



## MEMORANDUM

**TO:** Southwest Washington Regional Transportation Council Board of Directors  
**FROM:** Matt Ransom, Executive Director  
**DATE:** February 25, 2014  
**SUBJECT:** **FY 2015 Unified Planning Work Program - Draft**

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### ***AT A GLANCE***

*The purpose of this memorandum is to provide the Board with a DRAFT Unified Planning Work Program (UPWP) in advance of a request for Board adoption of RTC's UPWP at the May RTC Board meeting. The UPWP is prepared annually by RTC as a federal requirement of all MPO's prior to receipt of federal and state transportation planning and project grant funds. The FY 2015UPWP is consistent with RTC's calendar year 2014 Work Plan and Budget.*

### **BACKGROUND**

The Unified Planning Work Program (UPWP) documents the transportation planning activities to be carried out by RTC as the Metropolitan Planning Organization (MPO) for Clark County (within the Portland-Vancouver metropolitan area). The UPWP is prepared and transportation planning activities are performed in response to the requirements of all MPOs in federal regulations; United States Code (USC) Titles 23 and 49. RTC's draft FY 2015 UPWP (see attached document) covers a one year period from July 1, 2014 to June 30, 2015. The UPWP is consistent with RTC's calendar year 2014 Work Plan and Budget adopted by the RTC Board in December 2013 (RTC Board Resolution 12-13-25) extending the Work Plan's timeframe by six months. In addition to describing upcoming transportation planning activities, the UPWP also details the funding sources required to carry out the program and addresses the major transportation policy issues of the upcoming year. This month's agenda item provides RTC Board members with an opportunity to review and provide input on the draft FY 2015 UPWP.

### **UPWP DEVELOPMENT PROCESS**

The UPWP is developed by the RTC in cooperation with state Department of Transportation and transit operators. Members of RTC's Regional Transportation Advisory Committee help to develop the draft UPWP. Prior to development, federal and state guidance is issued by WSDOT to outline expectations of the MPO/RTPO, and the UPWP is prepared to implement the required planning emphasis areas.

The UPWP is expected to reflect federal, state, and local transportation planning emphasis areas identified by the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and the Washington State Department of Transportation (WSDOT). The federal and state emphasis areas are described in detail on pages xi through xiv of RTC's draft FY 2015 UPWP.

### **Federal Emphasis Areas:**

In summary, federal emphasis is on the MPO's compliance with the federal transportation act, MAP-21 and continued implementation of a metropolitan transportation planning program that meets the requirements of 23CFR 450.308 and 23CFR 420.111. This includes addressing the eight federal transportation planning factors outlined on page xii of RTC's draft FY 2015 UPWP. To meet federal requirements, the UPWP must include a discussion of the planning priorities facing the MPO (see pages xiv to xvii of RTC's draft UPWP).

### **State Emphasis Areas:**

The Growth Management Act (GMA) establishes Regional Transportation Planning Organizations (RTPOs) as the venues for identifying regional priorities and coordinating transportation planning at all jurisdictional levels with local comprehensive plans. The regional transportation plan prepared by the RTPO plays an important role in achieving consistency between state, county, city, and town plans and policies. The State emphasizes that RTPOs should continue to implement the GMA and support the six legislative transportation system policy goals of RCW 47.04.280. These goals are:

1. Economic Vitality
2. Preservation
3. Safety
4. Mobility
5. Environment
6. Stewardship

WSDOT also notes that RTPOs are likely to want to stay informed on and/or be active partners in shaping the statewide themes through involvement in statewide planning, WSDOT region planning, state and national legislative activities.

After a first draft UPWP was developed by RTC and planning partners in early 2014, RTAC reviewed the draft at its January 17 meeting prior to RTC's review meeting with FHWA, FTA and WSDOT Headquarter staff held on February 20.

### **FY 2015 UPWP FORMAT**

As in previous years, the draft UPWP has four major areas: (1) Regional Transportation Planning Program, (2) Data Management and Travel Forecasting Process, (3) Transportation Program Coordination and Management, and (4) Transportation Planning Activities of State and Local Agencies. Each section includes work elements that document the anticipated transportation planning activities to be carried out in FY 2015.

To meet federal requirements for Transportation Management Areas (TMAs), such as Clark County, the UPWP must include a discussion of the planning priorities facing the metropolitan planning area and describe all metropolitan transportation and transportation-related air quality

planning activities (including corridor and subarea studies) anticipated within the area, regardless of funding sources or agencies conducting the activities.

To carry out the metropolitan transportation planning program required of Metropolitan Planning Organizations and state Regional Transportation Planning Organization, FHWA and FTA grant federal funds and the state grants state planning funds. The table below presents WSDOT funding estimates for allocated federal PL and FTA funding and an estimate of state Regional Transportation Planning Organization (RTPO) funds RTC may receive to carry out the FY 2015 regional transportation planning program. The distribution of these estimated revenues to work elements is summarized on the final page (page 54) of RTC's draft FY 2015 UPWP.

**FY 2015 Estimated MPO Funding:**

FHWA PL	\$552,822
FTA Section 5303	\$178,303
RTPO Planning	\$172,495

**BI-STATE UPWP REQUIREMENTS**

The Portland-Vancouver metropolitan area is served by two MPOs; RTC serves the Washington portion of the region and Metro serves the Oregon portion. In a bi-state region, the MPOs must cooperate and coordinate in development and adoption of the UPWP. RTC's draft UPWP is reviewed by Metro's Transportation Policy Alternatives Committee (TPAC) and Joint Policy Advisory Committee on Transportation (JPACT). The Metro Council takes action to adopt Metro's own UPWP and endorse RTC's. Last year, the Metro Council adopted a 2-year UPWP covering 2013/2015. This Metro document was reviewed and endorsed by the RTC Board in June 2013.

**NEXT STEPS**

Following review and discussion of the draft UPWP at the March 4 RTC Board meeting and following receipt of any suggested edits from the Washington State Department of Transportation headquarters staff, the Federal Highway Administration and Federal Transit Administration, the UPWP will be published for comment. RTAC will be asked to review the draft UPWP and recommend RTC Board adoption at the Board's May 6 meeting. This timeline would meet the federal and WSDOT-required timeline to have UPWPs submitted by June 20 with FHWA and FTA approval by June 30 thus allowing the UPWP to take effect on July 1, 2014.

Action at the May 6 meeting would also be requested to endorse the update to Metro's 2013-2015 UPWP and authorize RTC's Executive Director to file applications for regional transportation funding, to execute grant agreements and to file any assurances or required documentation relating to RTC's FY 2015 UPWP.

**Attachment:** RTC's FY 2015 UPWP - DRAFT