

**BERKSHIRE COUNTY
METROPOLITAN PLANNING ORGANIZATION**

Unified Planning Work Program

October 1, 2016 – September 30, 2017



BERKSHIRE REGIONAL PLANNING COMMISSION

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Unified Transportation Planning Work Program

October 1, 2016 to September 30, 2017

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

August, 2016

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

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MPO ENDORSEMENT:

BERKSHIRE METROPOLITAN PLANNING ORGANIZATION UNIFIED TRANSPORTATION PLANNING WORK PROGRAM 2016-2017

This is to certify that the Berkshire County Metropolitan Planning Organization (MPO) hereby endorse the Unified Planning Work Program for the Berkshire Regional Planning Commission for the federal fiscal year beginning October 1, 2016 and the MPO authorizes the Chairman to endorse the document on their behalf.



Stephanie Pollack
MassDOT Secretary and CEO
Berkshire MPO Chairman

08/02/16

Date

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INTRODUCTION

The Unified Planning Work Program (UPWP) is a description of the annual program for a continuing, cooperative and comprehensive (3C) transportation planning process in the Berkshire region. As staff to 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) and Massachusetts Department of Transportation (MassDOT).

The UPWP provides an indication of regional long and short-range transportation planning objectives, 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 including BRTA. The only exception is task 2.3, Traffic Data Collection which will be performed by a consultant.

The work tasks within this UPWP reflect issues and concerns from transportation agencies at the federal, state and local levels. The UPWP continues BRPCs 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 federal legislation, particularly *Fixing America's Surface Transportation* (FAST) Act (Public Law No. 114-94), the Clean Air Act Amendments of 1990 (CAAA), the Americans with Disabilities Act (ADA), and the Civil Rights Act of 1964.

This UPWP will focus on the following:

- Management of the 3C Process and TIP Development
- Preparation of a new TIP and prioritization of new projects
- Corridor access and land use management for communities
- FAST Performance Measures and targets
- Continued investment in transportation software and professional development.
- Safety as a major consideration for all travel modes
- Maintenance of the Pavement Management System.
- Annual Title VI reporting
- Support for bicycling and pedestrian travel and implementing Complete Streets initiatives
- 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
- Travel Demand Model Updates
- Performance based planning and performance measures
- Additional tasks subject to available funding and staff resources

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The Federal Highway Administration (FHWA) continues to recognize the importance of the UPWP to address ten planning factors, specifically during the development of the UPWP:

- 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 options available to people and for freight;
- 5 Protect and enhance the environment, promote energy conservation, and improve quality of life;
- 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 and reduce or mitigate stormwater impacts of surface transportation; and
- 10 Enhance travel and tourism.

This UPWP addresses the above ten Planning Factors in a variety of ways, the sum of which is comprehensive. The manner in which each planning task/activity applies to the factor is depicted in the table below.

APPLICABILITY OF UPWP TASKS TO METROPOLITAN PLANNING FACTORS											
Task Number	UPWP Element	Metropolitan Planning Factor									
		1	2	3	4	5	6	7	8	9	10
1.1	Management of 3C Process	√	√	√	√	√	√	√	√	√	√
1.2	UPWP	√	√	√	√	√	√	√	√	√	√
1.3	Public Participation	√	√	√	√	√	√	√	√	√	√
1.4	Title VI & EJ	√	√	√	√	√	√	√	√	√	√
1.5	TIP Development	√	√	√		√		√	√	√	√
2.1	GIS, Mapping and Graphics	√	√	√	√	√	√	√	√	√	√
2.2	Regional Data & Analysis	√	√	√	√	√	√	√	√	√	√
2.3	Traffic and Travel Data	√	√	√	√	√	√	√	√	√	√
2.4	Travel Forecasting & GHG Analysis	√	√		√	√	√	√	√	√	√
2.5	Pavement Management	√	√	√	√	√	√	√	√	√	√
3.1	Special Studies	√	√	√	√	√	√	√	√	√	√
3.2	Bicycle & Pedestrian Planning	√	√	√		√		√	√	√	√
3.3	Transportation, Comm. & System Preservation	√	√		√	√	√	√	√	√	√
3.4	Regional Transit Planning	√		√	√	√	√	√	√	√	√
3.5	Safety Initiatives	√	√			√		√	√	√	√
3.6	Climate Change	√	√	√		√		√	√	√	√
3.7	Passenger & Freight Rail Planning	√	√	√	√	√	√	√	√	√	√
3.8	FAST & Performance Measures	√	√	√	√	√	√	√	√	√	√
4.1	Transportation and Land Use	√	√	√	√	√	√	√	√	√	√
4.2	Local Technical Assistance	√	√	√	√	√	√	√	√	√	√
4.3	Scenic Byway Projects	√	√	√	√	√	√		√	√	√

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In addition to the FHWA's ten Planning Factors, tasks within the UPWP address the Planning Emphasis Areas of FAST Implementation by transitioning to performance based planning and programming; Regional Models of Cooperation by re-thinking traditional approaches, coordinating with stakeholders adjacent to the region including transit providers and furthering Ladder of Opportunity by identifying transportation connectivity gaps.

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 made in cooperation with MassDOT, the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Berkshire Regional Transit Authority (BRTA), and other concerned agencies.

TRANSPORTATION PLANNING FUNDING SOURCES

Federal Highway Administration (FHWA)/MassDOT -MassDOT 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. MassDOT 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.

Within the Berkshire region the predominant source of funding is a combination of federal (PL) and state 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. The decision to re-obligate unused PL funding is at the discretion of the State. For federal fiscal year 2017, the Berkshire region's PL allocation is \$527,033. In addition, there are additional projects in the region resulting from grant awards for Scenic Byway Projects. The UPWP meets FHWA's requirement that at least 33% of PL funds result in tangible products.

Federal Transit Administration (FTA)/MassDOT/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 MassDOT 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:

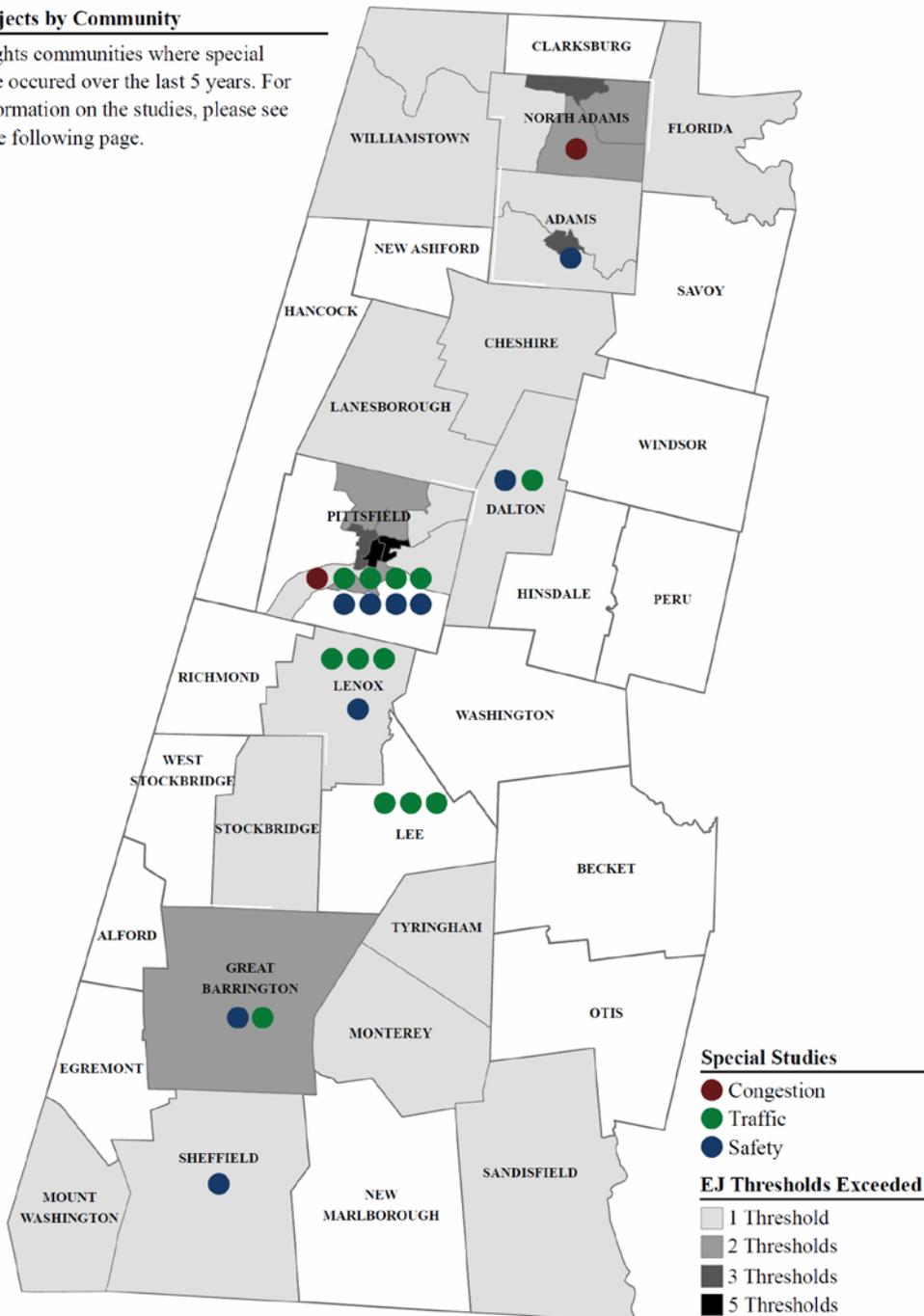
Funding Source	Fiscal Period:
FHWA(PL)/MassDOT	October 2016 through September 2017
FTA/MASSDOT 5303	April 2016 through March 2017
Scenic Byways Program	Various Contract Periods

GEOGRAPHICAL DISTRIBUTION OF UPWP FUNDED STUDIES

BRPC has staff conducted a geographical distribution of transportation planning tasks/studies completed in connection within the UPWPs spanning the last five years. This assessment is similar to that utilized in the TIP to identify projects that potentially impact minority and low income block groups in the region. The map below depicts the studies/task in relation to these areas.

UPWP Projects by Community

Map highlights communities where special studies have occurred over the last 5 years. For specific information on the studies, please see tables on the following page.



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Table 1-1: Regional Projects Table

Regional Project	Month	Year	FY
TIP			Annual
UPWP			Annual
2011 Pavement Condition Report	October	2011	FY 2012
Freight and Goods Movement Study	May	2012	FY 2012
2013 Regional HSIP Intersection Analysis		2013	FY 2013
Berkshire Passenger Rail Study	June	2014	FY 2014
Berkshire County Traffic Count Data Report	March	2014	FY 2014
Title VI Plan	June	2014	FY 2014
Limited English Proficiency Plan & Policy	April	2014	FY 2014
Inventory of Transportation Providers	September	2014	FY 2014
Coordinated Human Service Transp. Plan	October	2014	FY 2015
2016 RTP			FY 2015
Public Participation Plan	June	2016	FY 2016

Table 1-2: Specific Studies

Project Name/description	Month	Year	FY	Community
Route 7/20 Access Mgmt. Study	December	2010	FY 2011	Pittsfield Lenox
West St Pittsfield Bottleneck Analysis	September	2011	FY 2011	Pittsfield
Union & Eagle St Bottleneck Analysis	October	2011	FY 2012	N Adams
South Street Road Safety Audit (RSA)	May	2011	FY 2011	Pittsfield
Main St. RSA	July	2012	FY 2012	Gt. Barrington
East St. Capacity Analysis	December	2012	FY 2013	Pittsfield
Gt. Barrington Rt. 7 Corridor Access Mgmt.	September	2013	FY 2013	Gt. Barrington
Lee Truck Traffic Analysis	December	2013	FY 2014	Lee
Route 8, Friend St & Renfrew RSA	December	2013	FY 2014	Adams
Sheffield Traffic Safety Analysis	March	2013	FY 2013	Sheffield
Route 7/20 Walker St RSA	December	2013	FY 2014	Lenox
US 20 Corridor Management Plan	April	2014	FY 2014	Lee Lenox
Dalton Safety Analysis	November	2014	FY 2015	Pittsfield Dalton
W. Housatonic St & Center St RSA	April	2015	FY 2015	Pittsfield
Main St. & Daly Ave Traffic Analysis	September	2015	FY 2015	Dalton
BMC Area RSA	April	2016	FY 2016	Pittsfield
Hubbard Avenue Follow Up	April	2016	FY 2016	Pittsfield
Rest of River Transportation Impact Assessment	January	2016	FY 2016	Pittsfield Lenox Lee

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In performing this assessment, UPWPs from the past five years were reviewed to identify the transportation planning tasks which were undertaken and completed in the Berkshire MPO region. In addition to these major planning efforts, other activities such as data collection, local technical assistance requests and regional activities including the preparation of the Transportation Improvement Plan (TIP) and the Coordinated Human Services Transportation Plan were conducted as UPWP work tasks. While it may appear that many of the studies may be focused on a select number of communities, all of the study efforts benefit each resident who travels to and within the urbanized area of Berkshire County. There has not been any instances where a community requesting assistance with a transportation issue has been denied help.

UPWP ADMINISTRATIVE ADJUSTMENTS AND AMENDMENTS

During the course of the year, there may be instances when a change to the Unified Planning Work Program (UPWP) is necessary. These changes can range from minor to major. The following section has been developed to outline the process that will be followed to effectuate changes to the UPWP. Changes which are relatively minor in nature will be handled as Administrative Adjustments; modifications which are more significant will be handled as an amendment. Below are general guidelines regarding the conditions that constitute an administrative adjustment or amendment to the UPWP. All proposed administrative adjustments and amendments must be presented to the MPO for consultation. Both adjustments and amendments must be voted on by the MPO members; amendments must be released for 30-Day public comment period prior to endorsement.

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

Submission of Budget Reallocation Request

Following MPO endorsement of the adjustment or amendment, a Budget Reallocation Request form will be prepared and submitted to MassDOT Office of Transportation Planning (OTP). All fields of the form will be filled out with clear indication that the MPO was consulted prior to submission. Back up documentation will be submitted, including the UPWP description of the task(s) affected, original budget, revised budget, and justification for the request. MassDOT is strongly encouraged to provide final approval in an expeditious manner.

Definition of Significant Change:

With respect to an amendment to the UPWP attributed to a significant change, it is considered significant when it alters the original intent of the project or intended conclusions of the project. It may also entail a change to a project scope, budget, project schedule and time allocation.

WORK ELEMENT 1

MANAGEMENT / 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:

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. Support meetings of the Transportation Advisory Committee (TAC) and MPO, and maintain certification of the planning process.
2. Participate in MARPA and Transportation Managers Group meetings.
3. Provide coordination with Berkshire communities, BRTA and private transportation providers.
4. Review technical literature on transportation planning procedures.
5. Review federal transportation regulations pursuant to MAP-21.
6. Prepare monthly progress reports and invoices, supervise transportation planning staff and administer 3-C contract.

PROPOSED ACTIVITIES:

1. Provide staff support to the Berkshire Metropolitan Planning Organization (MPO) and its members on transportation plans and programs. Prepare and distribute information for meetings of Berkshire MPO, Transportation Advisory Committee and BRPC Transportation Committee and Commission.
2. 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. Attend and participate in transit-related meetings such as the BRTA Board, BRTA Human Service Transportation (HST), BRTA Advisory Committee on Disability, and the Berkshire Regional Coordination Council.
3. Participate in the Transportation Managers Group meetings. Review and comment on federal and state transportation-related plans, programs, legislation, regulations and guidelines with a focus toward the development of Performance Measures. Review literature on new transportation planning procedures.
4. Provide transportation planning services in support of the BRPC's comprehensive planning programs and conduct meetings on transportation issues. Perform various transportation-related analyses as needed.
5. Support staff professional development to enhance transportation planning capacity. Supervise transportation staff. Recruit transportation staff as needed.
6. Monitor the progress of work, budgets and scheduling of various work tasks. Prepare progress reports and invoices for work completed. Maintain official

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

PRODUCTS:

1. Memoranda and reports as needed.
2. Updates and amendments to certification documents as required.
3. MPO meeting minutes and reports.
4. Monthly invoices and progress reports.

SCHEDULE:

1. Work on this task will be continuous throughout FFY 2017

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$89,200/22,300	\$ 111,500	166
TOTAL	\$ 111,500	\$ 111,500	166

Task 1.2 Unified Planning Work Program

OBJECTIVE:

Prepare and maintain a Transportation Unified Planning Work Program (UPWP) that describes all transportation and transportation-related planning activities anticipated within the Berkshire planning region.

PREVIOUS ACTIVITIES:

1. Monitor work schedule and budget for FFY 2016.
2. Draft a new UPWP for FFY 2016.

PROPOSED ACTIVITIES:

1. Publish the UPWP.
2. Review and amend the Berkshire’s FFY 2017 UPWP as needed. Circulate revisions to the appropriate agencies for review and/or endorsement.
3. Develop a new UPWP for the Berkshire planning region covering FFY 2018.

PRODUCTS:

1. FFY 2018 UPWP Document.
2. Monitor work schedule and budget.
3. Amendments to the FFY 2017 UPWP as necessary.

SCHEDULE:

1. Draft of FFY 2018 UPWP for MPO review – May 2017
2. MPO endorsement of FFY 2018 UPWP – July 2017
3. Federal agency approval of FFY 2018 UPWP – September 30, 2017

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$11,200/2,800	\$14,000	21
TOTAL	\$14,000	\$14,000	21

Task 1.3 Public Participation

OBJECTIVE:

Provide the public with complete information, timely notice, and opportunities for continuing involvement in the 3C process and ensure that all segments of the population are able to fully participate. Assess the effectiveness of the current Public Participation Process and enhance the process of regional involvement supporting the objectives of the FAST legislation.

PREVIOUS ACTIVITIES:

1. Produce transportation related articles for the BRPC bi-monthly newsletter, “Common Ground”.
2. Update and maintain mailing lists for public participation.
3. Update website with regional transportation planning activities.
4. 2016 Public Participation Plan

PROPOSED ACTIVITIES:

1. Prepare transportation articles for “Common Ground”, BRPC’s bi-monthly newsletter.
2. Regular updates to transportation information on the agency’s website.
3. Apply the Public Participation Process to transportation program activities and tasks; prepare for and attend public meetings; perform research to increase public participation; inform and educate residents on BRPC’s transportation initiatives.
4. Explore alternative outlets to reach Limited English Proficient populations
5. Regular updates of email addresses for public participation, EJ and Title VI activities.

PRODUCTS:

1. Transportation articles for the BRPC newsletter.
2. Periodic updates to BRPCs webpage to maintain current information on transportation initiatives and projects.
3. Expanded Public Outreach Efforts and media contact
4. In general, take appropriate actions to ensure that the transportation public involvement process contains no barriers to participation by minority and low-income groups.

SCHEDULE:

1. Public Participation efforts will be ongoing throughout FFY 2017

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$6,400/1,600	\$8,000	12
TOTAL	\$8,000	\$8,000	12

Task 1.4 Title VI & Environmental Justice

OBJECTIVE:

To integrate the non-discrimination principles of Environmental Justice and Title VI into the 3C Transportation Planning process and ensure that all segments of the population are able to fully participate and have their interests represented in a complete and equitable fashion. Ensure Title VI protected classes are considered in the project selection process of developing the TIP; prepare annual Title VI report document.

PREVIOUS ACTIVITIES:

1. Preparation of Title VI and EJ maps (census block maps) for towns and cities in Berkshire County.
2. Monitoring of trends or changes targeted population groups.
3. Prepare Title VI Plan.

PROPOSED ACTIVITIES:

1. Continued monitoring of demographic trends and shifts in Berkshire County.
2. Where advisable, and within parameters of cost feasibility, translation of BRPC materials for distribution to EJ populations
3. Evaluate projects for environmental justice impacts as part of the RTP/ TIP project evaluation processes.
4. Conduct outreach, engage and take appropriate actions to ensure that the transportation public involvement process contains no barriers to participation by EJ and Title VI population groups and coordinate with BRTA.
5. Maintain database containing email contacts of community groups and relevant non-profits
6. Prepare annual Title VI report

SCHEDULE:

1. Work will be ongoing throughout FFY 2017
2. Annual Title VI report: July 31, 2017

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$6,400/1,600	\$8,000	12
TOTAL	\$8,000	\$8,000	12

Task 1.5 TIP Development

OBJECTIVE:

Develop, amend, and maintain the Transportation Improvement Program (TIP) for the Berkshire Region. Update and refine a 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. Monitor progress of TIP implementation.
2. Request submittal of transportation improvement projects from municipalities, MassDOT, BRTA and other transportation providers.
3. Maintain a database of improvement projects.
4. Produce and distribute draft TIP documents for federal, state and local parties.
5. Provide assistance to applicants with their TIP projects.
6. Provide information and recommendations to the Transportation Advisory Committee (TAC) and the MPO.

PROPOSED ACTIVITIES:

1. Prepare 2018-2022 Transportation Improvement Program. Solicit the submittal of transportation improvement projects.
2. Provide technical assistance to municipalities and other applicants in submitting projects for consideration and in implementing TIP projects including advancing recommendations resulting from the project need form and project initiation form phases of the project development.
3. Monitor status of projects in the TIP. Prepare amendments and adjustments as necessary.

PRODUCTS:

1. FFY 2018-2022 Transportation Improvement Program.
2. Amendments to the FFY 2016-2019 TIP as necessary

SCHEDULE:

1. Draft of FFY 2018-2022 TIP for MPO review – May 2017
2. Draft FFY 2018-2022 TIP released by MPO for public comment – June 2017
3. MPO endorsement of FFY 2018-2022 TIP – July 2017
4. Federal agency approval of FFY 2018-2022 TIP – September 30, 2017

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$23,786/5,947	\$29,786	44
TOTAL	\$29,786	\$29,786	44

WORK ELEMENT 2

TECHNICAL SUPPORT & DATA COLLECTION

This element documents activity to be conducted in support of transportation planning tasks described in other UPWP elements. Included as part of this activity is a focus on performance measures including research, analysis, public involvement/outreach, selection and implementation transitioning to performance based planning.

These activities include technical planning tasks necessary to provide a basis for transportation planning, evaluation of transportation improvement decisions, and monitoring and management of the transportation system. This includes data collection and management, analytical procedures, and computer operations. The tasks included in this work element are linked to all other work elements of this UPWP.

Task 2.1 GIS, Mapping and Graphics

OBJECTIVE:

Continue to develop and maintain digital geo-coded referenced data about the Berkshire Region and its transportation systems. BRPC seeks to increase access to its extensive regional database, improve spatial analytical capabilities and serve as a catalyst for cooperative development, exchange and distribution of map data.

PREVIOUS ACTIVITIES:

1. Create working maps and visual displays.
2. Upgrade GIS software and office computers.
3. Update road inventory data layer.

PROPOSED ACTIVITIES:

1. Maintain and enhance digital base maps and data layers. Manage the organization of the data layers on the BRPC computer network
2. Provide mapping and related support for highway system planning, transit planning, and coordination with regional land use planning.
3. Support distribution of information to the public and planning stakeholders through thematic maps and educational multi-media presentations.
4. Participate in the Massachusetts Regional Planning Agency GIS group. Work with regional, state, and federal agencies on data standards and map standards.

PRODUCTS:

1. Maintenance of BRPC GIS System.
2. Maintenance of Data Layers to support Transportation Planning activities.
3. Mapping and Graphics to support Transportation Planning activities.

SCHEDULE:

1. Work on this task will be ongoing throughout FFY 2017

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$10,400/2,600	\$13,000	15
TOTAL	\$13,000	\$13,000	15

Task 2.2 Regional Data & Analysis

OBJECTIVE:

Collect and maintain data about the Berkshire Region. Support decision-making for regional transportation and land-use planning. Improve analytical capabilities, increase access to regional databases, and analyze statistical information related to trends and projections.

PREVIOUS ACTIVITIES:

1. Collect and manage data associated with Berkshire Benchmarks
2. Develop Berkshire Benchmarks website
3. Coordinate with 2010 Census. Promote Census outreach efforts.
4. Update databases and analyses with 2010 Census data.

PROPOSED ACTIVITIES:

1. Update and expand demographic and economic database, such as employment data, land use, population and household statistics.
2. Collect data and coordinate transportation data needs with Berkshire Benchmarks.
3. Provide support to the BRPC transportation section, including computer maintenance, installation of transportation software, and review and purchasing of new software/hardware.

PRODUCTS:

1. Updated Databases.
2. Provide updates to the Berkshire Benchmarks data and website.
3. Conduct data analysis in support of Transportation Program activities including the development of MAP-21/FAST performance measures in accordance with applicable regulations and guidelines.

SCHEDULE:

1. Work on this task will be ongoing throughout FFY 2017

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$14,000/3,500	\$17,500	20
TOTAL	\$17,500	\$17,500	20

Task 2.3 *Traffic and Travel Data Collection*

OBJECTIVE:

Collect and maintain traffic count data, and other transportation data relating to travel behavior and travel characteristics for the Berkshire Region.

PREVIOUS ACTIVITIES:

1. Regional traffic count program.
2. Respond to public and community requests for traffic data.

PROPOSED ACTIVITIES:

1. Administer 2017 Traffic Count Program.
2. Retain a traffic counting firm to undertake data collection.
3. Prepare a report summarizing Regional traffic counts.
4. Provide traffic data to local communities upon request. Update BRPC website with traffic count data.
5. Coordinate with MassDOT on data collection activities.
6. Perform data collection activities in support of program activities.

PRODUCTS:

1. Updated Traffic Count database (web)
2. Regional Traffic Count report
3. Bicycle count data

SCHEDULE:

1. 2016 Traffic Count Report – Winter 2016/Spring 2017
2. Collect traffic data – Summer 2017

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$17,360/4,340	\$21,700	31
TOTAL	\$21,700	\$21,700	31

Task 2.4 *Travel Forecasting, Traffic Analysis and GHG Emission Analysis*

OBJECTIVE:

Analyze trends in regional traffic as documented by traffic counts and other travel data. Support local and regional sustainability and livability initiatives through analysis of corridors and projects in terms of circulation impacts and Green House Gas emission reductions to address the transportation sector’s regional impact on air pollution and climate change by estimating travel demand and the effectiveness of mitigation strategies.

PREVIOUS ACTIVITIES:

1. Prepare 2011 RTP Travel Forecasts.

PROPOSED ACTIVITIES:

1. Incorporate 2010 Census and ACS data in Regional Travel Demand Model.
2. Model calibration.
3. Coordination with MassDOT on Travel Demand Modeling issues.
4. Perform Green House Gas emission calculations for projects included in the TIP consistent with the Massachusetts Global Warming Solutions Act.
5. Identification of additional model enhancements.

PRODUCTS:

1. Technical documentation of corrections, additions and calibration of the model.
2. Traffic forecasts and measures of transportation network performance in support of transportation planning studies.

SCHEDULE:

1. Work on this task will be ongoing throughout FFY 2017.

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$12,960/3,240	\$16,200	24
TOTAL	\$16,200	\$16,200	24

Task 2.5 Pavement Management

OBJECTIVE:

Support and assist local highway departments with the management of their roadway infrastructure. Develop and prioritize pavement improvement projects throughout the Berkshire Region with the establishment and maintenance of a regional Pavement Management System (PMS).

PREVIOUS ACTIVITIES:

1. Participation in the MARPA Pavement Management Sub-committee

PROPOSED ACTIVITIES:

1. Maintain Pavement Management System.
2. Update MassDOT Road Inventory data for the Berkshire Region into the Pavement Management System.
3. Compare MassDOT data with regional PMS data.
4. Develop data collection plan for non-MassDOT surveyed Federal Aid System road segments.
5. Explain the PMS program and coordination activities to elected officials, highway superintendents, and/or public works directors from local communities; provide related assistance.
6. Conduct field surveys and input data.
7. Report to the TAC and MPO on regional pavement conditions and the costs associated with maintaining a state of good repair.

PRODUCTS:

1. Update MassDOT road inventory files.
2. Maintain Regional Pavement Management System.
3. Annual road assessment report on pavement conditions including updated 2017 MassDOT Pavement Serviceability Index condition data for numbered routes in Berkshire County.

SCHEDULE:

Work on this task will begin in Spring 2017 and continue through to the end of FFY 2017.

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$14,400/3,600	\$18,000	27
TOTAL	\$18,000	\$18,000	27

WORK ELEMENT 3

REGIONAL PLANNING STUDIES

This element consists of tasks which focus on specific issues or areas of concern raised by the MPO, BRPC member jurisdictions, or topics identified in other regional planning analysis, including the Regional Transportation Plan. Special studies will include partnering with BRTA, addressing public health impacts associated with the transportation system and identifying bicycle and pedestrian improvements in accordance with the Health Transportation Directive, when applicable.

Task 3.1 *Special Studies*

OBJECTIVE:

Provide background information and analysis of selected regional transportation planning topics. Perform follow-up work on recommendations of previous studies. Enable BRPC to be responsive to short-term transportation planning needs.

PREVIOUS ACTIVITIES:

1. Lee Area Traffic Study.
2. Hubbard Avenue Development and Access Study.
3. Regional Bottlenecks Analysis. West Street Corridor – Pittsfield; Church St and Main St – North Adams; Route 2/ Price Chopper Plaza – North Adams.

PROPOSED ACTIVITIES:

The studies shown below are a list of special study topics compiled by staff with input from the MPO on their priority during the preparation of the UPWP. It is anticipated that work will be completed on a minimum of two studies during the program year, with additional work being initiated subject to staffing and budget constraints.

1. Enhance travel and tourism in the Berkshires through research/analysis and integration with transportation planning.
2. Regional Bottleneck – Maple St./Park St. & Columbia St./Park St., Adams, Lanesborough Rd. at Route 8, Cheshire
3. Road Diet Evaluation - Route 8, Adams/N. Adams
4. Housatonic River Clean-up transportation impact and constraint analysis associated with the EPAs proposed remedy plan.
5. West Mountain Road/Route 7/20 feasibility and project development initiative stemming from a recommendation contained in the Route 7/20 Corridor Access Management Plan. Coordinate with Town of Lenox and MassDOT to determine project viability.
6. Re-evaluation of geometry and lane capacity of Hubbard Avenue bridge at Dalton Avenue.

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PRODUCTS:

1. Technical memorandum or reports on transportation issues of concern.
2. Analysis, evaluation and recommendations to mitigate bottleneck/traffic conditions to improve traffic and freight movement.

SCHEDULE:

1. Work on these tasks will be ongoing throughout FFY 2017.

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$48,400/12,100	\$60,500	90
TOTAL	\$60,500	\$60,500	90

Task 3.2 *Bicycle and Pedestrian Planning*

OBJECTIVE:

Assist communities in following through on the Berkshire Bicycling & Walking Transportation Plan and items developed in other Community Plans. Coordinate activities of Regional and Sub-regional bicycling and walking groups with a focus on the FHWA's National Goal Area of Environmental Sustainability and MassDOT's GreenDOT and Healthy Transportation Directive objectives. Improve safety and public health for all non-motorized travelers through planning, programming and outreach.

PREVIOUS ACTIVITIES:

1. Staff support to the Berkshire Bike Path Council (BBPC).
2. Administration of Ashuwillticook trail counts.
3. GIS inventory of existing and proposed bike facilities in the Berkshire Region.

PROPOSED ACTIVITIES:

1. Assist communities on Complete Streets matters.
2. Provide technical support to the BBPC and North Bike Berkshires, including provision of GIS related services.
3. Assist with efforts leading to furthering the construction of Ashuwillticook Rail Trail segments: Pittsfield segment.
4. Coordination with MassDOT on US Bike Route 7 signage
5. Continue identifying priority areas for on road cycling improvements and pedestrian enhancements including best practices based on land use context (urban, suburban, rural) including identifying critical sidewalk gaps.
6. Identify areas of concern for bicycle and pedestrian safety and walkability.
7. Participation in Bay State Bike Week, Bay State Greenway and Western New England Greenway bikeway initiatives.
8. Ashuwillticook bicycle trail planning - Pittsfield segment
9. Determine municipality's interest in a regional bicycle parking program; based on interest, develop funding program

PRODUCTS:

1. Technical assistance to municipalities on Complete Street issues.
2. Recommendations of capital improvements for TIP consideration that advance the Healthy Transportation Compact and GreenDOT mode shift goals.
3. Develop outline for a Pedestrian Safety Strategic Plan and preliminary schedule; initiate work on safety plan pending availability of staff.
4. Assist with efforts focused on outreach and education of bicycle and pedestrian safety and public health outcomes on a time available basis.

SCHEDULE:

1. Support/coordination/outreach efforts will be ongoing throughout FFY 2017.
2. Inventory of bicycle and pedestrian facilities – July 2017
3. Bicycle parking program – May 2017

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BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$40,000/10,000	\$50,000	75
TOTAL	\$50,000	\$50,000	75

Task 3.3 *Transportation, Community, and System Preservation*

OBJECTIVES:

To promote and implement corridor access management techniques in local communities in order to promote safety and minimize congestion caused by the conflicts between through traffic and adjacent land uses along major corridors and address FHWA’s National Goal Areas of Congestion Reduction and Safety.

PREVIOUS ACTIVITIES:

1. Route 7/20 Corridor Access Management Study
2. Great Barrington (Route 183/7) Access Management Study

PROPOSED ACTIVITIES:

1. Work with interested communities to inform and educate on the benefits of driveway and access management bylaws.
2. Develop bylaws and design guidelines which promote effective access management which communities can adopt to preserve the operational effectiveness of higher volume roadways.

PRODUCTS:

1. Technical memorandums, draft zoning bylaws and driveway design guidelines to promote effective access management techniques.

SCHEDULE:

1. Education and outreach to communities on access management and driveway bylaws, January 2017.
2. Develop draft access management/ drive bylaws for communities, March – August 2017.

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$12,000/3,000	\$15,000	22
TOTAL	\$15,000	\$15,000	22

Task 3.4 Regional Transit Planning

OBJECTIVE:

Provide technical assistance for public transportation service planning. Guide decision-making for regional public transportation issues. Make recommendations for improving the existing public transportation system in support of FHWA’s National Goal of increasing accessibility and mobility options available to people and for freight.

PREVIOUS ACTIVITIES:

1. Completed Southern Berkshire Community Transit Study.
2. Prepare Transit Elements of the Berkshire Regional TIP.
3. Participate in meetings and training sessions for the MA Institute for Transportation Coordination, Berkshire team.
4. Inventory of Transportation Providers in Berkshire County.

PROPOSED ACTIVITIES:

1. Provide planning assistance to BRTA for fixed route and para-transit operations including partnering and coordination on planning efforts.
2. Provide support to the Berkshire Regional Coordination Council.
3. Updated Coordinated Public Transit – Human Services Transportation Plan.
4. Support and assistance identifying and programming TIP projects.
5. Assist BRTA with developing transit performance measures.

PRODUCTS:

1. Technical Memoranda and statistical reports which may include; system data summaries, system performance standards, service expansion priorities, service reduction recommendations, analysis of boarding activity, analysis of existing and proposed stop locations, analysis of system revenues and costs.

SCHEDULE:

1. Work on this task will be ongoing throughout FFY 2017.
2. Coordinated Public Transit Human Services Transportation Plan Update – February 2017

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL	\$38,976	\$38,976	55
LOCAL*	\$9,747	0	0
TOTAL	\$48,723	\$38,796	55

*The BRTA in-kind match for FTA 5303 funded work. This match is an estimate of the value of BRTA staff support toward TPL related activities.

Task 3.5 Safety Initiatives

OBJECTIVE:

Evaluate accident data and public input to determine if there are physical conditions on roadway and roadway configurations that are safety hazards. This task is focused on addressing the FHWA’s Safety Goal Area as well as public health.

PREVIOUS ACTIVITIES:

1. Identify potential Road Safety Audit Review (RSAR) sites
2. Road Safety Audit, South St (BMC area, W. Housatonic/Center St.) intersections in Pittsfield and Route 7/20 at Walker Street.
3. Analysis of MassDOT Crash Data for HSIP project identification

PROPOSED ACTIVITIES:

1. Coordinate with Berkshire communities to identify HSIP eligible projects.
2. Conduct a RSAR at the Allendale Commercial Center, Routes 8 & 9, Pittsfield.
3. Prioritize future year HSIP projects.
4. Identification of other potential safety improvements.

PRODUCTS:

1. Documentation on high crash incident locations within Berkshire County for motor vehicle, bicycle, and pedestrian incidents.
2. Incorporation of accident analysis into other regional studies to support findings related to needed system improvements.

SCHEDULE:

1. Work on this task will occur in FFY 2017.

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$16,080/4,020	\$20,100	30
TOTAL	\$20,100	\$20,100	30

Task 3.6 Climate Change

OBJECTIVE:

Evaluate the impact that Climate Change may have on regional transportation facilities with an emphasis on stream crossings and improving the resiliency and reliability of the transportation system along with mitigating storm water impacts on surface transportation. Vulnerability assessment tools be utilized to assist in mitigating climate change impacts and to better prepare communities in improving public safety during serve weather events. This task is directed towards addressing both Infrastructure Condition and System Reliability national performance goals from FAST performance measures.

PREVIOUS ACTIVITIES:

1. Completed Draft Hazard Mitigation Plan
2. Compilation of stream crossing data

PROPOSED ACTIVITIES:

1. Conduct an inventory of stream crossing facilities subject to damage due to increased flooding events associated with Climate Change.
2. Coordinate with recommendations developed through the Hazard Mitigation Plan process and other related activities.
3. Assist in efforts to implement Massachusetts Stream Crossing Standards.
4. Work with MassDOT and municipalities to identifying vulnerable assets as part of its Climate Vulnerability Assessment.

PRODUCTS:

1. Research and data collection that supports updates to Massachusetts Stream Crossing Standards.
2. Database of stream crossings containing the following information: facility attributes, condition, historical flooding and damage, and repair/maintenance costs and condition information.

SCHEDULE:

1. Work on this task will continue in FFY 2017.

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$22,400/5,600	\$28,000	42
TOTAL	\$28,000	\$28,000	42

Task 3.7 Passenger and Freight Rail Planning

OBJECTIVE:

Encourage planning, improvements, and additions to the rail network that increase the accessibility and mobility options available for passengers and freight. Advance planning for passenger and freight rail planning that supports: goods movement, economic development, tourism, and development of a truly multi-modal transportation system.

PREVIOUS ACTIVITIES:

1. Berkshire Passenger Rail Station Location and Design Analysis.
2. 2012 Freight and Goods Movement Survey Report.
3. Participation in the 2010 Massachusetts Freight Plan.

PROPOSED ACTIVITIES:

1. Participate in regional, statewide, and multi-state efforts that address passenger rail including the State Rail Plan.
2. Participate in regional, statewide, and multi-state efforts that address freight and goods movement by rail.
3. Engage local decision-makers and stakeholders in the planning for passenger and freight rail planning.
4. Review and comment on federal and statewide rail plans, programs, legislation, regulations and guidelines.
5. Participate in FHWA webinars and other related workshops regarding passenger and freight rail planning.

PRODUCTS:

1. Technical memos, data, and map products produced in concert with meetings, workshops, forums, grant applications, project proposals, etc., as needed.

Schedule:

1. Work on this task will be continuous throughout 2017

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$9,600/2,400	\$12,000	18
TOTAL	\$12,000	\$12,000	28

Task 3.8 FAST and Performance Measures

OBJECTIVE:

A key feature of federal transportation legislation is the establishment of a performance- and outcome-based program. The objective of this performance and outcome-based program is for States to invest resources in projects that collectively will make progress toward the achievement of the national goals. National performance goals established under MAP 21 focused on seven areas for the federal aid highway program:

- Safety - To achieve a significant reduction in traffic fatalities and serious injuries on all public roads
- Infrastructure condition - To maintain the highway infrastructure asset system in a state of good repair
- Congestion reduction - To achieve a significant reduction in congestion on the National Highway System
- System reliability - To improve the efficiency of the surface transportation system
- Freight movement and economic vitality - To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development
- Environmental sustainability - To enhance the performance of the transportation system while protecting and enhancing the natural environment
- Reduced project delivery delays - To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices

Current legislation, *Fixing America's Surface Transportation (FAST)* retains these national performance goals and rulemaking efforts continue. MPOs are required to establish performance targets in relation to performance measures (after the setting of state targets). This task is directed at this effort and will include coordination with MassDOT as the rules adopted and implemented.

In addition, staff will review performance measures and methodologies in order to establish regional and MPO targets that can be used to help measure progress in achieving the targets.

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PREVIOUS ACTIVITIES:

1. 2016 Berkshire Regional Transportation Plan
2. 2012 Berkshire Regional Transportation Plan
3. TIP Transportation Evaluation Criteria – Revised 2011
4. Pavement Management Program

PROPOSED ACTIVITIES:

1. Review applicable rules and regulations developed by federal and state agencies related to targets and performance measures;
2. Review available local data related to the seven national performance goals;
3. Develop performance measures for the Berkshire MPO based on available data and guidelines;
4. Determine methodology to set and evaluate performance targets that support FAST intentions.

PRODUCTS:

1. Performance Measures and targets for the Berkshire MPO

SCHEDULE:

1. Monitor rulemaking activities and coordination with MassDOT and FHWA regarding Performance Measures – throughout FFY 2017
2. Performance measures/targets – September 2017

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$14,640/3,660	\$18,300	26
TOTAL	\$18,300	\$18,300	26

WORK ELEMENT 4

OTHER ACTIVITIES

This work element provides transportation planning that addresses broader Regional Planning objectives of BRPC, including coordination with community and environmental planning.

Task 4.1 Land Use/ Transportation Planning

OBJECTIVE:

The objective of this task is to facilitate development or re-development in the region's communities promote land use planning policies and measures to minimize sprawl or other development patterns that contribute to traffic congestion and to promote sustainable development practices.

PREVIOUS ACTIVITIES:

1. Conducted public/community Smart Growth Workshops.
2. Provided technical assistance to communities to apply Smart Growth development principles.
3. Conducted activities to initiate the Regional Sustainability Plan.
4. Prepared informational material to demonstrate the benefits of Low Impact Development techniques such as reduced widths and pervious pavement for residential streets.
5. Provided support to the Regional Issues Committee.
6. Coordinated land use and policy analysis with the 2011 RTP update.

PROPOSED ACTIVITIES:

1. Continue to develop principles and planning tools that Berkshire communities can use for "Smart Growth" and Sustainable Development. Review and evaluate existing or proposed land use policies, plans, or laws / regulations in selected communities to determine their effects on transportation.
2. Implement recommendations and actions identified in Sustainable Berkshires regional sustainability plan.
3. Work with the Regional Issues Committee as a forum for debating regional land use and its significance to the regional transportation network.
4. Conduct public outreach and educational activities with Select Boards and other advisory bodies.
5. Continue analysis of regional data and development trends.
6. Continue to research and develop policies and procedures to facilitate the integration of transportation, land use and environmental planning, especially

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related to impacts from climate change and habitat connectivity. Examine the interrelationship of land use, energy use and transportation.

7. Gain familiarity with FHWA's Infrastructure Voluntary Evaluation Sustainability Tool (INVEST).

PRODUCTS:

1. Workshops focused on Smart Growth and Sustainable Development.
2. Updated package of "Smart Growth" Planning Tools.
3. Technical Memoranda/ Reports related to Sustainable Development Practices and the Regional Sustainability Plan.
4. Meetings with the Berkshire Regional Planning Commission Regional Issues Committee.

SCHEDULE:

1. Work on this task is ongoing throughout FFY 2017.

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$16,800/4,200	\$21,000	31
TOTAL	\$21,000	\$21,000	31

Task 4.2 Local Technical Assistance

OBJECTIVE:

Provide technical resources and support for member communities and organizations. Review transportation related impact reports, traffic studies, and environmental notification forms.

PREVIOUS ACTIVITIES:

1. Provide transportation related assistance to communities on an as requested basis.
2. Review and comment on transportation aspects of Environmental Notification Forms and Environmental Impact Reports as part of the MEPA process.
3. Attend project scoping sessions for significant projects in the region as part of the MEPA process.

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. Provide transportation planning assistance to communities as requested.
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 local communities with advancing projects to the project development process and assist with the submission of project need forms.

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.

SCHEDULE:

1. Work on this task will be ongoing throughout FFY 2017.

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$16,800/4,200	\$21,000	31
TOTAL	\$21,000	\$21,000	31

Task 4.3 Scenic Byway Projects

OBJECTIVE:

To preserve, improve and enhance the region’s Scenic Byways.

PREVIOUS ACTIVITIES:

1. Completed Jacobs Ladder Corridor Study and Management Plan
2. Partnered with adjoining Regional Planning Agencies on development of grant applications and work scopes for further Scenic Byway projects
3. Completed Mohawk Trail Bikeway Phase I
4. Awarded Mohawk Trail Historic Preservation, Mohawk Bike/Ped Trail Phase II grant and Lee Bikeway grant
5. Approved Mohawk Bike/Ped Trail Phase II Scope
6. Approved Lee Bikeway Scope

PROPOSED ACTIVITIES:

1. Continue coordination with Contiguous Regional Planning Agencies on Scenic Byway project development activities;
2. Task completion, project management, and contract administration of Scenic Byway projects;
3. Continue activities to support implementation of Corridor Management Plans;
4. Apply for funds to implement projects contained in the Corridor Management Plans.

PRODUCTS:

1. Continued support and technical assistance to regional and local Scenic Byway partners.
2. Planning and administration of Lee Bikeway Phase II planning and design project.

SCHEDULE:

1. Work on this task will be ongoing throughout FFY 2017.

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$6,000/1,500	\$7,500	9
Scenic Byways	\$12,000/3,000	\$15,000	50
TOTAL	\$18,000/4,500	\$22,500	59

DIRECT EXPENSE

As shown in the Funding Profile on the following page, a total of \$17,512 in Direct Expense is identified in the 2017 UPWP. Of these direct expenses:

- \$15,000 is provided via the FHWA/MassDOT PL contract
- \$12.00 in direct expense is provided via the FTA/MassDOT FTA 5303 contract
- \$1,500 in direct/consultant expense for the Scenic Byway contract.

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FUNDING PROFILE

	TOTAL	FFY 2017 TOTAL	PL- FEDERAL	PL-STATE	SCENIC BYWAYS	FTA-5303	LOCAL*
Management & Certification							
1.1 Management of the 3C Process	111,500	111,500	89,200	22,300			
1.2 UPWP	14,000	14,000	11,200	2,800			
1.3 Public Outreach	8,000	8,000	6,400	1,600			
1.4 Title VI & EJ	8,000	8,000	6,400	1,600			
1.5 TIP Development	29,733	29,733	23,786	5,947			
Subtotal	171,233	171,233	136,986	34,247	0	0	0
Technical Support							
2.1 GIS, Mapping & Graphics	13,000	13,000	10,400	2,600			
2.2 Regional Data & Analysis	17,500	17,500	14,000	3,500			
2.3 Traffic and Travel Data	21,700	21,700	17,360	4,340			
2.4 Travel Forecasting & GHG Analysis	16,200	16,200	12,960	3,240			
2.5 Pavement Management	18,000	18,000	14,400	3,600			
Subtotal	86,400	86,400	69,120	17,280	0	0	0
Planning Studies							
3.1 Special Studies	60,500	60,500	48,400	12,100			
3.2 Bicycle & Pedestrian Planning	50,000	50,000	40,000	10,000			
3.3 TCSP	15,000	15,000	12,000	3,000			
3.4 Regional Transit Planning	48,723	0	0	0		38,976	9,747
3.5 Safety Initiatives	20,100	20,100	16,080	4,020			
3.6 Climate Change	28,000	28,000	22,400	5,600			
3.7 Passenger & Freight Rail	12,000	12,000	9,600	2,400			
3.8 FAST & Performance Measures	18,300	18,300	14,640	3,660			
Subtotal	252,623	203,900	163,120	40,780	0	38,976	9,747
Other Activities							
4.1 Transportation/ Land Use Planning	21,000	21,000	16,800	4,200			
4.2 Local Technical Assistance	21,000	21,000	16,800	4,200			
4.3 Scenic Byway Projects	22,500	7,500	6,000	1,500	15,000		
Subtotal	64,500	49,500	39,600	9,900	15,000		0
BRPC Direct Expenses	17,512	16,000	12,800	3,200	1,500	12	
TOTAL FUNDS	592,268	527,033	421,626	105,407	16,500	38,988	9,747
BRPC Salaries and Overhead		511,033	408,826	102,207			

2016 PL Allocation 527,033

Notes

FHWA/PL	Federal Highway Administration/Metropolitan Transportation Planning Funds
FTA 5303	FTA Section 5303 planning funds
SCENIC BYWAY	Scenic byway funds estimated to be spent in FFY 2017
LOCAL*	The BRTA in-kind match for FTA 5303 funded work. This match is an estimate of the value of BRTA staff support toward TPL related activities.

UPWP STAFF LISTING

POSITION	NAME	ESTIMATED %TIME
Executive Director	Nat Karns	< 1%
Assistant Director	Tom Matuszko	5 %
Transportation Program Manager	Clete Kus	99%
Senior Transportation Planner	Anuja Koirala	99%
Senior Transportation Planner	Emily Lindsey	99%
Other Planners	Patricia Mullins Lauren Gaherty Brian Domina Melissa Provencher Eammon Coughlin Nancy Doucette	2 -- 25% 2% 6% 7% 3% 2% 2%
GIS Coordinator	Mark Maloy	20%
Office Manager	Marianne Snizek	< 1%

BERKSHIRE TRANSPORTATION – RELATED REPORTS

“Common Ground,” the bi-monthly BRPC newsletter
Columbus Avenue Garage Parking Demand Analysis - 2016
Berkshire Passenger Rail Station Location & Design Analysis - 2014
Coordinated Public Transit Human Services Transportation Plan 2014
Sustainable Berkshires - 2014
East Street Capacity Analysis - 2013
Lee Truck Traffic Analysis - 2013
Coordinated Public Transit Human Services Transportation Plan 2012
2012 Freight and Goods Movement Survey Report
Main Street Great Barrington Safety Analysis - 2012
2012 Berkshire Regional Transportation Plan
2011 Bottleneck Analysis – North Adams, MA
2011 Bottleneck Analysis – Pittsfield, MA
2011 Pavement Condition Report
Berkshire Comprehensive Economic Development Strategy - 2011
Stockbridge Downtown Area Walkability Audit -2011
Downtown Lee Walkability Audit -2010
Route 7/20 Corridor Access Management Plan - 2010
Lee Area Traffic Study - 2010
Southern Berkshire Community Transit Study – 2010
Downtown Lee Parking Inventory and Management Plan – 2010
Mohawk Bicycle Trail Feasibility Analysis - 2010
Lee Bikeway Study - 2009
Lee Emergency Dispensing Site Report – 2009
2009 Coordinated Public Transit – Human Services Plan and Updates
2007 Regional Transportation Plan
2007 Public Participation Plan
Downtown Pittsfield Circulation 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: Evaluation of Potential Actions - 2006
South Street Alternatives Study – Final Report - 2006
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 Traffic Volume Data Book - 2004
Route 8 Corridor Access Management Study – Lanesborough & Cheshire - 2004
Safety Analysis of Intersections Along East Housatonic Street, Pittsfield - 2004
Safety Analysis of Intersections Along Fenn Street, Pittsfield - 2004
Berkshire Access Management Guidelines – 2002

BERKSHIRE REGIONAL PLANNING COMMISSION REVENUE SOURCES FOR FISCAL YEAR 2017

FY 2017 BUDGET - May 5, 2016 Version

Approved 5.19.2016

Berkshire Regional Planning Commission

PROJECTED REVENUES

Agency	Contract		FY 2016 Approved
ADAMS	OUTS/GIS	Outsource GIS Planner	\$ 10,000
EPA	EPA/RLF	Brownfield Revolving Loan Fund	\$ 840,498
BBPC	BBPC	Berkshire Bike Path Council Support	\$ 500
MassDot	TPL13	Transportation Planning	\$ 520,000
Towns	BPHA/INSP	Berkshire Public Health Alliance Inspections	\$ 30,000
Towns	BPHA/PHN	Berkshire Public Health Alliance Nursing	\$ 12,000
EPA	EPA/ASSESS13	Brownfields Assessment - 2013	\$ 186,411
MASSDOT	MBPT2	Mohawk Trail Path Phase II	\$ 10,839
TOWNS	ROR	Rest of River Coordination	\$ 60,000
LEE	LEE/BFAWP	Brownfields Area Wide Planning	\$ 36,295
NAD	NAD/DP	Distressed Properties Assessment	\$ 933
PVPC	PVPC/TL	Scenic Byways Trail Linkage Project	\$ 799
TOWNS	BURN	Online Burn Permits	\$ 1,400
DPH	DPH/PHDIG14	Public Health District Incentive Grant-DPH	\$ 6,250
HRiA	HRiA/PHDIG14	Public Health District Incentive Grant-HRiA	\$ 11,892
BHS	BHS/PWTF	Prevention Wellness Trust Fund - BPHA	\$ 49,549
MassDot	LEE BIKEWAY	Lee Bikeway Design	\$ 27,695
FDA	AFDO-FDA/A2014	Food Safety Training	\$ 1,229
DPH	DPH/BOAPC15	Opioid Abuse Prevention Collaborative	\$ 100,000
BCBOHA	BCBOHA/SUP15	BCBOHA Support Services	\$ 10,000
DAL	DHCD/PDF	Priority Development Fund Housing Assessments	\$ 11,185
BTCF	BTCF/BEE15	Berkshire Conservation Commission Training	\$ 10,761
GTB	GTB-SHF-CDBG	Great Barrington/Sheffield CDBG 2014	\$ 65,341
USDOT	USDOT/PIPE	Pipeline Technical Assistance	\$ 8,660
EDA	EDA/ABE	Advancing Berkshire Economy	\$ 18,547
AFDO	AFDO/EDA-DAL	Voluntary Program Standards for Food Safety	\$ 1,357
OTS	OTS/MP	Otis Master Plan Support	\$ 12,074
JSI	JSI/IETA15	Immunization Equity Technical Assistance FY15	\$ 4,496
STK	STK/604B	Stockbridge Bowl Watershed Assessment 604b	\$ 3,044
RCH	RCH/OSRP	Richmond Open Space & Recreation Plan Support	\$ 8,235
Towns	PWG/PF	Technical Review - Proposed NED Gas Pipeline	\$ 30,812
SND	SND/MP	Sandisfield Master Plan	\$ 24,000
LEE	LEE/OSRP	Lee Open Space & Recreation Plan	\$ 5,000
DAL	DAL/MP	Dalton Master Plan	\$ 10,000
STK	STK/S319	Stockbridge Bowl S319 Support	\$ 7,000
BCBOHA	BCBOHA/PWTG-T	Smoking Cessation- Prevention Wellness Trust Fund	\$ 55,000
FRCOG	FRCOG/BMRC16	Berkshire Medical Reserve Corps	\$ 28,900
BTI	BTI/TUFTS	Age Friendly Berkshires	\$ 0
GTB	GTB-R/CDBG14	Great Barrington CDBG - Infrastructure & Housing	\$ 0
FDA	FDA/FOOD16	FDA Regional Food Safety Permitting and Inspection	\$ 0

BERKSHIRE METROPOLITAN PLANNING ORGANIZATION
2017 UNIFIED PLANNING WORK PROGRAM

DEP	DEP/NPDES	Regional NPDES Phase II Stormwater Assessment	\$	0
PTS	PTS/BFASSESS	Pittsfield Brownfield Assessment	\$	0
MAPC	MAPC/SUVT	Spontaneous Unaffiliated Volunteer Training	\$	0
BTI	BTI/BCE	Berkshire Education Task Force Support	\$	0
FRCOG	MTWP	FRCOG Mohawk Trail Woodlands Partnership	\$	20,000
DHCD	DHCD/DLTA16	District Local Technical Assistance	\$	226,112
FDA	FDA/AFDO16	Food Health Assessment	\$	0
MAPC	MAPC/COAD17	Long Term Recovery Plan Assistance	\$	0
MAPC	MAPC/DMP	Debris Management Planning Assistance	\$	0
MASSDOT	MASSDOT/EOT10	Transit Planning	\$	38,474
PTS	PTS/POS	Pittsfield Open Space & Recreation Plan	\$	0
MAHB	MAHB/HIA	Health Impact Assessment	\$	0
TYR	TYR/PM	Pavement Management Program	\$	0
MAPC	MPAC/CID	Children in Disaster Planning	\$	0
EGR	EGR/CS	Egremont Complete Streets Assessment	\$	0
CHS	CHS/MP	Cheshire Master Plan Support	\$	0
LAN	LAN/HMP	Lanesborough Hazard Mitigation Plan	\$	0
SND	SND/CS	Sandisfield Complete Streets Assessment	\$	0
Towns	PM	Pavement Management Services	\$	0
BUW	BB/BUW17	Berkshire United Way Support	\$	5,000
DAL	SW17	Dalton Stormwater Management Support	\$	10,000
FRCOG	FRCOG/EPP17	Emergency Preparedness Planning	\$	133,935
DHCD	DHCD/CDBG16	CDBG Grant FY 16	\$	35,000
New	Projects	Unsecured New Projects	\$	185,281
GEN	ERAL	General:Assesment, Other	\$	96,000
		TOTAL REVENUES	\$	2,970,505

1. Applied for - no decision as of 5/1/16
 2. Assumes \$100,000 new revenue. As of 5/1/16 not approved by legislature
- * As of May 1, 2016 not yet under contract

BERKSHIRE REGIONAL PLANNING COMMISSION PROJECTED EXPENDITURES FOR FISCAL YEAR 2017

FY 2017 BUDGET - May 5, 2016 Version

Approved 5.19.2016

Berkshire Regional Planning Commission

PROJECTED REVENUES

Agency	Contract		FY 2016 Approved	FY 2017 Approved
ADAMS	OUTS/GIS	Outsource GIS Planner	\$ 10,000	\$ 10,000 *
EPA	EPA/RLF	Brownfield Revolving Loan Fund	\$ 840,498	\$ 296,550
BBPC	BBPC	Berkshire Bike Path Council Support	\$ 500	\$ 700
MassDot	TPL13	Transportation Planning	\$ 520,000	\$ 553,967
Towns	BPHA/INSP	Berkshire Public Health Alliance Inspections	\$ 30,000	\$ 30,000
Towns	BPHA/PHN	Berkshire Public Health Alliance Nursing	\$ 12,000	\$ 25,000
EPA	EPA/ASSESS13	Brownfields Assessment - 2013	\$ 186,411	\$ 0
MASSDOT	MBPT2	Mohawk Trail Path Phase II	\$ 10,839	\$ 4,000
TOWNS	ROR	Rest of River Coordination	\$ 60,000	\$ 60,000
LEE	LEE/BFAWP	Brownfields Area Wide Planning	\$ 36,295	\$ 21,463
NAD	NAD/DP	Distressed Properties Assessment	\$ 933	\$ 0
PVPC	PVPC/TL	Scenic Byways Trail Linkage Project	\$ 799	\$ 0
TOWNS	BURN	Online Burn Permits	\$ 1,400	\$ 1,400
DPH	DPH/PHDIG14	Public Health District Incentive Grant-DPH	\$ 6,250	\$ 0
HRiA	HRiA/PHDIG14	Public Health District Incentive Grant-HRiA	\$ 11,892	\$ 0
BHS	BHS/PWTF	Prevention Wellness Trust Fund - BPHA	\$ 49,549	\$ 50,000
MassDot	LEE BIKEWAY	Lee Bikeway Design	\$ 27,695	\$ 10,898
FDA	AFDO-FDA/A2014	Food Safety Training	\$ 1,229	\$ 0
DPH	DPH/BOAPC15	Opioid Abuse Prevention Collaborative	\$ 100,000	\$ 100,000
BCBOHA	BCBOHA/SUP15	BCBOHA Support Services	\$ 10,000	\$ 10,000
DAL	DHCD/PDF	Priority Development Fund Housing Assessments	\$ 11,185	\$ 0
BTCF	BTCF/BEE15	Berkshire Conservation Commission Training	\$ 10,761	\$ 0
GTB	GTB-SHF-CDBG	Great Barrington/Sheffield CDBG 2014	\$ 65,341	\$ 0
USDOT	USDOT/PIPE	Pipeline Technical Assistance	\$ 8,660	\$ 0
EDA	EDA/ABE	Advancing Berkshire Economy	\$ 18,547	\$ 5,056
AFDO	AFDO/EDA-DAL	Voluntary Program Standards for Food Safety	\$ 1,357	\$ 0
OTS	OTS/MP	Otis Master Plan Support	\$ 12,074	\$ 0
JSI	JSI/IETA15	Immunization Equity Technical Assistance FY15	\$ 4,496	\$ 0
STK	STK/604B	Stockbridge Bowl Watershed Assessment 604b	\$ 3,044	\$ 0
RCH	RCH/OSRP	Richmond Open Space & Recreation Plan Support	\$ 8,235	\$ 0

BERKSHIRE METROPOLITAN PLANNING ORGANIZATION
2017 UNIFIED PLANNING WORK PROGRAM

Towns	PWG/PF	Technical Review - Proposed NED Gas Pipeline	\$	30,812	\$	0
SND	SND/MP	Sandisfield Master Plan	\$	24,000	\$	0
LEE	LEE/OSRP	Lee Open Space & Recreation Plan	\$	5,000	\$	0
DAL	DAL/MP	Dalton Master Plan	\$	10,000	\$	0
STK	STK/S319	Stockbridge Bowl S319 Support	\$	7,000	\$	7,500
BCBOHA	BCBOHA/PWTG-T	Smoking Cessation- Prevention Wellness Trust Fund	\$	55,000	\$	40,000
FRCOG	FRCOG/BMRC16	Berkshire Medical Reserve Corps	\$	28,900	\$	28,333
BTI	BTI/TUFTS	Age Friendly Berkshires	\$	0	\$	86,000
GTB	GTB-R/CDBG14	Great Barrington CDBG - Infrastructure & Housing	\$	0	\$	69,839
FDA	FDA/FOOD16	FDA Regional Food Safety Permitting and Inspection	\$	0	\$	73,850
DEP	DEP/NPDES	Regional NPDES Phase II Stormwater Assessment	\$	0	\$	37,576
PTS	PTS/BFASSESS	Pittsfield Brownfield Assessment	\$	0	\$	7,500
MAPC	MAPC/SUVT	Spontaneous Unaffiliated Volunteer Training	\$	0	\$	8,407
BTI	BTI/BCE	Berkshire Education Task Force Support	\$	0	\$	36,000
FRCOG	MTWP	FRCOG Mohawk Trail Woodlands Partnership	\$	20,000	\$	30,000
DHCD	DHCD/DLTA16	District Local Technical Assistance	\$	226,112	\$	210,691
FDA	FDA/AFDO16	Food Health Assessment	\$	0	\$	10,000
MAPC	MAPC/COAD17	Long Term Recovery Plan Assistance	\$	0	\$	14,463
MAPC	MAPC/DMP	Debris Management Planning Assistance	\$	0	\$	7,467
MASSDOT	MASSDOT/EOT10	Transit Planning	\$	38,474	\$	37,567
PTS	PTS/POS	Pittsfield Open Space & Recreation Plan	\$	0	\$	3,023
MAHB	MAHB/HIA	Health Impact Assessment	\$	0	\$	1,484
TYR	TYR/PM	Pavement Management Program	\$	0	\$	2,330
MAPC	MPAC/CID	Children in Disaster Planning	\$	0	\$	17,025
EGR	EGR/CS	Egremont Complete Streets Assessment	\$	0	\$	2,783
CHS	CHS/MP	Cheshire Master Plan Support	\$	0	\$	25,000
LAN	LAN/HMP	Lanesborough Hazard Mitigation Plan	\$	0	\$	9,633
SND	SND/CS	Sandisfield Complete Streets Assessment	\$	0	\$	23,000
Towns	PM	Pavement Management Services	\$	0	\$	4,500
BUW	BB/BUW17	Berkshire United Way Support	\$	5,000	\$	15,000
DAL	SW17	Dalton Stormwater Management Support	\$	10,000	\$	14,000
FRCOG	FRCOG/EPP17	Emergency Preparedness Planning	\$	133,935	\$	133,935
DHCD	DHCD/CDBG16	CDBG Grant FY 16	\$	35,000	\$	35,000
New	Projects	Unsecured New Projects	\$	185,281	\$	177,405
GEN	ERAL	General:Assesment, Other	\$	96,000	\$	97,086
		TOTAL REVENUES	\$	2,970,505	\$	2,445,432

1. Applied for - no decision as of 5/1/16

2. Assumes \$100,000 new revenue. As of 5/1/16 not approved by legislature

* As of May 1, 2016 not yet under contract

2. PUBLIC COMMENT



Charles D. Baker, Governor
Karyn E. Polito, Lieutenant Governor
Stephanie Pollack, MassDOT Secretary & CEO



July 20, 2016

Nathaniel Karns, Executive Director
Berkshire Regional Planning Commission
1 Fenn Street, Suite 201
Pittsfield, MA 01201

Dear Mr. Karns:

The Massachusetts Department of Transportation (MassDOT) Office of Transportation Planning (OTP) has reviewed the draft 2017 Unified Planning Work Program (UPWP) released by the Berkshire Metropolitan Planning Organization (MPO) on June 28, 2016. The following MassDOT comments include both general guidance and specific comments on the MPO's 3C planning process with regard to the content of this document as released for public review.

- Table of Contents – Please include the Appendices in the Table of Contents.
- Page 1
 - Please spell out MassDOT in the first paragraph of the Introduction.
 - Please use the full title of the FAST Act in the third paragraph of the Introduction.
- Page 4 – Please update fiscal year and Metropolitan Planning (PL) funds allocation to reflect FFY 2017 amount.
- Page 6 – Please sort Table 1-2: Specific Studies by year or community.
- Page 7 – Please check this paragraph for grammar and typos.
- Page 8 –
 - Please ensure that adjustment and amendment procedures reflect the most recent OTP guidance and are then consistent with the Berkshire MPO Public Participation Plan.
 - Please spell out OTP.
- Task 1.2 – Please accurately specify which UPWP (FFY 2017 or FFY 2018) is the subject of each specific task listed below:
 - Proposed Activity 2 – FFY 2017 UPWP.
 - Proposed Activity 3 – FFY 2018 UPWP.
 - Product 1 – FFY 2018 UPWP.
 - Schedule 1 – FFY 2018 UPWP.
 - Schedule 2 – FFY 2018 UPWP.
 - Schedule 3 – FFY 2018 UPWP.
- Task 1.3, Proposed Activity 5 – Please correct the spelling of "Title VI."
- Task 1.5
 - Please accurately specify which UPWP (FFY 2017 or FFY 2018) is the subject of each specific task listed below:
 - Proposed Activity 1 – FFY 2018-2022.
 - Product 1 – FFY 2018-2022.
 - Product 2 – FFY 2017-2021.

Ten Park Plaza, Suite 4160, Boston, MA 02116
Tel: 857-368-4636, TTY: 857-368-0655
www.mass.gov/massdot

- Schedule 1 through 4 – 2018-2022.
- Proposed Activity 2 - Please provide more detail on the type of technical assistance available to municipalities and other applicants interested in proposing or advancing TIP projects, such as advancing project recommendations to the Project Need Form and Project Initiation Form phases of project development.
- Page 15, Work Element 2 – Please clarify what “selection and implementation” refers to.
- Work Element 3
 - Study scopes should include potential partnerships with the Berkshire Regional Transit Authority.
 - Study scopes should address the impacts on public health from your transportation system.
 - Study scopes should include a review of potential bicycle and pedestrian improvements to ready any project recommendations for compliance with the Healthy Transportation Directive.
- Page 35, Direct Expense – Please correct the direct expense total to match that found in the Funding Profile on page 36.
- Appendix – Please include a list of relevant acronyms and glossary terms.
- Please include the Region’s Notice of Nondiscrimination in the front of the document.
- Please include documentation that at least 33% of PL funds result in tangible products.
- Provide documentation of linkages between tasks. For example, Task 2.1 (GIS) clearly supports Task 3.2 (Bicycle and Pedestrian Planning), but the linkage is not clearly provided in the document.

Please contact me at (857) 368-8865 or Gabriel Sherman at (857) 368-8866 if you have any questions.

Sincerely,



David Mohler
Executive Director
Office of Transportation Planning

Cc: Jeffrey McEwen, Division Administrator, Federal Highway Administration
Mary Beth Mello, Regional Administrator, Federal Transit Administration
Francisca Heming, District 1 Highway Director

3. TRANSPORTATION ACRONYMS

ABP: Accelerated Bridge Program
ADA: Americans with Disabilities Act
ADT: Average Daily Traffic
ATR: Automatic Traffic Recorder
BMS: Bridge Management System
BRTA: Berkshire Regional Transit Authority
BRPC: Berkshire Regional Planning Commission
CAAA: Clean Air Act Amendments of 1990
CDBG: Community Development Block Grant
CFR: Code of Federal Regulations
CIP: Capital Investment Plan
CMAQ: Congestion Mitigation and Air Quality
CMP: Congestion Management Process
CO: Carbon Monoxide
COA: Council On Aging
CPS: Corridor Planning Study
CSS: Context Sensitive Solutions
DCR: Department of Conservation and Recreation
DDS: Department of Developmental Services
DEP: Department of Environmental Protection
DHCD: Department of Housing & Community Development
DLTA: District Local Technical Assistance
DOT: Department of Transportation
DPH: Department of Public Health
DTA: Division of Transitional Assistance
EDA: Economic Development Administration
EIR: Environmental Impact Report
EIS: Environmental Impact Statement
EJ: Environmental Justice
ENF: Environmental Notification Form
EOEEA: Executive Office of Energy and Environmental Affairs
EOT: Executive Office of Transportation
EPA: Environmental Protection Agency
EPDO: Equivalent Property Damage Only
FAA: Federal Aviation Administration
FAST Act: Fixing America's Surface Transportation Act
FHWA: Federal Highway Administration
FO: Functionally Obsolete
FRA: Federal Railroad Administration
FTA: Federal Transit Administration
GHG: Green House Gas
GIS: Geographic Information System
GPS: Global Positioning System
HAZMAT: Hazardous Material
HCM: Highway Capacity Manual
HOV: High Occupancy Vehicle
HPMS: Highway Performance Monitoring System
HPP: High Priority Project
HSIP: Highway Safety Improvement Program
I&M: Inspection & Maintenance
IM: Interstate Maintenance
ITE: Institute of Transportation Engineers
ITS: Intelligent Transportation Systems
ISTEA: Intermodal Surface Transportation Efficiency Act of 1991
JARC: Job Access Reverse Commute

LOS: Level of Service
LPA: Local Planning Assistance
LPMS: Local Pavement Management System
MAC: Massachusetts Aeronautics Commission
MARPA: Massachusetts Association of Regional Planning Agencies
MARTA: Massachusetts Association of Regional Transit Authorities
MassDOT: Massachusetts Department of Transportation
MassGIS: Massachusetts Geographic Information System
MBTA: Massachusetts Bay Transportation Authority
MEMA: Massachusetts Emergency Management Agency
MEPA: Massachusetts Environmental Policy Act
MHC: Massachusetts Historical Commission
MIS: Major Investment Study
MISER: Massachusetts Institute for Social and Environmental Research
MOU: Memorandum of Understanding
MPO: Metropolitan Planning Organization
MUTCD: Manual on Uniform Traffic Control Devices
MWRA: Massachusetts Water Resources Authority
NAAQS: National Ambient Air Quality Standards
NEPA: National Environmental Policy Act
NFA: Non Federal-Aid
NHS: National Highway System
NOx: Oxides of Nitrogen
NTD: National Transit Database
NTS: National Transportation System
NTSB: National Transportation Safety Board
OCI: Overall Condition Index (used with pavement)
OTP: Office of Transportation Planning
PCI: Pavement Condition Index
PL: Metropolitan Planning funds (federal)
PMS: Pavement Management System
POP: Public Outreach Program
PPP: Public Participation Plan
PPP: Public / Private Partnership
PRC: Project Review Committee
PRWORA: Personal Responsibility & Work Opportunity Reconciliation Act
PWED: Public Works/Economic Development
RIF: Roadway Inventory Files
RFP: Request For Proposal
RFQ: Request For Qualifications
ROW: Right Of Way
RPA: Regional Planning Agency
RSA: Roadway Safety Audit
RTA: Regional Transit Authority
RTP: Regional Transportation Plan
SAFETEA-LU: Safe, Accountable, Flexible and Efficient Transportation Equity Act
SAR: Strategic Assessment Report
SD: Structurally Deficient
SIP: State Implementation Plan (for Air Quality)
SOV: Single Occupancy Vehicle
SPR: Statewide Planning & Research
STIP: State Transportation Improvement Program
STP: Surface Transportation Program
TAC: Transportation Advisory Committee
TAZ: Transportation Analysis Zone
TCM: Transportation Control Measures
TDM: Travel Demand Management
TEA-21: Transportation Equity Act for the 21st Century TEC: Transportation Evaluation Criteria
TI: Transportation Improvement (in SAFETEA-LU)

TIP: Transportation Improvement Program
TMA: Transportation Management Association
TMC: Turning Movement Count
TRB: Transportation Research Board
TSM: Transportation Systems Management
UPWP: Unified Planning Work Program
VMS: Variable Message Sign
VMT: Vehicle Miles of Travel

