

**Region 2000 Local Government Council  
Version 4.9.2012**

**FY-2013 Rural Transportation Planning Work Program  
July 01, 2012 – June 30, 2013**

**Reviewed and recommended by the Transportation Technical Committee on  
April 5, 2012.**

**Approved by the Virginia's Region 2000 Local Government Council on April  
19, 2012.**

## **Purpose and Objective**

The Virginia Department of Transportation (VDOT) allocates part of the State Planning and Research (SPR) funding to provide annual transportation planning assistance for non-urbanized areas within the Commonwealth. The Rural Transportation Planning (RTP) Program was created to aid the State in fulfilling the requirements of the State Planning Process to address the transportation needs of non-metropolitan areas. Funds appropriated under 23 U.S.C. 307(c) (SPR funds) are used in cooperation with the Department of Transportation, Commonwealth of Virginia for transportation planning as required by Section 135, Title 23, U.S. Code. These Federal funds provide 80 percent funding and require a 20 percent local match.

In FY-2013 each planning district commission / regional commission will receive \$58,000 from VDOT's Rural Transportation Planning Assistance Program and each planning district commission / regional commission will provide a local match of \$14,500 to conduct rural transportation planning activities. This resource may be supplemented with additional planning funds, but note that the arrangement of all such funds involves development of a scope of work, approval and other coordination in TMPD administrative work programs.

The scope of work shall include specific activities as requested by VDOT and/or the Federal Highway Administration. The scope of work may also include activities or studies addressing other transportation planning related issues that may be of specific interest to the region. The criteria for the determination of eligibility of studies for inclusion as part of this work program are based upon 23 U.S.C. 307 (c), State Planning and Research.

## **FY 2013 - Program Administration (\$18,500)**

***Background and Objective:*** The purpose of this work element is to facilitate regional participation and consensus building on transportation-related issues through a continuing, comprehensive, and coordinated planning process.

### **1. Rural Transportation Planning Management**

***Description:*** This activity includes all program management and administrative responsibilities not directly attributable to specific program activities. There are two defined objectives of this task: (1) the administration of transportation planning work program activities; and (2) the completion of necessary contracts, invoices, progress reports, correspondence, and grant applications in support of the work program.

***Deliverable Products:*** The primary result of this task should be a well-functioning transportation program, including:

- Preparation of quarterly financial progress reports.
- Provide oversight and administration of specific projects awarded under the Rural Transportation Grant Program.
- Prepare meeting agenda minutes, resolutions, arrange for and/or attend meetings, conferences, and training.
- Preparation for and attendance at Project Management Team (Technical Committee) meetings, including any work for special committees.
- Review proposed enhancement projects as requested.
- Prepare and execute funding agreements and contracts, including contract extensions or supplements, as needed.
- Respond to requests for intergovernmental reviews, coordination.
- Review, as necessary, consultant contracts or supplements and monitor consultant contracts, negotiations, and work progress on corridor studies and plans employing consultants.
- Undertake staff training to enhance the rural transportation planning process, such as attendance at VDOT meetings and training sessions, VAPDC conferences, VAPA conferences and other opportunities as identified.
- Provide Year End Summary List of accomplishments under the Rural Transportation Planning Assistance Program.

***Budget:*** \$14,500

### **2. Rural Transportation Planning Assistance Program-Scope of Work**

Description: This task provides for the annual preparation of the Rural Transportation Planning Assistance Program – Scope of Work for the upcoming fiscal year (i.e., July 1, 2013 to June 30, 2014). Any amendments or revisions to the existing scope of work are also a part of this element.

Deliverable Products: The FY 2014 Rural Transportation Planning Assistance Program – Scope of Work, which documents the activities to be accomplished by the Region 2000 Local Government Council staff in the upcoming fiscal year. It will also include any amendments or revisions to the existing scope of work.

Budget: \$4,000

<b>SPR Funds (80%)</b>	<b>\$14,800</b>
<b>PDC Funds (20%)</b>	<b>\$3,700</b>
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<b>Total Budgeted Expenditure for Program Administration</b>	<b>\$18,500</b>

## **FY 2013 - Program Activities (\$54,000)**

***Background and Objective:*** Address regionalized transportation issues that are identified by the Transportation Technical Advisory Committee and the Planning District Commission. Individual projects and work elements are described below:

### *1. General Technical Assistance*

***Description:*** This task allows for the assistance to localities on transportation related activities on an individual or regional basis as needed.

This task includes, but is not limited to:

- Providing transportation technical input and resources to the Council's localities outside of the MPO area to improve the overall effectiveness and efficiency of the transportation network;
- Reviewing and assisting in the updating of local comprehensive plans to ensure that land use and other elements are consistent with transportation planning elements and the statewide transportation plan;
- Other duties as required by VDOT, FHWA, and the Council;
- Development and provision of GIS information for use with transportation projects and planning efforts;
- Enhancement and maintenance of a website.
- Education, information, and referral assistance to localities on local transportation planning committees such as the 501 Coalition and local Chamber of Commerce Transportation Committees.
- Writing transportation planning grants, including enhancement and safe routes to school grants. This task includes any research and plan development necessary to support grant application efforts.
- Evaluation and review of special situations such as major traffic generators, site plans, elderly and handicapped needs, and para-transit projects, as needed.
- Finally, this task will allow for staff GIS training activities.
- Complete any outstanding items from the FY 2012 Scope of Work.
- Participate in outreach meetings and review data as requested by VDOT throughout the fiscal year pertaining to:
  - VTrans Update
  - Functional Classification Update
  - Virginia Surface Transportation Plan Update (VSTP)
  - Park and Ride Lots Inventory / Study
  - Bicycle and Pedestrian planning
  - Freight planning

### ***Deliverable Products:***

- Assistance as enumerated above;

- Enhance and maintain the Commission’s website transportation component;
- Enhancement, safe routes to school, or other transportation planning grant applications for local or regional projects, including supporting research and plan development products;
- Accomplished staff GIS training;

Budget: \$10,000

## 2. *Region 2000 Alternative Transportation Initiative*

Each of the following items shall be undertaken to support alternative transportation planning and implementation activities within Region 2000.

### Bicycle and Pedestrian Website Expansion

Description: The LGC website will be expanded to have a dedicated section devoted to bicycle, pedestrian activity. The site will include route information, safety information, etc. Staff will be responsible for formulating the material that will be included within this new LGC website section. Connections will include information on SRTS activities, general bike/pedestrian activities, connection to the anticipated RIDE Solutions program, and links to additional regional alternative transportation links, such as GLTC, local bike shops, etc.

Deliverable Product: Updated and user-friendly website that is recognized and used by Region 2000 residents as the “go to” website to learn about bicycle and pedestrian activities, planning, and initiatives in Region 2000.

### Grant Submittal

Description: Apply for grant(s) to provide funding towards bicycle and pedestrian programming to include safety, education, outreach, and direct facilities (such as bike racks, pavement markers, etc.).

Deliverable: Copy of each application submitted and any result summary.

### Bike Week

Description: Activities to host the annual Lynchburg Area Bike Week and Lynchburg Area Clean Commute Challenge. This primary Lynchburg Area Greenway Alliance, Region 2000 LGC event is held to promote the use and development of pedestrian and bicycle facilities and highlight alternative transportation existing resources, including transit, bike facilities, sidewalks, trails, etc. in Region 2000 area.

Deliverable: Summary of bike week events that will include details on participants, sponsors, and donated hours.

### Bike Ride Fund Raiser

Description: Explore developing a fall or spring fund-raising event for the purpose of assisting in facilitation of bike facilities. Funds would assist in implementing some of the bicycle needs identified and raised funds would be used to directly fund projects. This event would require private partners to fund and assist with event planning.

Deliverable: A report that summarizes the event, the stakeholders, anticipated or achieved funding, and anticipated resources implemented or in the implementation planning stages. Report will include a summary of all funds generated, matching funds, etc.

#### Lynchburg Area Greenway Alliance

Description: Provide ½ staff support to the Lynchburg Area Greenway Alliance. Support will be for those meeting activities, meeting summaries, and reporting as required to the TTC, LGC, and VDOT in execution of pedestrian activities.

Deliverable: A report summarizing activities of the Alliance.

#### Bike/Pedestrian Annual Report

Description: Develop annual report that summarizes all the alternative transportation events, activities, planning, and facility implementation within the Region 2000. The document will include a detailed account of public and private contribution during the year; will include a highlight story of a key business or individual that was instrumental in the bicycle/pedestrian/alternative transportation activities (education, outreach, development, transit).

Deliverable: A photo-ready quality document/brochure that highlights Region 2000 alternative transportation successes and funds generated.

#### Develop Pedestrian and Bicycle Deficiency and Improvement Priority List

Description: The following series of activities will be undertaken to establish a formalized process to identify priority pedestrian and bicycle needs and recommendations within the Region 2000 area. Each activity will be held to assist in developing a list of projects that will be shared with localities, the LGC, and VDOT, and public stakeholders with the goal of assisting in implementing pedestrian and bicycle facility development.

The identification process will take place at the beginning of the fiscal year and end with a presentation of findings and recommendation list to be presented to the LGC in October. The recommendation list will then be forwarded to each locality and VDOT District office for consideration and potential inclusion in developing spring maintenance schedule.

Activities:

- Host an inventory ride/field trip with area planners, VDOT staff, Region 2000 staff to review any identified repaving/road work projects in August.
- Invite local stakeholders to participate in a Walk Around or Ride Around analysis of their neighborhood.

Activity will include invitation to key stakeholders to undertake “walk around” and “ride around” evaluations in late July to end August. A copy of the Walkability and Bikeability Checklist will be provided on the Region 2000 website and a Survey-Monkey evaluation will be developed allowing participants to provide information on basic findings during the evaluations and to provide direct information on top pedestrian/bike deficiency areas in their community and/or portion of the City. Alliance members will be very involved with participating, leading, and promoting this activity.

- Develop Draft preliminary pedestrian and bicycle identification list. Alliance members will document and review all the findings from the previous analysis activity and develop a draft preliminary list of the top identified needs in the area. The list will be presented to the TTC, locality planners, etc., for review/comment in September.
- Draft pedestrian and bicycle priority list will be provided to the CVMPO and LGC at the October meeting.

Deliverables: A summary report that will include participants in the walkability and bikeability evaluations, findings, and priority list will be developed. Further, the report will summarize lessons learned and a format for repeating the exercise on a yearly basis. In future years, the same checklist, survey, formatting, etc. will be used to ensure the process is seamless and requires very little staff time and budget.

*Yearly Update to the Bicycle/Pedestrian Facilities in Region 2000*

Description: This activity will be implemented to ensure that each year all the pedestrian and bicycle facility projects, to include new construction or update of existing resources, are recorded and included within the regional GIS database. Through communication with each locality and VDOT office, obtain a summary of pedestrian and bicycle facility projects completed or planned in the following year. The yearly review cycle will be November to November to account for work that took place over the primary construction months.

Activities:

- Develop bike/pedestrian activity letter to be provided to each locality/VDOT district a summary of existing GIS bike/pedestrian data and a corresponding map of resources per last GIS summary.



- Update existing GIS data and bike/pedestrian regional resources, to include sidewalks, crosswalks, trails, on-road bicycle facilities, to reflect changes in resources.
- All activities will be cross referenced with local planning documents to provide a gauge of success of these documents in guiding facility development.
- Develop a report that includes summary of new or updated resources, connection to planning document if appropriate, and summary of funding used to fund facility development/improvement.

Deliverables: A summary report that will summarize all bike and pedestrian projects implemented in Region 2000 through November, 2013, will summarize anticipated projects as known, and will include a summary of funds used to facilitate resource development. A corresponding GIS data base and map will be provided.

Town of Altavista – Bicycle Facility Priority Guide

Description: Assist Town of Altavista in developing an on-road bicycle facility plan. The plan will work with local stakeholders in learning of primary cycled routes and through a review of existing road geometries, and planning road improvements, outline a bicycle accommodation plan for the Town. The Plan will include an estimate of implementation costs for developed road recommendations.

Deliverable: Detailed Bicycle Accommodation Plan for the Town of Altavista.

Budget: \$8,000

3. *Region 2000 Congestion Survey*

Description: SAFETEA-LU addresses many challenges facing today’s transportation systems, including reducing traffic congestion. Conducting a survey of where Region 2000 residents meet congestion points will help transportation officials responsible for planning and improving roads, multi-modal transportation means, buses and other features of the regional transportation system. The survey will shed light on how that system is being used and by whom. Conducting a congestion survey captures data on where people travelling in Region 2000 are being slowed by traffic.

Tasks:

- Research similar surveys conducted by other PDCs to gain a better understanding of questions and metrics used.

- Research methods on how to gather the survey information.
- Create the Region 2000 Congestion Survey.
- Gather survey results of the Region 2000 population according to research conducted.
- Create a database of responses and interpret them in a briefing report to be used to inform the update to the Region 2000 Long Range Transportation Plan.

Deliverable Product: A report summarizing the above activity.

Budget: \$8,000

#### 4. *Amherst County Comprehensive Plan-transportation Element*

Description: As stipulated in the Code of Virginia, each locality's comprehensive plan is to include a transportation element that provides policy guidance and criteria for making both land use and transportation decisions and recommendations. As a part of Amherst County's comprehensive plan update, this project will create an inventory and assessment of the county's multimodal system, which will include level of service and traffic counts for certain roadways. The transportation element will also compile all known future transportation projects within the county (as well as additional projects requested by the Planning Commission) and provide rough cost estimates.

Deliverable: The Amherst County Comprehensive Plan's Transportation Element.

Budget: \$3,000

#### 5. *Old Courthouse Road Corridor Study-Appomattox*

Description: The study corridor is expected to see additional development pressure in the future as a result of recent tourism initiatives. Therefore, it is important to create a corridor plan that documents the community's vision for how the corridor will function and look in the future so that as opportunities arise through development proffers, grant funding, or other funding opportunities, physical improvements can be made to the corridor in such a way to help realize the overall vision. Also, this plan will be useful in guiding the form and function of future development plans within the corridor.

The objective of this corridor study will be to:

- identify acceptable land uses (or development form) along the corridor

- guide site plan configurations relative to overall orientation per the vision and goal of the plan and per access management considerations
- provide guidance on future intersection configurations and roadway needs
- identify preferred roadway typical sections that may include sidewalks and other multimodal accommodations as envisioned by the community
- identify future right-of-way needs for related road and multimodal accommodation improvements within the study area
- document the vision for future streetscape through inclusion of illustrative graphics and renderings
- provide planning level estimates of costs and a listing of priorities for the future improvements

Deliverable: A draft plan documenting the items identified above.

Budget: \$25,000 (consultant services)

<b>SPR Funds (80%)</b>	<b>\$43,200</b>
<b>PDC Funds (20%)</b>	<b>\$10,800</b>
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<b>Total Budgeted Expenditure for Program Activities</b>	<b>\$54,000</b>

## FY-2013 Budget Summary

Tasks	VDOT (SPR) 80%	PDC (Match) 20%	Total 100%
<b><u>Program Administration</u></b>			
1. Planning Management	\$11,600	\$2,900	\$14,500
2. Scope of Work	\$2,960	\$740	\$4,000
3.	\$xx,xxx.xx	\$xx,xxx.xx	\$xx,xxx.xx
4.	\$xx,xxx.xx	\$xx,xxx.xx	\$xx,xxx.xx
<b>Total Budgeted Expenditure for Program Administration</b>	<b>\$14,800</b>	<b>\$3,700</b>	<b>\$18,500</b>
<b><u>Program Activities</u></b>			
1. General Technical Assistance	\$8,000	\$2,000	\$10,000
2. Region 2000 Alternative Transportation Initiative	\$6,400	\$1,600	\$8,000
3. Region 2000 Congestion Survey	\$6,400	\$1,600	\$8,000
4. Amherst County Comprehensive Plan- Transportation Element	\$2,400	\$600	\$3,000
5. Old Courthouse Road Corridor Study-Appomattox	\$20,000	\$5,000	\$25,000
<b>Total Budgeted Expenditure for Program Activities</b>	<b>\$43,200</b>	<b>\$10,8000</b>	<b>\$54,000</b>
<b>Total Budgeted Expenditure for Program Administration and Program Activities</b>	<b>\$58,000.00</b>	<b>\$14,500.00</b>	<b>\$72,500.00</b>

# Signed PDC Resolution

12-003



## REGION 2000 EMERGENCY COMMUNICATIONS REGIONAL COOPERATIVE AGREEMENT

**WHEREAS**, the Region 2000 Local Government Council (the “Council”) entered into the Region 2000 Emergency Communications Regional Cooperative Agreement (the “Cooperative Agreement”) which specified the Council as the regional entity to finance and operate, through the Region 2000 Radio Communications Board (the “Board”) an upgraded regional emergency radio system serving the counties of Amherst and Bedford and the cities of Lynchburg and Bedford; and

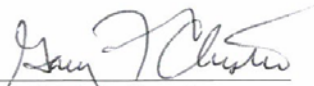
**WHEREAS**, the Board has issued a Request for Proposals asking interested firms to submit proposals for providing and installing the equipment necessary for the upgrades to the emergency communications system; and


**WHEREAS**, the Board, following the review of proposals and negotiations, is recommending that the Council award the contract to Harris Corporation, a Delaware corporation acting through its RF Communications Division (“Harris”) in the approximate amount of \$11,784,951.

**NOW THEREFORE, BE IT RESOLVED** by the Council that the Council awards the contract for the emergency radio communications system to Harris in the approximate amount of \$11,784,951, subject to approval of the final contract terms and amount by the Board and counsel for the Board, and authorizes the Executive Director to execute such contract on behalf of the Council upon the closing of the financing for the project.

**ATTESTED BY:**

**CERTIFIED BY:**

  
\_\_\_\_\_  
Gary Christie, Secretary  
Region 2000 Local Government Council

  
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Hugh Pendleton, Vice Chair  
Region 2000 Local Government Council