.

- **Overall funding has slightly increased:** The total funding available to perform UPWP tasks has increased slightly in FY 2019.
- **Increased allocation for Tasks A4, A5, A11, C1, B1, D3, and H3:**
 - FHWA FAST Act performance measures target setting, and monitoring requirements kick in this fiscal year. There is slight increase in Task A4 to account for Performance Based Planning and Programming (PBPP) requirements.
 - TPC approved use of \$100K in STBG>200K funds for the development of Bicycle/Pedestrian Plans for the municipalities of Baker and Denham Springs. Staff

Unified Planning Work Program 2019

will be working on finalizing the scope of work and coordinating with selected consultant to develop these plans. (Task A5)

- Long Range Plan MOVE 2042 will have to be updated to include the I-10 Widening project. Work for this update process will fall under Tasks A11, and C1.
- Since the great flood of August 2016, CRPC staff has been providing increased technical assistance to affected parishes and municipalities. Continuation of these efforts are anticipated in the upcoming year. (Task B1, D3).
- CRPC staff will be working on developing the scope of work and RFP for the LA 30 Environmental Assessment project. SP-1 will not have any funds until Notice to Proceed is received from DOTD. The work for scope development falls under Task A11.
- New five-year cycle for Regional State Highway Safety Plan (RSHSP) starts this fiscal year and has additional tasks included in scope of work and hence the additional funds (Task H3).
- **Addition of new Tasks SP1:**
 - TPC approved use of \$2M in STBG>200K funds for LA 30 EA project in November 2017. The scope and RFP development process and selection of consultant may take up to 6-8 months. It is anticipated that the project might kick off in spring of 2019. So, it is anticipated only a portion of the total funds will be expended in FY 2019.
- **Deletion of old Task SP2:**
 - MOVE 2042 project is wrapped up. Task SP2 is taken out of UPWP until the next plan update.
- **Decreased allocation for Tasks A13 and B2**
 - It is anticipated that the Regional traffic counting project will be wrapped up by May 2018. This project was funded using some carry over PL funds. CRPC will continue the program at a smaller scale using regular PL funds. (Task B2)
 - MOVE 2042 project required lot of data gathering and analysis. The project is wrapped up. (Task A13)

Unified Planning Work Program 2019

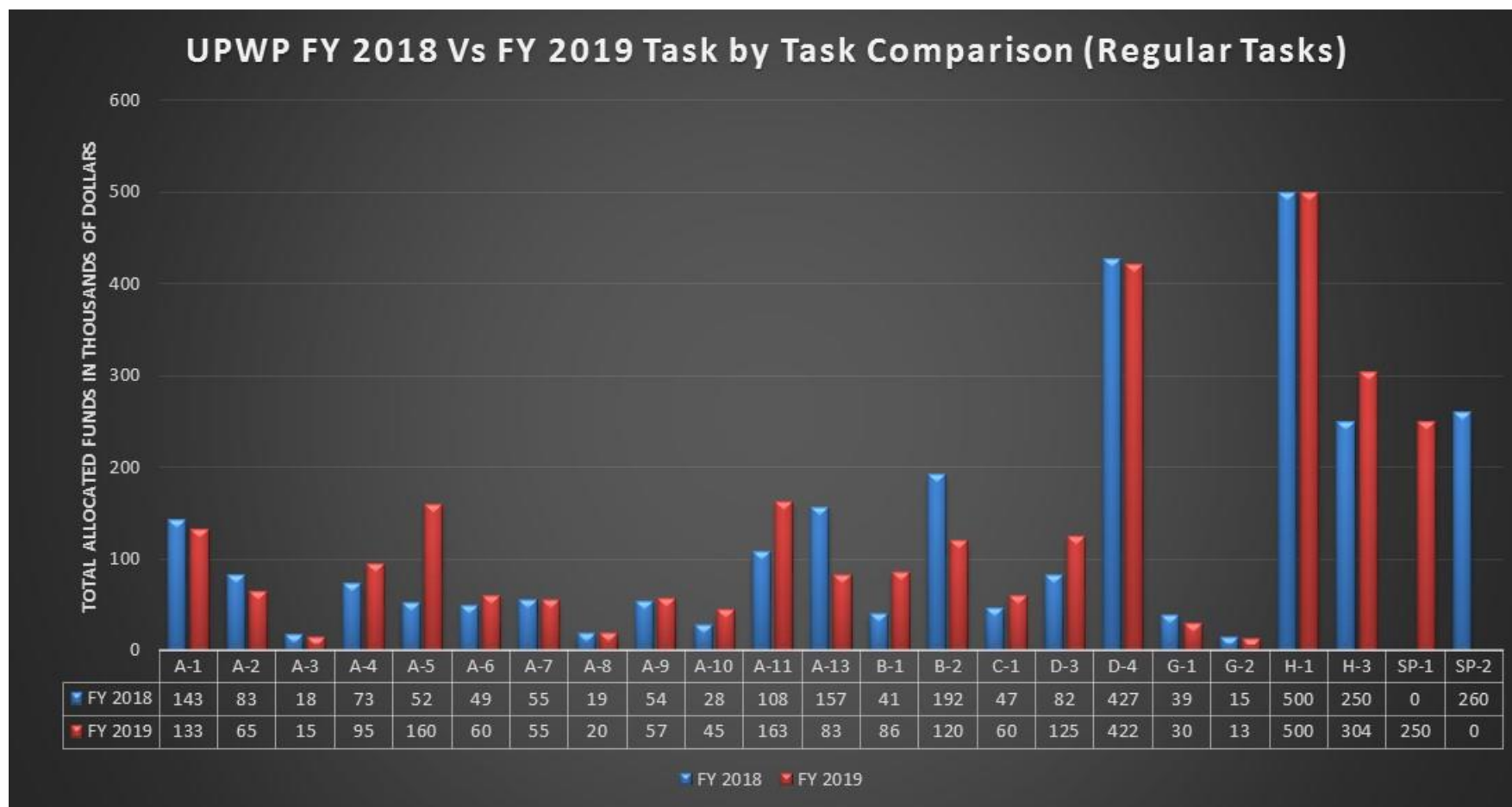


Figure 1. UPWP FY 18 Vs. FY 19 Funding Breakdown

2 Planning Area

The CRMPO study area shown in Figure 2 is based on the 2010 census urbanized area boundaries. It is comprised of Ascension, East Baton Rouge and portions of Iberville, Livingston and West Baton Rouge Parishes. The urbanized planning area and the study area boundaries were adjusted based on the 2010 U.S. Census boundaries. By federal definition, CRMPO's planning/study area must at least include the 2010 urbanized area (as defined by the U.S. Bureau of the Census) and the contiguous area that may reasonably be expected to become urbanized in the next 20 years. Within the study area lies the municipalities of Addis, Baker, Baton Rouge, Brusly, Central, Denham Springs, Donaldsonville, French Settlement, Gonzales, Livingston, Plaquemine, Port Allen, Port Vincent, Sorrento, St. Gabriel, Walker, White Castle, and Zachary.

EPA designated the entire five parish CRMPO area as maintenance for ozone based on the 2008 8-hr standard of 75 ppb. So, planning activities in the UPWP that addresses the air quality issues can be carried out in the entire five parish area.

Based on official census 2010 data the five parish area has seen an increase in population from 636,214 in 2000 to over 732,500 in 2010.

Table 3. **Population change in five parish Baton Rouge non-attainment area**

Parish	2010 Census Population	2000 Census Population	% Change
Ascension	107,215	76,627	39.9
East Baton Rouge	440,171	412,852	6.6
Iberville	33,387	33,320	0.2
Livingston	128,026	91,814	39.4
West Baton Rouge	23,788	21,601	10.1
Total	732,587	636,214	15.1

Unified Planning Work Program 2019

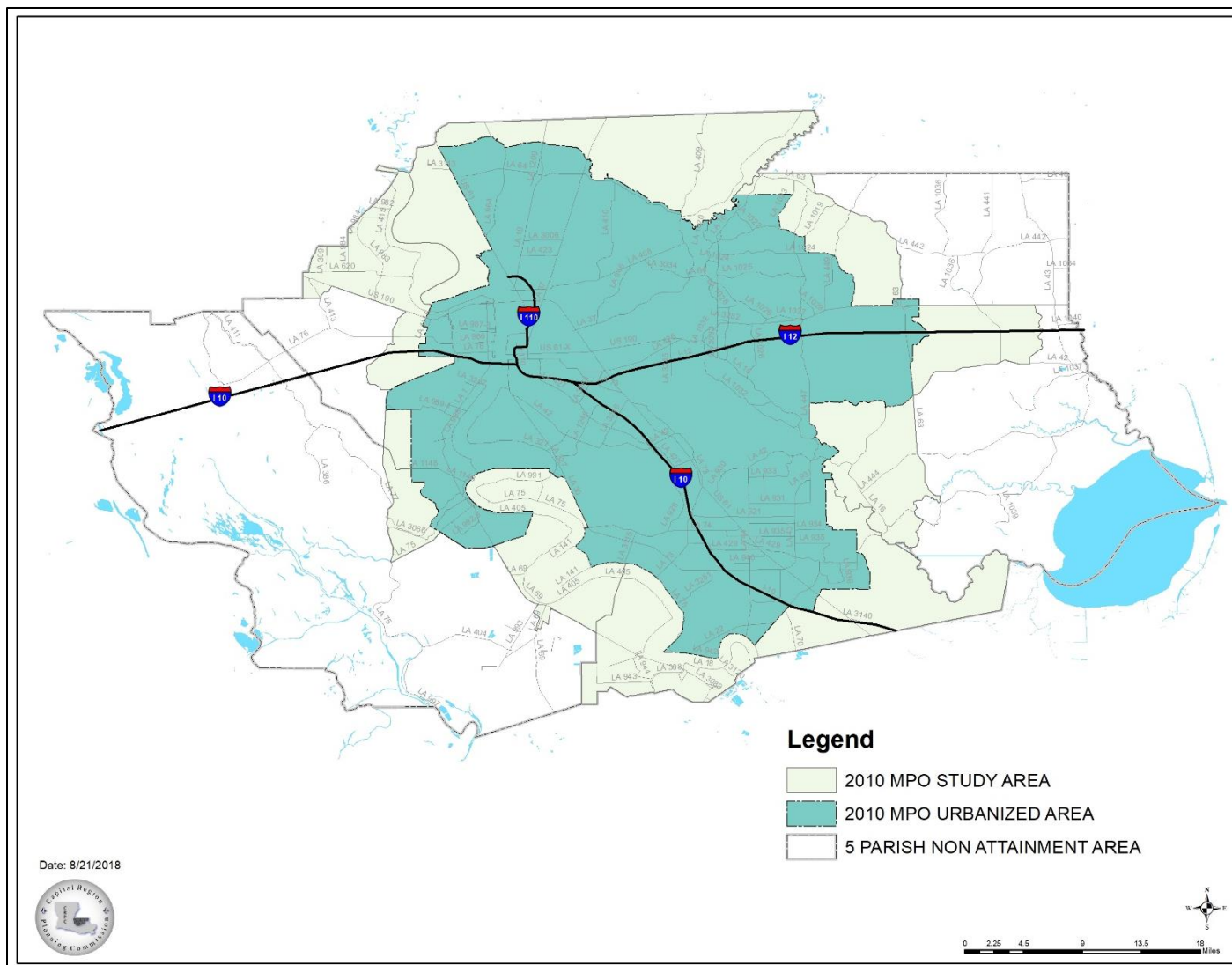


Figure 2. Capital Region Metropolitan Planning Area

3 Organization and Management

The Transportation Policy Committee (TPC), provides policy direction for CRMPO. The TPC consists of the following membership:

1. The chief elected official or designee from each of the local governments (parishes and municipalities) within the Baton Rouge Transportation Management Area or the smoothed urbanized area. This includes the following:

Ascension Parish	President
City of Gonzales	Mayor
Town of Sorrento	Mayor
East Baton Rouge Parish	Mayor-President
City of Baker	Mayor
City of Central	Mayor
City of Zachary	Mayor
Iberville Parish	President
City of Plaquemine	Mayor
City of St. Gabriel	Mayor
Livingston Parish	President
City of Denham Springs	Mayor
City of Walker	Mayor
Town of Livingston	Mayor
Village of Port Vincent	Mayor
West Baton Rouge Parish	President
City of Port Allen	Mayor
Town of Addis	Mayor
Town of Brusly	Mayor

2. The Administrator (or designee) from the State District Office of the Federal Highway and Federal Transit Administration if applicable. (Currently no state office of the Federal Transit Administration exists.) This member shall be a non-voting member.
3. The Secretary (or his or her designee) from the Louisiana Department of Transportation and Development.
4. The Chief Executive Officer (or his or her designee) of the Capital Area Transit System.

The Policy Committee also has several committees for which the CRPC staff provides administrative support and technical assistance. Some of these committees have members who do not currently serve on the Policy Board but represent stakeholders in the community:

Technical Advisory Committee (TAC) The Transportation Technical Advisory Committee membership is comprised of principally representatives of general purpose government who manage the day to day technical aspects of the transportation system infrastructure or their

Unified Planning Work Program 2019

designee. In order to broaden the base of technical expertise available to the committee, and meet Chapter I, Title 23 CFR Part 450 subpart C 450.306 (i), requirements of the membership of the TAC includes representatives from several affected transportation modes and community organizations. The TAC, under the direction of the TPC, makes recommendations to the TPC for matters necessary to comply with the requirements of federal and state law. The TPC consists of the following membership:

MEMBERS

Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Technical Representative
Metropolitan Planning Rep.
Dist./Design/Eng. Rep.
Public Transportation Rep.
Technical Representative
Technical Representative

REPRESENTING

East Baton Rouge Parish Public Works
East Baton Rouge Parish Planning Commission
Livingston Parish
Ascension Parish
West Baton Rouge Parish
Iberville Parish
City of Baker
City of Zachary
City of Central
City of Port Allen
Town of Brusly
Town of Addis
City of Denham Springs
Town of Walker
Village of Port Vincent
Town of Livingston
City of Gonzales
Town of Sorrento
City of Plaquemine
City of St. Gabriel
Capital Region Planning Commission
Baton Rouge Chamber of Commerce
Baton Rouge Metro Airport Staff
Capital Area Transit System
Paratransit Operator
Port of Greater Baton Rouge
American Automobile Association
LA Motor Transportation Association
Railway Association
LA Transportation Research Center
Baton Rouge Green
LA DOTD
LA DOTD
LA DOTD
Federal Highway Administration
LA Department of Environmental Quality

Unified Planning Work Program 2019

Technical Representatives

Private Sector

Bicycle and Pedestrian Advisory Committee (BPAC) The purpose of the Capital Region MPO Bicycle and Pedestrian Advisory Committee is to improve bicycling and pedestrian conditions for commuters, children and elderly, persons with disabilities and recreational bicyclists and walkers of the area. In addition, the committee analyzes issues arising within the planning area from a bicycle and pedestrian perspective and make recommendations to the TAC and TPC. This committee also promotes and reviews implementation of complete streets concepts for relevant projects.

Coordinated Human Transportation Services Committee (CHTSC) The purpose of the Capital Region MPO Coordinated Human Services Transportation Planning Committee is to improve utilization of transit service resources and transit funding resources for commuters, elderly, persons with disabilities, persons with low income, rural area commuters and school system commuters of the area. The goals of the Committee will be the same as those established in the Regional Major Transportation Plan. In addition, the committee will analyze issues arising within the planning area from a coordinated mass transit perspective and make recommendations to the TAC and TPC.

Freight Committee (FC) The purpose of the freight committee is to Understand and assess the needs of the Baton Rouge Urbanized Area regional freight community, identify opportunities to address safe and efficient future freight transportation expansion, further the region's understanding of freight movement/land use issues and implications, address the growing challenge of accommodating both passenger and freight activity on the same transportation system, including issues related to congestion and public safety concerns, and play a key role to inform decision-makers as to the need/rationale for land use strategies/initiatives and infrastructure to support efficient freight movement in the region.

ITS Committee The purpose of the ITS committee to discuss any outstanding ITS issues, status of ITS projects, promote new ITS projects, and monitor regional ITS architecture. It also provides a venue for personnel from different Traffic Management Centers (TMC's) to collaborate and create seamless communications among themselves.

The detailed list of the TPC and TAC members is available on www.crpcla.org.

Unified Planning Work Program 2019

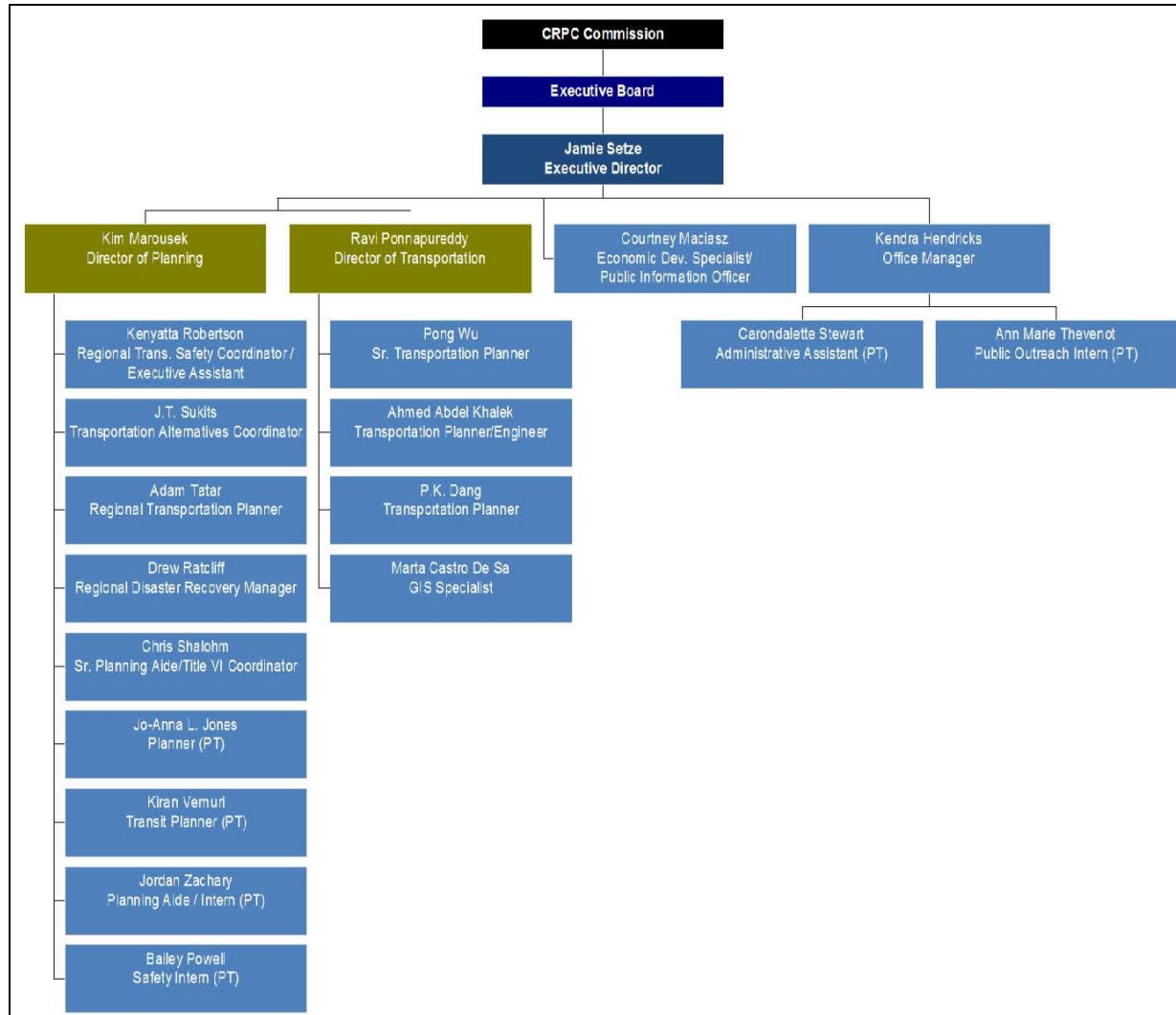


Figure 2. **CRPC Organization Chart**

4 Task A-1: Citizen Participation and Public Outreach

This task will address CRPC's public participation plan that provides reasonable opportunities for interested parties and general public to comment on the Metropolitan Transportation Planning Processes as required by FAST Act and previous legislations.

4.1 Objectives

- To develop informational materials that support a cooperative planning process and explain CRPC plans and activities in a concise and straight forward manner.
- To increase both awareness and interest in transportation plans and the transportation planning process using traditional and innovative approaches.
- To provide frequent opportunities for interested parties from the private business community, public officials, neighborhood organizations, the physically challenged and other groups impacted by transportation plans to participate in the development of CRPC transportation plans and to encourage public participation in transportation planning activities at all levels.

4.2 Previous Work/Accomplishments

- Conducted enhanced outreach as part of MOVE 2042 planning process. Following are some of the outreach methods that were employed.
 - Communication with approximately 300 stakeholders providing information and invites to be emailed to their members and constituents inviting them to participate
 - Constant Contact email campaigns to the database, with follow-up individual phone calls and personal emails to encourage participation
 - Personal calls and emails to transportation partners, state and federal agencies, and elected officials to encourage participation and sharing information on process
 - Contact with groups representing special needs populations to encourage input, including AARP and Councils on Aging in each parish
 - Distribution of flyers to public libraries, community centers, public buildings, and other popular establishments throughout the five parishes inviting citizens to attend public meetings
 - Provided social media posts to stakeholder database with request to share on social media networks, public websites, and Facebook pages.
 - Outreach to community organizations and neighborhood Facebook pages to share public meeting invitations
 - Issued press releases to Capital Region news media outlets
 - Interviews on radio and television programs and newspapers to provide advance explanation of the importance of public participation
 - Personal call to African-American newspaper to secure advance coverage of public meetings schedule

Unified Planning Work Program 2019

- Personal calls and emails to minority community leaders and faith leaders asking them to share flyers and social media posts with their networks
- Post card distribution to public libraries, community meetings and gathering spots, community centers, public buildings, churches
- Table tents for East Baton Rouge libraries' public computer stations
- Social media outreach through LSU and Southern University campus communication networks
- Social media post promoting survey distributed through stakeholders, transportation and planning partners including Baton Rouge Health District, Capital Area Transit System (CATS), Center for Planning Excellence, and others
- Facilitated a Census workshop for the MPO region to inform them of the upcoming LUCA – (Census Addressing) process and the importance of their participation.
- Staff continued to regularly update the website with meeting notices, documents, and other information as needed. Click on the link below to access the website.
<http://www.crpcla.org/>
- Staff continued to coordinate with LDEQ and BRCAC and maintained the info on the ERC information resource website. Click on the link below to view the website.
<http://www.laerc.com/>
- Staff participated in various project level public meetings that were conducted by DOTD, local governments, and other transportation stakeholders.
- Staff on regular basis met with local and state elected officials to update about the MPO and transportation planning activities in the region.
- Attended workshops on event email marketing strategies, and communication with tact and professionalism.
- Disseminated timely information regarding the TIP amendments, TIP administrative modifications, air quality issues, TAC and TPC meetings, Commission meetings and other processes using breadth of communication strategies.
- Quarterly Planning Commissioner Trainings were held with outreach to planning officials.
- Continued providing technical assistance to the public, local governments, businesses and non-profit organizations as and when requested.

4.3 Expected Work

CRPC will

- Continue implementing community outreach and public participation guidelines mentioned in the MPO's Public Participation Plan (PPP).
- Continue to extend CRPC's outreach using social media, electronic and paper comment forms, electronic and paper newsletters, media releases, and appropriate innovative participation techniques.
- Continue to publish newsletters that will be made easily accessible to the public using methodologies mentioned in the PPP.

Unified Planning Work Program 2019

- Develop easy to understand citizen's guide that helps the public better understand about CRPC, CRMPO, transportation and land use planning, federal grants and environmental issues.
- Continue to conduct trainings/workshops to keep the local elected officials and various other members informed about CRPC, MPO processes, Planning etc.
- Delve the possibility of creating additional committees or subcommittees that will add value to the transportation planning process.
- Continue to update comprehensive database of stakeholders that includes environmental justice, neighborhood, non-profit, voluntary, and business organizations. An effort will be made to communicate and include as many stakeholders in the planning process.
- Continue presenting information regarding local and regional transportation and environmental issues at the MPO and CRPC meetings.

4.4 Performance Measures

- Number of website visits
- Number of Likes/Visits on facebook and other social media
- Number of document downloads from the website
- Number of stakeholders in the comprehensive stakeholder database
- Publication and dissemination of updated PPP, quarterly newsletters, citizen's guide and MPO planning documents.

4.5 Results/Products

- Updated PPP
- Quarterly Newsletters
- Citizens Guide to MPO Processes and Transportation Planning
- Updated Stakeholder Database
- Dissemination of information through website, social media and other traditional methods.
- Public notices regarding CRPC meetings

4.6 Funding Summary

Funding Source	Amount (\$)
FHWA PL	106,560
CARRY OVER PL	0
FTA 5307	0
FTA 5303	0
CMAQ	0
STP>200K	0
HISPPEN	0
Local Match	26,640
Total Funds	133,200

5 Task A-2: Congestion Management Process

The purpose of this task is to use a systemic approach collaboratively developed and implemented through out the CRMPO region to ensure safe and effective management and operations of new and existing transportation facilities through use of demand reduction and operational management strategies.

5.1 Objectives

- To allow people to travel throughout the region conveniently, predictably, and with minimal delay.
- To develop and maintain a data driven Congestion Management Process (CMP) that promotes multimodal system performance measures and strategies that can be reflected in the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP).

5.2 Previous Work/Accomplishments

- Completed non-recurring congestion analysis based on the 2014 and 2015 travel time data using statistical methodologies. Reviewed the results and tweaked the charts as necessary.
- Completed analyzing the recurring congestion utilizing the 2014 and 2015 travel time data.
- Developed weekday congestion maps for I-10, US 61, and LA 30 corridors.
- Initiated the process of reviewing the analysis results with the TSMO sub committee and development of the Congestion Management Process (CMP).
- Researched about congestion trends in the Capital Region since 1980. Downloaded and analyzed the data to identify trends in various congestion metrics. Prepared infographics to help public understand the findings easily.
- Worked on writing the congestion report for inclusion in the MOVE 2042 document.
- Participated in several workshops and seminars to understand the new federal PM 3 requirements for incorporating congestion performance reports in the planning process.
- Coordinating with LADOTD to develop a methodology for setting appropriate congestion performance targets.
- Met with District 61 traffic engineer and other stakeholders to give an overview of the MPO, Congestion Management Process (CMP) and about initiating mobility and ITS subcommittee to review the results of the congestion analysis.
- CRPC staff actively participated in the meetings of States Complete Streets Advisory Committee and The Sustainable Transportation Advisory Committee.
- CRPC in coordination with LADOTD kicked off a three-year travel demand management program “Commuter Krewe of Louisiana” in order to reduce SOV and encourage carpooling, vanpooling, and use of other alternative transportation modes.

- Staff participated in many LADOTD meetings to review the results and learn about various ongoing traffic flow improvement projects within the CRMPO planning boundary. Supported and encouraged traffic operational improvements to smoothen traffic flows, eliminate bottle necks, and mitigate congestion. A series of signal synchronization projects (Phases I through V) were implemented on major congested corridors and phases VI, VII, and VIII will be implemented in the future.
- Actively engaged Bicycle and Pedestrian Committee and coordinated with other non-profit entities such as Downtown Development District (DDD), Bike BR etc. to discuss and promote bike and pedestrian projects, encourage the use of bike and pedestrian modes of travel and also advocate and promote about bike and pedestrian safety.
- Staff attended workshops, conferences and training to improve efficiency and skills for performing this task.

5.3 Expected Work

CRPC will

- Coordinate with state and local partners to define and understand local and regional congestion issues and collaborate on identifying on how best to manage it.
- Develop performance measures and targets that will be used to measure congestion on both a regional and local scale. These performance measures should relate to, and support, regional objectives.
- Coordinate with LADOTD to establish 4-year targets not later than November 16, 2018 for Interstate and non-Interstate NHS Travel Time Reliability, Freight Reliability, and Peak-Hour Excessive Delay.
 - Percent of Person-Miles Traveled on the Interstate That Are Reliable
 - Percent of Person-Miles Traveled on the Non-Interstate NHS That Are Reliable.
 - Truck Travel Time Reliability (TTTR) Index on the Interstate system
 - Annual Hours of Peak-Hour Excessive Delay per Capita on NHS system
- Coordinate with local and state transportation partners to collect the needed data for setting and tracking the TPM targets.
- Review, download, and analyze the monthly NPMRDS (V2) data set from the RITIS website to conduct performance-based planning and programming and be in compliance with the reporting requirements of the new PM3 regulations.
- Coordinate with local, regional, and state partners to identify and assess appropriate strategies to mitigate congestion. This action involves both identifying and assessing potential strategies and may include efforts conducted as part of the MTP, corridor studies, or project studies.
- Work on programming and implementing strategies which includes including strategies in the MTP, determining funding sources, prioritizing strategies, allocating funding in the TIP, and ultimately, implementing these strategies.
- Monitor effectiveness of the strategies and make necessary tweaks to achieve the performance measures and targets through coordination with local and regional partners.
- Develop mobility reports and a new CMP document utilizing the travel data analysis results. Crash data, functional classification, TDM strategies and other pertaining

Unified Planning Work Program 2019

available data will also be utilized in prioritizing the congested segments and identifying implementation strategies and performance measures.

- Continue to work on reducing congestion through Travel Demand Management (TDM) strategies such as the Commuter Krewe of Louisiana program and promoting alternative modes of travel such as biking, walking and use of public transit.
- Attend, if available, workshops, conferences and training to improve efficiency and skills under this work program task.

5.4 Performance Measures

- Percent of Person-Miles Traveled on the Interstate That Are Reliable
- Percent of Person-Miles Traveled on the Non-Interstate NHS That Are Reliable.
- Truck Travel Time Reliability (TTTR) Index on the Interstate system
- Annual Hours of Peak-Hour Excessive Delay per Capita on NHS system

5.5 Results/Products

- Congestion Analysis/Mobility Reports and Maps
- Updated CMP
- Implementation of TDM Strategies
- Facilitation of the appropriate committee meetings

5.6 Funding Summary

Funding Source	Amount (\$)
FHWA PL	52,000
CARRY OVER PL	0
FTA 5307	0
FTA 5303	0
CMAQ	0
STP>200K	0
HISPPEN	0
Local Match	13,000
Total Funds	65,000

6 Task A-3: Coordinated Public Transit Human Services

The purpose of this task is to address the Coordinated Public Transit Human Services Transportation Plan as required by FAST Act and foster coordination and communication among all the transit providers in the region.

6.1 Objectives

- To develop and maintain a Coordinated Public Transit Human Services Transportation Plan through a process that includes representatives of public, private, and non-profit transportation and human services providers, as well as the public.

6.2 Previous Work/Accomplishments

- Organized Human Services Transportation Coordination meetings and workshops to provide information on the Human Services Transportation Coordination process. Staff presented on the RTAP program along with the monitoring and installation of security systems on LADOTD owned vehicles;
- Staff worked with the service providers and encourages them to conduct self-assessments;
- Identify challenges and opportunities for coordination;
- Provide the tools and information needed to facilitate the continued development of the Regional Coordination Plan;
- Developed a Coordinated Public Transit Human Services Transportation Plan in 2007 and updated it in 2010;
- Formed Coordinated Public Transit Human Services Transportation steering committee and working group and conducted regular meetings since 2007;
- Conducted survey of all the participants using the "Framework of Action Self-Assessment Tool";
- Facilitated the first ever joint meeting of public and private human services transportation providers in the region, resulting on better coordination and streamlining of regulatory burdens;
- Became the first region in Louisiana to participate in a DOTD pilot program, utilizing Rural Transportation Assistance Funds for transit driver safety training.

6.3 Expected Work

CRPC will

- Continue quarterly meetings with the human services agencies that provide or have clients that need transportation services in the Baton Rouge Area.
- Collect information on transportation services, maintain the regional transportation coordination plan.
- Providing input to the statewide selection process for 5310, 5311, 5316 and 5317 funding.
- Utilize planning efforts from task D-4 for transit and special transportation efforts.

Unified Planning Work Program 2019

- Advocate for the need for public transit across the Capital Region, especially for those who are elderly and disabled.
- Draft a complete update the Coordinated Human Services Transportation Plan document based on feedback from transit providers, riders, and professional transportation planners.
- Assist transit providers with grant applications as needed, including MPO approval letters.

6.4 Performance Measures

- Quarterly Coordinated Public Transit Human Services Transportation working group meetings.
- Updated elderly population, families below poverty and disabled population maps.

6.5 Results/Products

- Updated information on transportation services that are being provided in the Baton Rouge area;
- Updated Coordinated Human Services Transportation Plan;
- Quarterly Coordinated Human Services Transportation meetings;
- Input to the statewide selection process for 5310, 5311, 5316 and 5317 funding.

6.6 Funding Summary

Funding Source	Amount (\$)
FHWA PL	0
CARRY OVER PL	0
FTA 5307	0
FTA 5303	15,000
CMAQ	0
STP>200K	0
HISPPEN	0
Local Match	0
Total Funds	15,000

7 Task A-4: MPO Planning Progress and UPWP

This task addresses periodic reviews, changes, and progress on the short range planning process and changes to the Unified Planning Work Program (UPWP) as required by FAST Act and the previous legislations.

7.1 Objectives

- To conduct short range transportation and transportation-related planning activities with short-term and implementation focus, including the development and administration of Transportation Improvement Program (TIP) and the UPWP.
- To keep the Transportation Policy Committee (TPC), the Technical Advisory Committee (TAC), other committees and the public informed about the status of short range planning activities.

7.2 Previous Work/Accomplishments

- Maintained the TIP through administrative modifications and technical amendments following and conforming to the applicable guidelines of FAST Act, MAP-21 and earlier legislations.
- STBG>200K Project Selection Process
 - Updated the STBG>200K project selection process and scoring guide. Solicited comments and approval of the updated documents from the MPO TAC and TPC. The new documents were officially adopted at the October TPC meeting.
 - Conducted call for projects. Reviewed all the project applications for eligibility. All the eligible projects were scored and prioritized. The results were reviewed by the project sponsors and eventually the selection recommendations were approved by the TPC at the November 2017 meeting.
 - Gathered all the necessary documentation for the local governments on all the selected projects. Reviewed and prepared Stage 0 applications for transmittal to LADOTD.
- Monitored progress of STP>200K and other federally funded projects programmed in the TIP and coordinated with LADOTD and municipalities to ensure their timely implementation.
- Developed, refined and administered UPWP annually.
- Performance Based Planning and Programming
 - Participated in various workshops and seminars to familiarize about the new FHWA Performance Based Planning and Programming (PBPP) requirements.
 - Coordinated with LADOTD in regard to the target setting process for various PM1, PM2, and PM 3 performance measures.
 - Researched best practices for monitoring and communicating about the performance targets.
- Provided technical assistance to Capital Area Transit System (CATS) in implementation of various short and long range activities as described under UPWP Task D4.
- Published information and documents pertaining to the short-range planning activities and solicited input from the public and respective committees.

- Conducted regular meetings of the TAC and TPC to keep the committees and public informed about the short-range planning progress. Other subcommittee meetings were also organized as needed.
- Participated in quadrennial FHWA certification review on February 17th and 18th 2016. Staff compiled all the necessary documents, provided responses, and prepared detailed presentations showing all CRPC activities that were performed since the previous certification review in 2012. Staff also reviewed the draft certification review observations and provided feedback to FHWA.
- Prepared GIS and electronic database of TIP project information and published the same as web-based interactive maps.
- Staff attended workshops, conferences and training to improve efficiency and skills for performing this task.

7.3 Expected Work

CRPC will

- Performance Based Planning and Programming
 - Coordinate with DOTD to set the MPO targets for congestion, pavements, bridges, and air quality performance measures no later than November 16, 2018.
 - Develop a process to monitor/measure the progress towards the performance targets.
 - Develop a performance dashboard showing all the metrics and communicate the results to TAC, TPC, transportation stakeholders, and the general public.
- Continue to evaluate the STP>200K project selection process and update it as needed with input from the TAC and TPC.
- Administer call for STP>200K projects review and analyze the project submittals, facilitate TAC working group meetings, get TPC approval on the final selection, submit the selected projects to LADOTD and incorporate the approved projects to the TIP.
- Continue to monitor and maintain the current TIP and coordinate with ongoing local comprehensive planning efforts.
- Develop, refine and administer UPWP, related federal grants and third-party contracts.
- Continue to conduct TAC, TPC and other committee meetings, keep them informed about the status of short range planning activities, solicit their input and incorporate their recommendations in the planning process.
- Prepare TIP self-certification document for internal purposes to document how the TIP projects address the FAST Act planning factors and monitor performance measures.
- Analyze and prepare Environmental Justice (EJ) profile of the TIP and other planning activities to monitor proportional distribution of benefits and address any identified issues/concerns.
- Continue to support and provide technical assistance to CATS and other public transit agencies.
- Develop annual list of federally-funded obligated highway and transit projects.
- Continue to maintain the GIS and electronic database of the TIP projects and information and publish them on CRPC's website.

7.4 Performance Measures

- Implementation of the STP>200K project selection process
- Updated TIP and UPWP that conforms to federal, state and local requirements
- Documentation of annual list of federally-funded obligated projects

7.5 Results/Products

- PM1, PM2, PM3 targets setting and monitoring process
- Updated TIP and UPWP documents
- TIP self-certification document
- Annual List of Federally-Funded Obligated Projects
- GIS and electronic database of TIP projects and information
- Regular meetings of TAC, TPC, and other sub-committees
- Coordination with public, stakeholder groups and other partners and incorporation of their input in short range planning process

7.6 Funding Summary

Funding Source	Amount (\$)
FHWA PL	76,000
CARRY OVER PL	0
FTA 5307	0
FTA 5303	0
CMAQ	0
STP>200K	0
HISPPEN	0
Local Match	19,000
Total Funds	95,000

8 Task A-5: Non-motorized Planning and Complete Streets

This task addresses Federal requirements of 23 USC. 134(h)(1)(E) to protect and enhance the environment, and promote consistency between transportation improvements, and state and local planned growth and economic development patterns.

8.1 Objectives

- To develop, support and promote plans and projects that increase and improve cycling and walking facilities, improve safety and security of vulnerable roadway users, and create alternative transportation mode choices for all travelers.
- To prepare and evaluate transportation plans so that bicycle and pedestrian facilities are integrated wherever practicable, into the network.

8.2 Previous Work/Accomplishments

- Developed Bike Safety Grant in coordination with DOTD and Bike Ped emphasis area of The Capital Region Transportation Safety Coalition.
- Bike Ped program for Southern University – Meeting with SUPD to discuss future partnership.
- Bike/Ped Counting Program
 - Met to discuss MotionLoft to discuss future bike ped counts
 - Coordinated with DOTD to do Bike counts along the proposed Road Diet on Government. Identified proposed sites to conduct Bike Counts along Government Street.
 - Conducted Bike/Ped Safety Counts in Capital Heights neighborhood
 - Developed project to conduct Bike Ped Counts in North BR (in conjunction with STAAC)
 - Worked with Bike Baton Rouge to conduct manual Bike Counts
 - Served on PRC project committee to develop statewide bike/ped counts
 -
- Discussed data evaluation and Bike Ped methodology with Bike Ped emphasis area Team leads.
- Attended Florida Blvd stakeholders meeting for Road Safety Assessment.
- Met with LSU Health District to discuss future implementation of Bike Ped Infrastructure in the development of the campus.
- Met with LSU State Police to discuss IPIMBA certification.
- Participated in LSU Masterplan conference calls to understand their vision for the campus.
- Staff met with FEMA to discuss the development of Bike Ped Masterplan in Baker and Denham Springs. Developed and reviewed scope of services for Bike Ped Master Plan with LADOTD and consultant. Met with BREC and FEMA to discuss incorporating them into Bike Ped Masterplan for Denham Springs and Baker.

Unified Planning Work Program 2019

- Conducted research on dock less bike share Research and participated in several discussions regarding the same.
- Contacted Crayola for sponsorship for the Bike Ped crayons
- Conducted Conference call with LSUPD and Bike BR regarding Bike Ped Accidents and data.
- Updated Bike Ped Chapter of Long Range Plan
- Participated in Steering Committee to develop Bike/Ped Masterplan for EBR Parish. Participated in kickoff meeting for the East Baton Rouge Parish Bicycle and Pedestrian Masterplan
- Attended Louisiana Smart Growth Summit and participated in roundtable discussion with Seleta Reynolds (how to develop more bikable and walkable communities)
- Attended meeting of Sustainable Transportation Action Committee to discuss their pilot project in the Florida and Ardenwood area.
- Met with DDD to discuss Louisiana Ave. connector.
- Attended Governors Workshop on Community Development
- Attended Lunch and Learn Workshop on Designing streets for Bicycle and Pedestrian Infrastructure
- Met with the Town of Brusly to discuss Bicycle and Pedestrian Counts in conjunction with their Safe Routes to Public Places Program

8.3 Expected Work

CRPC will

- Actively participate and provide input in the development of the East Baton Rouge Parish Bike/Ped Master Plan.
- Baker and Denham Springs Bike/Ped Plans
 - Finalize the scope of work for the development of the bike/ped plans for Cities of Baker and Denham Springs
 - Coordinate with DOTD to set up the project number
 - Issue RFP and solicit proposals from consultants, review and select the qualified consultant to develop these plans
 - Manage and coordinate with the consultants and the local governments to develop the bike/ped plans
- Provide support to an expanded Bicycle and Pedestrian Advisory Committee as they work to update the regional Non-Motorized Plan. Generally, prepare agendas and meeting minutes.
- Prioritize and recommend bicycle and pedestrian infrastructure projects needed to implement non-motorized plans throughout the region; and, as needed for safety improvements.
- Collect and analyze bicycle and pedestrian counts at select locations throughout the region.
- Analyze crash data to develop countermeasures to create safe and attractive cycling and walking environments and to protect vulnerable roadway users.

Unified Planning Work Program 2019

- Promote bicycle use and safety at various community events throughout the region.
- Support and promote planning activities that increase awareness of the public health benefits associated with active transportation. Coordinate with both for-profit and non-profit community partners.
- Identify opportunities and potential projects for joint use of public lands and rights-of-way for bicycles and pedestrians.
- Monitor transportation improvement projects, comprehensive and community plans and land development proposals in the region to ensure the needs of non-motorized travelers is considered where appropriate. In particular, look for improvements that will connect neighborhoods, parks, schools and businesses.
- Assist local jurisdictions in implementing bicycle, pedestrian and livable roadway plans and guidelines. Assist with the incorporation of pedestrian and cycling-supportive design principles in local codes and standards, including complete street policies. Develop sample language where appropriate.
- Assess bicycle and pedestrian access to schools, parks, trails, community centers, transit stops and other key locations.
- Work with local jurisdictions where they have identified road diets and assist with the coordination and design of non-motorized roadway components considering connections to the surrounding neighborhoods and businesses.
- Research national best practices and federal guidance on innovative walk and bike infrastructure. Prepare reports and recommendations to Bicycle/Pedestrian Advisory Committee on recommendations of where innovative strategies could be applied in the region.
- Develop a pedestrian safety action plan in conjunction with East Baton Rouge Parish city officials and local stakeholders
- Conduct Bicycle and Pedestrian Safety Road Audits in conjunction with supporting data for individual counter measures.

8.4 Performance Measures

- Bicycle/Pedestrian Advisory Committee membership expanded to incorporate MPO planning boundary.
- Coordination with various stakeholders.
- Technical assistance provided
- Community Events attended to promote active transportation and safety awareness.

8.5 Results/Products

- Regional Non-Motorized Transportation Plan
- Advisory Committee meetings held.
- Reports/presentations with maps, tables, charts and illustrations in hard copy as well as electronic forms.

8.6 Funding Summary

Funding Source	Amount (\$)
FHWA PL	48,000
CARRY OVER PL	0
FTA 5307	0
FTA 5303	0
CMAQ	0
STP>200K	80,000
HISPPEN	0
Local Match	32,000
Total Funds	160,000

9 Task A-6: Clean Air

This task addresses Federal requirements of 23 USC. 134(h)(1)(E) to protect and enhance the environment, and promote consistency between transportation improvements, and state and local planned growth and economic development patterns.

9.1 Objectives

- To monitor the transportation planning activities and ensure that such activities do not deteriorate the air quality in the five parish non-attainment area.
- To keep the public especially those with vulnerable health conditions informed about air quality through extensive proactive outreach activities.
- To promote use of alternative clean fuels.
- To reduce the number of Single Occupancy Vehicles (SOV) by promoting alternative modes of travel

9.2 Previous Work/Accomplishments

- Staff attended the Baton Rouge Clean Air Coalition (CAC) meetings at the Baton Rouge Area Chamber Offices. Staff provided technical support and presented information about projects related to transportation conformity, CMAQ projects status, Advance Program status and about other air quality related projects.
- Provided technical support to BREC and worked with DOTD closely for CMAQ fund application for the proposed 6.8-mile multiuse bike and pedestrian trail project (Monte Sano Bayou/Exxon Trail project) connecting downtown to north Baton Rouge. In August, \$3.7-million federal dollars were granted to BREC for construction of this trail project.
- Emailed notifications of ozone designation update to all the BRCAC stakeholders.
- Communicated with BRCAC members concerning NO conference and EPA withdrawing the 1-yr stay on designations.
- Attended the Association for Commuter Transportation conference. This international conference was held in New Orleans and focuses solely on Travel Demand Management strategies. Expertise in working with universities, large employers, state and federal agencies and general best practices were taught in peer-to-peer workshops.
- Continued to coordinate with LDEQ and BRCAC and updated the LAERC website.
- Met with DEQ to discuss about the MOVES inputs that will be generated from the regional traffic counting project.
- Coordinated and conducted the declaratory conformity kickoff meeting for MOVE2042 project. Worked on developing the minutes of the meeting.
- Worked with Louisiana Clean Fuels (LCF) and provided technical support on developing the proposed alternative fuel corridor maps in the Capital Region and the state of Louisiana. The maps were used as part of the proposal to USDOT requesting designation of Louisiana Interstates as alternative fuel corridors.

Unified Planning Work Program 2019

- Travel Demand Management Project
 - Facilitated multiple stakeholder outreach meetings with the officials from various state agencies, universities, civic leaders, and large employers throughout the region to educate them and gain support and partnership for the regional Travel Demand Management program.
 - Worked with consulting team and community partners to develop a new brand and marketing strategy for the Travel Demand Management program.
 - Continued to work with LA DOTD and consultant team to review various options for ride matching software platforms for the Travel Demand Management Program.
 - Performed preliminary outreach regarding region-wide vanpooling
 - Researched ride matching software options for regional TDM program
 - Attended various outreach meetings to promote regional TDM program
 - Review marketing study for TDM program
- Reviewed and transmitted second round of vehicle classification data obtained from the regional traffic counting project to LDEQ.
- MOVE 2042 Conformity Analysis
 - Documented the minutes of the MOVE 2042 conformity kickoff meeting and communicated the comments and questions with the AQ IA committee.
 - Prepared the MOVES 2014a input and run spec files for conducting the conformity analysis runs for long range plan update.
 - Conducted AQ IA meeting to review the results of the conformity analysis. Addressed the questions and comments raised by the IA members.
 - Prepared the conformity analysis report and shared with the IA members and publicized it for public comments.
- Supported regional air quality planning initiatives such as the Ozone and PM Advance programs and efforts to identify, quantify, evaluate, implement and track on-road mobile measures to reduce Ozone precursors and Particulate Matter.
- Supported and provided technical assistance to the Baton Rouge Clean Air Coalition (BRCAC) and LCF.
- Staff attended workshops, conferences and training to improve efficiency and skills for performing this task.

9.3 Expected Work

CRPC will

- Continue to monitor changes in the MTP and TIP. CRPC will coordinate interagency meetings if the proposed changes violate the current conformity determination and take necessary action. Any such changes will only be made to the TIP or MTP after obtaining approval from FHWA and EPA.
- Conduct air quality conformity analysis utilizing EPA's MOVES emissions model on the updated MOVE 2042 with I-10 widening project included in it.

Unified Planning Work Program 2019

- Support and coordinate with LDEQ, BRCAC, LCF and other regional stakeholders to develop a manageable, sustainable, and realistic strategies for increasing the availability of Emission Reduction Credits (ERC's). CRPC in coordination with partners will continue to maintain the information management resources to support the program. The following are some of the tasks that will be required to setup the information resource.
- Coordinate with BRCAC partners to
 - Continue to implement public education/outreach on air quality issues especially relating to transportation. This may include presentation, media events, seminars, conferences, and informational/promotional materials.
 - Continue supporting regional air quality planning initiatives such as the Ozone Advance and PM Advance programs.
 - Provide technical assistance to the local governments in quantifying emissions using the MOVES model and preparing air quality reports.
 - Monitor, analyze and comment on regulatory developments at the federal, state and local level related to transportation air quality and report to the affected entities regarding impacts to planning activities.
 - Collaborate and partner with BRCAC and LCF to promote regional clean air activities and provide technical assistance as needed.
- Continue to implement an expanded and rigorous three-year Travel Demand Management (TDM) – Commuter Krewe of Louisiana program in the CRMPO area.
- Provide assistance/information to Louisiana Department of Environmental Quality (LDEQ), if required, regarding the emission reduction potential of Transportation Control Measures (TCM) and Travel Demand Management (TDM) activities related to criteria pollutants and their precursors.
- Coordinate and conduct air quality education, outreach and support programs that inform schools about EPA's school flag program and encourage them to take actions to protect the health of students, especially those with asthma.
- Coordinate with LADOTD and partners to establish 4-year targets not later than November 16, 2018 for CMAQ traffic congestion measures. If applicable, 2-year targets will also be established for non-SOV and total emissions reduction measures.
 - Annual Hours of Peak-Hour Excessive Delay per Capita on NHS system
 - Percent non-SOV Travel
 - Total Emissions Reduction
- Establish 4- year target for GHG measure March 27, 2019 after the date on which the relevant State DOT(s) establishes targets for GHG measure.
- The established target for CMAQ traffic measures and GHG measure should be reported to DOTD in the mutually agreed upon manner/format.
- Attend workshops, conferences and training to improve efficiency and skills for performing this task.

9.4 Performance Measures

- Total Emissions Reduced
- Number of meetings with regional environmental partners
- Implementation of effective TDM strategies

Unified Planning Work Program 2019

- Gallons of natural gas used in the Baton Rouge non-attainment area

9.5 Results/Products

- Updated LAERC website
- Implementation of TDM strategies
- Air Quality analyses and reports using MOVES emission inventory model
- Education and outreach regarding air quality issues
- Meetings with interagency and other regional environmental partners

9.6 Funding Summary

Funding Source	Amount (\$)
FHWA PL	48,000
CARRY OVER PL	0
FTA 5307	0
FTA 5303	0
CMAQ	0
STP>200K	0
HISPPEN	0
Local Match	12,000
Total Funds	60,000

10 Task A-7: Intelligent Transportation System (ITS)

The purpose of this task is to develop, maintain and enhance regional Intelligent Transportation System (ITS) activities to improve efficiency of the transportation network, public transit, emergency response, safety and security in the CRMPO region.

10.1 Objectives

- To update and maintain the regional ITS architecture to ensure that ITS technologies are deployed in manner that will allow for communication, interoperability, and compatibility amongst systems and entities.
- To improve coordination among emergency response agencies, LADOTD, ATMC and other partners through incident management team meetings.
- To pursue advance data collection efforts to develop a data driven Congestion Management Process (CMP), check the performance of existing transportation system, and propose feasible strategies to improve the system performance.
- To continue providing technical assistance to Capital Area Transit System (CATS) in enhancing the Automatic Vehicle Location (AVL) and implementing other transit ITS technologies to improve the performance, reliability, safety and security of the public transit system.

10.2 Previous Work/Accomplishments

- Participated in DOTD ITS section data acquisition meetings and provided input on the MPOs data needs for PBPP. Reviewed the draft scoping report and provided feedback regarding the same.
- CRPC met with various ITS vendors and stakeholders to understand the new elements of the ITS technology that could help improve traffic flow and reduce congestion
- Staff regularly attended the Incident management meetings
- Staff participated in the smart city committee meetings in EBR.
- Staff worked on researching about the autonomous vehicle technology. Made a presentation to the Cajun Clickers, a group of senior citizens about use of technology in transportation planning and how the new wave of autonomous vehicles might transform the aspect of planning.
- Staff worked on writing the ITS sections of the draft MOVE 2042 document.
- Monitored and tweaked as necessary the CATS Automatic Vehicle Location (AVL) system to accurately locate the bus and capture passenger counts.
- Staff provided LTRC staff with transportation data in support of their research project.
- Staff regularly attended the Incident Management team meetings
- Restarted the MPO ITS committee with a new name TSMO subcommittee. This is a sub-committee of the TAC with the main purpose of reviewing and providing input regarding ITS and CMP analysis and products.
- Facilitated and Participated in a several meetings at CRPC with TAC chairman, LADOTD, and ITS Stakeholders to discuss about various ITS initiatives, MPO's data needs and the need for more cooperation and data sharing. Also, discussed about

potential ITS projects in the Capital Region. Staff worked on analyzing the speed data for both recurring and non-recurring congestion as described in detail under task PL A2.

- Reviewed and analyzed 2014 and 2015 travel time databases to understand the extent of recurring versus non-recurring congestion in the Capital Region.
- Met with the personnel from LADOTD ITS and also the ATMC contractor to discuss about strategy to utilize the data for planning purposes and also about LADOTD's upcoming ITS projects in the region.

10.3 Expected Work

CRPC will

- Continue to participate in the IM team meetings and coordinate IM/ITS activities with representatives from local and state law enforcement, emergency response agencies, LAODTD, FHWA, Louisiana Motor Transport Association (LMTA), Motorist Assistance Patrol (MAP), and other relevant entities to improve incident response and clearance times, and implement effective proactive counter measures.
- Coordinate with LADOTD ITS Division staff, the regional Federal Highway (FHWA) ITS representative, the City of Baton Rouge, and the consultants to provide significant input to the regional architecture implementation process by identifying regional stakeholders, existing ITS assets and planned ITS-related projects.
- Continue to provide technical support to CATS in enhancing and expanding the Automatic Vehicle Location (AVL) system and implementing other transit ITS technologies to improve the performance, reliability, safety and security of the public transit users and system.
- Develop a plan of action in coordination and consultation with LADOTD ITS Division staff, the regional Federal Highway (FHWA) ITS representative, the City of Baton Rouge, and the consultants to utilize data from the Baton Rouge and the state ATMC's for performance monitoring and planning activities.
- Continue to analyze the travel time data to check the performance of existing transportation system and propose feasible strategies to improve the system performance.
- Support the efforts for establishing phase II of Intelligent Transportation Systems (ITS) Lab at LTRC. The purpose of the lab is to develop and demonstrate procedures that successfully transform existing ITS data into useful information, and then pass the procedures on to agencies in order to apply them on a routine.
- Pursue the use of Advanced Traveler Information Systems (ATIS) as a Travel Demand Management (TDM) strategy in order to improve the regional mobility by providing real time traffic and incident information to travelers to make alternative route/mode choice decisions.
- Conduct ITS committee meetings to discuss any outstanding ITS issues, status of ITS projects, and promote new ITS projects. Coordinate with the committee to identify couple of pilot projects that could be good candidates for the ATCMTD grant application for FY 2019 funding cycle.
- Attend, if available, workshops, conferences and training to improve efficiency and skills under this work program task.

10.4 Performance Measures

- Number of Incident Management meetings attended

Unified Planning Work Program 2019

- Action Plan to utilize ATMC Data
- Successful ATCMTD grant application for FY 2019.
- Improvements to CATS AVL system

10.5 Results/Products

- Process to utilize the data from ATMC for planning purposes
- Technical assistance to CATS for implementation of transit ITS technologies
- ITS Team Meetings
- ATCMTD grant application for FY 2019 funding cycle

10.6 Funding Summary

Funding Source	Amount (\$)
FHWA PL	44,000
CARRY OVER PL	0
FTA 5307	0
FTA 5303	0
CMAQ	0
STP>200K	0
HISPPEN	0
Local Match	11,000
Total Funds	55,000

11 Task A-8: Title VI Planning

This task ensures that no person will, on the grounds of race, color, national origin, income, gender, age, and disability, as provided by Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 (PL 100.259), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity.

11.1 Objectives

- Comply with the public involvement and environmental justice requirements of the Federal and State regulations.
- Avoid, minimize or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects, on minority and low-income populations.
- Provide specific opportunities for local citizens and citizen-based organizations to discuss their views and provide input on the subject areas addressed in plans, projects or policies of CRPC.
- Ensure full and fair participation by all potentially affected communities in the transportation decision-making process.
- Inform and educate citizens and other interested parties about ongoing CRPC and MPO planning activities and their potential role in those activities.

11.2 Previous Work/Accomplishments

- Staff worked on making a map of potential areas of EJ concern within the MPO area.
- Researched about 508 compliance to accommodate for the visually impaired survivors as part of the transportation needs survey.
- Developed a Title VI plan in 2009 and updated it annually during the subsequent years.
- Implemented the provisions documented in the Title VI plan.
- Prepared annual Title VI report detailing the accomplishments made and submitted it to LADOTD.
- Relocated the TAC and TPC meetings from Bluebonnet Public Library to BREC headquarters on Florida Boulevard and all CRPC meetings are held in accessible locations.
- Provisions were made to accommodate disadvantaged community and Title VI/ADA for all the CRPC meetings and a Title VI/ADA notice is included with all the meeting invites.
- Evaluated public meeting participation in conjunction with the update to the long range transportation plan update (MOVE 2042) for participation in communities that are historically underrepresented in the planning process based on zip code data. In response, staff attended several already scheduled meetings in disadvantaged areas to provide information on the planning process and obtain comments.
- Developed and embedded web-based subscription and complaints form on CRPC's website.
- Evaluated the CRPC building and facilities for compliance with ADA requirements and made suggested improvements to accommodate citizens with disabilities.

Unified Planning Work Program 2019

- Assisted CATS in performing equity analysis for existing and proposed routes.
- Developed and maintained a viable Disadvantaged Business Enterprise (DBE) program in coordination with CATS
- Attended Title VI training, workshops and conferences whenever available and feasible.

11.3 Expected Work

CRPC will

- Maintain, update and use CRPC's database of interested citizens and businesses in Environmental Justice (EJ) areas to facilitate effective outreach to EJ populations.
- Monitor, evaluate and implement EJ and Title VI compliance guidance and requirements for all CRMPO plans, programs and activities.
- Continue to update the Title VI plan as needed and required.
- Continue to prepare annual Title VI performance reports.
- Participate in regional initiatives to broaden the discussion and understanding of transportation's impact on disadvantaged citizens and identify possible ways to minimize, avoid or mitigate potential disproportionate adverse impacts on them.
- Continue to hold all the meetings at accessible locations to disadvantaged citizens.
- Continue to accommodate disadvantaged citizens at all the meetings and also include support information with all the meeting notices.
- Develop easy to understand citizens guide to transportation planning as described under Task A1 and ensure that it is disseminated to disadvantaged citizens and to citizens in EJ areas.
- Continue to enhance Title VI/ADA expertise by attending webinars, seminars, training sessions and conferences.
- Coordinate with CATS to support and maintain their DBE program.
- Develop process for addressing DBE participation in collaboration with LADOTD.
- Collect, analyze and update data on population, housing, employment and other demographics and prepare maps depicting distribution of EJ and ADA citizens.
- Perform Limited English Proficiency (LEP) analysis to understand the LEP demographic composition and distribution in the CRMPO area and assess the need to develop and implement a LEP plan.

11.4 Performance Measures

- Updated Title VI/Environmental Justice/ADA database
- Annual Title VI performance report
- Completion and dissemination of citizens guide
- Increased outreach targeting disadvantaged population

11.5 Results/Products

- Updated Title VI Plan

Unified Planning Work Program 2019

- Annual Title VI Report
- Updated data and maps of disadvantaged population demographics
- LEP analysis
- Citizens guide to transportation planning
- Education and outreach targeting disadvantaged population

11.6 Funding Summary

Funding Source	Amount (\$)
FHWA PL	16,000
CARRY OVER PL	0
FTA 5307	0
FTA 5303	0
CMAQ	0
STP>200K	0
HISPPEN	0
Local Match	4,000
Total Funds	20,000

12 Task A-9: Model Enhancement

The purpose of this task is to continue to review and analyze existing travel demand and air quality models in order to determine feasible enhancements to the modeling procedures that are used in CRMPO study area.

12.1 Objectives

- To conduct demographic analysis to determine both the baseline and future land use and economic development patterns in the CRMPO study area and use the results of this analysis in developing or refining the regional travel demand model.
- To refine in-house model run capabilities and research the state of the art practice in travel demand modeling and the capabilities to simulate interaction of land use and regional transportation system.
- To refine in-house model run capabilities and research the state of the art practice in air quality modeling and the capabilities to simulate interaction of proposed transportation improvements and air quality.
- To perform air quality, regional travel demand, and micro simulation model runs for existing and future projects as requested.

12.2 Previous Work/Accomplishments

- MOVE 2042 model development
 - Completed calibrating and validating the model for the 2015 base year and developed a tech memo documenting the model development process.
 - Updated the User Interface for the TransCAD model
 - Completed coding the test projects to the model network and modeled the deficiency analysis for 2042.
 - Modeled the three test scenarios of MOVE 2042. Analyzed and compared the results for totally VMT, VHT, VHD, and average speed.
 - Developed MOVES 2014a input and run spec files and modeled various scenarios to estimate the VOC and NOx emissions for 2022, 2027, 2032, and 2042.
- Staff worked on modeling the projects proposed as part of the BTR tax proposal to quantify the combined benefits of these projects. Staff reviewed the results with EBR Department of Transportation and Development.
- Staff provided modeling support to Livingston Parish in modeling numerous project scenarios the Cook Rd Extension Project.
- Communicated with candidate consultants for questions regarding the Regional Traffic Counting Program and locations of counts to be conducted in the area
- Participated in meetings and provided assistance regarding the modeling of the I-10 Frontage Rd concept between Highland Rd and LA 73 in Ascension Parish. Reviewed the results and documented the benefits of the concept in simple terms. Met with legislative delegation and elected officials from Ascension Parish and presented the results to them.
- Analyzed the concept of Texas U-turn for Frontage Road development along I-10 between Highland Rd and LA 73 as an option comparing with the lane widening of Interstate. The length of studied Frontage Road for modeling is about 6.08 miles and

Unified Planning Work Program 2019

one-way one-lane with turning bays on each side of I-10 Highway. Location map and LOS comparison maps about analysis results were created

- Conducted LA 1 existing and future traffic study. The corridor on LA 1 is from Avenue G to Rosedale Road in Port Allen. LA 1 is a 4-lane divided principal arterial. For the most part the three major signalized intersections are 2 lane bi-directional roadways.
- Conducted Florida Blvd traffic improvement study from Airline Hwy to Walker. The improvement analysis also compared the traffic impacts to interstate (I-12) as well as Greenwell Springs Rd to Lockhart in Denham Springs.
- Continued providing support to LADOTD in modeling numerous project scenarios for the following projects:
 - I-10 widening with re-configure ramps at Washington St/Dalrymple Dr. including a Taxes U-Turn in between - DOTD
 - US 61 Corridor (LA 44 - LA 939) Traffic Volume projection and LOS - DOTD
 - Churchpoint Rd and Roddy Rd. Traffic projection
 - Dijon Ave Phase II (Midway - Bluebonnet)
 - I-110/Terrace Exist Ramp
 - LA 44 Corridor (I10 - LA22)
 - Groom Rd (LA 19 - Plank Rd)
 - Plank Rd Corridor Enhancement (Harding St - N. 22nd)
 - Perkins Rd (Pecue - Siegen)
 - Hooper Rd (Blackwater - Sullivan)
 - Wax Rd/Magnolia Bridge (Sullivan Rd - Greenwell Springs)
 - Old Hammond Hwy (Blvd De Province – O’Neal Ln)
 - Mickens Rd (Hooper Rd - Lanier Dr)
 - North Blvd Corridor Enhancement (N 19th St – S. Foster Dr)
 - Florida Blvd Corridor Enhancement (I-110 – Airline Hwy)
 - Tiger Bend Rd (Jones Creek to Antioch)
 - College Dr Corridor Enhancement (Perkins - I-10)
 - Lee Dr (Highland-Perkins)
 - Nicholson Dr (Brightside - Gourrier)
 - AM & PM Peak Period LOS along Airline Hwy (Plank Rd - Florida Blvd.)
 - I-10 widening from LA73 to Highland
- Modeled various E+C and plan scenarios and prepared custom maps in ArcGIS for publishing the same on CRPC’s website to support stakeholders and public request.
- Worked on learning the MOVES model for helping the local entities in quantifying VOC and NOx emissions in support of their CMAQ project application(s). Assisted local entities with project level emissions analysis to support their application for CMAQ project calls in 2016, 2014, and 2012.
- Development and Calibration of the CRMPO Metropolitan Transportation Model starting in 1992.
- Coordinated with LDEQ, LADOTD, and FHWA to expand the model and produce the VMT data required for analysis and submittal of MOVES based re-designation package to EPA. The tasks that were performed as part of this work effort are listed under Task A-6.

- Performed air quality analysis and prepared reports for Capital Area Transit System's (CATS) CNG and service expansion projects, East Baton Rouge's signal synchronization project phase VI and West Baton Rouge's multi-use trails project during the 2012 LADOTD CMAQ call for projects. CRPC has performed project level air quality analyses and reports since the 90's.
- Provided technical support to the Air Quality Interagency Committee members in reviewing, analyzing and troubleshooting MOBILE6.2 vehicle registration input data
- Researched and initiated development of model-user agreement document in coordination with FHWA to ensure quality control and consistency in regional travel demand runs.
- Attended training, workshops and conferences to enhance modeling skills.

12.3 Expected Work

CRPC will

- Continue to update and refine databases of regional growth and transportation networks for the preparation of future MTP updates and amendments associated for the existing MTP.
- Continue to refine in-house model run capabilities and research the state of the art practice in travel demand modeling and the capabilities to simulate interaction of land use and regional transportation system.
- Perform travel demand model analysis for the MOVE 2042 horizon years 2022, 2032, and 2042, and the air quality attainment year 2027 as part of the MOVE 2042 update to include the I-10 widening project.
- Perform air quality conformity analysis utilizing EPA's MOVES emissions model for the same analysis years mentioned above.
- Perform regional travel demand model runs for alternative or sub-area analysis as requested.
- Perform air quality analysis and quantify emission benefits for projects as requested. CRPC staff will try to keep track of other projects/efforts being implemented in region and quantify air quality emission reductions for applicable projects.
- Conduct Macro and Micro simulation traffic ana
- Coordinate with LADOTD and FHWA and finalize the model-user agreement in order to have documented process to ensure quality control and consistency in regional travel demand runs.
- Attend workshops, conferences and training to improve efficiency and skills for performing this task.

12.4 Performance Measures

- EPA air quality model MOVES Runs
- Regional Travel Demand Model Runs
- Completion of the model-user agreement

12.5 Results/Products

- Updated GIS based travel demand model
- MOVE 2042 Update Travel Demand Model and Conformity Results
- Regional travel demand, air quality, and micro simulation models
- Completed model-user agreement

12.6 Funding Summary

Funding Source	Amount (\$)
FHWA PL	45,600
CARRY OVER PL	0
FTA 5307	0
FTA 5303	0
CMAQ	0
STP>200K	0
HISPPEN	0
Local Match	11,400
Total Funds	57,000

13 Task A-10: Safety and Security Planning

The purpose of this task is to reduce the human and economic toll on the region's multi-modal transportation system due to traffic crashes through widespread collaboration and an integrated 4E (Engineering, Enforcement, Education and Emergency Response) approach.

13.1 Objectives

- To ensure safety is a major goal, with commitment to it at the highest level identify the needed safety improvements in the transportation system and identify performance measures.
- To collaborate with regional safety stakeholders and keep them engaged throughout the planning process.
- To collect and analyze safety data to identify specific transportation safety areas, issues, and feasible solutions.
- To routinely monitor safety programs and projects to evaluate successes or identify course corrections, assess progress towards performance targets, and use tracking information to continually revise and refine the planning process.
- To work with State and Federal agencies and address multi-modal security planning.

13.2 Previous Work/Accomplishments

- Staff conducted detailed crash analysis on various corridors not limited to Choctaw, Florida Blvd based on the requests from CRTSC and other stakeholders. Some of the analyses done were to provide support documentation for EBR project applications.
- Performed segment and hot-spot analysis of crash data per requests from DOTD and local communities and prepared visual display maps utilizing advanced visualization techniques.
- Staff worked on analyzing and developing local road safety plans for Ascension and Livingston parishes.
- Staff provided assistance in conducting various safety outreach activities for all the CRTSC emphasis areas. The following are some of the outreach activities.
 - No Refusal events
 - Impaired driving educational video development
 - Sudden impact demonstrations in schools and colleges
 - Free child safety seat belt check events
 - Distracted driving education events in various schools and colleges
- Assisted and provided input to local governments regarding the new safe routes to public places grant application for submittal to LADOTD. Coordinated with LADOTD to get the latest crash data for bicyclists and pedestrians in East Baton Rouge Parish. Received, reviewed, and analyzed the data to provide the requested information to EBR parish in support of their project applications.
- Participated in Louisiana Traffic Crash Data Briefings at TTEC, workshops, and attended the Every Day Counts webinar at FHWA.
- Participated in LADOTD Road Safety Assessment (RSA) process to identify road safety deficiencies and risk characteristics and proposed cost effective counter measures.

Unified Planning Work Program 2019

- Promoted the Safe Routes to School program and provided technical assistance to local governments in applying for these projects.
- Coordinated and participated in the Capital Region Transportation Safety Coalition (CRTSC) Meetings. Participated and provided input in drafting the action plans for all the CRTSC emphasis areas. Conducted Impaired Driving events in conjunction with Live After Five to survey area drinkers regarding their perceived level of impairment, measure and inform them on their alcohol blood alcohol content (BAC) readings, and educate them on the dangers of impaired driving.
- Hosted a High School Video Contest aimed at educating youth about road safety before bad habits can be formed. Extend a formal invitation to all students in grades 9-12 in the parishes of Ascension, E. Baton Rouge, Iberville, Livingston, and W. Baton Rouge to participate in the contest. The contest focused on bicycle and pedestrian safety and the responsibility of everyone – including drivers – to share the road safely. Louisiana's goal is "Destination Zero Deaths" on our roads.
- Established safety as a decision factor for the selection of transportation projects by including safety as a goal in the Metropolitan Transportation Plan (MTP) 2037 and considering it in the scoring and ranking process. This plan was adopted by the TPC on January 29, 2013 contingent upon passing and approval of the air quality conformity analysis.
- Provided technical support to CATS in developing and launching the Automatic Vehicle Location (AVL) system. AVL system provides benefits to transit users through reduction in wait times and increasing their feeling of security.
- Conducted a very aggressive and successful Capital Region Bicycle & Pedestrian Safety Campaign and developed materials to assist Parishes, Municipalities and Citizens to improve bike and pedestrian safety.
- Conducted free one hour bike classes in association with Bike and Pedestrian Associates to improve safety while riding bike on the street, in bike lanes or on multi-use trails.
- Solicited consultant services for complete streets road diet stage 0 study on Government Street between I-110 and Jefferson Highway. CRPC also promoted and attended the Government Street complete streets demonstration project "Better Block BR " hosted by the Mayor's office of the City of Baton Rouge - Parish of East Baton Rouge, Center for Planning Excellence, and Mid City Redevelopment Alliance.
- Partnered and coordinated with regional safety stakeholders and participated in various stakeholder meetings, trainings, and workshops.
- Conducted monthly Bicycle and Pedestrian Advisory Committee meetings to discuss about the bike/pedestrian projects, promote alternative modes of travel, and bike/pedestrian safety.

13.3 Expected Work

CRPC will

- Coordinate and participate in the Capital Region Transportation Safety Coalition (CRTSC) Meetings and outreach events. Support CRTSC in the implementation of regional safety action plans to improve safety in the capital region. Participate in the development of Parish safety plans.
- Continue to establish safety as a decision factor for selection, scoring and ranking of transportation projects in the Congestion Management Process (CMP), Transportation

Unified Planning Work Program 2019

Improvement Program (TIP), Metropolitan Transportation Plan (MTP), and other planning processes or documents.

- Continue to collaborate with LADOTD, collect crash data and analyze the data to identify high crash intersections, corridors and other hot spots for all modes of travel. It is important to identify the crash locations for all modes even if some modes do not have high number of crashes.
- Continue to participate in LADOTD Road Safety Assessment (RSA) process to identify road safety deficiencies and risk characteristics and propose cost effective counter measures to improve safety.
- Continue to conduct a very aggressive Bicycle & Pedestrian Safety Outreach and develop materials to assist Parishes, Municipalities and Citizens to improve bike and pedestrian safety.
- Continue to conduct monthly Bike and Pedestrian Advisory Committee meetings to discuss and promote various non-motorized activities in the region. CRPC in coordination with BPAC and other regional stakeholders will review road improvements planned in the MPO area and encourage incorporating complete streets elements to relevant projects.
- Continue to provide technical support to CATS in enhancing and expanding the Automatic Vehicle Location (AVL) system. AVL system provides benefits to transit users through reduction in wait times and increasing their feeling of security.
- Monitor safety performance and evaluate safety programs and policies by tracking the progress of the regional safety improvements and also using quantitative data analysis methods.
- Continue to collaborate with regional safety partners and stakeholders and promote complete streets policies, and regional safety priorities and objectives outlined in the State Highway Safety Plan (SHSP).
- Coordinate with Local Technical Assistance Program (LTAP) and LADOTD to promote Local Road Safety Program (LRSP) and Safe Routes to Public Places programs to increase local community participation in roadway safety and to develop and implement road safety improvements on public roads under parish or municipal jurisdiction. CRPC staff will provide technical assistance to the local governments applying for these safety programs.
- Participate in the State's Traffic Records Coordinating Committee, Incident Management meetings.
- Continue to work with Federal and State agencies, and other regional stakeholders in addressing security planning policies and activities.
- Attend, if available, workshops, conferences and training to improve efficiency and skills under this work program task.

13.4 Performance Measures

- Identification of high crash locations through crash data analysis
- Number of regional safety stakeholder meetings, workshops and conferences attended by CRPC staff
- Implementation of Regional Safety Plan

13.5 Results/Products

- Crash data analysis and report identifying multi-modal high crash locations
- Coordination with various regional safety stakeholders on various safety programs and initiatives
- Technical assistance to CATS for expanding and enhancing AVL system and other safety and security initiatives
- Regional Safety Plan

13.6 Funding Summary

Funding Source	Amount (\$)
FHWA PL	36,000
CARRY OVER PL	0
FTA 5307	0
FTA 5303	0
CMAQ	0
STP>200K	0
HISPPEN	0
Local Match	9,000
Total Funds	45,000

14 Task A11: Development of Transportation Plans & Programs

The purpose of this task is to evaluate, support, analyze and implement multi-modal transportation plans and programs that foster accessibility, mobility, safety and other FAST Act planning factors.

14.1 Objectives

- To promote programs that preserve and use the existing transportation facilities more efficiently.
- To develop plans, programs and projects that addresses movement, safety and security of freight on a multi-modal scale.
- To develop plans, programs and projects that addresses movement, safety and security of passengers on a multi-modal scale.
- To study and understand the overall social, economic, energy, and environmental effects of transportation planning decisions.
- To improve communication and foster collaboration among various freight and passenger multi-modal stakeholders.

14.2 Previous Work/Accomplishments

- Coordinated with LADOTD and kicked off a three-year region-wide Ride Share and Travel Demand Management (TDM) program. The goal is to reduce vehicular congestion and vehicle emissions through a reduction in the number of Single Occupant Vehicle (SOV) commuter trips throughout the region.
- Coordinated with major transportation stakeholders and participated in meetings with local elected officials to discuss about regional priorities that needs to be addressed in the development of the MOVE 2042 long range plan. Conducted various modeling scenarios to developed a financially constrained long range transportation plan.
- Participated in meetings, provided input and technical assistance to the Parish and consultants working on implementation of the MOVE Ascension project.
- Participated in meetings, provided input and technical assistance to the Parish and consultants working on the proposed Better Transportation and Roads (BTR) in EBR.
- Participated in various meetings to discuss about multi-modal transportation projects in the Capital Region. Some of the projects are as follows:
 - I-10 Widening in ASC, EBR, and WBR Parishes
 - Baton Rouge – New Orleans Rail
 - I-110: Interchange Modification @ Terrace
 - BUMP
 - LA 1 connector
 - BRT Lite / Express Routes on Florida, Plank, and Nicholson Dr
- Staff continued to participate in various discussions and meetings with local governments, state, and federal partners to provide input in the post flood response and recovery planning processes.

Unified Planning Work Program 2019

- Maintained, administered, and directed the Louisiana Supply Chain Transportation Council (SCTC).
 - Coordinated and executed monthly meetings of the SCTC and monthly calls of the executive committee.
 - SCTC formerly recognized by the Louisiana legislature and tasked with submitting a report on making Louisiana's economy more resilient to disaster through improvements to commercial and workforce transportation via Senate Concurrent Resolution 9.
 - Worked on securing funding for the SCTC
 - Present on the work of the SCTC at the 2018 Inland Marine Expo in May.
- Staff performed technical analysis to support requests from LADOTD, Local Governments, and Stakeholders. Some of the projects include:
 - I-10 Widening between LA 415 in WBR and I-10/I-12 Split
 - Projects in EBR's Better Road Transportation (BTR) tax proposal
 - I-110@Terrace Ave Exit Ramp
- Completed analysis of the pavement condition data for Ascension Parish. Developed a three-year maintenance program to optimally program limited maintenance dollars and presented it to the Parish officials.
- Initiated work on analyzing and developed data driven maintenance program for East Baton Rouge Parish similar to the one developed for Ascension.
- Met with FHWA and local governments to discuss about Storm-Related Transportation Needs and ER Maps.
- Participated in discussion about coordination between the BRAC study elected officials outreach and upcoming MOVE 2042 agency consultation meetings.
- Met with CRISIS coalition and the Baton Rouge Area Chamber to discuss further about the information they requested about the transformational projects. Reviewed the results from the transformational projects analysis conducted for CRISIS coalition in Dec 2015. Compared the no-build and build scenarios to identify the various benefits that each of the project provides.
- Cohosted and participated the Capital Region Governor's Regional Task Force Meeting to gather local input in to the statewide process.
- Coordinated with many regional stakeholders and elected officials to identify critical transportation needs and provided technical support as and when needed.
- Collaborated with New Orleans Regional Planning Commission (NORPC) and Baton Rouge Area Foundation (BRAAF) and co-sponsored the Baton Rouge - New Orleans passenger rail study.
- Provided technical assistance and support to local agencies with various federal/state transportation programs project submittals.

14.3 Expected Work

CRPC will

- LA 30 Environmental Assessment

Unified Planning Work Program 2019

- Scope of Work (SOW): MPO staff in coordination with DOTD develop a scope of work for this project.
 - DOTD Project Number: Transmit the draft scope of work for DOTD review and comments. Incorporate any comments received and finalize the SOW. Request a project number once the scope is finalized.
 - Local Match Agreements: Work with the Municipalities and Parishes benefited by the project to come up with a methodology to determine the local match portion for this project. Work on getting local match agreements from the entities.
 - Request for Proposals: Develop RFP and advertise for selection of a consultant for performing EA on this corridor. Review the proposals and select a qualified consultant team.
 - Notice to Proceed: Coordinate with DOTD to get a Notice to Proceed for initiation of the work on this project. Work with the selected consultant team to finalize the SOW and the timeline and commence work on this project.
- Continue to analyze, support and implement any transportation projects that increase connectivity, accessibility, mobility, safety and security in the region.
 - Continue to meet and solicit with local elected officials, transportation stakeholders, and public at large to identify critical transportation needs and provided technical support as and when needed.
 - Continue to coordinate with local governments and develop a regional Pavement Management Strategy (PMS) to collect pavement condition information, analyze the data and efficiently preserve the transportation system.
 - Analyze the effect of transportation planning on land use and development, and the consistency of transportation plans and programs with short-term and long-term development plans.
 - Work with all the transit agencies in the region to expand, enhance and to increase the use of such services.
 - Continue to assist and support local agencies with Transportation Alternatives Program (TAP), Safe Routes to Public Places, Louisiana Roads Safety Program and any other federal or state programs.
 - Analyze the issues with and identify the needs for connectivity, safety, security, and accessibility of all the transportation modes (automobiles, transit, bike and pedestrian).
 - Analyze preservation of right-of-way for construction of future transportation projects.
 - Continue to maintain, administer, and direct the Louisiana Supply Chain Transportation Council (SCTC).
 - Continue to identify potential resources for the SCTC and continue to try to secure funding to generate a report for the Louisiana Legislature and to sustain the council after the initial report is generated
 - Generate a final written report for the Louisiana legislature and DOTD with recommendations on improving commercial and workforce transportation to make Louisiana's economy more resilient to disaster.

Unified Planning Work Program 2019

- Coordinate with LADOTD to establish 4-year performance targets for the Interstate System and non-Interstate NHS pavement condition measures and NHS Bridge Condition measures no later than November 16, 2018
- Attend, if available, workshops, conferences and training to improve efficiency and skills under this work program task.

14.4 Performance Measures

- Number of meetings with elected officials and stakeholders
- Number of parishes with data driven maintenance programs
- Number of SCTC meetings
- Secure funding for the SCTC
- Generate final written report for the Louisiana Legislature and DOTD by March 1, 2019

14.5 Results/Products

- Established targets for pavement and bridge performance measures
- Data driven pavement maintenance programs
- Pavement Management Strategy and Process
- Technical assistance to local agencies regarding various federal/state transportation programs
- SCTC final report

14.6 Funding Summary

Funding Source	Amount (\$)
FHWA PL	130,000
CARRY OVER PL	0
FTA 5307	0
FTA 5303	0
CMAQ	0
STP>200K	0
HISPPEN	0
Local Match	32,500
Total Funds	162,500

15 Task A13: Data Development and Maintenance

The purpose of this task is to collect, maintain and analyze regional information on all topics including but not limited to, census, land use and related data that will be needed for regional demographic forecasting, transportation planning, land use planning, air quality planning, emergency planning, Title VI and economic development efforts.

15.1 Objectives

- To be central repository of regional census, land use, transportation, transit, bicycle and pedestrian, and any related datasets.
- To assist member governments in developing and coordinating a comprehensive GIS database.
- To analyze and create various static and web based maps that will assist on various topics including but not limited to transportation, land use, safety, air quality and title VI planning.

15.2 Previous Work/Accomplishments

- Collected/procured, and analyzed regional information on topics including but not limited to census, land use, pavement condition, travel time, and related data that will be used in regional demographic forecasting, transportation planning, land use planning, air quality planning, emergency planning, Title VI and economic development efforts.
- Created numerous static themed cartographic maps for planning and presentation purposes. The general mapping areas include the following:
 - Transit routes and bus stops
 - Census demographic maps such as population density, income distribution, age distribution, major employment centers etc.
 - Transportation Improvement Program
 - Title VI and ADA
 - MTP and TIP projects
 - Congested corridors
 - Land use information
 - Traffic counts
 - Crash data
- Following are some of the specific GIS analysis and maps that were performed in FY 2018
 - Historical New House Construction Permits and Density Analysis for EBR (1950-2016)
 - Identify and Map all Intersection related Pedestrian and Bike Crashes (5-yr) within EBR Boundary - EBR
 - Identify and Map all Pedestrian Bike related fatal and severe injury crashes occurred at Street Intersection within EBR Boundary - EBR
 - Identify and Map Traffic Crash Hot-spots (density) in 5-yr along Choctaw Rd. Traffic Crash
 - Identify and Map Adjudicated Properties in the City of Baker
 - Population and Employment Data by TAZ for ASC
 - GIS Data for Ascension East Bank Regional Sanitary Sewer System - ASC
 - Roadway System Inventory Map - ASC
 - Poverty level analysis in 1-mile buffer along Florida Blvd. within Livingston Boundary - LIV

Unified Planning Work Program 2019

- Identify and Map Bicycle Crashes Stratified by Severity in a half-mile radius centered w Louisiana Ave/I-110
- Land Use Map Update - Baker
- Roadway System Inventory Map - Baker
- Land Use Map - City of Plaquemine
- Major Roadway Inventory and Traffic Data Map - City of Plaquemine
- I-110/Terrace Exist Ramp Drawing and Maps
- MPO Roadway System Inventory Map - LTRC
- Ascension Roadway System Inventory Map - ASC
- Population Density wi a 3-mile radius of Woodside Landfill
- Identify and Map Pedestrian and Bike Crashes (5yr) along Swan Ave in 2-mile buffer
- Identify and Map Traffic Crashes (5yr) along Main St. - WBR
- Identify and Map Traffic Crashes (5yr) along St. Francis St. - WBR
- Identify and Map _Pedestrian/Bike Crashes and locations in the study area (2012-2016) - CPEX
- Identify and Map _Fatal Crashes (all) including Pedestrian/Bike related fatal crashes in the study area (2012-2016) -CPEX
- Identify and Map Pedestrian/Bike Crashes stratified by Severity (2012-2016) - CPEX
- Identify and Map All Crashes in the Study Area Stratified by Severity of Crashes (2012-2016) - CPEX
- Identify and Map Crashes involving with Children Under 18 Stratified by Severity (2012-2016) - CPEX
- Identify and Map Pedestrian/Bike Crashes involving with Children under 25 (no named crash for kids under 18) (2012-2016) - CPEX
- Identify and Map Crashes (5-yr) Occurred on Buddy Ellis Rd. in 300ft Radius of Intersection Buddy Ellis Rd/Juban Rd
- Identify and Map Crashes by severity along I-10 from US61/Exit 187 to Ascension/St. James Parish Line
- Participated in the Louisiana Geographic Information Council meetings.
- Provided technical assistance to local governments, private and non-profit organizations.
- Continued mapping assistance to the municipalities of Baker and Denham Springs to support disaster recovery planning efforts.
- Refined regional forecast of population and employment data for 2015, 2022, 2032 and 2042 as part of MTP 2042 Update using various data sources such as census data, LSU population estimates, Woods and Poole, InfoUSA and lastly but most importantly input from local governments and public.
- Created web based maps using the Google Maps API and published various maps such as the MTP, TIP, Transit, Bicycle/Pedestrian, Congested corridors, traffic count and boundary maps. This tool utilized the power and features of Google maps and helped public visualize and understand the above published data. The public were also provided the option to download high resolution PDF maps.
- Received and reviewed 2015 speed data from HERE. Staff worked on developing a correlation between HERE links and logical CMP segments.
- Continued to work on researching and analyzing census and socio-economic data in preparation for the upcoming long range plan update.
- Continued to tweak the analysis expressions in the pavement analysis tool and created different alternatives for budget scenarios for each entity in the MPO area. Modified the analysis expressions to reflect change in distress intensity.

Unified Planning Work Program 2019

- Staff continued to assist CATS with updating the transit stops and routes in preparation for the 2018 service change implementations. Staff also conducted various GIS analyses to support development of service equity analysis.
- Researched the use of Adobe Illustrator and ArcGIS to Adobe Creative Cloud to enhance the visualization of various mapping products.
- Worked on geocoding building permits data received from several municipalities and parishes.
- Procured a database server to manage various regional databases and host data driven web applications.

15.3 Expected Work

CRPC will

- Continue to collect, maintain and analyze regional information on topics including but not limited to, census, land use and related data that will be used in regional demographic forecasting, transportation planning, land use planning, air quality planning, emergency planning, Title VI and economic development efforts.
- Coordinate with local governments that do not have GIS system and assist them in developing GIS databases of their comprehensive/master plans and any other data they need.
- Coordinate with all the local governments and develop regional land use geodatabases.
- Continue developing cartographic maps as listed in section 7.2 above, for planning and presentation purposes.
- Enhance the web based GIS mapping tool by making it more efficient and publishing additional maps.
- Update the traffic count map and make it available on the website.
- Obtain updated crash data, geocode and perform detailed analysis to identify high crash corridors and intersections, bicycle and pedestrian crash locations, locations by injury type etc. and assist in safety planning.
- Update roadway, transit, bicycle/pedestrian GIS data.
- Coordinate with various agencies such as LAGIC, FEMA, USGS, DHS etc. to understand and use their data for regional planning purposes.
- Attend, if available, workshops, conferences and training to improve efficiency and skills under this work program task.

15.4 Performance Measures

- Compilation of regional land use data and maps
- Enhanced web based GIS interface
- Organized and structured geodatabases
- Number of local entities assisted in developing GIS databases of comprehensive plans

15.5 Results/Products

- Cartographic maps

Unified Planning Work Program 2019

- Organized and structured geodatabases
- Web based GIS interface
- Regional land use GIS data
- Updated roadway, transit and bicycle/pedestrian data
- Updated traffic count map

15.6 Funding Summary

Funding Source	Amount (\$)
FHWA PL	66,498
CARRY OVER PL	0
FTA 5307	0
FTA 5303	0
CMAQ	0
STP>200K	0
HISPPEN	0
Local Match	16,624
Total Funds	83,122

16 Task B1: Land Use, Socio-Economic and Environmental

The purpose of this task is to collect, maintain and analyze regional land use, socio-economic and environmental data that will be used in regional demographic forecasting, transportation planning, land use planning, air quality planning, emergency planning, Title VI and economic development efforts.

16.1 Objectives

- To collect, maintain and analyze regional land use, socio-economic and environmental data to support CRPC's program initiatives and work tasks elaborated in this Unified Planning Work Program (UPWP).
- Participate and provide input to parishes and larger municipalities in the development of local comprehensive plans
- Provide guidance and technical assistance to smaller municipalities on land use and zoning issues.

16.2 Previous Work/Accomplishments

- Provided land use and zoning technical assistance to the City of Baker planning commission. Met with the City of Baker to provide guidance on their strategic planning initiatives and provided assistance to update their zoning map to include newly annexed areas and to include recent zoning amendments.
- Attended initial FEMA-led disaster recovery planning and steering committee meetings in the City of Denham Springs, City of Baker and Tangipahoa Parish.
- Provided data and technical assistance to the City of Denham Springs in their recovery planning process.
- Worked with the Mayor of Plaquemine to address land uses along the LA-1 corridor. This project involves categorizing land uses, evaluating zoning districts and making recommendations for possible code amendments to align Plaquemines ordinances with their community vision along this corridor.
- Facilitated several land use technical training courses for Planning Commissioners in the Capital Region.
- Performed land use survey and analysis for the city of Plaquemine along the LA-1 corridor. Used survey to develop a series of land use and zoning recommendations along the LA 1 corridor and throughout the city.
- Met with the town of Livingston to discuss future land use plans as related to the US 190/Florida Blvd corridor
- Met with the City of Baker to review zoning code and zoning classifications throughout the city. Discussed potential future land use changes.
- Worked with the City of Denham Springs to discuss Recovery Plan implementation, particularly their desire to revitalize the Florida Blvd corridor and Main Street area. Established working group to assist in the development of a strategic land use/transportation plan for the Denham Main Street.

- Staff continued to meet with local governments and staff to evaluate future growth trends/needs for the community and began land use planning discussions and technical assistance needs.

16.3 Expected Work

CRPC will

- Continue to collect, maintain and analyze regional information on topics including but not limited to, census, land use and environmental data from disparate sources as explained above that will be used in regional demographic forecasting, transportation planning, land use planning, air quality planning, emergency planning, Title VI and economic development efforts. CRPC will also pursue to expand the list of data sources and also compile this data into user-friendly and accessible products both for internal use and to the public.
- Solicit professional services and data from local Parishes and Municipalities that have a robust planning and GIS capabilities.
- Provide technical assistance to Parishes and Municipalities that need help with planning, zoning, or developing and maintaining electronic/GIS databases of their comprehensive/master plans .
- Coordinate with local governments to develop and maintain a regional land use and socio economic databases.
- Continue to gather input about local growth projections from the member governments to establish future control totals and develop realistic demographics forecasts for use in planning purposes.
- Download the 2010 census data sets as they become available, analyze and organize into user-friendly products and make them available to member governments and public. A comparative analysis with the previous decennial census data will also be performed to understand the shifts and trends of various socio-demographics attributes.
- Gather and maintain a repository of environmental data from various local, state and federal sources including but not limited to Environmental Protection Agency (EPA), Louisiana Department of Environmental Quality (LDEQ), Federal Emergency Management Agency (FEMA) and Governors Office of Homeland Security and Emergency Preparedness (GOHSEP).
- Solicit third party professional or member government services to implement portions of this task, if necessary.

16.4 Performance Measures

- Compilation of regional census, land use and environmental data
- User-friendly and accessible data products
- Number of member governments assisted in developing GIS databases of comprehensive plans

16.5 Results/Products

- Repository of regional census, land use and environmental data
- User-friendly and accessible data products

Unified Planning Work Program 2019

- Regional comprehensive land use data
- Technical assistance to member governments

16.6 Funding Summary

Funding Source	Amount (\$)
FHWA PL	68,800
CARRY OVER PL	0
FTA 5307	0
FTA 5303	0
CMAQ	0
STP>200K	0
HISPPEN	0
Local Match	17,200
Total Funds	86,000

17 Task B2: Transportation System - Inventory & Performance Monitoring

The purpose of this task is to collect, maintain and analyze street inventory maintenance data in order to improve safety, reliability, efficiency, and extend life of the transportation system in the CRMPO region.

17.1 Objectives

- To collect system wide pavement condition data in coordination and collaboration with the local agencies and LADOTD in order to quantitatively evaluate road conditions and efficiently improve the life and performance of the transportation system in the region.
- To collect real time traffic conditions using advanced data collection methodologies in order to measure system performance, identify congested corridors and develop a data driven Congestion Management Process.
- To collect, maintain and analyze system wide traffic count data through collection in the field and coordination with local agencies and LADOTD.
- Received the crash data from LADOTD, geocoded and analyzed the data to identify corridors with high crashes. Crash rate index was one of critical factors that was used to prioritize the congested segments as part of the Congestion Management Process.

17.2 Previous Work/Accomplishments

- CRPC continued to use Eco counter to accurately count bicyclists and pedestrians at various locations in the MPO region.
- Received pavement and asset (street signs, MUTCD signs, utility poles, pavement markings) condition data for Ascension Parish. Staff conducted QA/QC on this data and currently analyzing the data using pavement management tools. Staff continued to work on drafting and reviewing the TAMP document as detailed under Tash A11.
- Implemented a region-wide traffic counting program. Project purpose is to collect traffic and vehicle classification counts for selected roadway segments and improve input data that's used in the air quality model to get better air quality emission estimates and to refine transportation models used to study traffic patterns. The following are some of the tasks that were performed:
 - Published RFP for selection of a consultant as per the approved consultant selection process.
 - Selection committee reviewed all the proposals received by the July 25th, 2016 deadline. TPC approved selection of a consultant recommend by the selection committee to implement the traffic counting program.
 - Worked on fine tuning the final scope of work and coordinated with the selected consultant in preparation for issuing the notice to proceed.
- Staff met with representatives from Deighton to discuss about using Dims to determine the impact of floods on the pavement conditions and about best practices for using the tool to obtain reasonable results.
- Worked with MS2 to finalize the contract for obtaining 2015 travel time / speed data. Received the data and completed in initial review and relayed back comments to MS2.

Unified Planning Work Program 2019

- Reviewed the pavement condition database and participated in discussions with Deighton about the issues with the dTIMS database and results. Participated in dTims training.
- Coded all 2015 DOTD's traffic counts into modeling network for base year modeling process.
- Provided Ascension Parish with database of all historical traffic counts by roadways and years in spreadsheet format and per request, a shapefile format was also created for Ascension Parish.
- Staff provided assistance to local governments understanding the pavement condition data that was collected and the condition of the local roads prior to the August flood.
- Procured travel time data for 2011, 2012, 2013, 2014, and 2015 and also the software to analyze congestion, travel time index, and planning time index. Analyzed the data to identify the congested segments, temporal profiles, and other congestion parameters. Developed custom stored procedures and scripts in Microsoft SQL Server database to automatically calculate the average speed, free flow speed for different years and geometric links/segments.

17.3 Expected Work

CRPC will

- Wrap up the current regional traffic counting project and further continue to collect, maintain and analyze system wide traffic count data in coordination with the local agencies and LADOTD. Six vehicle classes based on the standard FHWA classification will also be collected for classification counts. The data will be organized in a user-friendly electronic format and published on CRPC's website and will be available in both downloadable PDF format or as a dynamic web-based map integrated with google maps.
- Continue to analyze the acquired data to produce details including but not limited to the following:
 - Average historic speed and total travel time by travel direction, by month, day of week and time period based upon user-selected segment, corridor or network.
 - Average historic daily speed profile by travel direction and day of week for a user-selected segment, corridor or network.
 - Mapping of average historic speed data set.
 - Calculate travel time statistics for a designated segment, corridor or network, such as Travel Time Index, total delay, average delay per commuter, etc.
- Develop a plan of action in coordination and consultation with LADOTD ITS Division staff, the regional Federal Highway (FHWA) ITS representative, the City of Baton Rouge, and the consultants to utilize data from the Baton Rouge and the state ATMC's for performance monitoring and planning activities as explained in under Task A-7.
- Collaborate with LADOTD and coordinate with the local governments to establish a Pavement Management Strategy for the CRMPO region. The purpose of this strategy is to collect, maintain and analyze pavement condition data on both state system and non-system roads. This will enable the local agencies and CRPC to use quantitative measures for prioritizing system preservation projects and investments. CRPC staff will also provide technical assistance to local agencies that do not have in-house expertise to process and analyze the pavement condition data.

Unified Planning Work Program 2019

- Continue to collaborate with LADOTD, collect crash data and analyze the data to identify high crash intersections, corridors and other hot spots for all modes of travel as explained under Task A-10.

17.4 Performance Measures

- Updated Traffic Count Data and Map
- Implementation and collection of new inventory data (average speed and pavement condition)

17.5 Results/Products

- Updated repository of traffic count, crash, average speed and travel time, and pavement condition data
- Technical assistance to member governments

17.6 Funding Summary

Funding Source	Amount (\$)
FHWA PL	96,000
CARRY OVER PL	0
FTA 5307	0
FTA 5303	0
CMAQ	0
STP>200K	0
HISPPEN	0
Local Match	24,000
Total Funds	120,000

18 Task C1: Transportation Plan Reappraisal

This task addresses periodic reviews, changes, and progress on the long range planning process to foster livable and sustainable communities and transportation systems in the CRMPO area as required by FAST Act and the previous legislations.

18.1 Objectives

- To develop and maintain multi-modal regional Metropolitan Transportation Plan (MTP) for the CRMPO area that conforms to air quality regulations and supports the federal planning factors and is consistent with federal, state and local regulations.
- To ensure that the MTP promotes performance-based approach, is consistent with local comprehensive plans and goals, and supports livable and sustainable communities.

18.2 Previous Work/Accomplishments

- Completed development of the long range transportation plan MOVE 2042. Solicited input from local governments, transportation stakeholders and LADOTD through multiple mechanisms such as online surveys, in-person meetings and tag-on meetings.
- All the project needs were compiled, reviewed, analyzed, and prioritized. Three scenarios of financially constraint projects were developed. The MPO TAC and TPC reviewed the costs and benefits of the three scenarios and unanimously voted on one final scenario (comprehensive scenario) for inclusion in the plan.
- Participated in meetings with LADOTD to discuss about the I-10 (LA 415 to I-10/I-12 Split) widening project. The purpose of these meetings was to consider inclusion of this project in the financially constrained long-range plan MOVE2042.
- Attended Governor's Task Force meetings at the State Capitol. Two main functions of the Task Force are to research and identify actionable recommendations for
 - Achieving increased levels of recurring transportation funding to address the current backlog of needs.
 - Introducing legislation in 2017 to fund a robust multimodal construction program to address immediate needs and build "megaprojects" in the LADOTD plan.
- Coordinated with BRAC to plan the regional task force meeting as requested by the Governor on Friday, October 14, 2016 from 9:00 AM – 12:00 PM at the BREC Headquarters Ballroom. The goal was to discuss our region's needs, their importance, and the type of financial commitment stakeholders in the Capital Region were willing to consider for achieving these goals.
- Prepared and presented at the Governor's Regional Task Force Meeting. The presentation in general discussed about:
 - What is MPO? and Who is CRPC?
 - What are MPO's Plans/Products and their significance?
 - Review of all the mega projects in the Capital Region and their relevance to the MPO Plans, project status, funding status etc.
 - Recommendations from the MPO to the Governor's task force.
- Coordinated with BRAC and their study team to discuss about CRPC's long range planning efforts and different ways in which BRAC's outcomes from regional mobility

study can be incorporated in to the ongoing MTP (MOVE 2042) update. Provided the data requested for their study. Participated in the BRAC/CRISIS Regional Mobility Forum at the BREC headquarters on Florida Blvd.

- Met with US Congressman's Garrett Graves office to discuss about various transportation priorities in our region and see their input regarding the same.
- Participated in the coastal resiliency workshops hosted by The LSU Coastal Sustainability Studio, Louisiana Sea Grant, The Stephenson Disaster Management Institute, and Center for Computational Technology at the LSU campus.
- Participated in FHWA sustainability tool INVEST round 3 webinar.
- Participated in meeting with DOTD and Livingston Parish officials to discuss the status of the various projects and studies underway on and around Pete's Highway.
- Coordinated with LCF, RDA, CATS, BRCC, and local governments to develop a regional vision for promoting alternate fuels and fleets in the Capital Region.
- Coordinated with CATS and initiated efforts to develop a long term vision for public transit in the Capital Region.
- Monitored and processed amendments to the MTP as needed and tracked the implementation of the proposed projects.
- Developed the 2015 base year data on population, employment, traffic counts, roadway and transit networks. Utilized local comprehensive plans, census data and commercial data sources to forecasted population and employment for horizon year 2042 and interim years 2022 and 2032. Solicited input and approval of TAC and TPC before finalizing the base year and forecasted demographics.
- Coordinated with local transit agencies, LADOTD, FHWA, FTA, local agencies and other identified stakeholders and public to identify multi-modal projects that are financially feasible, have minimal impacts on air quality, consistent with regional goals, address equity and Environmental Justice issues.

18.3 Expected Work

CRPC will

- Update the long range transportation plan MOVE 2042 to include the I-10 widening (LA 415 to Essen Ln) project.
 - Review and develop new mix of financially constrained projects based on the new funding projection white paper developed by LADOTD.
 - Perform travel demand model runs to analyze the mix of financially constrained project scenarios and provide results for the MPO TPC to review and through consensus pick the scenario that benefits the region.
 - Perform air quality conformity analysis and present the results to the IA committee.
 - Develop an updated MOVE 2042 document for FHWA and DOTD review and approval.
- Engage and coordinate with transportation partners, local governments, non-profit organizations, businesses, and public to build consensus and a unified vision utilizing a 3C planning process for regional projects in the capital region that will:
 1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.

Unified Planning Work Program 2019

2. Increase the safety of the transportation system for motorized and non-motorized users.
 3. Increase the security of the transportation system for motorized and non-motorized users.
 4. Increase the accessibility and mobility of people and for freight.
 5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
 6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
 7. Promote efficient system management and operation.
 8. Emphasize the preservation of the existing transportation system.
- Disseminate information about CRMPO's Metropolitan Transportation Plan (MTP) 2042. Track implementation of MOVE 2042 and process any amendments if necessary as long as such amendments are approved by the TPC and do not jeopardize the air quality conformity determination.
 - Monitor the progress and work with local transit agencies, LADOTD, FHWA, FTA and local agencies to ensure timely implementation of the projects identified in the MTP.
 - Reevaluate and refine the CMP based on the real time travel and speed data. The process will include identifying and prioritizing new congested corridors and strategies.
 - Develop the GIS and electronic database of the MTP projects and information and publish interactive maps on CRPC's website.
 - Track, review and evaluate any new planning initiatives and activities related to transportation either directly or indirectly in the CRMPO area for consistency with the MTP.
 - Review the current Non-Motorized Plan and update it as needed.
 - Continue to collect, maintain and analyze regional information on topics including but not limited to, census, land use and related data that will be used in regional demographic forecasting, transportation planning, land use planning, air quality planning, emergency planning, Title VI and economic development efforts.

18.4 Performance Measures

- Timely Implementation of projects in MOVE 2042
- Coordination with various stakeholders regarding MOVE 2042 Update

18.5 Results/Products

- Updated MOVE 2042 plan
- Implementation of MTP MOVE 2042

18.6 Funding Summary

Funding Source	Amount (\$)
FHWA PL	48,000
CARRY OVER PL	0
FTA 5307	0
FTA 5303	0
CMAQ	0
STP>200K	0
HISPPEN	0
Local Match	12,000
Total Funds	60,000

19 Task D3: Technical Assistance (Highway)

The purpose of this task is to utilize the expertise and knowledge of the CRPC and LADOTD staff in providing technical support services to local governments and interested citizens on transportation planning and other requests that support the FAST Act planning factors.

19.1 Objectives

- To provide technical assistance to various public and private entities on tasks listed in the UPWP and any other issues that supports the FAST Act planning factors and promotes regional sustainability, livability, safe and secure multi-modal mobility, environmental quality and economic vitality.

19.2 Previous Work/Accomplishments

- Coordinated and facilitated discussions between LA DOTD and Denham Springs post Aug. 2016 Flood to discuss Denham's priority recovery projects which relate to Florida Blvd, Range Rd, and bike / pedestrian connectivity – particularly in the Main Street section of town.
- Attend and helped facilitate multiple public meetings in both Denham Springs and Baker as part of their 2016 Flood Recovery Planning process. Worked with both communities on refining their publicly driving recovery projects.
- Provided technical assistance and helped to facilitate workshop with the Environmental Protection Agency, FEMA and the City of Denham Springs around the City's desire to develop green infrastructure standards. This workshop also discussed the potential to employ green infrastructure improvements in rights of way.
- Worked with the state Office of Community Development, Governor's Office of Homeland Security and Emergency Preparation to push out watershed level land use and infrastructure data that has been collected by FEMA for the Amite Watershed. Began working with local elected officials to begin dialogue around joint watershed level drainage and infrastructure project needs.
- Hosted and presented at the 2017 Southwest Regional Executive Directors Association conference. Presented along with FEMA and EDA on regional disaster recovery collaborative efforts.
- CRPC staff continues to provide technical assistance to local jurisdictions such as Municipalities, Parishes and State Agencies (DOTD), on an 'as needed' basis. During this quarter staff prepared Maps, Data Tables and Charts of all local projects under review, design, construction and/or completion by Local Governing bodies in the Region.
- Staff responds to requests from Consultants, and Local and State Governments to assist with transportation and traffic modeling efforts regarding construction projects and provides Statistics such as Projected Traffic Volumes to Consultants and concerned citizens.
- Staffed coordinated with FEMA and municipalities of Denham Springs and Baker to draft scope of work for developing bicycle/pedestrian plans. Staff also worked with the entities to secure STBG>200K funding for the development of these plans.
- Continued to attend and helped facilitate multiple public meetings in both Denham Springs and Baker as part of their 2016 Flood Recovery Planning process. Worked with both communities on refining their publicly driving recovery projects.

Unified Planning Work Program 2019

- Met with the Amite River Basin Commission to discuss emerging watershed planning and modeling efforts.
- Met with the Denham Springs Housing Authority, HUD and FEMA to discuss potential redevelopment of current site which was flooded in 2016. Alternatives included discussion of increased density of site and need for bike/pedestrian connectivity of the site to shopping areas along Range Ave.
- Provided technical assistance to various public and private entities as explained in detail under the other UPWP tasks. The following are some of the broader technical areas of support that the MPO provides on a continuous basis.
 - Travel Demand Modeling;
 - GIS Database Mapping;
 - Spatial Data Analysis;
 - Air Quality Modeling;
 - Census/Demographic Analysis;
 - Land Use/Comprehensive Planning;
 - STP>200K, Enhancement, Safe Routes to School and other project submissions;
 - Intermodal connectivity and planning activities;
 - Travel Demand Management (TDM) activities; and
 - Other tasks that support the FAST Act planning factors

19.3 Expected Work

CRPC will

- Coordinate with LADOTD and derive current traffic data from existing assignments or actual traffic inventories for facility design purposes. Projection of future traffic assignments will be derived through the use of the regional Travel Demand Model. Blanket or ground counts of the existing traffic volumes will be used to assure accuracy of traffic assignments.
- Provide analysis of specific traffic problems upon the request of local units of government. Proposed changes to the highway network will be analyzed using the regional travel demand model. Information obtained through these analyses can be used in the update of the TSM System and Long Range Plan. CRPC staff, as a technical arm to local governments, public and private entities, will develop and implement short range planning programs/projects on an as needed basis. This task provides CRPC staff with a means to respond to local urban policy issues.
- Provide technical assistance to local entities to develop projects and programs under FAST Act. Where the need for a FAST Act major metropolitan transportation investment is identified, corridor or sub-area studies shall be undertaken to develop or refine the plan for design concept and scope of the project.
- Continue to provide the progress and status of emphasis areas of FAST Act, the CAA of 1990 and other mandated state and federal requirements to the TAC, TPC, and other entities. Items such as deadlines, schedules and required responses from the local governments to such requirements will be prepared by CRPC.
- Provide reliable information on current and projected usage and performance of transportation systems is critical to the ability of planning process to supply credible information to decision-makers to support preparation of plans and programs that respond to each locality's unique needs and policy issues. Staff will seek training courses on topics which are available through NTI and NHI to enhance and maintain their technical capacity.

Unified Planning Work Program 2019

- Provide technical assistance on various transit issues such as intermodal planning, bus rapid transit route planning.
- Provide assistance to local governments, private, non-profit and citizens on any tasks or requests that support the FAST Act planning factors.
- Attend, if available, workshops, conferences and training to improve efficiency and skills under this work program task.
- Solicit third party professional services to implement support any of the planning tasks, if necessary.

19.4 Performance Measures

- Increased and improved technical support activities

19.5 Results/Products

- Reports/presentations with maps, tables, charts and illustrations in hard copy as well as electronic form of analyses

19.6 Funding Summary

Funding Source	Amount (\$)
FHWA PL	100,000
CARRY OVER PL	0
FTA 5307	0
FTA 5303	0
CMAQ	0
STP>200K	0
HISPPEN	0
Local Match	25,000
Total Funds	125,000

20 Task D4: Technical Assistance (Public Transit)

The purpose of this task is to provide technical assistance to public transit providers and local units of government in the region to create a regionally seamless transit system that improves accessibility and mobility for all citizens.

20.1 Objectives

- Facilitate cooperation among regional transit providers to create a regionally seamless transit system;
- Provide technical assistance to CATS, assisting them with planning and operations by providing quick response studies, revenue analyses, equity analyses, automation of their operations, and other tasks as needed.

20.2 Previous Work/Accomplishments

- Developed and maintained transit element in the BR MPO's MTP and TIP in coordination with regional transit providers;
- Provided GIS maps for route changes and demographic analysis;
- Conducted annual surveys and provided technical assistance for preparing various FTA required reports such as the Section 15, Quarterly Progress Reports, etc;
- Performed air quality analysis and developed reports to support and secure Congestion Mitigation for Air Quality (CMAQ) funds for CATS projects that reduces the overall emissions and improve regional air quality;
- Assisted CATS with a Comprehensive Operations Analysis (COA)
- Conducted GPS survey, geocoded and analyzed the data to identify precise location of all the unique CATS bus stops for implementation of Automatic Vehicle Location (AVL) project. This will give transit users and operators the ability to know and view where a bus is at a specific point in time and plan the trip accordingly.
- Formed Coordinated Public Transit Human Services Transportation steering committee and working group ;
- Provided support and technical assistance to CATS in the development of Comprehensive Transit Reform Plan;
- Performed transit equity analysis of existing routes for CATS and currently working on equity analysis for the proposed new routes;
- Staff attended workshops, conferences and training to improve efficiency and skills for performing this task;
- Collaborated with state, local, and federal partners on an emergency transportation plan following the flooding event of August, 2016;
- Drafted a scope of work for an updated COA;
- Staff earned the American Institute of Certified Planners (AICP) certification.

20.3 Expected Work

CRPC will

Unified Planning Work Program 2019

- Identify regional transit expansion opportunities;
- Coordinate transit planning with sidewalk planning, bike ways and land use considerations;
- Assistance in the maintenance of a DBE program;
- Collect relevant data needed for planning purposes;
- Continue preparation of grants and assistance on request for proposals and IFBs;
- Continue to provide technical assistance for preparing various FTA required reports such as the Section 15, Quarterly Progress Reports, etc;
- Provide technical assistance as needed to public, private, and non profit organizations with regards to transit;
- Consult regularly with CATS on all aspects of transit planning and operations. CRPC functions as the technical arm of CATS and, as such, provides studies and reports for the CATS Board. Issues that appear most prominent this year are equity analysis, service adjustments, Automatic Passenger Count (APC) Benchmarks, and other requests as needed.
- Provide technical assistance in the analysis and implementation of BRT Lite / Express routes on Florida Blvd, Plank Rd, Nicholson Dr, and other regional routes.
- Provide technical assistance and participate in the Commuter Krewe of Louisiana program to promote and implement park and ride and vanpool services.
- Continue to collect updated GIS data and further enhance demographic data analysis capabilities to efficiently provide access to major employment centers, hospitals, shopping centers, public at large and disadvantaged citizens (Title VI/EJ/ADA);
- Stay current on transit grant opportunities, and disseminate this information to interested parties;
- Support the implementation of ITS technology for enhanced transit operations;
- Continue to develop and maintain the transit element portion of the BRMPO's TIP and program of projects (POP);
- Track regional transit performance measures, goals, and objectives in the long range MTP in accordance with FAST ACT planning guidelines;
- Assist transit agencies and other fleets in transitioning their vehicles to alternative fuels;
- Assist transit agencies in reducing preventable transit accidents;
- Work with transit agencies to provide residents with greater access to quality transit service;
- Attend the 2018 Rural Transit Conference and other transit planning workshops for training and best practices.

20.4 Performance Measures

- Improved coordination among regional public transit providers;
- Maps supporting Title VI and employment access analysis;
- Percent of population within ¼ mile of a transit route with 30-minute or better headways

20.5 Results/Products

- Updated transit element in MTP and TIP;
- Updated Coordinated Human Services Transportation Plan;
- Comprehensive transit analysis along selected, regionally significant corridors;
- Technical reports, analysis, and other documents as needed.

20.6 Funding Summary

Funding Source	Amount (\$)
FHWA PL	0
CARRY OVER PL	0
FTA 5307	160,000
FTA 5303	177,964
CMAQ	0
STP>200K	0
HISPPEN	0
Local Match	84,491
Total Funds	422,454

21 Task G1: Administration (Hwy)

The purpose of this task is to provide administration of the UPWP tasks funded by FHWA Planning Funds (PL).

21.1 Expected Work

CRPC will Provide the administration of UPWP tasks funded by PL funds. Included in the work effort will be

- Monitoring of work done under third-party contracts with CRPC,
- Developing of future work programs,
- Preparing and submitting documents pertaining to FHWA and FTA joint certification,
- Preparing quarterly narratives/reports,
- Reviewing planning activities,
- Reviewing any other documentation required by FHWA, and
- Reviewing and familiarizing with existing and new federal requirements related to transportation and air quality.

21.2 Results/Products

- Quarterly narratives
- Expenditure reports
- Routine correspondence
- Administrative record keeping
- Billings and activities pertaining to FHWA funded tasks

21.3 Funding Summary

Funding Source	Amount (\$)
FHWA PL	24,000
CARRY OVER PL	0
FTA 5307	0
FTA 5303	0
CMAQ	0
STP>200K	0
HISPPEN	0
Local Match	6,000
Total Funds	30,000

22 Task G2: Administration (Transit)

The purpose of this task is to provide administration of the UPWP tasks funded by FTA funds.

22.1 Expected Work

CRPC will Provide the administration of UPWP tasks funded by FTA funds. Included in the work effort will be

- Monitoring of work done under third-party contracts with CRPC,
- Developing of future work programs,
- Preparing and submitting documents pertaining to FHWA and FTA joint certification,
- Preparing quarterly narratives/reports,
- Reviewing planning activities,
- Reviewing any other documentation required by FTA, and
- Reviewing and familiarizing with existing and new federal requirements related to transportation and air quality.

22.2 Results/Products

- Quarterly narratives
- Expenditure reports
- Routine correspondence
- Administrative record keeping
- Billings and activities pertaining to FTA funded tasks

22.3 Funding Summary

Funding Source	Amount (\$)
FHWA PL	0
CARRY OVER PL	0
FTA 5307	0
FTA 5303	10,000
CMAQ	0
STP>200K	0
HISPPEN	0
Local Match	2,500
Total Funds	12,500

24 Task H1: Travel Demand Management (TDM)

The purpose of this task is to implement Travel Demand Management (TDM) strategies to influence individual travel behavior and provide expanded options to reduce the actual demand, or number of vehicles, placed on transportation facilities and incorporate practices that focuses on managing the demand side of the transportation equation rather than increasing supply by widening or building new roads.

24.1 Expected Work

CRPC is coordination with LADOTD selected a consulting firm to implement the TDM outreach on a broader scale like many other successful nationwide efforts. Following are the major components that will be addressed by this new proposed program.

- Develop of a Ride Share and TDM program, outreach to major employers and public, the respondents should also address the following needs in their response to this RFP:
- Specific outreach to universities and community colleges in the region.
- Long term funding and program sustainability.
- Vanpool feasibility study and recommendations on setting up vanpools in the region.
- HOT analysis and other travel time reducing strategies to provide incentives for carpooling and vanpooling.
- Guaranteed Ride Home and other ridesharing incentives.
- Transit expansion analysis including a park and ride survey and needs analysis.
- Quarterly state-wide MPO/DOTD TDM call-in learning session.

The scope of work includes the following major tasks

- Task 1.0 – Project Management, Work Plan Monitoring, Review of Deliverables
- Task 2.0– Outreach
- Task 3.0 – Employer, Agency Outreach and Public Involvement
- Task 4.0 – Develop Brand, Marketing Plan, and Marketing Templates
- Task 5.0 – Demonstration Program, Long Term Strategy Development, Software Analysis
- Task 6.0 – Vanpool Feasibility Study

24.2 Results/Products

- Draft and Final Vanpool Feasibility Report
- TDM Program guidebook
- Marketing Plan, Education Materials and Presentations for the Program
- Comparative Program Report
- Park and Ride Assessment and Plan
- HOT Lane Analysis
- CRPC TDM Program Plan (Short and Long Term)

24.3 Funding Summary

Funding Source	Amount (\$)
FHWA PL	0
CARRY OVER PL	0
FTA 5307	0
FTA 5303	0
CMAQ	250,000
STP>200K	250,000
HISPPEN	0
Local Match	0
Total Funds	500,000

25 Task H3: Regional SHSP Implementation

Louisiana's Strategic Highway Safety Plan (SHSP) is a plan to reduce traffic fatalities and injuries on Louisiana's roadways through widespread collaboration and an integrated 4E approach: engineering, education, enforcement and emergency services. The vision of the SHSP is Destination Zero Deaths and the goal is to reduce the number of fatalities by half by the year 2030.

The development, implementation, and updating of the SHSP was first required under SAFETEA-LU, which established the Highway Safety Improvement Program (HSIP) as a core federal program. Moving Ahead for Progress in the 21st Century (MAP-21) continued the HSIP as a core Federal-aid program and the requirement for states to develop, implement, evaluate and update an SHSP that identifies and analyzes highway safety problems and opportunities on all public roads. MAP-21 also introduced a performance management framework that was continued with the Fixing America's Surface Transportation (FAST) Act. The FAST Act also continued the HSIP and SHSP requirement. Final regulation requires States to set annual targets for the HSIP and they must be coordinated with the Highway Safety Plan (HSP). FAST Act requires that the SHSP is developed after consultation with a broad range of safety stakeholders, which includes regional transportation planning organizations and metropolitan planning organizations (MPOs), if applicable; State and local traffic enforcement officials; county/parish transportation officials; other major Federal, State, tribal, and local safety stakeholders, and; other stakeholders as outlined in 23 U.S.C. 148(a)(12). Depending on the SHSP safety priority areas and strategies, additional partners such as representatives from the public health, education, and medical professions may be involved. MPOs are required to set annual targets but can choose to adopt the state targets or develop their own.

Louisiana has established a two-pronged approach for implementation of the SHSP- statewide emphasis area teams that promote proven effective strategies through constantly evolving action plans and regional safety coalitions that implement those action plans at the local level. A regional safety coalition coordinator is a critical component of implementation of the SHSP at the local level.

In order to regionally implement and sustain the SHSP, it is necessary to provide funding for regional safety coalition coordination through the Capital region Planning Commission. The primary task of this sponsor/state agreement will be to implement and sustain the SHSP by bridging all gaps between DOTD District personnel, local governments, local law enforcement, the community, local civic organizations, emergency services/hospitals, school boards, tribal agencies, and other safety partners within the region.

25.1 Expected Work

Task 1.0 - Plan Development, Implementation and Evaluation

Research, collect and analyze safety data for project planning and development purposes. Develop and sustain a data-driven plan and program to address the emphasis areas of the SHSP utilizing the 4 E approach. If emphasis areas or strategies in the plan are different than the emphasis areas or strategies in the statewide SHSP, justification through data shall be provided. Status reports shall be submitted to LADOTD monthly along with the invoices. Performance measures and targets shall be established in accordance with FAST Act and formally adopted by the MPO on an annual basis and implementation progress in meeting these targets shall be reported monthly with the progress reports.

For the Infrastructure and Operations Emphasis Area, the regional safety coalition strategies should target focus crash types (e.g. roadway departures, intersections, non-motorized users) as determined through the SHSP process. Efforts to assess regional data should be made on an annual basis to determine focus crash types and the SHSP dashboards may be utilized in this task. On the state-owned network, coordination with the local DOTD District office and local public

agency (LPA) is highly encouraged to facilitate safety project proposals as each District Administrator participates on the Highway Safety Project Selection Committee.

On the locally-owned network, coordination with the LPA is necessary to facilitate local safety plan development and project applications for the Local Road Safety Program (LRSP) and Safe Routes to Public Places Program (SRTPPP) since the signature authority and responsible charge for any LRSP/SRTPPP project will be an employee of the LPA.

The MPO should help to facilitate local safety plan development that identify potential safety improvement sites using the crash data profiles provided by LADOTD Highway Safety and the Local Technical Assistance Program (LTAP) office. This local safety plan should include but is not limited to potential projects that may be funded under the LRSP and SRTPPP. The MPO is highly encouraged to help track project status and coordinate with the DOTD Project Managers and LPAs.

Task 2.0 – Local Road Safety Program, Safe Routes to School, and Safe Routes to Public Places Project Implementation

The MPO should assist the LRSP and SRTPPP project managers in keeping project status up to date. This includes maintaining contact with the Local Public Agencies in the region to keep an updated list of responsible charge persons for each entity, frequent correspondence to initiate Entity-State agreements, and following up on outstanding requests made by the Project Managers. Initiate LRSP/SRTPPP projects by using data provided through LTAP or DOTD and in coordination with the Local Public Agencies in the regions and this can be done using a plan as described in Task 1.0.

Parish wide Local Road Safety Plans for the Capital Region are needed to help identify and prioritize safety improvements on local roads. These plans will coordinate with the Baton Rouge MPO's Metropolitan Transportation Plan, the region's Regional Highway Safety Plan, and various local plans, including the parish comprehensive master plan. The Local Road Safety Plans build on DOTD's and LRSP's parish profile by including multi-disciplinary stakeholder outreach and coordination, developing a system of data-driven project prioritization, identifying potential funding sources, and assisting the parishes with ongoing project application submittals.

The Capital Region Planning Commission (CRPC) will conduct traffic counts, analyze crash data, perform field visits, and determine the most appropriate safety counter measure on identified roadways and intersections identified in the Parish Profiles, coordinate with various stakeholders, prioritize a list of project via crash rates and stakeholder input, and develop a funding and action plan to be followed by the Parishes and MPO for implementing the identified projects. Tasks to be performed by CRPC include:

Task 2.1: Project Identification

CRPC will identify projects using various data sources including crash data from the Crash 3 database, local parish profiles provided by the LRSP, and multi-disciplinary stakeholder outreach. These locations and the various crashes will be mapped out in a Geographic Information System.

Task 2.2: Site Visits and Road Safety Assessments

CRPC will conduct site visits along each identified roadway and each intersection. An effort will be made to include LADOTD, local law enforcement, and parish and municipal staff in each of these visits. These site visits will document the existing conditions, potential safety improvements that can be made along with countermeasures that are proven effective for each location.

Task 2.3: Identify Preferred Safety Countermeasures

CRPC will coordinate with local stakeholders to determine the preferred safety countermeasure at each identified location. Will include cost benefit-analysis using figures from the Highway Safety Manual. CRPC will coordinate with the MPO's Technical Advisory Committee and the Capital Region Transportation Safety Coalition's Infrastructure and Operations Subcommittee to ensure the appropriateness of each countermeasure.

Task 2.4: Develop Method of Prioritization

CRPC will coordinate with local stakeholders to determine the prioritization of implementing the identified countermeasures at each identified location. CRPC will coordinate with the MPO's Technical Advisory Committee and the Capital Region Transportation Safety Coalition's Infrastructure and Operations Subcommittee.

Task 2.5: Identify funding sources

CRPC will identify available funding sources, inclusive of LRSP funding. CRPC will outline the process of project application for each identified funding source.

Task 2.6: Development of Staged Implementation Plan

CRPC will develop and document a standard evaluation or screening methodology and approach to use in documenting high priority crash locations, crash types, and identifying appropriate countermeasures. Recommendations for countermeasure options for each project will be included.

Task 2.7: Create an Evaluation Methodology

Task 2.8: Local Road Safety Plan Document

A draft of the report with documentation of all the above tasks will be submitted to the I/O subcommittee and local parish/municipality for review. The report will include at a minimum: a purpose and need statement; information and maps of the prioritized road segments and/or intersections; preliminary findings from the site analysis and crash data review; a description of the proposed countermeasures with preliminary cost estimates; and, a staged improvement plan. The reports will be updated as new crash data becomes available.

The final plan (incorporating any comments received) will be submitted to the local government for approval and adoption. CRPC will draft a resolution for use by the local government and will present a summary of the analysis upon request. A plan completion/adoption matrix will be added to the Capital Region Transportation Safety Coalition plan to track progress on this task.

Task 2.9: Travel and Supplies

Task 3.0 – GIS

Data compilation and analysis, DDACTS, crash data, liaison with state data office and MPO, local jurisdictions, and parishes; provide maps and graphics for the MPO, parishes, and local jurisdictions and agencies for problem identification, meetings, etc. Coordination with the DOTD Data Collection and Management unit for updating the roadway and traffic data is encouraged.

Task 4.0- Partnerships and Advocacy

Unified Planning Work Program 2019

Develop partnerships with LADOTD, LHSC, LSP, local law enforcement agencies, the cities/parishes, emergency services, school board officials, elected officials, tribal agencies, and other safety advocates to promote the SHSP and seek out highway safety related activities within the region. Efforts to develop new partnerships should be conducted on a monthly basis. Routine visits to coalition partners is expected.

Task 5.0 –Marketing and Education

Create social media presence (Facebook, Twitter, YouTube) and administer the flow of communication. Participate in all national campaigns developed by the National Highway Traffic Safety Administration via social media, press releases and media outlets. Participate in Louisiana's Communication Coordinating Council and coordinate efforts to ensure consistent messaging. Incorporate the DZD branding (use the logo) in all marketing materials. Identify and establish good professional relationships with local media stations (radio, print and TV), LADOTD's Public Information Officer (PIO), and other traffic safety PIOs. Distribute meeting announcements, newsletters, press releases or any type of safety campaign material to all current and potential safety partners. Brand the regional safety coalition with the Destination Zero Deaths logo. Conduct education outreach efforts to inform the public about safety, particularly in the SHSP emphasis areas. Participate in national transportation safety advertising campaigns, circulate public service announcements, and publish newspaper articles and online press releases within the region. Provide additional local outreach through collaboration with law enforcement and health agencies in promoting our activities within the SHSP emphasis areas using all forms of local media. Facilitate collaborative training sessions, webinars, or events on such transportation safety topics as passenger safety (i.e. Child Passenger Safety Training, Click It or Ticket Mobilization, etc.) and conduct public awareness campaigns that educate the public- pedestrians, bicyclists, motorists, and passengers about safety. Work closely with school boards to facilitate outreach and education of students within the SHSP emphasis areas.

Task 6.0 -Meetings and Conferences

Attend and participate during SHSP Implementation Team and Emphasis Area Team Meetings, Communications Coordinating Council, SHSP training, including but not limited to MPO, Parish and City Council meetings. Participation may include but is not limited to taking meeting minutes, coordinating with coalition members for meeting updates and reporting progress. Plan, conduct and document regional safety coalition meetings. Full Safety Coalition meetings should be held quarterly at a minimum. Regional emphasis area team meetings are encouraged to be held on a monthly basis. It is the coordinator's responsibility to ensure minutes are recorded at monthly regional emphasis area meetings and full coalition meetings. Meeting minutes should be shared with coalition members prior to the next meeting. Solicit input from partners and team leaders to develop meeting agendas. Seek out national and statewide conferences to attend and participate in.

Task 7.0 – Road Safety Assessments

Coordinate Road Safety Assessments (RSAs) with the road owner(s). The Regional Safety Coalition Coordinator should set up the RSA date, time, location and ensure appropriate stakeholders are included. At a minimum, meeting notes should be recorded and provided to the road owner for RSA report development but the Coordinator may develop a draft report for distribution to the road owner. The road owner (LADOTD District office for state-owned roads and LPA for locally-owned roads) will be the approver of the RSA report and no RSA report shall be documented or distributed without the road owner's knowledge.

Task 8.0- Administrative

Unified Planning Work Program 2019

Prepare and submit monthly invoices and progress reports by the 20th of each month. If invoices are delayed, progress reports are to be submitted by the 20th of each month.

25.2 Results/Products

- Updated Capital Region Transportation Safety Plan (CRTSP)
- Implementation of CRTSP Action Items
- Meetings and Conferences
- Marketing and Education
- Annual and Monthly Reports

25.3 Funding Summary

Funding Source	Amount (\$)
FHWA PL	0
CARRY OVER PL	0
FTA 5307	0
FTA 5303	0
CMAQ	0
STP>200K	0
HISPPEN	303,618
Local Match	0
Total Funds	303,618

26 Task SP-1: LA 30 Environmental Assessment

26.1 Project Description

The purpose of this task is to conduct Environmental Assessment on approximately 24 miles of LA 30 corridor from Brightside Lane in East Baton Rouge Parish to Airline Highway in Ascension Parish. LA 30 is a key arterial in the Capital Region that runs parallel to I-10 and an upgraded LA 30 is a prerequisite for efficient utilization of new Mississippi Bridge south of the existing one on I-10.

The corridor runs through three of the five MPO Parishes and there is a lot of support to this project from the public as well as elected officials. The MPO TPC has approved allocation of \$2M of STBG>200K for this phase to go forward.

26.2 Upcoming Tasks

This section will be updated once the scope of work has been developed by CRPC staff and approved by DOTD.

26.3 Funding Summary

Funding Source	Amount (\$)
FHWA PL	0
CARRY OVER PL	0
FTA 5307	0
FTA 5303	0
CMAQ	0
HISPPEN	0
STP>200K	200,000
Local Match	50,000
Total Funds	250,000

Appendix A – Indirect Cost Rate Allocation Plan (ICAP)

FY 2018– 2019
(July 1, 2018 – June 30, 2019)

Indirect Cost Rate Proposal

Based on Actual Expenditures
For Fiscal Year Ended June 30, 2017



Table of Contents

Introduction	2
Organizational Background	2
CRPC Organizational Chart	4
Indirect Cost Rate Methodology.....	5
<i>Simplified Method</i>	5
<i>Definitions</i>	5
Conclusion.....	8
Certificate of Indirect Costs	9
Appendix A	10
CRPC Quarterly Meeting Agenda and Minutes.....	10

Introduction

This Indirect Cost Allocation Plan (ICAP) has been developed for the Capital Region Planning Commission (CRPC) in direct response to Federal and State requirements. The basis for the development of this document is the procedures and requirements of 2 CFR Part 200 - UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS. This plan reflects cost elements developed in accordance with the actions and policies of CRPC.

The office of Management and Budget defines indirect costs as follows:

- ❖ Indirect costs are those that have been incurred for common or joint purposes. These costs benefit more than one cost objective and cannot be readily identified with a particular final cost objective without effort disproportionate to the results achieved. After direct costs have been determined and assigned directly to Federal awards and other activities as appropriate, indirect costs are those remaining to be allocated to benefitted cost objectives. A cost may not be allocated to a Federal award as an indirect cost if any other cost incurred for the same purpose, in like circumstances, has been assigned to a Federal award as a direct cost.
- ❖ Indirect costs include (a) the indirect costs originating in each department or agency of the governmental unit carrying out Federal awards and (b) the costs of central governmental services distributed through the central service cost allocation plan (as described in Appendix V to Part 200—State/Local Government and Indian Tribe-Wide Central Service Cost Allocation Plans) and not otherwise treated as direct costs.
- ❖ Indirect costs are normally charged to Federal awards by the use of an indirect cost rate. A separate indirect cost rate(s) is usually necessary for each department or agency of the governmental unit claiming indirect costs under Federal awards.
- ❖ Because of the diverse characteristics and accounting practices of governmental units, the types of costs which may be classified as indirect costs cannot be specified in all situations. However, typical examples of indirect costs may include certain state/local-wide central service costs, general administration of the non-Federal entity accounting and personnel services performed within the non-Federal entity, depreciation on buildings and equipment, the costs of operating and maintaining facilities.

Organizational Background

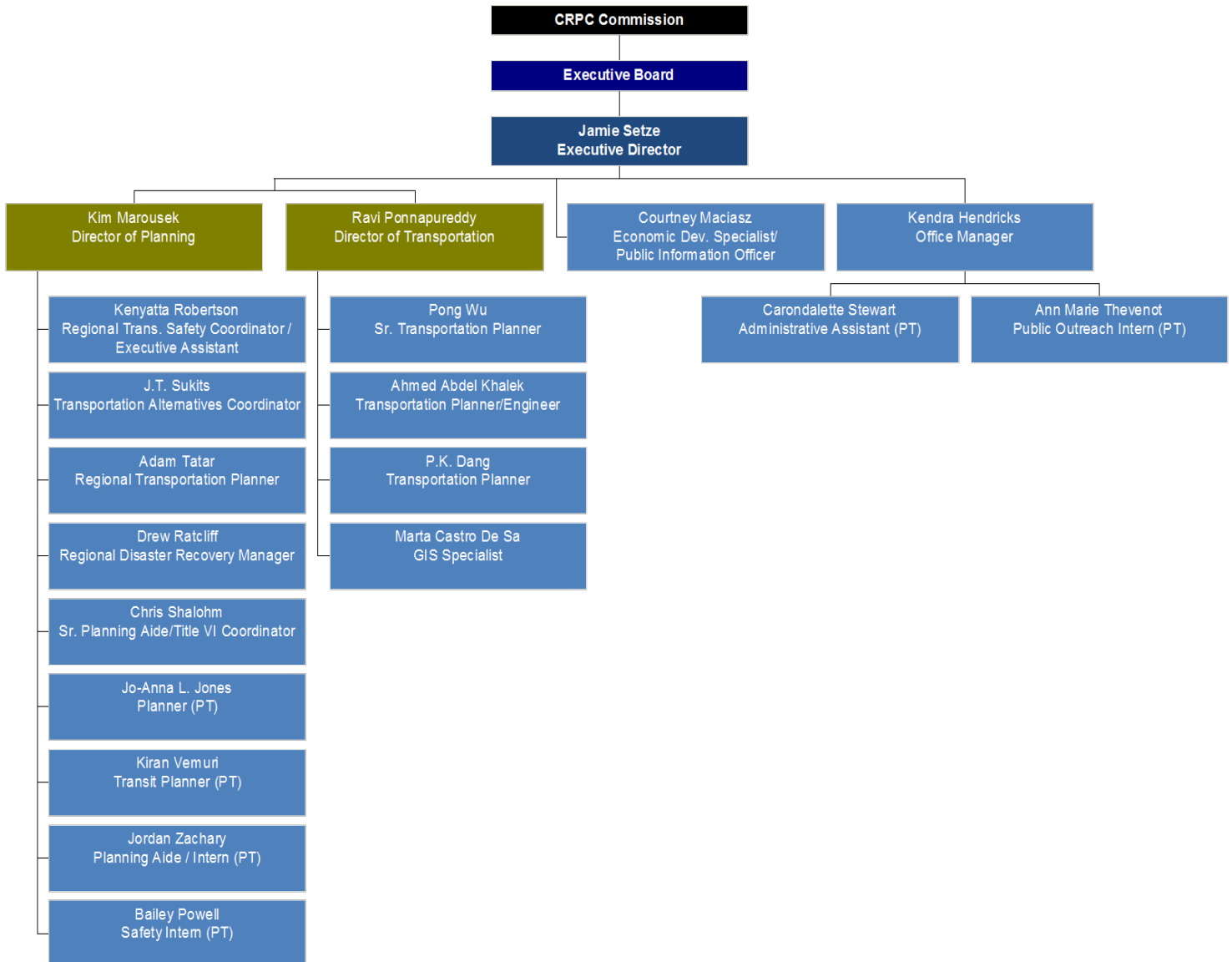
The Capital Region Planning Commission (CRPC) is a Council of Governments serving eleven parishes: Ascension, East Baton Rouge, East Feliciana, Iberville, Livingston, Pointe Coupee, St. Helena, Tangipahoa, Washington, West Baton Rouge, and West Feliciana. Through planning and communication, CRPC coordinates and collaboratively addresses regional issues related to transportation, land use, economic development and the environment.

CRPC is the Baton Rouge area's designated Metropolitan Planning Organization (MPO), which each metropolitan area must have to carry out regional transportation planning efforts and receive federal highway funds. As the regional MPO, the Capital Region Planning Commission focuses much of its resources on transportation planning issues and activities, which includes highway and transit planning, the regional ridesharing program, transportation safety, and air quality issues. In addition, CRPC is one of eight sub-state planning and development districts which cover all 64 parishes in the state of Louisiana, providing technical assistance for economic development, comprehensive planning, and zoning to its members.

Programs and services provided by CRPC are funded by local member dues, set by the commission, and by contracts approved by the commission with any local, state, federal, or private agency needing the assistance of CRPC staff.

CRPC currently has a total of 20 employees – 14 full time and 6 part-time positions. The organizational chart is shown below.

CRPC Organizational Chart



Indirect Cost Rate Methodology

Simplified Indirect Cost Rate method was used to estimate the indirect cost rate for Fiscal Year (FY) 2017-2018. The office of Management and Budget defines simplified as follows:

Simplified Method

a. Where a non-Federal entity's major functions benefit from its indirect costs to approximately the same degree, the allocation of indirect costs may be accomplished by (1) classifying the non-Federal entity's total costs for the base period as either direct or indirect, and (2) dividing the total allowable indirect costs (net of applicable credits) by an equitable distribution base. The result of this process is an indirect cost rate which is used to distribute indirect costs to individual Federal awards. The rate should be expressed as the percentage which the total amount of allowable indirect costs bears to the base selected. This method should also be used where a governmental unit's department or agency has only one major function encompassing a number of individual projects or activities, and may be used where the level of Federal awards to that department or agency is relatively small.

b. Both the direct costs and the indirect costs must exclude capital expenditures and unallowable costs. However, unallowable costs must be included in the direct costs if they represent activities to which indirect costs are properly allocable.

c. The distribution base may be (1) total direct costs (excluding capital expenditures and other distorting items, such as pass-through funds, subcontracts in excess of \$25,000, participant support costs, etc.), (2) direct salaries and wages, or (3) another base which results in an equitable distribution.

Definitions

Direct Cost Base

Salaries and Fringe Benefits - Include Salaries and Wages, cellular premium, auto allowance premium, FICA, health, life insurance, long term disability, pension, state unemployment. The timesheet is the tool for identifying the direct hours worked on each federal award. The total amount charged to the award is determined by each employee's chargeable rate. Fringe benefits typically follow the salary and wages and are assigned to the federal awards in the same manner.

Other Direct Costs

Costs that are billed directly to the federal award outside of salary and fringe benefits, typically consultant expenses or other items, such as legal fees, that can be easily identifiable as a direct charge to the federal award.

Indirect Cost Pool

All other costs that jointly benefit two or more federal awards or other cost objectives.

This proposal is based on actual expenditures for the audited Fiscal year 16-17. The following two pages show the schedule of indirect cost allocation pages extracted from the audit report. The full FY 2016-2017 audit report can be found at <https://crpc.sharefile.com/d-sb70def0eaae48298>.

The financial and audit reports will be presented for approval at the first quarterly CRPC commission meeting held in Baton Rouge on Monday, January 29, 2018. Agenda of the meeting will be included in Appendix A.

Capital Region Planning Commission
FY 18 - 19 Indirect Cost Allocation Plan

CAPITAL REGION PLANNING COMMISSION
SCHEDULE OF INDIRECT COST ALLOCATION
FOR THE YEAR ENDED JUNE 30, 2017

	Administrative Expenses	Adjustments to arrive at Allocable Cost	Allocable Administrative Cost
EXPENSES			
Advertising and promotions	\$ 13,915	\$ -	\$ 13,915
Auto insurance	2,826	-	2,826
Capital Outlay	43,327	(43,327)	-
Consultant fees	3,450	(3,450)	-
Contractual	17,213	-	17,213
Deferred compensation	114,522	-	114,522
Depreciation	-	64,927	64,927
Dues and subscriptions	3,614	-	3,614
Equipment and facilities maintenance	4,569	-	4,569
Equipment rental	5,133	-	5,133
General insurance	8,261	-	8,261
Group insurance	141,212	-	141,212
Legal and accounting	150,286	-	150,286
Miscellaneous	4,336	(4,336)	-
Office supplies	12,973	-	12,973
Payroll taxes	31,765	-	31,765
Postage	408	-	408
Professional education	4,283	-	4,283
Rent-in-kind	171,046	-	171,046
Salaries	316,249	-	316,249
Telephone	5,813	-	5,813
Travel	6,728	-	6,728
Vehicle expenses	1,240	-	1,240
Total expenses	<u>\$ 1,063,169</u>	<u>\$ 13,814</u>	<u>\$ 1,076,983</u>

***Reconciliation of Allocable General and Administrative
Costs to General Fund Expenditures:***

Allocable General and Administrative Costs	\$ 1,076,983
Add	
Capital Outlay	43,327
Consultant fees	3,450
Miscellaneous	4,336
Deduct	
Depreciation	(64,927)
Management and general expenses per schedule of functional expenses	<u>\$ 1,063,169</u>

CAPITAL REGION PLANNING COMMISSION
SCHEDULE OF INDIRECT COST ALLOCATION
FOR THE YEAR ENDED JUNE 30, 2017

Direct Salary Costs:

Bike & Pedestrian Safety	\$ 436
Regional Strategic Highway Safety Plan	57,059
CATS	90,827
DOTD - FTA	83,220
MTP	151,787
EDA	26,837
DOTD - Planning	523,312
DOTD - TDM	12,382
Delta Regional Authority	1,386
Total direct salary costs for programs	<u>\$ 947,246</u>

Indirect Cost Allocation Computation

Overhead Rate	1.137
Indirect cost rate	1.137

Overhead rate computation

Adjusted overhead costs	<u>\$ 1,076,983</u>	
Total direct salary costs	<u>\$ 947,246</u>	= 1.137

Conclusion

The adjusted indirect costs were \$1,076,983 and the total direct salaries were \$947,246. As defined on page 5, indirect cost rate is calculated by dividing total allocable indirect cost by the distribution base which will be \$1,076,983/\$947,246. The indirect cost ratio based on the actual expenditures for the fiscal year 2016-2017 is 1.137.

Certificate of Indirect Costs

This is to certify that I have reviewed the indirect cost rate proposal submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal dated December 29, 2017 to establish billing or final indirect costs rates for Fiscal Year 2018-2019 are allowable in accordance with the requirements of the Federal award(s) to which they apply and the provisions of this Part. Unallowable costs have been adjusted for in allocating costs as indicated in the indirect cost proposal

(2) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the agreements to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently and the Federal Government will be notified of any accounting changes that would affect the predetermined rate.

I declare that the foregoing is true and correct.

Governmental Unit: Capital Region Planning Commission

Signature: _____

Name of Official: James C. Setze

Title: Executive Director

Date of Execution: December 29, 2017

Appendix A

CRPC Quarterly Meeting Agenda and Minutes

Agenda and Minutes will be attached after the Quarterly Commission Meeting on Monday, January 29, 2018.

Appendix B – Work Tasks and Schedule

Projects / Tasks Schedule

Capital Region Planning Commission FY 2019		Month	Jul-18				Aug-18				Sep-18				Oct-18				Nov-18				Dec-18				Jan-19				Feb-19				Mar-19				Apr-19				May-19				Jun-19																																
		Weeks				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52																						
Focus Area / Projects		UPWP Task(s)																																																																													
Transit Planning																																																																															
Transit Asset Management	D4 - FTA																																																																														
APC Benchmarking Report	D4 - CATS																																																																														
CHTS - Quarterly Meetings	A3																																																																														
CHTS - Plan Update	A3																																																																														
NTD Surveys	D4 - CATS																																																																														
NTD Analysis	D4 - CATS																																																																														
CATS - Service Improvements	D4 - CATS, D4 - FTA																																																																														
Special Studies - Ferry Analysis, Nicholson-Plank BRT	D4 - FTA, D4 - CATS																																																																														
Stops/Shelters/Route Changes	D4 - CATS, D4 - FTA																																																																														
General Transit Planning	D4 - FTA																																																																														
Landuse Planning																																																																															
Quarterly Trainings	B1																																																																														
Landuse/Zoning Technical Assistance	B1, D3																																																																														
Recovery Planning Assistance	B1, D3																																																																														
Update Planning Related Data / Mapping	B1, A13																																																																														
Safety Planning																																																																															
CRTSC Activities	RSHSP 1-7																																																																														
Local Road Safety Plans	RSHSP 2-3, A10																																																																														
MPO / State System Safety Analysis	PL A10, RSHSP 2-3																																																																														
Road Safety Assessments	RSHSP 7																																																																														

Projects / Tasks Schedule

Capital Region Planning Commission FY 2019		Month	Jul-18				Aug-18				Sep-18				Oct-18				Nov-18				Dec-18				Jan-19				Feb-19				Mar-19				Apr-19				May-19				Jun-19							
		Weeks	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52
FOCUS AREA / PROJECTS		UPWP TASK(S)																																																				
Travel Demand Management																																																						
Vanpool Feasibility Report	TDM H1																																																					
Park and Ride Assessment Plan	TDM H1																																																					
Long Term TDM Program Strategy	TDM H1																																																					
TDM Program Implementation	TDM H1																																																					
Transporation Alternatives Program																																																						
Baker/Denham Springs Bike/Ped Plans	A5																																																					
Bike/Ped Counting Program	A5, B2																																																					
Bicycle Use and Safety Education	A5, RSHSP																																																					
Stakaholder Coordination, Bike/Ped Committee Meetings, Other Bike/Ped Activities	A5																																																					
Public Involvement																																																						
CRPC/MPO Brochure	A1																																																					
TAC/TPC Meetings	A1																																																					
Website/Social Media Outreach	A1																																																					
Update PPP	A1																																																					
Title VI																																																						
Update Database	A8																																																					
Monitor Title VI/ADA Compliance of MPO Plans and Activities	A8																																																					
Title VI Plan Update	A8																																																					
Annual Title VI Review	A8																																																					
Title VI Analysis and Maps	A8																																																					

Projects / Tasks Schedule

Capital Region Planning Commission FY 2019	Month	Jul-18				Aug-18				Sep-18				Oct-18				Nov-18				Dec-18				Jan-19				Feb-19				Mar-19				Apr-19				May-19				Jun-19									
	Weeks	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52		
FOCUS AREA / PROJECTS		UPWP TASK(S)																																																					
MPO Planning Progress and UPWP																																																							
Monitor UPWP Progress	A4, G1, G2																																																						
Develop UPWP FY 2020	A4																																																						
Monitor/Update/Amend TIP	A4																																																						
Project/Phases Selection and Implementation Coordination	A4																																																						
PBPP - Tracking Performance Measures	A4																																																						
Annual Federally Obligation Reports	A4																																																						
TIP Self Certification Document	A4																																																						
Transportation Modeling and Data																																																							
BTR Tax Proposal Modeling	A9																																																						
MOVE2042 Amendment Modeling	A9																																																						
Adhoc Modeling Requests	A9																																																						
Model Related Data Collection, Review, and Analysis	A13, A9																																																						
Data Collection, Analysis, and Mapping																																																							
TIP, Landuse, Permits, Transit, Bike/Ped, Title VI, Census etc.	A13, D4, A8																																																						
Develop and Update Webbased GIS Maps	A13																																																						
Traffic Counts, Crash, Model Input Data, etc.	A13, A9, B2																																																						
New Traffic Count RFP and Consultant Selection	B2																																																						
Support Overall MPO Planning Activities	A13																																																						
Pavement and Asset Data	A13, B2																																																						
Technical Assistance	A13, D3																																																						

Projects / Tasks Schedule

Capital Region Planning Commission FY 2019	Month	Jul-18				Aug-18				Sep-18				Oct-18				Nov-18				Dec-18				Jan-19				Feb-19				Mar-19				Apr-19				May-19				Jun-19																												
	Weeks	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52																					
FOCUS AREA / PROJECTS		UPWP TASK(S)																																																																								
Pavement and Asset Management																																																																										
Pavement Condition Analysis and Reporting	A11																																																																									
Set Pavement and Bridge Targets	A4																																																																									
Coordinate Data Collection Efforts	B2, A13																																																																									
TAMP Review and Tracking	A11																																																																									
Intelligent Transportation System (ITS)																																																																										
Monitor/Update Regional ITS Architecture	A7																																																																									
Regional Coordination / ITS Subcommittee Meetings	A7																																																																									
Regional Smart Corridors Report	A7																																																																									
FY 2019 ATCMTD Application Coordination	A7																																																																									
Congestion Management Process (CMP)																																																																										
Updated CMP	A2																																																																									
Set System Performance Targets	A2																																																																									
NPMRDS/RITIS Data Analysis and Download	A2, A13																																																																									
FY 2018 Mobility Report	A2																																																																									
Air Quality Planning																																																																										
MOVE 2042 Amendment - Conformity Analysis	A6																																																																									
MOVES 2014 - Vehicle Classification Input Files	A6																																																																									
Clean Air Coalition, Clean Fuels, and other Stakeholder Coordination	A6																																																																									
Implementation of TDM Strategies	A6, TDM																																																																									

Projects / Tasks Schedule

Capital Region Planning Commission FY 2019		Month	Jul-18				Aug-18				Sep-18				Oct-18				Nov-18				Dec-18				Jan-19				Feb-19				Mar-19				Apr-19				May-19				Jun-19					
		Weeks	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50
FOCUS AREA / PROJECTS		UPWP TASK(S)																																																		
Transportation / Traffic Studies																																																				
LA 30 EA, Scope, RFP, Selection of Consultant	A11																																																			
LA 30 EA Kickoff and Study	SP1																																																			
Micro-Simulation Modeling	A9																																																			
Traffic/Intersection Studies	A9																																																			
Baker Denham Springs Bike/Ped Plans	A5																																																			
MOVE 2042 Amendment																																																				
Funding Projections	C1																																																			
Staged Improvement Program Development	C1																																																			
Travel Demand Modeling	A9																																																			
Conformity Analysis	A6																																																			
MOVE 2042 Amendment - Document	C1																																																			
Economic Development																																																				
CEDS 5 year update	EDA																																																			
EDA Grant Applications and Administration	EDA																																																			
DRA Grant Applications and Administration	EDA																																																			
MPO Public Involvement and Technical Assistance	A1, D3																																																			
Disaster Recovery Planning																																																				
Landuse Analysis for Municipalities	EDA-DR, B1																																																			
Implementation of Recovery Plans	EDA-DR																																																			
Supply Chain Transporation Council	A11																																																			
Recovery Planning Technical Assitance	D3																																																			

Appendix C – TPC Minutes

MEETING OF THE
TRANSPORTATION POLICY COMMITTEE (TPC)
CAPITAL REGION METROPOLITAN PLANNING ORGANIZATION

Tuesday, June 19, 2018
1:30 PM – 3:00 PM

BREC Commission Chambers, Room 1800
6201 Florida Boulevard, Baton Rouge, LA 70806

Agenda

1. INTRODUCTION

Hon. Riley L. "Pee Wee" Berthelot – TPC Chairman

2. APPROVAL OF MINUTES FROM LAST MEETING

Hon. Riley L. "Pee Wee" Berthelot – TPC Chairman

3. ACTION ITEMS

A. CATS Program of Projects FY 2018, Bill Deville, CATS (Review Document)

Each year, Congress passes legislation which, when signed by the President, appropriates funds for the Department of Transportation and related agencies. After that legislation is enacted, Federal Transit Authority publishes a Notice in the Federal Register that provides an overview of the apportionments and allocations based on these funds for the various FTA programs as well as statements of policy and guidance on public transit administration.

Public Transit agencies such as CATS, must publish a program of projects outlining the various line items that they plan to spend the appropriated transit funds for that year. The program of projects will become official once the MPO adopts the plan. The proposed program of projects can be reviewed/downloaded from the link below.

http://crpcla.org/s/Action_Item_A_CATS_Preliminary_POP_FY18_Draft.pdf

B. Unified Planning Work Program (UPWP) FY 2019, Ravi Ponnappureddy, CRPC

UPWP describes the transportation planning activities or work tasks that the CRMPO staff proposes to undertake during or the State of Louisiana's fiscal year FY 2019 from July 1, 2018 to June 30, 2019. It is a management tool to keep track of the tasks that are required to be performed by the MPO staff on a regular basis to meet the mandated federal transportation requirements.

This document is developed annually and transmitted to FHWA once adopted by the MPO Policy Committee. The document can be reviewed/downloaded from the link below.

http://crpcla.org/s/Action_Item_B_UPWP_FY2019_Draft_Updated.pdf

C. CRPC Data and Model Sharing Agreement, Pong Wu, CRPC

Federal Highway Administration (FHWA) requires that MPO's develop a data and model sharing agreement to ensure transportation data and model integrity. CRPC developed draft agreements based on discussion with FHWA with FHWA staff and researching various best practices across the country. TAC recommended the MPO staff to have these agreements reviewed by legal person before presenting it to the TPC. The documents were reviewed by CRPC legal attorney Jerry Guillot and can be reviewed/downloaded from the link below.

http://crpcla.org/s/Action_Item_C_CRPC_Model_Data_Agreements_Draft.pdf

D. Transportation Improvement Program (TIP) 2015 – 2018 Amendment, *Tom Stephens, EBR City-Parish*

FHWA considers any new federally funded project being added to the TIP as an amendment. The amendment must be approved by the MPO TPC for it to become official. DOTD approved use of Transportation Alternatives Program (TAP) funds for implementation of Baton Rouge Bike Share project. All the needed agreements are in place and the TIP needs to be amended to include this project for it move forward. The project details can be reviewed/downloaded from the link below.

http://crpcla.org/s/Action_Item_D_TIP_Amendment.pdf

4. NON-ACTION ITEMS

- A. I-10 Widening from LA 415 in West Baton Rouge to Essen Lane in East Baton Rouge, *Brian Kendrick, LADOTD*
- B. Transportation Policy Committee (TPC) Bylaws Discussion, *Jamie Setze, CRPC*
- C. CRPC Update, *Jamie Setze, CRPC*

5. OTHER BUSINESS

Hon. Riley L. "Pee Wee" Berthelot – TPC Chairman

6. ADJOURNMENT

Hon. Riley L. "Pee Wee" Berthelot – TPC Chairman

ADA Notice: CRPC meetings are conducted in accessible locations and provision can be made for those persons of limited English proficiency. For special accommodations for this meeting, contact Title VI/ADA/LEP Coordinator via phone 225-383-5203 or via email at info@crpcla.org at least one week in advance.

TRANSPORTATION POLICY COMMITTEE
of the
BATON ROUGE URBANIZED AREA
METROPOLITAN PLANNING ORGANIZATION

Tuesday, June 19, 2018
 1:30pm—3:00pm

BREC Commission Chambers, Rm 1800
 6201 Florida Blvd., Baton Rouge, LA

PRINT NAME	REPRESENTING	EMAIL ADDRESS	VOTING MEMBER? (Please circle one)
Phuoc Dang	CRPC	pdang@crpcla.org	YES <input checked="" type="radio"/> NO
Riley Barthelot	W BR Parish		<input checked="" type="radio"/> YES NO
MIKE ENLOW	Ascension Parish	menlow@apgov.us	<input checked="" type="radio"/> YES NO
Kim Marousek	CRPC	kmarousek@crpcla.org	YES <input checked="" type="radio"/> NO
GERARD LANDRY	Denham Springs	mayor@cityofds.com	<input checked="" type="radio"/> YES NO
Kendra Hendricks	CRPC	khendricks@crpcla.org	YES <input checked="" type="radio"/> NO
Ravi Ponnampureddy	CRPC	R.Ponnampureddy@crpcla.org	YES <input checked="" type="radio"/> NO
Jamie Setze	CRPC	jsetze@crpcla.org	YES <input checked="" type="radio"/> NO
David Toups	Addis	david@addisla.us	<input checked="" type="radio"/> YES NO
Richard Lee III	City of Port Allen	mayor@portallen.org	<input checked="" type="radio"/> YES NO
M. Todd Donmyer	DOTD	michael.donmyer	<input checked="" type="radio"/> YES NO
Constance Barbin	City of St. Gabriel	cbarbin@stgabriel.us	YES <input checked="" type="radio"/> NO
Bill Deville	CHATS	billdeville@chats.org	<input checked="" type="radio"/> YES NO
Darnell Marks	BAKER		<input checked="" type="radio"/> YES NO
Lionel Johnson	St. Gabriel	mayor@stgabriel.us	<input checked="" type="radio"/> YES

TRANSPORTATION POLICY COMMITTEE
of the
BATON ROUGE URBANIZED AREA
METROPOLITAN PLANNING ORGANIZATION

Tuesday, June 19, 2018
 1:30pm—3:00pm

BREC Commission Chambers, Rm 1800
 6201 Florida Blvd., Baton Rouge, LA

PRINT NAME	REPRESENTING	EMAIL ADDRESS	VOTING MEMBER? (Please circle one)
JACKIE BAUMANN	City of Gonzales	jackie@gonzalesla.com	<input checked="" type="radio"/> YES <input type="radio"/> NO
FRED RATLOFF	city B.R	fratloff@br.gov	<input checked="" type="radio"/> YES <input type="radio"/> NO
Jamie Etheridge	City of Walker	jamie.etheridge@walker-la.gov	<input checked="" type="radio"/> YES <input type="radio"/> NO
Ruth Phillips	SIB	ruth.phillips@sibgroup.com	<input type="radio"/> YES <input checked="" type="radio"/> NO
Rhonda Williams	CAT 5	rwilliams@brats.com	<input type="radio"/> YES <input checked="" type="radio"/> NO
Rosemary Langlois	City of Plaquemine	rlanglois@plaquemine.com	<input type="radio"/> YES <input checked="" type="radio"/> NO
Jennifer D Branton	DOTD	Jennifer.Branton@la.gov	<input checked="" type="radio"/> YES <input type="radio"/> NO
Codi Neyland	DOTD	codi.neyland@la.gov	<input type="radio"/> YES <input checked="" type="radio"/> NO
Bobby Badeaux	Forte & Tablada		<input type="radio"/> YES <input checked="" type="radio"/> NO
Sam Digirolamo	LPC		<input checked="" type="radio"/> YES <input type="radio"/> NO
Drew Ratcliff	CRPC	Dratcliff@Cripela.org	<input type="radio"/> YES <input checked="" type="radio"/> NO
Mary T. Gourdon	CRPC	admin@PortVinceLA.gov	<input checked="" type="radio"/> YES <input type="radio"/> NO
Lindsey G Wust	Bikeshape	lindsey@hantamstrategygroup.com	<input type="radio"/> YES <input checked="" type="radio"/> NO
Kenny Matassa	APG	kmatassa@ap.gov.us	<input checked="" type="radio"/> YES <input type="radio"/> NO
Buddy Porta	Arcadis	buddy.porta@arcadis.com	No

TRANSPORTATION POLICY COMMITTEE
of the
BATON ROUGE URBANIZED AREA
METROPOLITAN PLANNING ORGANIZATION

Tuesday, June 19, 2018
1:30pm—3:00pm

**BREC Commission Chambers, Rm 1800
6201 Florida Blvd., Baton Rouge, LA**

[illegible]

TRANSPORTATION POLICY COMMITTEE
of the
BATON ROUGE URBANIZED AREA
METROPOLITAN PLANNING ORGANIZATION

Tuesday, June 19, 2018
1:30pm—3:00pm

**BREC Commission Chambers, Rm 1800
6201 Florida Blvd., Baton Rouge, LA**

[illegible]

MEETING MINUTES OF THE
TRANSPORTATION POLICY COMMITTEE (TPC)
CAPITAL REGION METROPOLITAN PLANNING ORGANIZATION

Tuesday, June 19, 2018
1:30 PM – 3:00 PM

BREC Commission Chambers, Room 1800
6201 Florida Boulevard, Baton Rouge, LA 70806

Transportation Policy Committee Members present:

Hon. Riley Berthelot, Hon. Gerard Landry, Hon. David Toups, Hon. Richard Lee, III, M. Todd Donmyer, William “Bill” Deville, Hon. Darnell Waites, Hon. Lionel Johnson, Jackie Baumann, Fred Raiford (for Rowdy Gaudet), Jamie Etheridge, Rosemary Langlois (for Mayor Ed Reeves), Sam Digirolamo (Livingston Parish), Mary Gourdon, Hon. Kenny Matassa, Blaine Rabalais (for Town of Brusly)

The meeting was also attended by:

Phuoc Dang, Mike Enlow, Kim Marousek, Kendra Hendricks, Ravi Ponnappureddy, Jamie Setze, Constance Barbin, Ruth Phillips, Rhonda Williams, Jennifer Branton, Codi Neyland, Bobby Badeaux, Drew Ratcliff, Lindsey West, Buddy Porta, Jolie Maberry, Paul Sawyer, Perry Franklin

1. INTRODUCTION

Hon. Riley L. “Pee Wee” Berthelot – TPC Chairman

The meeting was called to order by Hon. Riley L. “Pee Wee” Berthelot. The meeting began with introductions by attendees.

2. APPROVAL OF MINUTES FROM LAST MEETING

Hon. Riley L. “Pee Wee” Berthelot – TPC Chairman

Chairman Berthelot requested a motion to approve the minutes of the last meeting. It was moved by Hon. Lionel Johnson and seconded by Hon. Darnell Waites to approve the minutes of the March 13, 2018 meeting. The motion passed unanimously.

3. ACTION ITEMS

A. CATS Program of Projects FY 2018, Bill Deville, CATS

Bill Deville, CEO, CATS, discussed the Preliminary Program of Projects. Public transit agencies must publish a program of projects outlining how they plan to spend their appropriated transit funds. The published document was updated to reflect correct cost share amounts based on the Federal Transit Administration (FTA) guidelines. Projects include transit buses, para transit vans, bus equipment, bus facility improvements, and preventative maintenance. During a brief discussion, the committee found out that the City of Baker and CATS are working on a Park and Ride in Baker. It was moved by Hon. Lionel Johnson and seconded by Hon. Darnell Waites to adopt the program of projects. The motion passed unanimously.

B. Unified Planning Work Program (UPWP) FY 2019, Ravi Ponnappureddy, CRPC

Jamie Setze, Executive Director, CRPC, discussed the UPWP. The UPWP outlines the work tasks that the MPO staff proposes to undertake during the FY 2019 fiscal year. The UPWP is developed annually and once it is adopted by the MPO, it is sent to DOTD and FHWA. A few of the highlights of the program include:

1. Amend MOVE 2042 to include I-10 (LA 415 to Essen Lane) Project
2. Continue implementing Commuter Krewe of Louisiana Program
3. Bike/Ped plans for Denham Springs and Baker
4. Local Road Safety Plans for Livingston, West Baton Rouge, Iberville, and other CRTSC parishes.
5. Develop scope of work and RFP for LA30 Environmental Assessment
6. Develop targets and monitor progress of FHWA performance measures and other measures identified in MOVE 2042
7. Continue Regional Traffic Counting Program
8. Public Transit
9. Recovery and land use planning
10. Travel demand modeling
11. Discussions with elected officials/transportation stakeholders to develop regionally significant/transformational projects

It was moved by Hon. Gerard Landry and seconded by Hon. David Toups to adopt the Unified Planning Work Program for FY 2019. The motion passed unanimously.

C. CRPC Data and Model Sharing Agreement, *Pong Wu, CRPC*

Jamie Setze also discussed the data and model sharing agreement. This agreement is a Federal Highway Administration (FHWA) requirement for MPOs. It was developed based on discussions with Federal Highway staff and researching best practices nationwide. The document was reviewed by the TAC at the April 24th meeting. It was reviewed by CRPC's attorney Jerry Guillot based on the recommendation from the TAC. It was presented at the May 8th TPC meeting. There was not a quorum present, so no action was taken. It was moved by Hon. Kenny Matassa and seconded by Jackie Baumann to implement the data and model sharing agreement. The motion passed unanimously.

D. Transportation Improvement Program (TIP) 2015 – 2018 Amendment, *Tom Stephens, EBR City-Parish*

Jamie Setze reviewed the TIP Amendment which would implement bike share in Baton Rouge. The amendment would add a construction phase in FY2018 utilizing \$250k in TAPFLEX funds, \$495K in TAP>200k, and \$260k in Local Funds. It was moved by Hon. Lionel Johnson and seconded by Hon. Kenny Matassa to amend the TIP. The motion passed unanimously.

4. NON-ACTION ITEMS

A. I-10 Widening from LA 415 in West Baton Rouge to Essen Lane in East Baton Rouge, *Brian Kendrick, LADOTD*

Jamie Setze mentioned that the MPO staff assisted DOTD with modeling scenarios for the I-10 widening. He introduced Perry Franklin of Franklin & Associates, a consultant for the project, who was in the audience. Franklin addressed concerns about the IMRs-Acadian interchange, the tentative location of the sound walls and completion of the noise study. DOTD is moving forward with the project. The Terrace Street exit ramp is let for construction and in the mobilization phase. The public meetings have been postponed.

B. Transportation Policy Committee (TPC) Bylaws Discussion, Jamie Setze, CRPC

Jamie Setze discussed the TPC bylaws. Early 2017, the MPO expanded to include new members. Since that time, there were two recent meetings (May 8th and May 29th) where the TPC could not act because a quorum was not met. CRPC staff reviewed the TPC meeting attendance for the past year and proposed draft changes to the bylaws. State law does not allow for proxy voting, electronic voting (email, telephone) or for a quorum less than the majority of the voting members. The MPO was formed based on federal laws and could be considered a federal body. Setze said the MPO will form a committee to review options and recommend them to the full committee.

C. CRPC Update, *Jamie Setze, CRPC*

Setze gave an update on the MOVE 2042 amendment. The draft funding projection is complete based on LADOTD's Whitepaper. The Whitepaper recommendations include:

1. Project Urban Systems (STP>200K) Funds based on past allocations
2. Reduce Stages 2 and 3 funding projection by 20%
3. With FHWA concurrence, add one or more mega-preservation project (i.e. I-10 widening for \$350M) even though funding could not be identified at this time.

In the preliminary projections, the total funding projection increased by \$66M. The I-10 widening (LA 415 to Essen) will be added for \$356M. To be financially constrained, we will need to reduce current funding from stages 2 and 3 by \$284M. If we go with Capacity/Non-Capacity split of 60/40, there will be a \$170M reduction in current capacity and \$114M reduction in current non-capacity projections.

The committee discussed how to meet the reduction of \$284M. Setze said the staff will review the projects in the long-range plan, which is currently approved. CRPC will facilitate meetings to discuss and identify projects to be eliminated and staff will develop three scenarios with financially constrained project combinations. Once the TAC/TPC select the preferred scenario, staff will perform the air quality conformity analysis. After several questions about the scenarios, Setze said that the staff will go with whatever scenario the MPO chooses.

5. OTHER BUSINESS

Hon. Riley L. "Pee Wee" Berthelot – TPC Chairman

Chairman Berthelot stressed the importance of the committee members' attendance at the MPO meetings. If you cannot attend, please designate an alternate. If a quorum is not present, it may delay important action items on the agenda. He thanked everyone for attending.

6. ADJOURNMENT

Hon. Riley L. "Pee Wee" Berthelot – TPC Chairman

Chairman Berthelot asked was there a motion to adjourn. It was moved by Hon. Lionel Johnson and seconded by Bill Deville to adjourn the meeting. The meeting was adjourned.

MEETING MINUTES OF THE
TRANSPORTATION POLICY COMMITTEE (TPC)
CAPITAL REGION METROPOLITAN PLANNING ORGANIZATION

Tuesday, September 11, 2018
1:30 PM – 3:00 PM

BREC Commission Chambers, Room 1800
6201 Florida Boulevard, Baton Rouge, LA 70806

Transportation Policy Committee Members present:

Tacie Rabalais, Hon. David Toups, Pete Newkirk, Jackie Baumann, Kelvin Ridgley, Bill Deville, Hon. Riley L. “Pee Wee” Berthelot, Jamie Etheridge, Mary Gourdon, Rowdy Gaudet, Todd Donmyer

The meeting was also attended by:

Kim Marousek, Phuoc Dang, Adam Tatar, Brin Ferlito, Carlos McCloud, Adam Beatty, Stacy Schlieve, Pong Wu, Fred Raiford, Bert Moore, Kathy Stites, Carondalette Stewart, Kendra Hendricks, James Baker, Seneca Toussant, Codi Neyland, Ruth Phillips

1. INTRODUCTION

Hon. Riley L. “Pee Wee” Berthelot – TPC Chairman

The meeting was called to order by Chairman Berthelot. The meeting began with a moment of silence to remember those who lost their lives on September 11, 2001. The introduction of attendees followed.

2. APPROVAL OF MINUTES FROM LAST MEETING

Hon. Riley L. “Pee Wee” Berthelot – TPC Chairman

Chairman Berthelot requested a motion to approve the minutes of the last meeting. It was moved by Hon. David Toups and seconded by Rowdy Gaudet. The motion carried unanimously.

3. ACTION ITEMS

A. Transportation Improvement Program (2015 – 2018) Amendments

Jamie Setze, CRPC Executive Director, discussed the action items. There are two amendments to the current TIP. The first amendment is the LA327 Spur: Staring Lane Extension (EBR Parish). The amendment will remove the environmental phase since it will be performed in-house at DOTD add engineering phase utilizing \$166,000 is STPFLEX funds in FFY 2018 at 80/20 cost share. The engineering cost is for a topo survey. The second amendment is for the LA 30: South Blvd-W. Chimes St (EBR Parish). The amendment will add an engineering phase utilizing \$45,000 in NHPP funds in FFY 2018 at 80/20 cost share. This is a road transfer project. Engineering cost is for topo survey. It was moved by Rowdy Gaudet and seconded by Bill Deville to approve the amendments. The motion carried unanimously.

B. Transportation Improvement Program (2018 – 2022) Amendment

Setze also discussed the 2018-2022 amendment. The first addition is for the US 61/190-X Chippewa St. Pumping Station to replace /upgrade the pump house components. It

would add a construction phase utilizing \$500,000 in STPFLEX funds in FFY 2020 and 80/20 cost share. The second addition is for I-12 to regionally remove and replace existing pavement markings. This will add a construction phase utilizing \$2M in HSIPPEN funds in FFY 2019 at 100% federal share.

The third addition to the TIP would be LA 1019 (LA16-Calmes Road) in Livingston Parish. This project will remove and replace pipes, catch basins, and/or asphalt. It will add a construction phase utilizing \$300,000 in STPFLEX funds in FFY 2021 at 80/20 cost share. Two projects have been recommended for deletion-I-110 project (EBR Parish) costing \$24M in NHPP funds and US 190 @LA 415: Lobdell Interchange (WBR Parish) costing \$57M in NHPP funds. There is no funding available. It was moved by Bill Deville and seconded by Pete Newkirk to approve the amendments. The motion carried unanimously.

C. Baker/Denham Springs Bike Pedestrian Plans Consultant Selection

Setze said that the committee was comprised of the chair of the TAC, the mayors of Baker and Denham Springs, DOTD and CRPC. After review, the top three consultants (in order) were Gresham Smith and Partners, Soll Planning and Arcadis. The committee recommends that Gresham Smith and Partners be selected. It was moved by Kelvin Ridgley and seconded by Rowdy Gaudet to approve Gresham Smith and Partners as the consultant for the bike pedestrian plans. The motion carried unanimously.

D. Unified Planning Work Program (UPWP) FY 2019 Amendment

Setze talked about the comments FHWA made regarding the UPWP for FY 2019. It was recommended that CRPC

1. add estimated completion dates for each task;
2. add MPO contact information and website to UPWP cover page;
3. include a copy of the MPO Policy Committee approved resolution
4. Include a list of MPO jurisdictional Policy, Technical and Advisory Committee members
5. Include air quality boundary map (8-hour ozone map for affected parishes)

All of the comments were incorporated in the document and sent to the TAC members last week. The additions did not change the funding in the document. It was moved by Mayor David Toups and seconded by Tacie Rabalais to approve the updates made to the document. The motion carried unanimously.

4. NON-ACTION ITEMS

A. CRMPO Update

Setze conveyed the CRMPO update.

1. Commuter Krewe is hosting a contest this month to encourage carpool sign-ups. It is open to the public and all partners. Prizes include a free night's stay at Hotel Indigo.

2. CRPC will host an advanced planning commissioner training on September 15th. Training will cover basics and cover advanced topics. The class is full. The LTAP center is hosting a disaster recovery class at Lamar Dixon on September 18th. CRPC sent out an email about the class and will send a reminder this week.
3. Setze also talked about data collection on local roads. CRPC will check with FHWA about all non-state vs. federal aid roads and non-attainment area vs. MPO boundary. CRPC will estimate the cost of data collection, convene a meeting with all parishes and municipalities to present the cost of the road scan, and request the TPC to allocate STP > 200k funds for data collection.
4. Next, he talked about the performance measures. The deadline is November 16, 2018 to set targets for system performance, bridge, pavements, and air quality. CRPC staff is currently working on data analysis and determining methodology for establishing targets. The plan is to present for TAC review/discussion at September/October meetings and have TPC review and approval in November. Setze described the cost benefit analysis completed for the MOVEBR project in East Baton Rouge presented at the Metro Council meeting.
5. CRPC is working on a marketing and branding RFP. The purpose is to develop a comprehensive marketing campaign to enhance the elected officials, stakeholders, and public's knowledge of the day to day operations. Setze shared the tentative schedule.

B. Transportation Policy Committee Voting Structure Options

Setze discussed the TPC Voting Structure. CRPC wanted to look at different types of representation. TPC is governed by federal law in terms of composition. State meeting laws do not apply. A few of the options on the table are considering limiting voting membership to municipalities by population and adding parish appointed voting "seats"; restructure the voting membership to more closely align with where people are living; and, consider reduction the overall number of TPC meetings to be less frequent to encourage better participation. The next meeting is Tuesday, November 13 at the BREC Commission Chambers. The upcoming TAC meetings are September 25, October 30, November 27, and December 18 at the Main Library in Baton Rouge.

5. OTHER BUSINESS

Hon. Riley L. "Pee Wee" Berthelot – TPC Chairman

Rowdy Gaudet wanted to publicly thank CRPC for its council presentation on MOVEBR. Chairman Berthelot mentioned he saw a news story about I-14 and was there any discussion about it with Federal Highways? Setze said that it was an idea to 4-lane Highway 7 (28) from Brunswick, GA to New Mexico. It has been presented at the DOTD roadshow a number of times but there is no funding for it.

6. ADJOURNMENT

Hon. Riley L. "Pee Wee" Berthelot – TPC Chairman

Chairman Landry asked was there a motion to adjourn. It was moved by Jackie Baumann and seconded by Hon. David Toups to adjourn the meeting. The meeting was adjourned.

Appendix D – FHWA Approval Letter



U.S. Department
of Transportation
**Federal Highway
Administration**

FHWA Louisiana Division Office
5304 Flanders Drive, Suite A
Baton Rouge, Louisiana 70808
(225) 757-7600
(225) 757-7601 (Fax)

Federal Transit Administration
819 Taylor Street, Suite 14A02
Fort Worth, TX 76102
(817) 978-0550
(817)-978-0575 (Fax)

July 9, 2018

Shawn D. Wilson, Ph.D.
Secretary
Louisiana Department of Transportation
and Development
1201 Capitol Access Road
Baton Rouge, LA 70802

Subject: FY 2018 - 2019 Unified Planning Work Program (UPWP) – Baton Rouge

Dear Mr. Wilson:

This letter is in response to Ms. Connie Porter Betts letter regarding the review and approval of the FY 2017 – 2018 Unified Planning Work Program (UPWP) for the Capital Region Metropolitan Planning Organization (MPO). The MPO Policy Board adopted the subject UPWP on June 19, 2018. We concur with your recommended approval of this document. We do make the following recommendation for their next year UPWP:

- Estimated completion dates for each task (recommended improvement from the 2017 – 2018 UPWP)
- Add MPO contact information and website to UPWP cover page
- Include a copy of the MPO Policy Committee approved resolution
- Include a list of MPO jurisdictional Policy, Technical and Advisory Committee members to document (for interested citizens who do not have access to website)
- Include Air Quality Boundary Map (8 Hour Ozone Map for affected parishes)

Should you have any questions regarding this matter, please feel free to contact Mr. Carlos B. McCloud at 225-757-7623 or Ms. Lynn Hayes, FTA at 817-978-0562.

Sincerely,

Donald R. Koski
Director, Planning & Program Development
Federal Transit Administration

Charles W. Bolinger
Division Administrator
Federal Highway Administration