

BERKSHIRE COUNTY
METROPOLITAN PLANNING ORGANIZATION

Unified Planning Work Program

October 1, 2014 – September 30, 2015

Land Traffic Forecasting Trails GJS Routes Bicycling Pavement Pedestrians Safety Trains Railway Transportation Transit
Highway Forecasting Paths Routes Bicycling Pavement Pedestrians Safety Trains Railway Transportation Transit
Planning Movement Use Walking Pedestrians Safety Trains Railway Transportation Transit
Freight Movement Use Walking Pedestrians Safety Trains Railway Transportation Transit



Berkshire
Regional
Planning
Commission

BERKSHIRE REGIONAL PLANNING COMMISSION

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Unified Transportation Planning Work Program

October 1, 2014 to September 30, 2015

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

June, 2014

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.

BERKSHIRE REGIONAL PLANNING COMMISSION

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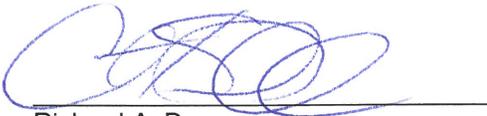
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MPO ENDORSEMENT:

**BERKSHIRE METROPOLITAN PLANNING ORGANIZATION
UNIFIED TRANSPORTATION PLANNING WORK PROGRAM
2014-2015**

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, 2014 and the MPO authorizes the Chairman to endorse the document on their behalf.



Richard A. Davey
MassDOT Secretary and CEO
Berkshire MPO Chairman

24 Jun 14

Date

TABLE OF CONTENTS

MPO ENDORSEMENT:	I
TABLE OF CONTENTS	III
INTRODUCTION	1
TRANSPORTATION PLANNING FUNDING SOURCES	3
WORK ELEMENT 1 MANAGEMENT / CERTIFICATION OF THE 3C PROCESS	4
Task 1.1 Management of the 3-C Process	4
Task 1.2 Unified Planning Work Program	6
Task 1.3 Public Participation, Title VI & Environmental Justice	7
Task 1.4 TIP Development	8
WORK ELEMENT 2 TECHNICAL SUPPORT & DATA COLLECTION	9
Task 2.1 GIS, Mapping and Graphics	9
Task 2.2 Regional Data & Analysis	11
Task 2.3 Traffic and Travel Data Collection	12
Task 2.4 Travel Forecasting and Traffic Analysis	13
Task 2.5 Pavement Management	14
WORK ELEMENT 3 REGIONAL PLANNING STUDIES	15
Task 3.1 Special Studies	15
Task 3.2 Bicycle and Pedestrian Planning	17
Task 3.3 Transportation, Community, and System Preservation	18
Task 3.4 Regional Transit Planning	19
Task 3.5 Safety Initiatives	20
Task 3.6 Climate Change	21
Task 3.7 National Transit Database	22
Task 3.8 MAP 21 Performance Measures	23
Task 3.9 Regional Transportation Plan	25
Task 3.10 ADA Transition Plan	26
WORK ELEMENT 4 OTHER ACTIVITIES	27
Task 4.1 Land Use/ Transportation Planning	27
Task 4.2 Local Technical Assistance	29
Task 4.3 Scenic Byway Projects	30
DIRECT EXPENSE	31
FUNDING PROFILE	32
UPWP STAFF LISTING	33
BERKSHIRE TRANSPORTATION – RELATED REPORTS	34
REVENUE SOURCES FOR FISCAL YEAR 2015	35
PROJECTED EXPENDITURES FOR FISCAL YEAR 2015	35

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 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, unless otherwise stated.

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 *Moving Ahead for Progress in the 21st Century* (MAP-21), 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:

- Completion of the 2016 RTP and advancing recommendations.
- 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.
- Development of MAP 21 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 and Asset Management System.
- Preparing a ADA Transition Plan and annual Title VI reporting
- Support for bicycling and pedestrian travel.
- 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.
- Updates to the Travel Demand Model
- Additional tasks subject to available funding and staff resources.

The Federal Highway Administration continues to recognize the importance of the UPWP to address eight 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;

BERKSHIRE METROPOLITAN PLANNING ORGANIZATION
2015 UNIFIED PLANNING WORK PROGRAM

- 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.

This UPWP addresses the above eight 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
1.1	Management of 3C Process	√	√	√	√	√	√	√	√
1.2	UPWP	√	√	√	√	√	√	√	√
1.3	Public Participation & Title VI	√	√	√	√	√	√	√	√
1.4	TIP Development	√	√	√		√		√	√
2.1	GIS, Mapping and Graphics	√	√	√	√	√	√	√	√
2.2	Regional Data & Analysis	√	√	√	√	√	√	√	√
2.3	Traffic and Travel Data	√	√	√	√	√	√	√	√
2.4	Travel Forecasting	√	√		√	√	√	√	√
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	NTD Reporting	√	√	√	√	√	√	√	√
3.8	MAP 21 Performance Measures	√	√	√	√	√	√	√	√
3.9	Regional Transportation Plan	√	√	√	√	√	√	√	√
3.10	ADA Transition Plan	√	√	√	√	√	√	√	√
4.1	Transportation and Land Use	√	√	√	√	√	√	√	√
4.2	Local Technical Assistance	√	√	√	√	√	√	√	√
4.3	Scenic Byway Projects	√	√	√	√	√			

In addition to MAP-21 requirements, other transportation challenges face Berkshire County. There is a shortage of funding to maintain the infrastructure at an adequate and safe level. Insofar as possible, the UPWP addresses the funding challenge by seeking to ensure that the TIP process results in a thorough, comprehensive and equitable evaluation of all roadway and transit projects.

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 2015, the Berkshire region's PL allocation is \$459,533. Additionally, \$42,000 has been reallocated from unused FFY 2012 PL funds for at total of \$501,533.

In addition, there are additional projects in the region resulting from grant awards for Scenic Byway Projects.

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 2014 through September 2015
FTA/MASSDOT 5303	October 2014 through September 2015
Scenic Byways Program	Various Contract Periods

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 Berkshires Mobility Team.
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.

BERKSHIRE METROPOLITAN PLANNING ORGANIZATION
2015 UNIFIED PLANNING WORK PROGRAM

6. Monitor the progress of work, budgets and scheduling of various work tasks. Prepare progress reports and invoices for work completed. Maintain official 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 2014

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$85,760/21,440	\$ 107,200	146
TOTAL	\$107,200	\$ 107,200	146

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 2015.
2. Draft a new UPWP for FFY 2016.

PROPOSED ACTIVITIES:

1. Publish the UPWP.
2. Review and amend the Berkshire’s 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 2016.

PRODUCTS:

1. 2016 UPWP publication.
2. Amendments to the FFY 2015 UPWP as necessary.

SCHEDULE:

1. Draft of 2016 UPWP for MPO review – May 2015
2. MPO endorsement of 2016 UPWP – June 2015
3. Federal agency approval of 2016 UPWP – September 30, 2015

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$8,800/2,200	\$11,000	15
TOTAL	\$11000	\$11,000	15

Task 1.3 Public Participation, Title VI & Environmental Justice

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 MAP 21 legislation. Ensure Title VI protected classes are considered in the project selection process of developing the TIP and preparing annual Title VI documents.

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.

PROPOSED ACTIVITIES:

1. Update the current Public Participation Plan
2. Prepare transportation articles for “Common Ground”, BRPC’s bi-monthly newsletter.
3. Regular updates to transportation information on the agency’s website.
4. Continue public outreach, including meetings of the TAC. Continue to update mailing lists for public participation.
5. Develop ADA transition plan.

PRODUCTS:

1. Updates to Public Participation Plan.
2. Transportation articles for the BRPC newsletter.
3. Periodic updates of transportation information on the website.
4. Evaluate projects for environmental justice impacts as part of the RTP/TIP project evaluation processes.
5. In general, take appropriate actions to ensure that the transportation public involvement process contains no barriers to participation by minority and low-income groups.
6. Annual Title VI update and Assurances for the Office of Civil Rights.

SCHEDULE:

1. Public Participation work will be ongoing throughout FFY 2015
2. Prepare ADA transition plan
3. Annual Title VI Report and by June 2015

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$8,080/2,020	\$10,100	14
TOTAL	\$10,100	\$10,100	14

Task 1.4 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 2016-2019 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.
3. Monitor status of projects in the TIP. Prepare amendments and adjustments as necessary.

PRODUCTS:

1. 2016-2019 Transportation Improvement Program.
2. Amendments to the FFY 2015-2018 TIP as necessary

SCHEDULE:

1. Draft of 2016-2019 TIP for MPO review – April 2015
2. Draft 2016-2019 TIP released by MPO for public comment – May 2015
3. MPO endorsement of 2016-2019 TIP – June 2015
4. Federal agency approval of 2016-2019 TIP – September 30, 2015

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$21,100/5,275	\$26,375	39
TOTAL	\$26,375	\$26,375	39

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.

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.

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 2015

BERKSHIRE METROPOLITAN PLANNING ORGANIZATION
2015 UNIFIED PLANNING WORK PROGRAM

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$10,000/2,500	\$12,500	16
TOTAL	\$12,500	\$12,500	16

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 performance measures in accordance with applicable regulations and guidelines.

SCHEDULE:

1. Work on this task will be ongoing throughout FFY 2015

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$13,760/3,440	\$17,200	22
TOTAL	\$17,200	\$17,200	22

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 2015 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 other traffic data collection activities.
6. Assist with GreenDOT data collection activities.

PRODUCTS:

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

SCHEDULE:

1. 2014 Traffic Count Report – Winter 2014/Spring 2015
2. Collect traffic data – Summer 2015

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$17,360/4,340	\$21,700	33
TOTAL	\$21,700	\$21,700	33

Task 2.4 Travel Forecasting and Traffic 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 Model issues.
4. 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 2015.

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$10,560/2,640	\$13,200	20
TOTAL	\$13,200	\$13,200	20

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. Install and maintain Pavement Management System.
2. Incorporate 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.
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 2015 MassDOT Pavement Serviceability Index condition data for all numbered routes in Berkshire County.

SCHEDULE:

Work on this task will begin in Spring 2015 and continue through to the end of FFY 2015

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$11,345/2,836	\$14,181	21
TOTAL	\$14,181	\$14,181	21

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.

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. Housatonic River Clean-up transportation impact and constraint analysis associated with the EPAs proposed remedy plan.
2. Regional Bottlenecks – Identification of locations experiencing regularly recurring congestion in the Region, and discussion of low cost solutions that may be able to mitigate traffic conditions.
3. Dalton – Main Street/Daley Avenue traffic and pedestrian safety study.
4. North Adams – Monument Square pedestrian safety study.
5. West Mountain Road/Route 7/20 coordination, feasibility and project development initiative stemming from a recommendation contained in the Route 7/20 Corridor Access Management Plan.
6. Passenger Rail Initiatives – studies and activities which support Passenger Rail initiatives within the region.
7. Regional and Local Finance options. Feasibility analysis for implementation of selected revenue enhancement strategies to supplement State and Federal transportation funding.
8. Follow-up work in support of Hubbard Avenue Traffic Study including preparation of project development forms for the Rail Overpass Project.

PRODUCTS:

1. Technical memorandum or reports on transportation issues of concern.

BERKSHIRE METROPOLITAN PLANNING ORGANIZATION
2015 UNIFIED PLANNING WORK PROGRAM

2. Analysis of GHG emission reductions as a result of mitigation of bottlenecks and improved movement of freight.

SCHEDULE:

1. Work on this task will be ongoing throughout FFY 2015.
2. Bottleneck identification to begin in Fall 2014.
3. Work on the Dalton Pedestrian Study to occur between February through May 2015.
4. Monument Square Study to be conducted between April and August 2015.
5. West Mountain Road feasibility initiative to occur in the Fall 2014/Winter 2015.
6. Passenger rail initiatives is an ongoing effort through FFY 2105.
7. Work on regional and local finance options will occur in the Winter and Spring subject to staffing and budget availability.
8. Work on the Hubbard Avenue task occurs in the Spring/Summer 2015 subject to staffing and budget availability.

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$48,880/12,220	\$61,100	93
TOTAL	\$61,100	\$61,100	93

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 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. Provide technical support to the BBPC and North Bike Berkshires, including provision of GIS related services.
2. Administer trail user counts on the Ashuwillticook Rail Trail.
3. Continue identifying priority areas for on road cycling improvements (widening, striping, signals and signage) and best practices based on land use context (urban, suburban, rural).
4. Identify areas of concern for bicycle and pedestrian safety.
5. Participate in the Western New England Greenway bikeway initiative.

PRODUCTS:

1. A catalog of annual counts on the Ashuwillticook Trail.
2. A Berkshire’s Bicycle and Pedestrian Safety Plan that includes existing conditions and recommendations to enhance operations, infrastructure and maintenance based on regional context to serve as a component of the Regional Transportation Plan
3. Recommendations of capital improvements for TIP consideration that advance the Healthy Transportation Compact and GreenDOT mode shift goals.
4. Perform an analysis on bicycle/pedestrian conflicts and develop strategies to address safety concerns. Assist with efforts focused on outreach and education of bicycle and pedestrian safety. Assist with efforts focused on outreach and education of bicycle and pedestrian safety on a time available basis.

SCHEDULE:

1. Work on this task will be ongoing throughout FFY 2015.

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$16,720/4,180	\$20,900	31
TOTAL	\$20,900	\$20,900	31

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 communities to develop bylaws and design guidelines which promote effective access management which communities can be encouraged to 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. Work on the access management bylaws and guidelines will be initiated in the Fall of 2014 and continue through the Spring 2015.

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$13,280/3,320	\$16,600	25
TOTAL	\$16,600	\$16,600	25

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 the economic vitality portion of the Freight Movement and Economic Vitality of FHWA’s National Goal.

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
2. Provide support to the Berkshire Regional Coordination Council.
3. Update a Coordinated Public Transit – Human Services Transportation Plan
4. Support and assistance identifying and programming TIP projects.

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 2015.

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL	\$36,955	\$36,955	55
LOCAL*	\$9,248	0	0
TOTAL	\$46,203	\$36,527	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.

PREVIOUS ACTIVITIES:

1. Identify potential Road Safety Audit Review (RSAR) sites
2. Road Safety Audit, South St (Berkshire Life, Gamwell, Crofut) intersections in Pittsfield and Main Street, Great Barrington.
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 in 2015, location to be determined with input of TAC and MPO.
3. Prioritize future year HSIP projects.
4. Identification of other potential safety improvements.

PRODUCTS:

1. Documentation on high activity accident 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 be ongoing throughout FFY 2015.

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. Develop a vulnerability assessment methodology along with strategies and tools to adopt programs to address climate change impact to better prepare communities. Improving public safety and fish/wildlife passage and develop a methodology to prioritize crossings that are in need of attention to meet Massachusetts Stream Crossing Standards. This task is directed towards addressing both Infrastructure Condition and System Reliability national performance goals from MAP 21 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. Work with MassDOT on 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 2015.

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$11,760/2,940	\$14,700	21
TOTAL	\$14,700	\$14,700	21

Task 3.7 National Transit Database

OBJECTIVE:

Provide support to the Berkshire Regional Transit Authority in compiling and reconciling data reports submitted to the Federal Transit Administration.

PREVIOUS ACTIVITIES:

1. Worked with BRTA staff to refine data collection procedures as necessary, in response to comments received from FTA data analysts.
2. Prepared on-line submittals for National Transit Database reporting.

PROPOSED ACTIVITIES:

1. Assist in definition of data collection procedures. Work with BRTA staff to refine data collection procedures as necessary, in response to comments received from FTA data analysts.
2. Prepare on-line submittals for Annual National Transit Database reporting.
3. Participate in data reconciliation activities, as appropriate.

PRODUCTS:

1. National Transit Database submittals are made on a continuous basis throughout the calendar year.

SCHEDULE:

1. Work on this task will occur throughout FFY 2015.

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$5,760/1,440	\$7,200	11
TOTAL	\$7,200	\$7,200	11

Task 3.8 MAP 21 Performance Measures

OBJECTIVE:

A key feature of MAP-21 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 have been established in 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

MPOs will eventually be required to establish performance targets in relation to performance measures (after the setting of state targets). This task will allow staff to coordinate with state and federal regulations and rules as they are developed.

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 as defined in MAP-21.

PREVIOUS ACTIVITIES:

1. 2012 Berkshire Regional Transportation Plan
2. 2007 Berkshire Regional Transportation Plan
3. TIP Transportation Evaluation Criteria – Revised 2011
4. Pavement Management Program

BERKSHIRE METROPOLITAN PLANNING ORGANIZATION
2015 UNIFIED PLANNING WORK 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 MAP-21 intentions.

PRODUCTS:

1. MAP-21 Performance Measures and targets for the Berkshire MPO

SCHEDULE:

1. Liaison with MassDOT and FHWA regarding Performance Measures – to be carried on throughout the program year, October 2014 to September 2015.

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$13,360/3,340	\$16,700	24
TOTAL	\$16,700	\$16,700	24

Task 3.9 *Regional Transportation Plan*

OBJECTIVE:

Prepare a regional transportation plan which includes a comprehensive overview of regional transportation goals, status of the existing system, needs assessment, and recommendations for improvements and further study. The plan will be developed in a performance and outcome based manner so that resources can be directed toward FHWA’s 7 national performance goals and the plan will seek to incorporate the objectives of MassDOT’s GreenDOT Policy, Healthy Transportation Directive and Mode Shift Goal.

PREVIOUS ACTIVITIES:

1. Preparation of draft sections of the 2011 Plan.

PROPOSED ACTIVITIES:

1. Evaluation of proposed transportation projects
2. Alternatives analysis
3. Financial analysis
4. Prepare final document
5. Public involvement process

PRODUCTS:

1. Draft RTP delivered to MPO in February 2015
2. Final RTP endorsed by MPO in May 2015.

SCHEDULE:

1. Work on this task will be ongoing through the Winter 2014 and Spring of 2015

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$31,600/7,900	\$39,500	59
TOTAL	\$39,500	\$39,500	59

Task 3.10 ADA Transition Plan

OBJECTIVE:

Conduct an ADA Self Evaluation of BRPC’s office and exterior public area. The evaluation report will outline the barriers which persons with disabilities may encounter as they seek to participate in government services and programs provided by the BRPC. Based on the findings of the self evaluation, a Transition Plan will be developed to develop strategies to remove identified barriers.

PREVIOUS ACTIVITIES:

1. BRPC Affirmative Action Plan

PROPOSED ACTIVITIES:

1. Coordination with ODCR on ADA issues
2. Conduct ADA Self Evaluation facilities.
3. Preparation of an ADA Transition Plan.

PRODUCTS:

3. Documentation of barriers and obstacles which persons with disabilities may encounter in the course of seeking services or participation in BRPC programs.
4. Prepare a transition plan as a means to improve access to BRPC’s facilities by individuals with mobility issues.

SCHEDULE:

2. Work on this task will be ongoing throughout FFY 2015.

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$5,782/1,446	\$7,229	8
TOTAL	\$7,229	\$7,229	8

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. Continue to research and evaluate Sustainable Development informational material and practices from across the country.
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 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 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. Smart Growth and Sustainable Development Workshops.
2. Updated package of "Smart Growth" Planning Tools.

BERKSHIRE METROPOLITAN PLANNING ORGANIZATION
2015 UNIFIED PLANNING WORK PROGRAM

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 will be ongoing throughout FFY 2015.

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$16,320/4,080	\$20,400	35
TOTAL	\$20,400	\$20,400	35

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.

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 2015.

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$17,120/4,280	\$21,400	31
TOTAL	\$21,400	\$21,400	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 that implement the Corridor Management Plans.

PRODUCTS:

1. Scenic Byway project-specific deliverables.
2. Grant applications for future projects on scenic byways.
3. Continued support and technical assistance to regional and local Scenic Byway partners.
4. Work with local bicycle committees on enhanced public involvement and environmental documentation initiatives for both the Mohawk Trail Phase II and the Jacob’s Ladder Trail Phase II bicycle path design projects.
5. Updated Feasibility Analyses for the Mohawk Trail Phase II and the Jacob’s Ladder Trail Phase II bicycle path design projects.

SCHEDULE:

1. Work on this task will be ongoing throughout FFY 2015.

BUDGET:

Funding Source(s)	Total	BRPC Staff Cost	BRPC Staff Days
FEDERAL/STATE	\$4,998/1,250	\$6,248	9
Scenic Byways	\$45,000/11,250	\$56,250	72
TOTAL	\$49,998/12,500	\$62,498	81

DIRECT EXPENSE

As shown in the Funding Profile on the following page, a total of \$17,536 in Direct Expense is identified in the 2015 UPWP. Of these direct expenses:

- \$16,000 is provided via the FHWA/MassDOT PL contract
- \$36.00 in direct expense is provided via the FTA/MassDOT FTA 5303 contract
- \$1,000 in direct/consultant expense for the Scenic Byway contract.

BERKSHIRE METROPOLITAN PLANNING ORGANIZATION
2015 UNIFIED PLANNING WORK PROGRAM

FUNDING PROFILE

	TOTAL	TOTAL PL FEDERAL/ STATE	PL- FEDERAL	PL-STATE	SCENIC BYWAYS	FTA-5303	LOCAL*
Management & Certification							
1.1 Management of the 3C Process	107,200	107,200	85,760	21,440			
1.2 UPWP	11,000	11,000	8,800	2,200			
1.3 Public Participation & Title VI	10,100	10,100	8,080	2,020			
1.4 TIP Development	26,375	26,375	21,100	5,275			
Subtotal	154,675	154,675	123,740	30,935	0	0	0
Technical Support							
2.1 GIS, Mapping & Graphics	12,500	12,500	10,000	2,500			
2.2 Regional Data & Analysis	17,200	17,200	13,760	3,440			
2.3 Traffic and Travel Data	21,700	21,700	17,360	4,340			
2.4 Travel Forecasting	13,200	13,200	10,560	2,640			
2.5 Pavement Management	14,181	14,181	11,345	2,836			
Subtotal	78,781	78,781	63,025	15,756	0	0	0
Planning Studies							
3.1 Special Studies	61,100	61,100	48,880	12,220			
3.2 Bicycle & Pedestrian Planning	20,900	20,900	16,720	4,180			
3.3 TCSP	16,600	16,600	13,280	3,320			
3.4 Regional Transit Planning	46,203	0	0	0		36,955	9,248
3.5 Safety Initiatives	20,100	20,100	16,080	4,020			
3.6 Climate Change	14,700	14,700	11,760	2,940			
3.7 NTD	7,200	7,200	5,760	1,440			
3.8 MAP 21 Performance Measures	16,700	16,700	13,360	3,340			
3.9 Regional Transportation Plan	39,500	39,500	31,600	7,900			
3.10 ADA Transition Plan	7,229	7,229	5,783	1,446			
Subtotal	250,232	204,029	163,223	40,806	0	36,955	9,248
Other Activities							
4.1 Transportation/ Land Use Planning	20,400	20,400	16,320	4,080			
4.2 Local Technical Assistance	21,400	21,400	17,120	4,280			
4.3 Scenic Byway Projects	62,498	6,248	4,998	1,250	56,250		
Subtotal	104,298	48,048	38,438	9,610	56,250	0	0
BRPC Direct Expenses	17,536	16,000	12,800	3,200	1,500	36	
TOTAL FUNDS	605,522	501,533	401,226	100,307	57,750	36,991	9,248
BRPC Salaries and Overhead		485,533	388,426	97,107	56,250	36,955	

PL Allocation 501,533

Notes

FHWA/PL	Federal Highway Administration/Metropolitan Transportation Planning Funds
FTA 5303	FTA Section 5303 planning funds
SCENIC BYWAY	Funds are from three separate Multi-year contracts. Estimate of amount to be spent in FFY 2015
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	Doug Plachcinski	99%
Other Planners	Patricia Mullins Lauren Gaherty Brian Domina Melissa Provencher Gwen Miller Jaclyn Pacejo	2 -- 25%
GIS Coordinator	Mark Maloy	20%
Office Manager	Marianne Sniezek	< 1%

BERKSHIRE TRANSPORTATION – RELATED REPORTS

“Common Ground,” the bi-monthly BRPC newsletter
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 METROPOLITAN PLANNING ORGANIZATION
2015 UNIFIED PLANNING WORK PROGRAM

BERKSHIRE REGIONAL PLANNING COMMISSION REVENUE SOURCES FOR FISCAL YEAR 2015

FY 2015 BUDGET - May 1, 2014 Version

Recommended

Berkshire Regional Planning Commission

PROJECTED REVENUES

	FY 2014 Approved	FY 2015 Recommended
Outsource GIS Planner	\$ 11,000	\$ 11,000
Brownfield Revolving Loan Fund	\$ 210,000	\$ 460,000
Berkshire Bike Path Council Support	\$ 700	\$ 700
Mohawk Trail Marketing Plan	\$ 26,086	\$ 0
Hoosic River Revival	\$ 2,000	\$ 0
Mohawk Trail Hist. Preservation	\$ 77,939	\$ 45,799
CEDS Annual Update	\$ 6,681	\$ 31,969 ¹
Northern Berkshire Community Coalition Walkability Assistance	\$ 1,781	\$ 0
Senior Housing Study	\$ 7,488	\$ 0
North Adams Comprehensive Plan Assistance	\$ 89,634	\$ 0
Adams Memorial School Reuse Plan	\$ 2,713	\$ 0
Transportation Planning	\$ 450,000	\$ 485,505
Mass Receiving Planning	\$ 8,729	\$ 0
Berkshire Public Health Alliance Inspections	\$ 5,825	\$ 5,000
Berkshire Public Health Alliance Nursing	\$ 10,073	\$ 5,000
Lee Brownfields Clean-up	\$ 101,537	\$ 54,657
Passenger Rail Station Location and Design	\$ 195,341	\$ 60,365
Faith Based Emergency Preparedness	\$ 9,000	\$ 0
Berkshire Public Health Alliance - DPH	\$ 54,000	\$ 25,744
Opioid Abuse Prevention Collaborative	\$ 99,070	\$ 100,000
Public Health Emergency Preparedness Planning	\$ 157,571	\$ 154,685
Brownfields Assessment	\$ 0	\$ 190,000
Berkshire Public Health Alliance - HRIA	\$ 46,000	\$ 53,146
Richmond - Long Range Plan Facilitation	\$ 8,500	\$ 8,000 ³
Berkshire Benchmarks - 2014	\$ 25,000	\$ 10,000
Mohawk Trail Path Phase II	\$ 60,000	\$ 57,081
Economic Resiliency	\$ 12,000	\$ 11,735
Medical Reserve Corps	\$ 25,000	\$ 25,000
BCBOHA Support Services	\$ 0	\$ 10,000
Dalton Stormwater	\$ 10,000	\$ 10,000 ³
Partnership Forest Project	\$ 0	\$ 17,164
Rest of River Coordination	\$ 0	\$ 60,000
Brownfields Area Wide Planning	\$ 82,500	\$ 100,000
Mass in Motion - 2014	\$ 10,000	\$ 0
Distressed Properties Assessment	\$ 0	\$ 13,715
District Local Technical Assistance	\$ 159,679	\$ 198,199 ²
Scenic Byways Trail Linkage Project	\$ 13,500	\$ 10,222
Online Burn Permits	\$ 0	\$ 1,400
Becket Green Communities Technical Assistance	\$ 3,878	\$ 0
Great Barrington Parcel Mapping	\$ 1,677	\$ 1,500
Prevention Wellness Trust Fund - BPHA	\$ 0	\$ 1,500
Transit Planning Contract MA-80-0007 -	\$ 45,717	\$ 37,000
Lee Bikeway Design	\$ 33,000	\$ 49,500
Homeland Security - Public Outreach Project Awareness	\$ 0	\$ 9,023
CIC Public Health Nursing	\$ 43,394	\$ 37,106
Berkshire Taconic Community Foundation Data Collection	\$ 5,000	\$ 5,000
Food Safety Assessment	\$ 0	\$ 10,000
Food Safety Training	\$ 0	\$ 2,500
Priority Development Fund Housing Assessments	\$ 0	\$ 42,500
Pavement Management Services	\$ 0	\$ 2,500
Unsecured New Projects	\$ 56,759	\$ 191,767
General:Assesment, Other	\$ 91,000	\$ 93,500
TOTAL REVENUES	\$ 2,503,806	\$ 2,699,482

¹ Applied for - no decision as of 5/1/14

² Assumes \$100,000 new revenue. As of 5/1/14 not approved by legislature

³ Not under contract

BERKSHIRE REGIONAL PLANNING COMMISSION PROJECTED EXPENDITURES FOR FISCAL YEAR 2015

FY 2015 BUDGET - May 1, 2014 Version

Recommended

Berkshire Regional Planning Commission

PROJECTED EXPENDITURES

	FY 14 Approved	FY 2015 Recommended
SALARIES		
Direct Billable	\$ 785,375	\$ 772,104
Indirect Admin.	\$ 313,298	\$ 281,003
Interns (Admin)	\$ 600	\$ 0
Interns (Projects)	\$ 6,000	\$ 2,275
Total Salaries	\$ 1,105,273	\$ 1,055,382
BENEFITS		
Sick, Comp and Vacation Leave	\$ 121,994	\$ 92,889
Holiday and Jury Leave	\$ 64,580	\$ 48,231
Sick Leave	\$ 49,247	\$ 37,513
Retirement	\$ 6,000	\$ 6,000
Health Insurance	\$ 202,080	\$ 177,034
Retirees Health Insurance	\$ 15,215	\$ 14,681
Retiree Future Health Insurance Liability (GASB 45)	\$ 45,000	\$ 45,000
Workers Comp Insurance	\$ 973	\$ 1,021
State Unemployment Insurance	\$ 19,823	\$ 15,900
FICA and Medicare	\$ 8,904	\$ 5,366
Total Benefits	\$ 533,816	\$ 443,635
NON-PERSONNEL OPERATING EXPENSES		
Accounting Services	\$ 2,110	\$ 3,650
Advertising	\$ 650	\$ 650
Audit	\$ 17,200	\$ 17,600
Computer & Equip Maintenance \$ Service	\$ 15,251	\$ 21,739
Computer Software/Hardware/Equipment	\$ 17,850	\$ 335
Consulting Service	\$ 875	\$ 425
Copying Expense	\$ 5,000	\$ 9,925
Depreciation	\$ 21,300	\$ 24,888
Dues & Subscriptions	\$ 10,181	\$ 8,750
Flex Plan Administration	\$ 724	\$ 995
Insurance (Auto, Officers, Office)	\$ 5,307	\$ 5,195
Janitor	\$ 2,600	\$ 2,750
Legal (Administrative)	\$ 150	\$ 1,100
Mapping Supplies	\$ 825	\$ 825
Meetings (Administrative)	\$ 2,500	\$ 2,500
Payroll Services	\$ 3,554	\$ 3,000
Postage	\$ 2,650	\$ 1,200
Printing (Administrative)	\$ 400	\$ 400
Publications	\$ 30	\$ 0
Rent	\$ 42,252	\$ 43,850
Staff Development	\$ 10,000	\$ 10,000
Supplies	\$ 6,500	\$ 6,000
Telephone/Internet	\$ 5,600	\$ 6,510
Temporary Help	\$ 11,550	\$ 0
Travel & Meals (Administrative)	\$ 3,200	\$ 2,000
Water & Recycling	\$ 1,400	\$ 1,300
Web Site	\$ 660	\$ 460
Utilities	\$ 16,600	\$ 16,175
Miscellaneous	\$ 1,000	\$ 3,600
Subtotal Operating (Admin)	\$ 207,919	\$ 195,822

UNIFIED PLANNING WORK PROGRAM

APPENDIX

1. PUBLIC NOTICE

Public Notices

**Time Warner Cable
Legal Notice - May 21, 2014**

Time Warner Cable's agreements with programmers and broadcasters to carry their services and stations routinely expire from time to time. We are usually able to obtain renewals or extensions of such agreements, but in order to comply with applicable regulations, we must inform you when an agreement is about to expire. The following agreements are due to expire soon, and we may be required to cease carriage of one or more of these services/stations in the near future **where these services are offered:**

WFNY-CA, WRNN, WFFF SD&HD, WUTR SD&HD, WVNY SD&HD, FEARnet SD&HD GOL TV SD&HD, Jewelry TV SD&HD, NHL Network SD/HD, NHL Center Ice, Outdoor Channel SD&HD, RFD, YouToo

In addition, from time to time we make certain changes in the services that we offer in order to better serve our customers. The following changes are scheduled to take place:

SHOWTIME WILL OFFER A FREE PREVIEW JUNE 27-29, 2014. IT IS AVAILABLE TO ALL DIGITAL SUBSCRIBERS AND MAY CONTAIN PG, PG-13, TV-14, TV-MA AND R RATED PROGRAMS. TO FIND OUT HOW TO BLOCK THIS PREVIEW, AND FOR MORE PARENTAL CONTROL INFORMATION, VISIT TWC.COM OR CALL 800-892-2253.

Pac-12 Los Angeles SD&HD, Pac-12 Arizona SD&HD, Pac-12 Washington SD&HD, Pac-12 Oregon SD&HD, Pac-12 Mountain SD&HD, Pac-12 Bay Area SD&HD will be added on or about June 26, 2014

Fox Sports 2 will migrate to Variety Pass on or about July 1, 2014

Music Choice will rename MCU to MC Indie on July 1, 2014

We will be providing you these notifications whenever there is a change in channel or programming service. You can also check our division website at WWW.TWC.COM if you would like more updated information.

05/21/14

**Berkshire Metropolitan
Planning Organization**

Public comments are sought on the following:

2015 Unified Planning Work Program (UPWP) - The 2015 UPWP is a list, budget and description of all federally funded transportation planning work to be performed between October 1, 2014 and September 30, 2015, mostly by staff of the Berkshire Regional Planning Commission (BRPC) and consultants working for BRPC, under the auspices of the Berkshire Metropolitan Planning Organization.

2015-2018 Transportation Improvement Program (TIP) - The TIP is a prioritized, multi-year program for the implementation of federally funded transportation projects in Berkshire County. Highway, bridge, transportation enhancement and transit improvement projects must be listed in the TIP to be eligible for federal funding.

2014 - 2017 Transportation Improvement Program (TIP) - Third Amendment. The amendment concerns the programming of \$446,759 of federal transit

Public Notices

funds to purchase 11 replacement vans for BRTA and \$97,293 for vanpool operations and training for Berkshire Rides.

PUBLIC REVIEW AND COMMENTS

Copies of the proposed 2015 UPWP, the 2015-2018 TIP and third amendment to the 2014-2017 TIP can be obtained by:

1. Phone: Berkshire Regional Planning Commission (BRPC), 413-442-1521, ext. 20;
2. BRPC web site: www.berkshireplanning.org;

3. Walk-in: BRPC, 1 Fenn Street, Suite 201, Pittsfield MA 01201.

4. The following public libraries: Berkshire Athenaeum, Pittsfield; Stockbridge Public Library; Mason Public Library, Gt. Barrington; North Adams Public Library; Lenox Library; Lanesborough Library; Williamstown Public Library; Dalton Public Library and Adams Free Library. Comments are due within 30 days of publication of this notice, addressed to the Berkshire Metropolitan Planning Organization, c/o BRPC, at the above address, or to transportation@berkshireplanning.org. The Berkshire MPO will vote on these items at a meeting to be held on June 24th, at 4:00 pm at the BRPC Office. All meetings of the Berkshire MPO are open to the public. This notice complies with the Berkshire Region MPO's Public Participation Plan and satisfies the Berkshire Regional Transit Authority's public participation process for the development of its Program of Projects.

05/21/14

**CITY OF PITTSFIELD
ZONING BOARD OF APPEALS
NOTICE OF ZONING HEARING**

Notice is hereby given that the Board of Appeals will give a hearing at the **City Hall, City Council Chambers on Wednesday May 28, 2014 at 7:00 P.M.**, to all parties interested in the petition of Joseph and Cynthia Rodgers for a Special Permit under Article 23, Section 8.3 of the Zoning Ordinance to allow the installation of 24' x 24' garage within the front yard setback. The premises affected are situated at 20 Waubeek Road in a(n) R-12 zone.

Albert A. Ingegini, III, Chairman
Zoning Board of Appeals
Pittsfield, MA

05/14/14, 05/21/14

**City of Pittsfield
Conservation Commission
Wetlands Protection Act Public Hearing**

File # 14-8 - Request for Determination of Applicability for the installation of a new chain link fence on property located at 524 East Street (Map 19, Block 4, Lot 3). The applicant is Jean M. Wood-Kimber. The proposed activity is located within Bordering Land Subject to Flooding associated with the East Branch of the Housatonic River. The Pittsfield Conservation Commission will hold a public hearing under provisions of MGL Ch. 131, Sect. 40, in **Council Chambers, City Hall at 6:00 PM on Thursday, May 29, 2014.**

James Conant
Chairperson

05/21/14

Public Notices

**CITY OF PITTSFIELD
ZONING BOARD OF APPEALS
NOTICE OF ZONING HEARING**

Notice is hereby given that the Board of Appeals will give a hearing at the **City Hall, City Council Chambers on Wednesday May 28, 2014 at 7:00 P.M.**, to all parties interested in the petition of The Pittsfield YMCA for an Exception from the requirements of Article 25, Section 4.14 of the Sign Ordinance to permit the installation of awnings at 8'7" above grade. The premises affected are situated at 292 North Street in a(n) B-D zone.

Albert A. Ingegini, III, Chairman
Zoning Board of Appeals
Pittsfield, MA

05/14/14, 05/21/14

**CITY OF PITTSFIELD
ZONING BOARD OF APPEALS
NOTICE OF ZONING HEARING**

Notice is hereby given that the Board of Appeals will give a hearing at the **City Hall, City Council Chambers on Wednesday May 28, 2014 at 7:00 P.M.**, to all parties interested in the petition of ZZ East Street LLC for an Exception from the requirements of Article 25, Section 4.14 of the Sign Ordinance to permit the installation of awnings at 8'3" above grade. The premises affected are situated at 77 East Street in a(n) B-D zone.

Albert A. Ingegini, III, Chairman
Zoning Board of Appeals
Pittsfield, MA

05/14/14, 05/21/14

**CITY OF PITTSFIELD
ZONING BOARD OF APPEALS
NOTICE OF ZONING HEARING**

Notice is hereby given that the Board of Appeals will give a hearing at the **City Hall, City Council Chambers on Wednesday May 28, 2014 at 7:00 P.M.**, to all parties interested in the petition of Pauline Zervas for a Variance from the requirements of Article 23, Section 4.203 of the Zoning Ordinance to allow the reconstruction of rear porches and egress within the side yard setback and to exceed the maximum lot coverage. The premises affected are situated at 141 Benedict Road in a(n) R-12 zone

Albert A. Ingegini, III, Chairman
Zoning Board of Appeals
Pittsfield, MA

05/14/14, 05/21/14

**CITY OF PITTSFIELD
ZONING BOARD OF APPEALS
NOTICE OF ZONING HEARING**

Notice is hereby given that the Board of Appeals will give a hearing at the **City Hall, City Council Chambers on Wednesday May 28, 2014 at 7:00 P.M.**, to all parties interested in the petition of Jenny Greenfield and Bob Lezberg for a Special Permit under Article 23, Section 9.204 of the Zoning Ordinance to keep up to four chickens on the property. The premises affected are situated at 21 Caratina Ave in a(n) R-12 zone.

Albert A. Ingegini, III, Chairman
Zoning Board of Appeals
Pittsfield, MA

05/14/14, 05/21/14

**Commonwealth of Massachusetts
The Trial Court**

Public Notices

Date: May 13, 2014

Francis B. Marinaro
Register of Probate

05/21/14

Grants Available to Benefit Seniors

Elder Services of Berkshire County, Inc. announces the availability of funds through Title III of the Older Americans Act, and requests proposals for Subgrants targeted to Berkshire County residents ages 60 and older to provide the following programs and services: **Legal Assistance, Minor Home Repair, Heavy Chore, In-home Mental Health Assessment, In-home Skilled Nursing Visits not covered by Medicare, approved evidence-based Healthy Aging programs (request list), Medical Transportation, Caregiver Support, such as education and training, social day care, or respite care services.** All grants are subject to availability of funding and typically range between \$1,000 and \$5,000.

The Request for Proposal process is open to nonprofit organizations and private for-profit organizations and businesses. Subgrant proposals must support the goals of the Older Americans Act by providing direct services to Berkshire County residents age 60 and older with the greatest social and economic need, including low-income minority individuals.

Interested individuals and organizations, especially those that serve seniors, are encouraged to apply by June 18. Proposals may be submitted by a single organization, or be collaborative ventures. Proposals are for a one-year grant period, October 1, 2014 through September 30, 2015.

An informational meeting regarding the Request for Proposal process will be held on Wednesday, May 28, 2014 at 10:00 a.m. at Elder Services, 66 Wendell Avenue in Pittsfield MA.

Further information can be obtained by sending an email to Planning and Development Specialist Louisa Weeden at lweeden@esbci.org, or by calling 413-499-0524. The RFP application is available on Elder Services' website at www.esbci.org. All proposals are due at Elder Services via email by 4:00 p.m. **Wednesday, June 18, 2014.**

The mission of Elder Services of Berkshire County, Inc. is to provide Berkshire seniors, caregivers and individuals with disabilities the opportunity to live with dignity, independence and self-determination, and to achieve the highest possible quality of life.

05/21/14, 05/22/14, 05/23/14

(SEAL) THE COMMONWEALTH OF MASSACHUSETTS

LAND COURT

DEPARTMENT OF THE TRIAL COURT

2014 MISC.483575

ORDER OF NOTICE

To:
Magdalene Adams

and to all persons entitled to the benefit of the Servicemembers Civil Relief Act, 50 U.S.C. App. § 501 et seq.:

Household Finance Corp II

claiming to have an interest in a Mortgage

Public Notices

**LEE PUBLIC SCHOOLS
LEE, MASSACHUSETTS
INVITATION TO BID**

The School Committee of Lee, Massachusetts, 480 Pleasant Street, Suite Lee Massachusetts 01238 is invitations for a three year contract ending July 1, 2014 and ending, 2017) for School Building Rubl removal for the Public Schools of Lee

Specifications, as a basis for bid als, may be obtained at the Office Superintendent of Schools, 480 Street, Suite B200, Lee, MA 0123 tions re: specifications may be di Gary Wellington, Facilities Direct 243-2781, Ext *2209.

Quotations must be submitted in sealed envelopes addressed to Superintendent of Schools, on or 10:00 a.m., Thursday, June 1 Said bids will be opened publ read aloud at the Superintendent at that time, and will be present School Committee at the next meeting.

Quotations must be submitted in clear manner on dealer's l stationery and signed by an at representative of the dealer or c The outside of the envelope r marked "Rubbish Removal Quot" The Lee School Committee rese right to accept or reject any or a they deem it to be in the best in the town of Lee.

For the Lee School Committee Lee, Massachusetts Alfred W. Skrocki Interim Superintendent of Lee Public Schools

05/21/14

INVITATION TO BID

The Community Development Dep for the Town of Adams, Massac invites sealed bids for:

**PARK STREET IMPROVEME
PROJECT**

The Park Street Improvement Pr clude enhancements to Park Str Town's "Main Street," serving the commercial district in Adams. V include removal of existing paving, and walks and installation curbing, paving, and installing ne walks with pedestrian curb ext handicapped ramps, installing ne tary sewer and storm drain se new hydrant assemblies, and ne furnishings to include benches, t trash receptacles, decorative pav plantings.

Electronic copies of the Bid doc including Plans and Specifications proposed work are available on C Discs (CDs) with files formatted a files and may be obtained at the munity Development Department ment, 8 Park Street, Adams, MA from 8:30 AM to 4:00 PM, l through Friday. Bidding docume be mailed upon request via Ground Service Delivery for refundable handling and postage of \$25.00. All deposit, handlin postage charges shall be prepaid.

Bids will be accepted at the To ministrator's Office, 8 Park Stre Floor, Adams, MA 01220 until 3: Thursday, June 12, 2014, at whic

2. PUBLIC COMMENT

Anuja Koirala

From: Clete Kus [ckus@berkshireplanning.org]
Sent: Monday, June 16, 2014 2:36 PM
To: Anuja Koirala
Subject: FW: Berkshire TIP/UPWP Comments

From: kevin.wright@dot.gov [mailto:kevin.wright@dot.gov]
Sent: Monday, June 16, 2014 2:29 PM
To: ckus@berkshireplanning.org
Cc: william.palmer@state.ma.us; Michael.Chong@dot.gov
Subject: Berkshire TIP/UPWP Comments

Clete,

Here are my comments on the 2015 UPWP. I did not have any comments on the 2015-2018 TIP. Let me know if you have any questions.

UPWP

1. Task 3.1. Please elaborate more on the description of each proposed study. Should also include a schedule for each of the proposed studies.

Thanks,

Kevin

Kevin A. Wright, E.I.T.
Environmental Protection Specialist
Federal Highway Administration – Massachusetts
55 Broadway, Cambridge, MA 02142
(617) 494-2419
Kevin.wright@dot.gov



Deval L. Patrick, Governor
Timothy P. Murray, Lt. Governor
Richard A. Davey, Secretary & CEO
Frank DePaola, Administrator



June 11, 2014

SUBJECT PROJECT DEVELOPMENT – District 1
Berkshire Metropolitan Planning Organization
MassDOT District One comments on Draft 2015 Unified Planning Work Program

Mr. Nathaniel Karns, AICP
Executive Director
Berkshire Regional Planning Commission
1 Fenn Street, Suite 201
Pittsfield, MA 01201-6629

Dear Mr. Karns:

The Massachusetts Department of Transportation (MassDOT) Highway Division District One Office in Lenox has reviewed the Berkshire MPO's draft 2015 Unified Planning Work Program currently out for public review; and offers the following comments:

- (a) Work Element 3 - Regional Planning Studies, Proposed Activities
Item 3. Dalton - Main Street/Daley Avenue traffic and pedestrian safety study

Please include appropriate staff from the MassDOT District One office in the working group for the Dalton study, as this location is on State-owned highway.

- (b) Please consider adding a task that would provide for further study and coordination with key stakeholders to determine the feasibility of advancing the conceptual realignment of West Mountain Road in Lenox, as recommended in Chapter 7 of the MPO approved Route 7/20 Corridor Access Management Plan, performed by Vanasse Hangen Brustlin, Inc. in 2010.

Thank you for the opportunity to submit these comments. If you have any questions, please feel free to contact Mark Moore, District Project Development Engineer at (413) 637-5750.

Sincerely,

Peter A. Niles, P.E.
District Highway Director

PLF/leb
cc: PlanLen
ecc: ProjDevLen ,Bill Palmer, OTP



Deval L. Patrick, Governor
Richard A. Davey, Secretary & CEO

massDOT
Massachusetts Department of Transportation

June 20, 2014

Nathaniel W. Karns, A.I.C.P., 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 2015 Unified Planning Work Program (UPWP) released by the Berkshire Metropolitan Planning Organization (MPO) on May 20, 2014. 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.

As required under the federal Moving Ahead for Progress in the 21st Century (MAP-21) legislation, MPOs are encouraged to incorporate anticipated performance measures into the planning process by identifying goals and targets that can be used to measure progress on priority activities. The Federal Notice of Proposed Rulemaking (NPRM) in metropolitan and statewide planning associated with MAP-21's new performance-based management policy has been published and will be finalized during this UPWP cycle. Therefore it is imperative that each MPO adopt a proactive approach to monitoring and commenting on the proposed changes to the federal funding requirements. The MPO should anticipate the implementation of performance measurements and targets and begin to integrate performance monitoring into all aspects of transportation planning. The UPWP should include a task that addresses the implementation of federal performance measures and the development of performance targets that are both regionally specific and are aligned with MassDOT performance targets. The task should also incorporate analysis of the NPRMs and providing MPO members with the opportunity to provide comments as appropriate. Task 3.8 sufficiently addresses this priority activity.

The Eight Federal Planning Factors outlined under MAP-21 must be explicitly identified and described in the UPWP as to how your region addresses each factor. The UPWP should cite studies, TIP projects and Regional Transportation Plan (RTP) goals and initiatives as examples of how the Planning Factors are addressed. In addition, FHWA recommends that a table be included in the document summarizing how the planning factors are addressed. The Introduction section sufficiently addresses this priority activity.

The FHWA continues to place a high priority on the area of Freight; more particularly, the efficient movement of goods. This issue is critical to the economic well-being of our communities and should be supported by planning activities outlined within the UPWP. As MPOs have continued to gain experience with multimodal freight

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

issues and stakeholders, you are urged to incorporate freight plans, programs and activities regularly. Please include more specific freight language within the UPWP.

Based on additional guidance from FHWA, OTP also recommends that a high priority be placed on the development of products resulting from the studies advanced through the UPWP. Given this priority, at least one third (33 percent) of the funds directed to activities identified in the UPWP should be spent on activities that result in tangible products. The Regional Planning Studies section sufficiently addresses this priority activity.

The federally-required multi-modal RTPs were previously updated by each MPO in 2011 and must be updated. The MPO must review, revise and submit the MPO's RTP to MassDOT for comment and approval in FY 2015. The updated RTP must be compliant with the MAP-21, MassDOT's GreenDOT policy including Greenhouse Gas (GHG) reduction initiatives, and must include all regionally significant projects that are consistent with regional growth and transportation needs. The UPWP should outline specific goals, strategies and planning efforts associated with updating the RTP. Task 3.9 does not sufficiently address this priority activity. Please provide additional information.

Climate change and the risks to transportation infrastructure are an important concern for the transportation sector. Developing strategies and tools to adapt programs to address climate change impacts can improve community preparedness. MPOs should consider how the results of such work can influence transportation planning activities and how adaptation and mitigation strategies can be implemented effectively throughout the transportation planning process. In keeping with the GreenDOT policy and MassDOT's leadership role in the Healthy Transportation Compact, MassDOT encourages and supports all forms of sustainable transportation that facilitate mode shift from single occupancy travel; help to reduce automobile congestion; promote healthy lifestyles; and benefits the environment. MassDOT expects that the UPWP incorporates these principles and requirements across all planning activities and project evaluation. Task 3.6 sufficiently addresses this priority activity.

The United States Department of Transportation (USDOT) is advocating an emphasis on bicycle/pedestrian safety. Therefore, the UPWP should include planning activities that identify bicycle/pedestrian conflicts, and planning efforts associated with addressing safety concerns. FHWA recommends that the UPWP contain a task for the development of a Bicycle/Pedestrian Safety Plan. In addition, it is recommended that all volume counts are conducted as fully multi-modal counts whenever possible and that counts be compiled into a data set that will enable MassDOT to conduct year-over-year benchmarking analysis going forward. MassDOT will begin updating the statewide bicycle/pedestrian plan later this year. It will be important for each MPO's bicycle/pedestrian plan to be coordinated with this new MassDOT initiative. Task 3.2 sufficiently addresses this anticipated work.

Federal Transit Law requires Coordinated Public Transit-Human Services Transportation (CHST) plans to be locally developed. These plans identify the transportation needs of individuals with disabilities, older adults, and people with low incomes, and prioritize transportation services for funding and implementation. All federal funding under the Enhanced Mobility of Seniors and Individuals with Disabilities

(Section 5310) program must be consistent with the findings, goals, and objectives outlined in these plans. The CHST plans must be developed with strong input from the public, including representatives of human services and local transportation providers. Task 3.4 sufficiently addresses this priority activity.

As entities receiving federal and state transportation funds for planning studies and capital projects in the Commonwealth, all MPOs must comply with the requirements of the Moving Ahead for progress in 21st Century (MAP-21) legislation, the Americans with Disabilities Act (ADA), the Clean Air Act, Executive Order 12898: Federal Actions to Address Environmental Justice in Minority and Low-Income populations, Title VI of the Civil Rights Act of 1964, and other state transportation laws. Therefore, I would like to take this opportunity to reiterate the importance of ensuring that the MPO process is accessible to all individuals, including members of Title VI, Environmental Justice (EJ), and Limited English Proficiency (LEP) communities, as this part of the process continues to be a major priority for the U.S. Department of Transportation and well as the Commonwealth. The MPO process must engage these populations by utilizing public outreach that is consistent with these priorities. Data collection and data analysis practices in the UPWP should reflect the needs of all populations. Continued coordination with MassDOT's Office of Diversity and Civil Rights (ODCR), MassDOT's Title VI Coordinator, and the Massachusetts Office on Disability (MOD) is recommended to ensure compliance for state and federal requirements. A task should be identified to regularly monitor the benefit and burdens of transportation projects and for ongoing analysis of ways to engage all groups within the region and to increase participation in the transportation planning process.

In addition to the preceding guidance, please note the following comments specific to the information contained in the MPO's DRAFT 2015 UPWP.

- Page 6: Schedule, Task 1.2, change the date for the "Draft of 2016 UPWP for MPO review" from June 2015 to May 2015 and change the date for the "MPO endorsement of 2016 UPWP" from July 2015 to June 2015.
- Page 8: Schedule, Task 1.4, change the date for the "Draft of 2016-2019 TIP for MPO review" from May 2015 to April 2015, change the date for "Draft 2016-2019 TIP released by MPO for public comment" from June 2015 to May 2015 and change the date for the "MPO endorsement of 2016-2019 TIP" from July 2015 to June 2015.
- Page 11: Objective, Task 2.2, change "FFY2014" to "FFY2015".
- Page 13: Objective, Task 2.4, please add the following language "Support local and regional sustainability and livability initiatives through analysis of corridors and projects in terms of circulation impacts and Greenhouse 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.

- Page 15: Products, Task 3.1, please add the following task "Analyze greenhouse gas emissions reductions as a result of mitigation of bottlenecks and improved movement of freight".
- Page 17: Objective, Task 3.2, please update the text to state "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 Policy and Healthy Transportation Directive objectives. Improve safety for all non-motorized travelers through planning, programming and outreach". Also, please correct the spelling of "GreenDOT" in the Products section.
- Page 18: Products, Task 3.3, "guidelines" should be one word.
- Page 21: Proposed Activities, Task 3.6, please add the following activity, "Work with MassDOT on identifying vulnerable assets as part of its Climate Vulnerability Assessment".
- Page 25: Objective, Task 3.9, please add the following text to the end of the paragraph "The regional transportation plan will seek to incorporate the objectives of MassDOT's GreenDOT Policy, Healthy Transportation Directive and Mode Shift Goal".
- Page 26: Objective, Task 3.10, rephrase the first sentence of the paragraph.
- Page 30: Proposed Activities, Task 4.3, please remove "to" from the sentence. Also correct the total funding amount in the Budget table.

I commend the Berkshire MPO members and staff for their hard work in developing an accessible and comprehensive UPWP document. I recognize the thorough, full and open public process that the MPO membership and staff fulfill, especially in respect to the preparation of certification documents such as the UPWP. Please contact me at (857) 368-8838 or William Palmer at (857) 368-8868 if you have any questions.

Sincerely,



Clinton Bench
Deputy Executive Director
Office of Transportation Planning

Cc: Pamela Stephenson, Division Administrator, Federal Highway Administration
Mary Beth Mello, Regional Administrator, Federal Transit Administration
Francis DePaola, MassDOT Highway Division Administrator
Peter Niles, P.E., MassDOT District 1 Highway Director
Steve Woelfel, Director of Strategic Planning
Sheri Warrington, Manager of MPO Activities
William Palmer, MPO Liaison

