

BERKSHIRE METROPOLITAN PLANNING ORGANIZATION  
2007 UNIFIED PLANNING WORK PROGRAM

**BERKSHIRE REGIONAL PLANNING COMMISSION**

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## **Unified Transportation Planning Work Program**

October 1, 2006 to September 30, 2007

Prepared by the  
Berkshire Regional Planning Commission  
for the Berkshire County Metropolitan Planning Organization

August 8, 2006

This document was developed with the assistance of the Federal Highway Administration, the Federal Transit Administration, the Massachusetts Executive Office of Transportation, the Massachusetts Highway Department, and the Berkshire Regional Transit Authority.

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## INTRODUCTION

The Transportation Unified Planning Work Program (UPWP) is a narrative description of the annual technical work program for a continuing, cooperative and comprehensive (3C) transportation planning process in the Berkshire region. As the lead planning agency for the Berkshire Metropolitan Planning Organization (MPO), the Berkshire Regional Planning Commission (BRPC) is responsible for developing the UPWP in cooperation with the MPO and staff of member transportation agencies including the Berkshire Regional Transit Authority (BRTA), the Executive Office of Transportation (EOT), and the Massachusetts Highway Department (MassHighway).

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

The work tasks within this UPWP are reflective of issues and concerns originating from transportation agencies at the federal, state and local levels. As always, the UPWP continues and extends BRPC's emphasis on tasks leading to implementation of transportation improvements. Several tasks are specifically targeted to implement recommendations of the *Regional Transportation Plan* and provisions of several pieces of federal legislation, particularly the *Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users* (SAFETEA-LU), the Clean Air Act Amendments of 1990 (CAAA), the Americans with Disabilities Act (ADA), the Civil Rights Act of 1965, as well as the Commonwealth of Massachusetts Statewide Road and Bridge Policies of “*Fix It First*” and “*Communities First*”.

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

This UPWP will focus on the following:

- Emphasis on updating and advancing recommendations of Regional Transportation Plan.
- Continued effort required for Management of the 3C Process and TIP Development, including the recently expanded MPO and its Transportation Advisory Committee.
- Preparation of a new TIP and associated prioritization process.
- Regional corridor access and land use management, with an emphasis on preserving corridor capacity.
- Increased staff time allocation to Regional Data & Analysis required for pre-Census research and outreach to towns.
- Continued investment in transportation software and professional development.
- Priority on safety continues as a major consideration in most studies.
- Roadway management support.
- Support for increasing use of bicycling and walking for transportation.
- Continued emphasis on improving the accuracy and scope of data used in transportation planning, including traffic volumes, crash data, land development and major businesses.
- Transportation technical assistance to local governments.
- Community transit studies aimed at improving mobility for isolated rural residents.
- Additional tasks subject to available funding and staff resources.

## TRANSPORTATION PLANNING FUNDING SOURCES

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**Federal Highway Administration(FHWA)/MassHighway** - MassHighway receives funds from several FHWA programs that are passed through to planning agencies to conduct transportation planning activities. Those programs include Metropolitan Planning (PL), Statewide Planning and Research (SPR), Scenic Byways, High Priority Projects (HPP), Transportation, Community and System Preservation (TCSP) and earmarked appropriations. The first two categories are specifically intended for planning. Funding from those programs is apportioned to states on the basis of population in urbanized areas and relative to the amount of highway construction funds the state receives. MassHighway maintains multi-year contracts with regional planning agencies to conduct transportation related planning activities utilizing the PL and SPR funds received from FHWA. The other programs mentioned above are not exclusively for planning but may be used for that purpose. This UPWP does not contain any SPR or HPP funds, as SPR is targeted to regions that are not designated as metropolitan planning areas and the HPP-funded studies in this region were completed under previous UPWPs.

Within the Berkshire region the predominant source of funding from MassHighway is PL funds. These funds are allocated to regional planning agencies in the state, using a formula agreed to by the affected agencies. Funds must be spent within the year allocated. Any unspent funds will be de-obligated at the end of each federal fiscal year, but can be re-obligated as part of the PL budget for the following federal fiscal year. For federal fiscal year 2007, the Berkshire region's PL allocation is \$427,864.

Scenic Byways funds are awarded on the basis of project-specific grant applications for improvements to, or activities in support of designated National Scenic Byways, of which there are three in the Berkshire region. This UPWP contains a total of \$156,500 from that category.

In addition, there are special projects in the region, known as earmarks, set aside by Congress through annual appropriations bills or multi-year funding legislation such as SAFETEA-LU. One such earmark, \$138,880 for historic preservation planning for the Mohawk Trail Scenic Byway, was funded in an annual appropriations bill known as Section 117. Funding for that earmark is shown in its entirety in this UPWP, although it is unlikely that the full earmark will be used during the period covered by this UPWP.

**Federal Transit Administration (FTA)/EOT/BRTA** -Two types of funds are available for transit planning in the Berkshire region. Section 5303 and Section 5307. Section 5303 funds are designated for the use of planning and technical studies related to urban mass transportation. They are passed from FTA through EOT to the regional planning agencies in the state. The BRTA provides the 20 percent non-federal match requirement for Section 5303 planning in the form of in-kind labor.

Section 5307 funds can be used for planning as well as other purposes, and are distributed by FTA on the basis of the each transit authority's service area population. however, because the amount allocated to the BRTA is just enough to cover the capital and operating needs of that agency, it has opted not to use any of those funds for planning. Therefore, no Section 5307 planning work is included in this UPWP.

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

Funding Source	Fiscal Period:
FHWA/MassHighway PL	October 2006 through September 2007
FTA/EOT 5303	March 2007 through September 2007
Scenic Byways Program	Various Contract Periods
Section 117	TBD
TCSP	TBD

## **WORK ELEMENT 1**

### **MANAGEMENT AND CERTIFICATION OF THE 3C PROCESS**

This work element encompasses the administration and support of the 3C transportation process and has been divided into the following five tasks:

#### ***Task 1.1 Management of the 3-C Process***

##### **OBJECTIVE:**

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

##### **PREVIOUS ACTIVITIES:**

1. Developed a new Memorandum of Understanding (MOU) for the Berkshire MPO.
2. Supported meetings of the Transportation Committee and MPO, and maintained certification of the planning process.
3. Participated in MARPA and Transportation Managers Group meetings.
4. Provided coordination with Berkshire communities, BRTA and private transportation providers.
5. Reviewed technical literature on transportation planning procedures.
6. Reviewed proposed federal transportation regulations pursuant to SAFETEA-LU..
7. Prepared monthly progress reports and invoices, supervised transportation planning staff and administered 3-C contract.
8. Performed miscellaneous transportation analyses.

##### **PROPOSED ACTIVITIES:**

1. Work with the Metropolitan Planning Organization (MPO) and its members on transportation plans and programs developed through the 3C transportation planning process.
2. Provide logistical support, prepare and distribute information materials, prepare minutes, etc for meetings of Berkshire MPO, Technical Advisory Committee and BRPC Transportation Committee and Commission.
3. Participate/assist in the MPO self-certification determination procedures. Prepare and periodically update other regional planning documents necessary to maintain federal certification of the Berkshire planning region and BRTA eligibility to receive transit assistance.
4. Attend and participate in transit-related meetings such as the BRTA Board, The Berkshire Human Services Transportation Advisory Council and the Transportation Association of Northern Berkshire CAC.
5. Participate in the Transportation Managers Group as a means to continually improve the quality and operation of the transportation planning process.
6. Review and comment on federal and state transportation-related plans, programs, legislation, regulations and guidelines.
7. Review literature on new transportation planning procedures.
8. Provide transportation planning services in support of the BRPC's comprehensive planning programs and conduct meetings on transportation issues.
9. Perform various transportation-related analyses as needed.
10. Support staff professional development to enhance transportation planning capacity.
11. Supervise transportation staff.
12. Recruit interns and transportation staff as needed.
13. Monitor the progress of work, budgets and scheduling of various work tasks.
14. Prepare progress reports and invoices for work completed.

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15. Maintain official records and files of activities relating to the 3C Transportation Planning process.

**PRODUCTS:**

1. Memoranda and reports as needed.
2. Updates to certification documents as required, such as MPO self certification.
3. MPO and Transportation Committee meeting minutes.
4. Monthly (PL) and quarterly (EOT) invoices and progress reports.

**SCHEDULE:**

1. Work on this task will be ongoing throughout FFY 2007

**BUDGET:**

	TOTAL	BRPC Staff Costs	BRPC Staff Weeks	BRPC Direct Costs	Consultants & Others
FHWA/PL	90,500	85,500	39	5,000	0
EOT-03	9,500	9,350	4	150	0
LOCAL	2,375	2,375	1		0
TOTAL	102,375	97,225	44	5,150	0

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**Task 1.2 Unified Planning Work Program**

**OBJECTIVE:**

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

**PREVIOUS ACTIVITIES:**

1. Monitored work schedule and budget for FFY 2006.
2. Drafted a new UPWP for FFY 2007.

**PROPOSED ACTIVITIES:**

1. Publish this UPWP
2. Review and amend relevant portions of the Berkshire's UPWP in order to meet new planning requirements and/or circumstances pertinent to the region's transportation sector. Circulate revisions to the appropriate agencies for review and/or endorsement.
3. Develop a new UPWP for the Berkshire planning region covering FFY 2008. The development of a new UPWP will be prepared in cooperation with the MPO, BRTA, MassHighway, EOT and federal transportation agencies.

**PRODUCTS:**

1. 2007 UPWP publication
2. Amendments to the FFY 2007 UPWP as necessary.
3. Drafts of UPWP for FFY 2008

**SCHEDULE:**

1. Publish 2007 UPWP – October, 2006
2. First draft of 2008 UPWP for MPO review – May 2007
3. Revised Draft 2008 UPWP released by MPO for public comment – June 2007
4. MPO endorsement of 2008 UPWP – August 2007
5. Federal agency approval of 2008 UPWP – September 30, 2007

**BUDGET:**

	TOTAL	BRPC Staff Costs	BRPC Staff Weeks	BRPC Direct Costs	Consultants & Others
FHWA/PL	8,200	7,500	3	700	0
TOTAL	8,200	7,500	3	700	0

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**Task 1.3     Public Participation**

**OBJECTIVE:**

To provide the public with complete information, timely notice, full access to key decisions and opportunities for early and continuing involvement in the 3C process. To assess the effectiveness of the current Public Participation Process and to develop and enhance the process of regional involvement supporting the objectives of the SAFATEA-LU legislation. Most public participation activity work is charged to other specific tasks listed in this UPWP.

**PREVIOUS ACTIVITIES:**

1. Produced transportation project information for six issues of the BRPC bi-monthly newsletter, "Common Ground".
2. Provided information to the public.
3. Updated and maintained a mailing list for public participation.
4. Kept web site up to date regarding regional transportation planning activities.
5. Held public meetings relating to transportation planning.
6. Organized and convened a Transportation Advisory Committee.

**PROPOSED ACTIVITIES:**

1. Prepare transportation articles for "Common Ground", BRPC's bi-monthly newsletter.
2. Periodically update transportation information on the agency's web site.
3. Hold at least one Berkshire Transportation Forum
4. Continue to update mailing list for public participation.
5. Update Public Participation Plan for adoption by the MPO.

**PRODUCTS:**

1. Transportation section for each of the six issues of the newsletter.
2. Periodic updates of transportation information on the web site.
3. Record of Berkshire Transportation Forum
4. Updated Public Participation Plan

**SCHEDULE:**

1. Public Participation work will be ongoing throughout FFY 2007
2. Draft Public Participation Plan for MPO review – October 2006
3. MPO endorsement of Public Participation Plan – March 2007

**BUDGET:**

	TOTAL	BRPC Staff Costs	BRPC Staff Weeks	BRPC Direct Costs	Consultants & Others
FHWA/PL	8,000	7,500	3	500	0
TOTAL	8,000	7,500	3	500	0

## **Task 1.5 TIP Development**

### **OBJECTIVE:**

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

### **PREVIOUS ACTIVITIES:**

1. Monitored progress of TIP implementation.
2. Solicited the submittal of transportation improvement projects from municipalities, MassHighway, BRTA and other transportation providers.
3. Developed the schedule of meetings for preparing the TIP.
4. Maintained the database of improvement projects.
5. Produced and distributed draft TIP documents for federal, state and local parties.
6. Coordinated with MassHighway staff from the district office.
7. Held 30 day public review comment period.
8. Prepared digital mapping of TIP project locations.
9. Provided assistance to applicants with their TIP projects.
10. Provided information and recommendations to the Transportation Committee and BRPC.
11. Modified and applied the transportation project evaluation criteria.

### **PROPOSED ACTIVITIES:**

1. Publish 2007-2010 Transportation Improvement Program
2. Continue to improve the efficiency and utility of the project evaluation system.
3. Develop and maintain a schedule for preparing, reviewing and revising the TIP cooperatively with federal, state and regional officials.
4. Solicit the submittal of transportation improvement projects from municipalities, MassHighway, BRTA and other transportation providers.
5. Provide technical assistance to municipalities and other applicants in submitting projects for consideration and in implementing TIP projects.
6. Maintain a database of improvement projects.
7. Monitor status of projects in the TIP.
8. Conduct appropriate public participation for the TIP
9. Present documents to BRPC and the MPO for endorsement.
10. Prepare formal amendments and adjustments as necessary.
11. Produce and distribute TIP documents for federal, state and local parties.
12. Attend regular meetings with MassHighway staff from the district office to exchange information regarding transportation improvement projects.

### **PRODUCTS:**

1. 2007-2010 TIP publication
2. Drafts of 2008-2011 Transportation Improvement Program including project listings, database, and financial element.
3. Refined procedures for TIP prioritization, preparation and amendment.

### **SCHEDULE:**

1. Publish 2007-2010 TIP – October, 2006
2. First draft of 2008-2011 TIP for MPO review – May 2007
3. Revised Draft 2008-2011 TIP released by MPO for public comment – June 2007
4. MPO endorsement of 2008-2011 TIP – August 2007

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5. Federal agency approval of 2008-2011 TIP – September 30, 2007

**BUDGET:**

	TOTAL	BRPC Staff Costs	BRPC Staff Weeks	BRPC Direct Costs	Consultants & Others
FHWA/PL	38,650	36,600	17	2,050	0
EOT-03	6,400	6,200	3	200	0
LOCAL	1,600	1,600	1		0
TOTAL	46,650	44,400	20	2,250	0

## **WORK ELEMENT 2**

### **TECHNICAL SUPPORT & DATA COLLECTION**

This element outlines specific activities to be conducted in support of transportation planning tasks described in other UPWP elements.

These technical activities include those technical planning tasks necessary to provide a basis for transportation planning, evaluation of specific transportation improvement decisions, and monitoring and management of the transportation system. This includes data collection and management, analytical procedures, and computer operations. The growth planning work includes the necessary economic, demographic, and land use projections used in travel demand forecasting.

#### ***Task 2.1 GIS, Mapping and Graphics***

##### **OBJECTIVE:**

To continue to develop and maintain digital geo-coded referenced data about the Berkshire Region and its transportation systems. BRPC seeks to increase access to an extensive regional database. Improve spatial analytical capabilities. and serve as a catalyst for cooperative development, exchange and distribution of map data. A strong emphasis will be placed on the development of custom transportation related data layers that enhance decision-makers' understanding of complex issues and facilitate the implementation of local and regional goals. Most GIS work is charged to specific other tasks listed in this UPWP.

##### **PREVIOUS ACTIVITIES:**

1. Continued organizing the disk directory catalogs.
2. Continued to enhance the existing digital base map data and data layers for open space and wetlands in relation to roadways.
3. Created working maps and visual displays.
4. Upgraded GIS software and office computers.
5. Incorporated updated road inventory layer.
6. Updated GIS layers for Bridges and TIP projects.
7. Installed Pictometry Images and software for cities and towns in the region, and trained municipal staffs in its use.
8. Purchased AutoCAD software for use in transportation planning.

##### **PROPOSED ACTIVITIES:**

1. Continue to develop and implement management strategies which address staff training.
2. Pursue the use of GIS and other automated mapping technologies for transportation applications. Enhance existing digital base map data and develop geographically referenced data layers for use in transit service analysis, regional land use & build-out analysis, air quality impact and highway system planning.
3. Integrate information generated to support transportation management systems programs into the GIS. Create work maps and visual displays.
4. Working with state and federal agencies, establish agency data standards, and map standards that can be applied to all GIS products, and review, correct and enhance regional GIS map coverage and related data to meet state standards.
5. Promote the agency and its capability to resolve regional issues through published materials, thematic maps and educational multi-media presentations.
6. Metadata documentation of transportation related map layers.
7. Edit the shape points in the street network for improved accuracy.
8. Continue to provide technical support to towns and cities for the Pictometry imagery and software.

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**PRODUCTS:**

1. GIS System and Data/Metadata Documentation.
2. Development of Digital Data Layers as listed above.
3. Current Transportation Systems Facility Maps.

**SCHEDULE:**

1. Work on this task will be ongoing throughout FFY 2007

**BUDGET:**

	TOTAL	BRPC Staff Costs	BRPC Staff Weeks	BRPC Direct Costs	Consultants & Others
FHWA/PL	10,000	10,000	5	0	0
TOTAL	10,000	10,000	5	0	0

**Task 2.2     Regional Data & Analysis**

**OBJECTIVE:**

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

**PREVIOUS ACTIVITIES:**

1. Updated forecasts of population, households, and employment.
2. Updated crash data.
3. Established a regional building permit database.

**PROPOSED ACTIVITIES:**

1. Work with municipalities to prepare for Census 2006.
2. Continue to analyze crash database and work toward developing rates for individual highways.
3. Work with MassHighway and System Management User's Group to acquire software that can integrate various transportation management components (safety, congestion, pavement) into one database that can be efficiently analyzed.
4. Continue to collect useful, contemporary data. Update and expand existing demographic and economic databases used in transportation planning, such as major employers, employment data, land use, population and household statistics.
5. Continue to build data bases into formats that are useful and easily accessible through the BRPC web site.
6. Prepare periodic data bulletins on topics of interest to citizens.
7. Provide necessary support for the effective operation of the BRPC Transportation Section's computer facilities.
8. Review relevant articles and reports on various technical procedures and methodologies.

**PRODUCTS:**

1. Updated Databases.
2. Updates for the Berkshire County Data Book.

**SCHEDULE:**

1. Work on this task will be ongoing throughout FFY 2007

**BUDGET:**

	TOTAL	BRPC Staff Costs	BRPC Staff Weeks	BRPC Direct Costs	Consultants & Others
FHWA/PL	20,000	18,000	8	2,000	0
<b>TOTAL</b>	<b>20,000</b>	<b>18,000</b>	<b>8</b>	<b>2,000</b>	<b>0</b>

**Task 2.3     Traffic Data Collection**

**OBJECTIVE:**

To gather, develop and maintain traffic data for the Berkshire Region to support decision-making activities for regional transportation and land-use issues as well as municipal and economic planning, to improve analytical capabilities and the traffic model.

**PREVIOUS ACTIVITIES:**

1. Collected numerous traffic counts throughout the region.
2. Maintained operation of traffic counters and repaired problems.
3. Replaced two traffic counters.
4. Procured new software for traffic counts and reports.

**PROPOSED ACTIVITIES:**

1. Train interns and staff in traffic counting techniques.
2. Conduct a formal traffic counting program which will: continue to collect and improve the accuracy of traffic volume data and provide copies to EOT Planning, continue to update traffic volume database and develop mechanisms to facilitate access to the database, continue to update the analysis of traffic volume trends.
3. Continue scheduled replacement of traffic counting and safety equipment.
4. Provide traffic counts, including bicycle and pedestrian counts as appropriate, truck volumes, and speed studies to local communities upon request and as time permits.

**PRODUCTS:**

1. Database of Traffic Volume Counts
2. Analysis of Traffic Volume Trends

**SCHEDULE:**

1. Purchase new equipment – January 2007
2. Recruit interns – Spring 2007
3. Collect traffic data – Summer 2007
4. Report updated traffic data to MassHighway – September 2007

**BUDGET:**

	TOTAL	BRPC Staff Costs	BRPC Staff Weeks	BRPC Direct Costs	Consultants & Others
FHWA/PL	20,000	6,500	3	13,500	0
TOTAL	20,000	6,500	3	13,500	0

**Task 2.4    Regional Travel Demand Model**

**OBJECTIVE:**

To maintain and advance use of the regional travel demand model for the Berkshire Region as a tool for transportation planning and testing air quality conformity. The travel model results are used to develop certification documents, reports, and other materials that meet the goals of the Clean Air Act Amendments (CAAA), SAFATEA-LU as it pertains to air quality planning, the State Implementation Plan (SIP), and the goals and objectives of the MPO. Most work involving the model is charged to other specific tasks.

**PREVIOUS ACTIVITIES:**

1. Attended five-day training in uses of TransCAD model.

**PROPOSED ACTIVITIES:**

1. Calibrate 2000 model results with Census Journey-to-Work data from CTPP Part III.
2. Increase staff capability to operate the model.
3. Improve process for transferring information between TransCAD and ArcView, the program used for most BRPC GIS analysis.

**PRODUCTS:**

1. Technical Documentation of corrections, additions, and use of model

**SCHEDULE:**

1. Work on this tasks will be ongoing throughout FFY 2007

**BUDGET:**

	TOTAL	BRPC Staff Costs	BRPC Staff Weeks	BRPC Direct Costs	Consultants & Others
FHWA/PL	6,500	3,500	2	3,000	0
TOTAL	6,500	3,500	2	3,000	0

## WORK ELEMENT 3

### REGIONAL PLANNING STUDIES

These special studies consist of those tasks that focus on specific issues or subcomponents of the Regional Transportation Plan in order to provide more detailed analysis and information needed for specific decisions. These tasks include such analysis as highway related issues, transit studies, trucking, rail and airport issues, bicycle and pedestrian planning, impact analysis and air quality, as well as other issues that may arise at different times.

#### **Task 3.1 Special Sub-Area Studies**

##### **OBJECTIVE:**

To provide for background information and other preparatory work in support of larger planning efforts anticipated in future years, to perform necessary follow-up work aimed at moving previous studies towards implementation, and to enable BRPC to be responsive to short-term transportation planning needs.

##### **PREVIOUS ACTIVITIES:**

1. Analysis and presentation of traffic reassignment effects of full interchange at I-90 Exit 1;
2. Great Barrington Parking Study – Existing Conditions Analysis;
3. Technical support and other work for East Street Improvement Project in Pittsfield;
4. Follow-up work in support of Downtown Pittsfield Circulation Study;
5. Follow-up work in support of South Street Alternatives Study in Pittsfield;

##### **PROPOSED ACTIVITIES (FOR CONSIDERATION):**

1. Continue to provide technical input into the engineering and design of the East Street Improvement Project.
2. Prepare a follow-up analysis of the traffic impacts of a full interchange with I-90 at West Stockbridge, particularly on downtown Stockbridge.
3. Downtown Lee Parking Study
4. Downtown Adams Parking Study
5. Greylock Glen-Downtown Adams Linkage Study
6. Hubbard Avenue Development and Access Study, Dalton and Pittsfield
7. Downtown Great Barrington Parking Study Phase 2.
8. Perform small-scale analyses of site-specific congestion, safety and mobility issues as needed.

##### **PRODUCTS:**

1. Technical Memoranda on various site specific transportation issues

##### **SCHEDULE:**

1. To be determined

##### **BUDGET:**

	TOTAL	BRPC Staff Costs	BRPC Staff Weeks	BRPC Direct Costs	Consultants & Others
FHWA/PL	20,000	9,500	4	500	0
TOTAL	20,000	9,500	4	500	0

**Task 3.4 Lee Area Traffic Study Phase 2**

**OBJECTIVE:**

To perform a Focused Study to recommend solutions to the impact of traffic on downtown Lee and to improve the flow of regional traffic in that area, as called for in The Regional Transportation Plan. Recommendations will be those considered most likely to lead to implementation, based on technical analysis combined with local and regional public input.

**PREVIOUS ACTIVITIES:**

1. Performed detailed data collection and technical analysis to asses existing conditions, including traffic volumes, vehicle mix, peak hour turning movements, speed and delay surveys, roadway geometry, and turnpike Exit 2 origin-destination information.
2. Held discussions with Town of Lee officials and other key stakeholders.
3. Prepared scope for Phase 2 work.

**PROPOSED ACTIVITIES:**

1. Continue public and agency coordination process that will involve other communities with a stake in the problem and the outcome, to reach general agreement on purpose and need and range of improvement options if needed.
2. Prepare forecasts for 2030 do-nothing conditions.
3. Perform detailed analysis of the effects of various actions on regional travel times, connectivity and safety.
4. Perform analysis of the benefits and impacts of carious actions on downtown Lee and surrounding communities.

**PRODUCTS:**

1. Technical Report on 2030 do-nothing conditions.
2. Purpose and Need report.
3. Technical Report on regional and local transportation effects of various actions, and benefits and impacts on downtown Lee and surrounding areas.
4. Summary of public and agency involvement.

**SCHEDULE:**

1. Technical Report on existing and 2030 do-nothing conditions – December 2006
2. Purpose and Need Report – February 2007
3. Technical Report on development and analysis of various actions - August 2007

**BUDGET:**

	TOTAL	BRPC Staff Costs	BRPC Staff Weeks	BRPC Direct Costs	Consultants & Others
FHWA/PL	50,000	21,000	10	1,250	0
TOTAL	50,000	21,000	10	1,250	0

### **Task 3.6     *Bicycle and Pedestrian Planning***

#### **OBJECTIVE:**

To assist communities in following through on the Berkshire Bicycling & Walking Transportation Plan and items developed through Community Development Plans, provide support for further extension of the Ashuwillticook Rail Trail, and coordinate with bicycling and walking groups

#### **PREVIOUS ACTIVITIES:**

1. Worked with Adams, North Adams, Williamstown, Pittsfield, Lenox, Lee, DCR, and the Berkshire Bicycle Path Council towards extending the Ashuwillticook Multi-use trail.
2. Attended quarterly Berkshire Bike Path Council meetings, including a presentation/discussion of the draft Bicycling and Walking Transportation Plan.
3. Initiated work on *Mohawk Trail Scenic Byway Multi-Use Trail Feasibility Study and Conceptual Design Study*.
4. Researched and provided information on existing bicycle facilities, in support of the State's Bicycle Transportation Plan Update.

#### **PROPOSED ACTIVITIES:**

1. Work to implement elements of Bike & Walking Strategies developed in communities as part of their Community Development Plans.
2. Coordinate with and provide technical assistance to bicycling and walking efforts by communities and organizations.
3. Continue to refine and use the analysis and results of the Bicycling and Walking Transportation Plan.
4. Continue work on *Mohawk Trail Scenic Byway Multi-Use Trail Feasibility Study and Conceptual Design Study* between North Adams and Williamstown.
5. Support the Town of Adams and the City of North Adams in planning and conceptual design of an extension of the Ashuwillticook Trail between those communities.
6. Support the City of Pittsfield in planning and design of a bicycle network connecting with the Ashuwillticook Trail, the William Stanley Business Park, downtown Pittsfield and southward towards Lenox.
7. Support the towns of Lee and Lenox in planning for bicycle paths and routes linking those communities.
8. Support pedestrian and bicycle friendly design of highway improvements.
9. Support efforts to increase walking and cycling as alternatives to driving.
10. Coordinate and support the initiation of activities under the new, SAFETEA-LU-funded Safe Routes to School program.

#### **PRODUCTS:**

1. Documentation of progress towards implementation of bicycle and pedestrian projects in Community Development Plans.
2. Meeting reports and other documentation of work in support of local bicycle and pedestrian projects and programs.
3. Task Force on Mohawk Trail Multi-use path.
4. Feasibility Study Report documenting selection of preferred alignment and type of construction for Mohawk Trail Multi-use path.
5. Scope and RFP for Mohawk Trail Multi-use path conceptual design.
6. GIS Inventory of existing and proposed bike facilities in the Berkshire Region.

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**SCHEDULE:**

1. Work on activities 1, 2, 3, 8 and 9 will be ongoing throughout FFY 2007.
2. Mohawk Trail Multi-Use Path Task Force agreement on Scope and roles for feasibility study - October 2006;
3. Feasibility Study Report – August 2007;
4. Scope and RFP for Mohawk Trail Multi-use path conceptual design – September 2007;
5. Schedule for activities 5, 6 and 7 to be determined

**BUDGET:**

	TOTAL	BRPC Staff Costs	BRPC Staff Weeks	BRPC Direct Costs	Consultants & Others
FHWA/PL	14,000	13,800	6	200	0
SCENIC	55,000	55,000	25		0
TOTAL	69,000	68,800	31	200	0

### **Task 3.7 Corridor Access Management**

#### **OBJECTIVE:**

To promote and implement corridor access management techniques in local communities in order to improve safety and minimize congestion caused by the conflicts between through traffic and adjacent land uses along major corridors.

#### **PREVIOUS ACTIVITIES:**

1. Worked with Adams and North Adams to follow up on the results of the Access Management Study in the Route 8 corridor connecting those two communities.
2. Prepared a detailed information package on access management recommendations and follow-up for Route 8 in Lanesborough and Cheshire, in support of anticipated MassHighway District 1 submittal of earmarked implementation project to Project Review Committee.
3. Worked with Town of Lenox and City of Pittsfield to prepare a scope of work for Access Management Plan and Design for Route 7/20.

#### **PROPOSED ACTIVITIES:**

1. Work with Town of Adams and City of North Adams to follow up on Access Management recommendations from Community Development Plans.
2. Work with Williamstown, North Adams, and a stakeholders committee to develop a Corridor Access Management Plan and RFP for design services for the section of Route 2 linking those communities, based on the *Mohawk Trail Scenic Byway Corridor Management Plan* and *Berkshire Access Management Guidelines Case Study*.
3. Procure consultant services to prepare an Access Management Plan for the Route 7/20 corridor in Pittsfield and Lenox and design of improvements in the Lenox Gateway segment of the corridor.
4. Continue to work with Lanesborough, Cheshire and MassHighway on Route 8 Corridor Access Management implementation.
5. Continue to promote Access Management to other communities as a strategy for preserving highway capacity and improving safety.

#### **PRODUCTS:**

1. Access Management Plan for Route 8 in Adams and North Adams
2. Action Plan for Mohawk Trail corridor in North Adams and Williamstown, including preliminary engineering and a package of recommended zoning code changes (two-year project)
3. Access Management Plan for Route 7/20 corridor in Lenox and Pittsfield
4. Design of recommended access management improvements in Lenox Gateway segment of Route 7/20 corridor

#### **SCHEDULE:**

1. Complete fieldwork for Route 8 Adams-North Adams – October 2007;
2. Draft Adams-North Adams Access Management Report – May 2008;
3. Route 2 Access Management Plan Existing Conditions Report – November 2006;
4. Draft Route 2 Access Management Study and Action Plan – March 2007;
5. RFP for design of Route 2 Access Management improvements – spring 2007;
6. Final Route 2 Access Management Study and Action Plan – May 2007;
7. Schedule for 7/20 Lenox-Pittsfield and Route 8 Lanesborough-Cheshire to be determined;
8. Work on activity 5 will be ongoing throughout FFY 2007.

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**BUDGET:**

	TOTAL	BRPC Staff Costs	BRPC Staff Weeks	BRPC Direct Costs	Consultants & Others
FHWA/PL	27,000	9,800	4	200	0
SCENIC	21,500	11,500	5		10,000
TCSP	120,000	120,000			0
TOTAL	168,500	141,300	10	200	10,000

**Task 3.8     *Regional Transit Planning***

**OBJECTIVE:**

To prepare analysis and information necessary for the evaluation of public transportation services to guide decision-making for public transportation issues in the region, and to make recommendations for improving the existing system of public transportation.

**PREVIOUS ACTIVITIES:**

1. Completed Southern Berkshire Community Transit Study.
2. Prepared draft scope of work for Central Berkshire Community Transit Study.

**PROPOSED ACTIVITIES:**

1. Follow up on the Southern Berkshire Community Transit Study by pursuing implementation activities.
2. In consultation with BRTA, other transportation providers and social service agencies, prepare an environmental justice oriented study of unmet transportation needs of disadvantaged residents in the mid-county area, and ways to improve mobility for those residents with existing resources.
3. Consult with BRTA, Amtrak, private bus companies and surrounding MPOs to build interest in pursuing a multi-regional feasibility study of improved inter-city passenger transportation service to and from the Berkshires.

**PRODUCTS:**

1. Central Berkshire Community Transit Study Report.

**SCHEDULE:**

1. Final Scope of Work for Central Berkshire Community Transit Study – October 2006
2. Analysis of existing needs, services and deficiencies – November 2006-January 2007
3. Analysis of improvement options – February-March 2007
4. Final Report – May 2007

**BUDGET:**

	TOTAL	BRPC Staff Costs	BRPC Staff Weeks	BRPC Direct Costs	Consultants & Others
EOT-03	16,129	15,292	7	837	0
LOCAL	4,032	0	0		0
TOTAL	20,161	15,292	7	837	0

**Task 3.9    Pavement Management**

**OBJECTIVE:**

To provide support to highway departments that will assist them with the management of their roadway infrastructure and to address environmental requirements.  
To maintain a Regional Pavement Management System to prioritize pavement improvement projects throughout the Berkshire Region.

**PREVIOUS ACTIVITIES:**

1. Prepared maps showing environmental resource areas in relation to roadways, for use by towns in preparing for road maintenance and improvement projects.
2. Participated in Pavement (System) Management Users Group.

**PROPOSED ACTIVITIES:**

1. Refine the MassHighway Roadway Inventory database for the Berkshire Region by checking data as needed.
2. Work with MassHighway and System Management Users Group to acquire and learn new pavement management software.
3. Identify additional rural, suburban, and urban communities interested in conducting pavement management programs.
4. Train staff and interns in the techniques of pavement condition surveys and use of the new software.
5. Meet with elected officials, highway superintendents, and/or public works directors from the selected communities to explain the program and to coordinate activities.
6. Perform road surveys and analyses for two communities, or more if demand warrants.
7. Provide follow-up technical assistance to communities with pavement management programs already in place.

**PRODUCTS:**

1. Updated road inventory.
2. Pavement Management analyses for communities.

**SCHEDULE:**

1. Work on items 1, 2 and 7 will be scheduled on an as-needed basis throughout FFY 2007
2. Outreach to communities – March-April 2007
3. Pavement Management surveys – Summer 2007

**BUDGET:**

	TOTAL	BRPC Staff Costs	BRPC Staff Weeks	BRPC Direct Costs	Consultants & Others
FHWA/PL	3,000	3,000	1	200	0
OTHER	5,000	500	0	4500	0
<b>TOTAL</b>	<b>8,000</b>	<b>3,500</b>	<b>2</b>	<b>4,700</b>	<b>0</b>

### **Task 3.12 Regional Transportation Plan**

#### **OBJECTIVE:**

To update the 2003 Regional Transportation Plan, and to provide the necessary documentation. Work on this task began in the previous fiscal year and will be completed during the period covered by this UPWP.

#### **PREVIOUS ACTIVITIES:**

1. Published and distributed MPO-approved 2003 Regional Transportation Plan (RTP) in the fall of 2003.
2. Prepared a detailed scope of work for 2007 update, which was presented to and approved by the MPO.
3. Prepared a summary of journey-to-work data from Census Transportation Planning Package Part III as it relates to the RTP.
4. Updated population and employment forecasts to 2030.
5. Updated other transportation related data, including traffic volume trends, high crash locations, structurally deficient and functionally obsolete bridges, and inventory of existing transportation facilities.
6. Held three sub-regional public meetings to introduce the RTP update.
7. Updated analysis of Environmental Justice benefits and impacts of RTP recommendations and document outreach to disadvantaged segments of the population.
8. Presented draft and revised updates of RTP Goals and Objectives to MPO.
9. Prepared an updated analysis of recent transportation expenditures in the region.
10. Prepared a status report on 2003 RTP recommendations.

#### **PROPOSED ACTIVITIES:**

1. Review 2003 evaluation of alternatives in light of findings from subsequent work.
2. Analyze air quality and travel time effects of proposed updated RTP
3. Convene at least one additional series of sub-regional public meetings.
4. Continue public, stakeholder and media outreach.
5. Coordinate with federal, state and regional transportation agencies, BRPC Transportation Committee, MPO Technical Advisory Committee, regional elected officials and town and city governments.
6. Perform additional work as required to conform with new requirements of SAFETEA-LU by July 1, 2007, including consultation with state and local environmental conservation and historic preservation officials, consideration of environmental mitigation activities, coordination of human services transportation services, use of visualization techniques, and consideration of security, safety and emergency preparedness.
7. Report to MPO on status of RTP Update, and present final report to Berkshire Regional Planning Commission and MPO for approval.
8. Pursue implementation of RTP recommendations.

#### **PRODUCTS:**

1. MPO-Approved 2007 Regional Transportation Plan Update Report;
2. Correspondence;
3. Memoranda and documentation of technical analyses;
4. Records of all meetings;

#### **SCHEDULE:**

1. Preliminary assembly of products from previous activities – October 2006
2. Preliminary Draft RTP Update to Executive Office of Transportation/Office of Transportation Planning staff – November 2006
3. Draft RTP Update to MPO members for review and comments – December 2006

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4. MPO release of Revised Draft RTP Update for public comments – January 2007
5. Public comment period – February-March 2007
6. MPO endorsement of RTP update – March 2007
7. Federal agency conformity determination – June 2007

**BUDGET:**

	TOTAL	BRPC Staff Costs	BRPC Staff Weeks	BRPC Direct Costs	Consultants & Others
FHWA/PL	60,000	56,400	26	2,000	0
TOTAL	60,000	56,400	26	2,000	0

## **WORK ELEMENT 4**

### **OTHER ACTIVITIES**

This work element provides transportation planning that directly supports the development of projects included in the Regional Transportation Plan (RTP) or the development of the RTP. This element also outlines specific activities to be conducted in support of Transportation Planning tasks described in other UPWP elements.

#### ***Task 4.1 Transportation/Land Use Planning***

##### **OBJECTIVE:**

The objective of this task is to facilitate development or re-development in the region's developed centers, and promote land use planning policies and measures to minimize sprawling development patterns that contribute to traffic congestion.

##### **PREVIOUS ACTIVITIES:**

1. Conducted four years of Smart Growth Workshops with two workshops in each year
2. Provided technical assistance to communities to apply Smart Growth development principles.
3. Conducted a Community Liaison Planning Program.
4. Held monthly meetings of Regional Issues Committee to discuss land use issues that affect transportation.

##### **PROPOSED ACTIVITIES:**

1. Continue to develop principles and planning tools that Berkshire communities can use for "Smart Growth." Review and evaluate existing land use policies in selected communities to determine their effects on transportation. This evaluation will highlight changing development patterns and appropriate ways to manage those changes consistent with community values.
2. Prepare analysis and visual aids to demonstrate the benefits of Low Impact Development techniques such as reduced widths and pervious pavement for residential streets.
3. Work through the Regional Issues Committee as a forum for debating regional land use and its significance to the regional transportation network.

##### **PRODUCTS:**

1. Smart Growth Educational Workshops
2. Updated package of "Smart Growth" Planning Tools.
3. Meetings with the Berkshire Regional Planning Commission Regional Issues Committee

##### **SCHEDULE:**

1. Work on this task will be ongoing throughout FFY 2007.

##### **BUDGET:**

	TOTAL	BRPC Staff Costs	BRPC Staff Weeks	BRPC Direct Costs	Consultants & Others
FHWA/PL	19,000	19,000	9	0	0
TOTAL	19,000	19,000	9	0	0

**Task 4.2 Local Technical Assistance**

**OBJECTIVE:**

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

**PREVIOUS ACTIVITIES:**

1. Provided transportation related Local Technical Assistance (LTA) to communities on an as requested basis. Typical activities included assistance with data and technical issues such as zoning changes related to shared driveways.
2. Reviewed and commented on transportation aspects of Environmental Notification Forms and Environmental Impact Reports as part of the MEPA process, including redevelopment of a vacant shopping center and the former GE site in Pittsfield and the Fairgrounds in Great Barrington, and new developments in Lanesborough (Donnybrook Country Club), North Adams (Home Improvement Center) and Lenox (Marriot Courtyard hotel).
3. Attended project scoping sessions for significant projects in the region as part of the MEPA process.
4. Provided transportation related data for local Master Plans.

**PROPOSED ACTIVITIES:**

1. Review and comment on transportation aspects of all Environmental Notification Forms and Environmental Impact Reports as part of the MEPA process. Attend project scoping sessions for significant projects in the region as part of the MEPA process. Review all documents prepared under federal environmental laws and regulations.
2. Present findings to communities through documentation and oral presentation as required.
3. Address other unforeseen issues that may arise from time to time. This may include such things as city or town circulation plans, parking plans, or other issues for which specific studies are needed.
4. Assist in the preparation of Transportation Elements for Master Plans being prepared. Provide necessary traffic data. Identify and analyze problem areas. Evaluate alternative solutions.
5. Provide transportation data to communities as requested.

**PRODUCTS:**

1. Recommendations and comments as appropriate for the review of MEPA documents.
2. Reports documenting the findings and recommendations for local technical assistance requests.
3. Master Plans - Transportation Elements

**SCHEDULE:**

1. Work on this task will be performed on an as-needed basis.

**BUDGET:**

	TOTAL	BRPC Staff Costs	BRPC Staff Weeks	BRPC Direct Costs	Consultants & Others
FHWA/PL	17,550	17,450	8	100	0
TOTAL	17,550	17,450	8	100	0

**Task 4.3 Scenic Byway Projects**

**OBJECTIVE:**

To preserve and enhance the scenic qualities of roads and highways in the region designated as National Scenic Byways.

**PREVIOUS ACTIVITIES:**

1. Actively participated in meetings and supported work of Jacobs Ladder Trail Scenic Byway, Inc and Mount Greylock Scenic Byway Advisory Council.
2. Completed scope and initiated work on Mohawk Trail Scenic Byway Facilities Improvements.

**PROPOSED ACTIVITIES:**

1. Public and agency involvement, site selection and consultant selection for facilities improvements project on Mohawk Trail, including Canoe launches, trailheads, scenic overlooks, historical markers and informational kiosks.
2. Partner with PVPC on implementing two projects on Jacobs Ladder Trail: updating the Corridor Management Plan and conducting the Vegetation Improvement Plan.
3. Partner with FRCOG on Mohawk Trail Marketing Plan.
4. Coordinate, with partners FRCOG and Mass. Historical Commission, on Mohawk Trail Historic Preservation Plan (Section 117 earmark).
5. Partner with the Greenfield Chamber of Commerce and FRCOG to incorporate scenic byway tourist businesses in the new website being created by the Greenfield Chamber.
6. Continue to participate and coordinate activities with scenic byway stewards.
7. Coordinate with PVPC and FRCOG to prioritize improvement projects and apply for funding to conduct those projects.

**PRODUCTS:**

1. Recommendations for improved access for canoeing, creation of informational kiosks, restoration of scenic views, and addition of historic markers;
2. RFPs for consultant services for design of trailhead, informational kiosks, kiosk site and selected Rt. 2 access management improvement;
3. Products from the Jacob's Ladder Trail Projects: updated corridor management plan, improved vegetation management;
4. BRPC contributions to FRCOG's Mohawk Trail Marketing Plan;
5. Improved management of all four Western Mass. scenic byways as result of coordinated efforts of regional partners;
6. Grant applications for future projects on scenic byways

**SCHEDULE:**

1. Site selection and RFPs for consultant services Mohawk Trail Facilities Improvements – September-December 2006;
2. Consultant design and permitting for Mohawk Trail Facilities Improvements – January-September 2007;
3. Schedules for work on activities 2-4 are to be determined.
4. Work on activities 5 and 6 will be performed throughout FFY 2007 or as-needed.

**BUDGET:**

	TOTAL	BRPC Staff Costs	BRPC Staff Weeks	BRPC Direct Costs	Consultants & Others
FHWA/PL	15,000	14,600	7	400	0
SCENIC	80,000	30,000	14		50,000
S 117	87,000	37,000			50,000
<b>TOTAL</b>	<b>182,000</b>	<b>81,600</b>	<b>20</b>	<b>400</b>	<b>100,000</b>

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# FUNDING PROFILE

## BERKSHIRE UNIFIED TRANSPORTATION PLANNING WORK PROGRAM

FFY 2007

	TOTAL	FHWA/PL	SCENIC	TCSP	S. 117	EOT-03	LOCAL*	OTHER
<b>Management &amp; Certification</b>								
1.1 Management of the 3C Process*	100,000	90,500	0			9,500	2,375	
1.2 Unified Work Program	8,200	8,200	0					
1.3 Public Participation	8,000	8,000	0					
1.5 TIP Development*	45,050	38,650	0			6,400	1,600	
<b>Subtotal</b>	<b>161,250</b>	<b>145,350</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15,900</b>	<b>3,975</b>	<b>0</b>
<b>Technical Support</b>								
2.1 GIS, Mapping & Graphics	10,000	10,000	0					
2.2 Regional Data & Analysis	20,000	20,000	0					
2.3 Traffic Data Collection	20,000	20,000	0					
2.4 Regional Travel Demand Model	6,500	6,500	0					
<b>Subtotal</b>	<b>56,500</b>	<b>56,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Planning Studies</b>								
3.1 Special Subarea Studies	20,000	20,000	0					
3.4 Lee Area Traffic Study	50,000	50,000	0					
3.5 Goods Movement Study Phase 2	0	0	0					
3.6 Bicycle & Pedestrian Planning	69,000	14,000	55,000					
3.7 Corridor Access Management	168,500	27,000	21,500	120,000				
3.8 Regional Transit Planning*	16,129	0	0			16,129	4,032	
3.9 Pavement Management	8,000	3,000	0					5,000
3.12 Regional Transportation Plan	60,000	60,000	0					
<b>Subtotal</b>	<b>391,629</b>	<b>174,000</b>	<b>76,500</b>	<b>120,000</b>	<b>0</b>	<b>16,129</b>	<b>4,032</b>	<b>5,000</b>
<b>Other Activities</b>								
4.1 Transportation/ Land Use Planning	19,000	19,000	0					
4.2 Local Technical Assistance	17,550	17,550	0					
4.3 Scenic Byway Projects	182,000	15,000	80,000		87,000			
<b>Subtotal</b>	<b>218,550</b>	<b>51,550</b>	<b>80,000</b>	<b>0</b>	<b>87,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL</b>	<b>827,929</b>	<b>427,400</b>	<b>156,500</b>	<b>120,000</b>	<b>87,000</b>	<b>32,029</b>	<b>8,007</b>	<b>5,000</b>
Consultants & Others	110,000	0	60,000	0	50,000	0	0	0
BRPC	717,929	427,400	96,500	120,000	37,000	32,029	0	5,000
BRPC Salaries	163,837	123,509	31,091			9,055		182
BRPC Overhead	286,714	216,141	54,409			15,846		318
BRPC Direct Expenses	49,400	31,400	11,000			2,500		4,500
<b>PL Allocation</b>		<b>427,864</b>						
<b>Notes</b>								
FHWA/PL	Federal Highway Administration/Metropolitan Transportation Planning Funds, through MassHighway							
SCENIC	Scenic Byways funding, through MassHighway							
EOT-03	Federal Transit Administration Section 5303 planning funds, through Executive Office of Transportation							
TCSP	Transportation, Community & System Preservation Program, a SAFETEA-LU funding program.							
S. 117	Section 117 of the Transportation Appropriations for FFY 2005							
LOCAL	BRTA in-kind match for EOT-03 funded work							
OTHER	Reimbursements from BRPC member governments through Intergovernmental Services Agreements							
*	In-kind match is excluded from value shown in TOTAL column, because it does not represent actual funds available for transportation planning work.							

## UPWP STAFF LISTING

<b>POSITION</b>	<b>NAME</b>	<b>ESTIMATED %TIME</b>
Executive Director	Nat Karns	5%
Assistant Director	Tom Matuszko	7 -- 10%
Transportation Program Manager	(vacant)	95%
Senior Transportation Planner	Anuja Koirala	95%
Transportation Planner	Michael Hoffman	95%
Senior Planners	Lauren Gaherty Joellyn Warren (vacant)	10 – 50%
Other Planners	Melissa Jette Sarah Izatt	10 -- 30%
GIS Coordinator	Mark Maloy	15%
Interns	2 transportation interns – 3 months	95%

## **ADDITIONAL PLANNING PROJECTS**

- Continue to implement the Regional Plan for the Berkshires.
- Kampoosuc Bog Study.
- Implement water quality BMP in the Pittsfield drinking water supply area.
- Implement water quality BMP in Deerfield River watershed
- Implement water quality BMP in Pontoosuc Lake watershed
- Implement water quality BMP for Windsor Reservoir
- Conduct an assessment of Brownfield locations, using funds from U.S. EPA.
- Apply for non-transportation grant funds to assist communities with implementation of EO418 Community Development Plans.
- BRPC will implement a downtown sign and façade improvement program for the Town of Dalton, using Community Development Block Grant funds.
- Planning assistance to City of Pittsfield for Cinema Center project and Smart Growth planning
- Planning assistance to Town of Adams for Master Plan
- Regional Telecommunications Plan
- Emergency Preparedness Planning
- Homeland Security Planning
- MassHighway will perform project development and design improvements to East Street in Pittsfield between Elm Street and Merrill Road. BRPC staff will provide planning support to this project.

## BERKSHIRE TRANSPORTATION-RELATED REPORTS

“Common Ground,” the bi-monthly BRPC newsletter.

South Street Alternatives Study – Technical Memorandum #1: Existing and 2030 No-Build Transportation Conditions - 2004

South Street Alternatives Study – Technical Memorandum #2: Development & Evaluation of Alternatives - 2006

South Street Alternatives Study – Final Report - 2006

Downtown Pittsfield Circulation Study - Technical Memorandum #1: Existing and 2030 No-Build Transportation Conditions - 2005

Downtown Pittsfield Circulation Study - Technical Memorandum #2: Definition & Evaluation of Potential Actions - 2006

Downtown Pittsfield Circulation Study – Final Report - 2006

New Marlborough Status of Roads Report - 2005

Traffic Volume Data Book - 2004

Berkshire Traffic Crash Facts 1998-2001 - 2004

Safety Analysis of Intersections Along East Housatonic Street, Pittsfield - 2004

Safety Analysis of Intersections Along Fenn Street, Pittsfield - 2004

Bike and Pedestrian Trail Report – Town of Becket (EO-418) - 2004

Route 8 Corridor Study – Adams & North Adams (EO418) - 2004

Route 8 Corridor Access Management Study – Lanesborough & Cheshire - 2004

City of Pittsfield Bike and Pedestrian Trail Report (EO-418) - 2004

Town of Peru Status of Roads Report (EO-418)- 2004

Regional Transportation Plan Update – 2003

Town Of Savoy Community Development Plan (EO-418) – 2003

Town of Egremont Transportation Study (EO-418) - 2003

Town of Richmond Road Status Report (EO-418) – 2003

Town of Clarksburg Bike and Pedestrian Trail Report (EO-418)– 2003

Updated User-Friendly Guide to Northern Berkshire Transportation Services – 2003

Spanish Language User-Friendly Guide to Northern Berkshire Transportation Services – 2003

Berkshire Access Management Guidelines – 2002

Berkshire Planning Tools (Updated Version) – 2002

Inventory of Transportation Services for Elderly, Disabled, and Other People – 2001

Unpaved Roads Best Management Practices Manual – 2001

Mount Greylock Scenic Byway Corridor Management Plan – 2000

North-Central Berkshire Community Values Survey Report – 2000

Regional Plan for the Berkshires – 2000

BERKSHIRE METROPOLITAN PLANNING ORGANIZATION  
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# BERKSHIRE REGIONAL PLANNING COMMISSION

## REVENUE SOURCES FOR FISCAL YEAR 2007

### PROJECTED REVENUES

	FY 2007 Recommended
Berkshire Conservation Agent Program	\$ 24,000
Lenox Outsource Planner	\$ 40,000
Adams Outsource GIS Planner	\$ 20,000
Ashmere Lakes 319 Project	\$ 0
Onota Lake S319 Project	\$ 0
Otis Reservoir Demonstration Project	\$ 0
Pre-Disaster Mitigation Planning (PDM)	\$ 0
Flood Mitigation Planning (FMA)	\$ 0
Kampoosa Bog Study	\$ 31,026
Dalton CDBG	\$ 0
Pittsfield Watershed s319 Project	\$ 2,063
Deerfield Watershed Assessment	\$ 3,971
South Street Alternatives Study	\$ 0
Pittsfield Downtown Circulation Study	\$ 0
Homeland Security Plan (1)	\$ 0
Brownfield Assessments, Petroleum	\$ 66,983
Transportation Planning (PL-FFY05)	\$ 427,864
Pittsfield Slums & Blight Study	\$ 0
Pittsfield Planning Support	\$ 0
Regional Community Housing Trust	\$ 0
Dalton Planning Support	\$ 15,000
Pontoonuc Watershed Based Plan	\$ 22,497
Transit Planning (016)	\$ 0
Windsor Reservoir S319	\$ 20,000
Commonwealth Capital Assistance - 06	\$ 0
Board of Health Support	\$ 0
Great Barrington Outsource Planner	\$ 30,000
Brownfield Assessments, Hazardous	\$ 152,388
Water Budget Data Development	\$ 0
Great Barrington Planning Support (FY06 - 1)	\$ 0
Adams Consulting Planner (FY06)	\$ 0
Emergency Preparedness Planning (1)	\$ 7,467
Lenox Priority Development Fund	\$ 2,703
Mohawk Trail, Facilities Improvement	\$ 185,000
Open Space Plans	\$ 9,573
Sheffield Smart Growth (06)	\$ 2,290
Cinema Center Project	\$ 15,926
Becket Smart Growth	\$ 2,000
Adams Smart Growth	\$ 0
Farmington Watershed Action Plan	\$ 0
Great Barrington Planning Support (FY06 - 2)	\$ 0
Homeland Security Planning (2)	\$ 50,125
Pittsfield Smart Growth	\$ 17,015
Dalton - Smart Growth Technical Assistance	\$ 10,333
Water Chesnut Removal	\$ 4,722
Pittsfield MP Support Services	\$ 30,839
Transit Planning (017)	\$ 23,521
Pittsfield S319 Grant Writing	\$ 0
Mohawk Trail, Historic Preservation	\$ 0
*JLT, Corridor Management Plan	\$ 14,627
*Mohawk Trail, Multi-Use Trail	\$ 25,000
*Regional Telecommunications Plan	\$ 35,000
*Emergency Preparedness Planning (2)	\$ 60,000
*Transit Planning X018	\$ 5,373
*GTB Planning Support	\$ 10,000
*Adams Master Plan	\$ 50,000
Unsecured New Projects	\$ 1,224
General: Special Projects	\$ 20,000
General:Assessment, Other	\$ 83,000
<b>TOTAL REVENUES</b>	<b>\$ 1,521,529</b>

### PROJECTED EXPENDITURES

	FY 2007 Recommended
<b>SALARIES</b>	
Direct Billable	\$ 354,208
Indirect Admin.	\$ 164,741
	\$ 1,000
	\$ 13,605
<b>Total Salaries</b>	<b>\$ 533,555</b>

<b>BENEFITS</b>	
Leave & Holidays	\$ 96,041
Retirement	\$ 80,933
Group Insurance	\$ 122,127
Unemployment/FICA	\$ 10,988
<b>Total Benefits</b>	<b>\$ 310,089</b>

<b>NON-PERSONNEL</b>	
<b>OPERATING EXPENSES</b>	
Accounting Services	\$ 1,795
Advertising	\$ 500
Audit	\$ 13,950
Computer & Equip Maint	\$ 12,000
Computer Software	\$ 2,300
Copying Expense	\$ 1,300
Depreciation	\$ 12,203
Dues & Subscriptions	\$ 4,000
Flex Plan Administration	\$ 665
Insurance (Auto, Officers, Office)	\$ 3,500
Interest Expense	\$ 3,400
Janitor	\$ 2,125
Legal	\$ 75
Mapping Supplies	\$ 650
Meetings (Administrative)	\$ 1,000
Meetings (Projects)	\$ 2,456
Parking	\$ 0
Payroll Services	\$ 2,000
Postage	\$ 4,000
Printing (Administrative)	\$ 150
Printing (Projects)	\$ 15,392
Publications	\$ 0
Rent	\$ 38,358
Staff Development	\$ 300
Supplies	\$ 5,500
Telephone	\$ 3,000
Temporary Help	\$ 500
Travel & Meals (Administrative)	\$ 1,700
Travel & Meals (Projects)	\$ 10,604
Water & Recycling	\$ 1,000
Web Site	\$ 600
Other Direct Program Exp	\$ 25,888
Unreimbursed Expenses	\$ 1,000
Miscellaneous	\$ 600
<b>Total Operating</b>	<b>\$ 172,512</b>