



The Regional Transportation Advisory Committee meeting will be held on **Friday, April 17, 2015**, from **9 a.m. to 11 a.m.**, in the **6th Floor Training Room 679**, Clark County Public Service Center, 1300 Franklin Street, Vancouver, Washington.

A G E N D A

- I. Call to Order and Approval of March 20, 2015 Minutes, Action
- II. FY 2016 Unified Planning Work Program (UPWP), Action
- III. Transportation Programming Guidebook and STP/CMAQ Selection Criteria, Action
- IV. Commute Trip Reduction (CTR) Local and Regional Plan Updates, Action
- V. 2014 Congestion Management Process (CMP) Initial Data, Discussion
- VI. Clark County List of Completed Capital Infrastructure Projects, Discussion
- VII. Other Business
 - A. RTAC Members
 - B. RTC Staff
 - a. 2015 Proposed Revised TIP Schedule
 - b. Federal Requirement Changes
 - c. TAP Grants due to RTC, April 17, 2015

**Materials available at meeting
Served by C-TRAN Route 3 or 25
If you have special needs, please contact RTC*

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An advisory committee to:

Southwest Washington Regional Transportation Council

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**Regional Transportation Advisory Committee (RTAC)
Meeting Minutes
March 20, 2015**

I. Call to Order and Approval of Minutes

The meeting of the Regional Transportation Advisory Committee was called to order on Friday, March 20, 2015, at 9:00 a.m. in the Public Service Center 6th Floor Training Room, 1300 Franklin Street, Vancouver, Washington by Chair, Matt Ransom, RTC Executive Director. Those in attendance follow:

Jim Carothers	City of Camas
Rob Charles	City of Washougal
Tony Cooper	City of La Center
Lynda David	RTC
Roger Hanson	C-TRAN
Mark Harrington	RTC
Ryan Jeynes	City of Battle Ground
Bryan Kast	City of Ridgefield
Jeff Kostechka	Clark County
Jon Makler	ODOT
Chris Malone	City of Vancouver
Matt Ransom	RTC
Dale Robins	RTC
Patrick Sweeney	City of Vancouver
Shann Weishaar	RTC
Michael Williams	WSDOT
Susan Wilson	Clark County

Matt Ransom, RTC Executive Director, announced that there was a REVISED Agenda including the TIP Project Delay from the City of Washougal. This will be item number II on the Agenda. Also Mr. Ransom introduced Michael Williams, WSDOT's new Regional Planning Manager for the Southwest Washington Region. Mr. Williams will be Mike Clark's replacement on the RTAC Committee. Also Jeff Kostechka, Clark County, introduced himself from the County Transportation Department.

Matt Ransom, RTC, asked if there were any changes or corrections to the February 20, 2015, meeting minutes and a motion for approval.

ROB CHARLES, CITY OF WASHOUGAL, MOVED FOR APPROVAL OF THE FEBRUARY 20, 2015 MEETING MINUTES, AND TONY COOPER, CITY OF LA CENTER, SECONDED THE MOTION. THE MOTION WAS UNANIMOUSLY APPROVED.

II. TIP Project Delay – City of Washougal: Evergreen Way/32nd St. Improvement Project – Action.

Dale Robins, RTC, provided a copy of the letter from the City of Washougal in regard to the TIP Project Delay of the City of Washougal's Evergreen Way/32nd St. Intersection Improvement Project. Rob Charles, City of Washougal, indicated that the City is requesting that obligation of construction funds be delayed until February 2016 as the City is having delays in obtaining right-of-way from BNSF. The BNSF right-of-way is critical to this project.

BRYAN KAST, CITY OF RIDGEFIELD, MOVED FOR APPROVAL OF THE TIP PROJECT DELAY FOR THE CITY OF WASHOUGAL'S EVERGREEN WAY/32ND STREET IMPROVEMENT PROJECT, AND JIM CAROTHERS, CITY OF CAMAS, SECONDED THE MOTION. THE MOTION WAS UNANIMOUSLY APPROVED.

III. TAP Project Development, Discussion

Dale Robins, RTC, gave some background on the Transportation Alternatives Program (TAP) project development. He also reminded the Committee that there is a TAP call for projects out that was issued on March 5th. Federal TAP funding provides for a variety of alternative transportation projects that are primarily community based. Eligible projects include pedestrian and bicycle facilities, viewing areas, environmental remediation, recreational trails, and safe routes to school. Currently there is \$1.5 million available, which includes \$400,000 that is CMAQ funds so has to be a CMAQ eligible project. The evaluation team includes members from RTC, C-TRAN, WSDOT, Clark County Department of Health and Clark County Bicycle and Pedestrian Committee. Applications are due April 17th. Dale went around the table to have agencies indicate what projects they planned on submitting applications for.

La Center: LED Sign Projects, wants to do two (2) projects but one is more critical than the other. Dale indicated La Center should just submit the two as one project application to help save on administrative effort.

Clark County has a sidewalk project at Highway 99 and 78th Street in front of the Fred Meyer and a partnership project with the City of Ridgefield for the North Main Multimodal Path extending the sidewalk to access the Carty wildlife unit to the new bridge providing a safer route for pedestrians and bicyclists.

Battle Ground has a sidewalk project at NE 1st on the south side from Parkway to 3rd and also the Chelatchie Prairie Trail that is a partnering project with Clark County. This project could be eligible for both Rural and Urban funds.

The City of Vancouver has a Waterfront trail project they may be submitting.

There was no staff from the Port of Vancouver in attendance. Dale Robins, RTC, had noted that the Port was planning to submit the next segment of their Waterfront Trail.

Dale mentioned that Skamania and Klickitat Counties are also in the running for receiving funding and that the City of Stevenson is planning to submit for a school sidewalk project. Klickitat County is planning a submittal for a sidewalk trail. Dale also indicated the program will be much more competitive with no cap on amount requested. A single project could ask for the entire rural or urban pots of money available.

IV. Before and After Analysis, Discussion

Dale Robins, RTC, noted that back in 2013 the RTC Board approved the TIP policies and procedures and a Before and After analysis was instituted to help keep the Board better informed as to how the money is utilized and also to make sure the money was being utilized wisely and appropriately. Any project that obligated construction funds after January 2014 would need to do a Before and After analysis to be completed within 18 months after a project is functionally complete. The memo in the packet included a list of projects that obligated construction funds and will be required to provide the Before and After analysis within the 18 months. Dale reviewed the template developed by RTC that agencies can use if they would like. The template can be used as an example and gives an idea of what needs to be provided in the Analysis including goals and outcomes. RTC is expecting this will be a Summary document of between two (2) and four (4) pages that will go to the Board. There was discussion around the table and all thought the template was a good start.

V. RTC Regional Freight Study: Scope of Work - Discussion.

Dale Robins, RTC, explained there is no grant money available for this study so RTC is taking a very low budget approach. The Study will include Clark, Skamania and Klickitat counties. The hope is to determine how freight is coming into and out of the region and identify major freight movements in the County. Also the goal is to enhance the ability to incorporate freight within the Regional Transportation Plan (RTP). The Study will focus on truck counts so existing data and additional data needs will be determined. The hope is this will help understand freight flow in the region. The City of Vancouver and RTC will incorporate collected data to use in the Westside Mobility Study and in the RTP update. Ideally out of Phase 1, RTC will set the template for recurrent collection.

V. Westside Mobility Study, Patrick Sweeney, City of Vancouver.

Patrick Sweeney, City of Vancouver, presented a PowerPoint of the City's Westside Mobility Strategy. Mr. Sweeney talked about some of the routes truck drivers feel are the better east/west and north/south routes to drive. After the Mill Plain extension was opened, the City did traffic calming improvements on Fourth Plain, reducing the number of lanes from 4 to 3. After completion they interviewed truck drivers with the anticipation they would receive negative feedback but the truck driver's really liked the traffic calming road diet. The driver's indicated it helped with less broken mirrors. There are now only two through lanes on Fourth Plain but lanes were too tight before. Also, 39th Street is being used by trucks since the WSDOT project installed a bridge across the rail lines. The 39th Street crossing improvement provides a direct connection to I-5. 78th Street is used for truck traffic as drivers think it is a good route to connect to I-5 North.

The agencies involved in the Westside Mobility Strategy include the City of Vancouver, the Port of Vancouver, Clark County, Regional Transportation Council, Washington State Department of Transportation and HDR Engineering, who is the City's selected consultant. Mr. Sweeney went over the project schedule and scope which they are trying to have completed within a year to a year and a half. There is a lot of cut-through traffic trying to get around the traffic congestion on I-5. The Community Engagement outreach strategy is going to include the City going out to the citizens rather than the citizens having to come to them.

Mr. Sweeney indicated the goal is to improve freight connections to I-5, bicycle connectivity, walkability and safety for all modes. Already the team has started to look at safety issues with the crash data from WSDOT proving to be alarming as to the number of incidents that took place in the vicinity. Traffic data collection will be done using Bluetooth, Mio-Vision cameras and radar.

VI. Other Business

A. RTAC Members

- a. Ryan Jeynes, City of Battle Ground, announced that the Battle Ground City Council passed a Complete Streets Policy Resolution on March 16. The City is in the process of updating some things in the code and details of language and handouts connected to the Complete Streets policy. There was a study session item to talk about the Transportation Benefit District (TBD) and what projects they were looking at doing for this first initial year and future years. Matt Ransom, RTC Executive Director, congratulated the City of Battle Ground.
- b. Rob Charles, City of Washougal, will be taking their TBD to a Council worksession.
- c. Roger Hanson, C-TRAN, gave an update on the BRT project. Three (3) contracts were approved by the C-TRAN Board including the funding for ten (10) articulated coaches in an amount of \$11 million and continuation of the contract with Parson's Brinkerhoff. Agencies expressed interest in having a tour of the articulated coaches when they arrive. Mr. Hanson said on March 27 BYD is showing up with their all-electric, 60 foot articulated coach.
- d. Jim Carothers, the City of Camas City Council has given approval to move forward towards the 30% design for a roundabout at the intersection of Northwood and 6th Avenue.

B. RTC Staff

TIP Administrative Modification – Clark County; Van Atta Bridge. Dale Robins, RTC, said Clark County's Van Atta Bridge project bid came in higher than the project engineer's estimate so the County added in County funds to make up the difference of \$147,000. The amendment was forwarded to the State last week and should be approved within two weeks.

- a) Dale Robins, RTC, handed out the DRAFT RTC selection criteria for TIP projects which was the outcome of the TIP Sub-Committee group. The criteria will be used this year, if approved. The Sub-Committee would like to continue to meet monthly and go through looking at changes to the criteria maybe resulting in something like the banding process TIB uses. Dale is working on a TIP guidebook for agencies to use that will come back to RTAC in April for action.
- b) Complete Streets Regional Policy: Lynda David, RTC, noted that \$13,500 in State Regional Transportation Planning Organization funds has been awarded for RTC to spend by June 30th on Complete Streets. An RFQ has been sent out for consultants interested in helping to research a regional complete streets policy. The consultant contract would go to the RTC Board for a decision at the April 7th meeting.
- c) Clark County List of Completed Capital Projects (2005-2014 adopted RTP). Dale Robins provided a draft list of completed capital projects within Clark County to provide to Elected Officials. Dale would like all agencies to look at the spreadsheet to see if there are any missing projects or if the projects are listed in the correct year with correct project costs. Dale is hoping to get feedback from RTAC members within the next few weeks. The list is to only include COMPLETED projects. Dale will send the spreadsheet out to all RTAC members and is hopeful this work will be completed around mid-April. This will go to the RTC Board sometime this year.
- d) Matt Ransom, RTC Executive Director, gave a Legislative update. There is a proposed House Transportation Committee Hearing on Thursday, March 26th on the proposed Senate Transportation Bill. Also, Senator Rivers will be holding a listening session on the Transportation Bill at the Camas Library at 2:00 PM on Saturday, March 21st.
- e) Matt Ransom also mentioned the Bi-State Committee held a meeting Thursday March 19th at Metro. RTC spoke of initiating the I-205 Bus-On-Shoulders evaluation. RTC's Bob Hart may be contacting some agency staff to sit on a Committee to scope the I-205 Bus-on-Shoulders work.
- f) The April RTC Board Agenda is expected to include a State Legislative Update and a Federal Legislative Update to review what's happening in Washington DC. The RTC Board will also be reviewing the draft UPWP and approval of a consultant contract for Regional Complete Streets Policy.

The meeting adjourned at 10:50 a.m. The next meeting will be on Friday, April 17, 2015.



MEMORANDUM

TO: Regional Transportation Advisory Committee
FROM: Lynda David
DATE: April 10, 2015
SUBJECT: **FY 2016 Unified Planning Work Program (UPWP), Action**

INTRODUCTION

The Unified Planning Work Program (UPWP) is prepared annually by RTC, serving as the MPO/RTPO for the region. The UPWP describes transportation planning activities to be completed as part of the coordinated regional transportation planning process and is prepared annually as a requirement for the receipt of federal and state transportation planning funds. It should reflect federal, state and local transportation planning emphasis areas. The FY 2016 Work Program covers the period from July 1, 2015 through June 30, 2016.

FY 2016 UPWP

RTAC members were provided with an overview of the FY 2016 UPWP at the January 2015 meeting. Attached is an updated draft copy of the FY 2016 UPWP. The UPWP outlines funding sources available for the transportation planning program to address the major transportation policy issues of the upcoming year (see UPWP, page xv). Prior to the April 17 meeting, RTAC members are asked to check that the attached UPWP reflects the work activities jurisdictions, transportation agencies and the MPO/RTPO anticipate for FY 2016. To comply with the federal transportation act [Metropolitan Planning Rule § 450.314], the UPWP must describe “**all** metropolitan transportation and transportation-related air quality planning activities (including corridor and subarea studies) anticipated within the area during the next one or two year period, regardless of funding sources or agencies conducting the activities”. To meet these requirements, Section 4 of the FY 2016 UPWP contains a description of planning projects of regional significance which local agencies anticipate they will carry out during FY 2016.

TIMELINE

The timeline for completion, adoption and submittal of the FY 2016 UPWP is outlined below:

RTC's FY 2016 UNIFIED PLANNING WORK PROGRAM DEVELOPMENT		
DATE (2015)	MEETING	ACTION
Fri. Apr. 17	RTAC	Recommend RTC Board adoption of FY 2016 UPWP
Tue. May 5	RTC Board	Adoption of FY 2016 UPWP
by Fri. Jun. 19		Submit adopted FY 2016 UPWP to WSDOT Tribal and Regional Coordination
by Wed. Jun. 24		Adopted UPWPs sent by WSDOT to FHWA/FTA for federal review
Tue. Jun. 30		FHWA/FTA UPWP approval due to WSDOT
Wed. Jul. 1		FY 2016 UPWP takes effect

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Southwest Washington Regional Transportation Council

FY 2016 UPWP

April 10, 2015

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RTC AND METRO's UPWPs

RTC and Metro are both MPOs within a bi-state region and there is a federal requirement that both MPOs develop their work programs in coordination with each other.

ACTION REQUESTED

At the April 17 meeting, RTAC members will be asked to recommend adoption of the FY 2016 UPWP by the RTC Board at the Board's May 5 meeting.

ATTACHMENTS: FY2016 UPWP Draft Document (April 17, 2015)

20150417_RTAC_2015UPWP_MEMO.DOCX



MEMORANDUM

TO: Regional Transportation Advisory Committee
FROM: Dale Robins
DATE: April 10, 2015
SUBJECT: **Transportation Programming Guidebook and STP/CMAQ Selection Criteria**

BACKGROUND

The attached Transportation Program Guidebook is a new document that RTC staff has prepared as a resource for RTC's member agencies and their staff. The document provides an overview of the Transportation Improvement Program, the regional project development process, and the specific policies and procedures associated with the development of the Transportation Improvement Program.

Also attached are the revised RTC Selection Criteria for the Urban STP and CMAQ programs. The revised criteria were recommended by the TIP Subcommittee, a subcommittee of the full RTAC Committee, and represent a fairly minor change to the existing criteria.

Please come to the April RTAC meeting prepared to discuss the TIP Guidebook, TIP Policies and Procedures, and the Urban STP and CMAQ Criteria.

TRANSPORTATION PROGRAM GUIDE

The Transportation Program Guide includes six sections that explain the regional process for development of the Transportation Improvement Program. The following is a summary of each section:

Introduction: This section provides an overview of the general TIP process. Projects are selected from multiple sources including RTC, C-TRAN, WSDOT, and other processes. Together all of the selected projects are programmed in the regional TIP.

Regional federal Funding Programs: RTC, as the Metropolitan Planning Organization for the region, has project selection authority for federal Surface Transportation Program (STP), Congestion Management and Air Quality (CMAQ), and Transportation Alternatives Program (TAP).

Regional Project Development Process: RTC conducts a competitive project selection process to distribute STP, CMAQ, and TAP funds to local agencies. This process includes screening of projects for eligibility, evaluation of projects by regional needs criteria, and selection of projects for funding.

TIP Administration: Updates, Modifications, and Amendments: Occasionally changes are needed for projects in the TIP. This section discusses the process used to modify and amend the TIP.

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Transportation Programming Guidebook and STP/CMAQ Selection Criteria

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Policies and Procedures: This section describes the policies and procedures used in the development of the TIP. The general policies and procedures were adopted by the RTC Board in July 2013. This section adds clarification of these policies and a new policy for the recognition of grant awards. The policies that have been modified are shown in red text.

Program Criteria: This section provides a summary of project screening criteria and needs criteria. Detail needs or selection criteria will be made available on RTC's website for each program.

URBAN STP AND CMAQ SELECTION CRITERIA

During the first few months of the year, the TIP Subcommittee met to discuss the TIP process. The TIP subcommittee is recommending minor changes to the existing criteria, which are attached for RTAC review. Changes are shown with read text. These revised criteria were handed out at the March meeting to give RTAC a chance to review the proposed changes.

The TIP Subcommittee will continue to meet monthly to consider long-term changes to the TIP development selection criteria.

CONCLUSION

The attached Transportation Programming Guidebook and Urban STP and CMAQ criteria are the result of RTC staff working with member agency staff to provide a clear and fair project selection and programming process. The Regional Transportation Advisory Committee final input is requested on both the Guidebook and Criteria.

Please come to the April RTAC meeting prepared to provide input and offer a recommendation on the Guidebook and Criteria to the RTC Board of Directors.

Attachments

Transportation Programming Guidebook

TIP Policies and Procedures

May 2015



**Southwest Washington
Regional Transportation Council**



Agency Overview

Southwest Washington Regional Transportation Council (RTC) is the Metropolitan Planning Organization (MPO) for Clark County, Washington, a portion of the larger Portland-Vancouver urbanized area. RTC conducts the federally required transportation planning process that is a condition for the receipt of federal transportation funds.

RTC's website: www.rtc.wa.gov



Title VI Compliance

The Southwest Washington Regional Transportation Council (RTC) assures that no person shall, on the grounds of race, color, national origin, or sex as provided by Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 (P.L. 100.259), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. RTC further assures that every effort will be made to ensure nondiscrimination in all of its programs and activities, whether or not those programs and activities are federally funded.

Americans with Disabilities Act (ADA) Information



Materials can be provided in alternative formats by contacting the Southwest Washington Regional Transportation Council (RTC) at 360-397-6067 or info@rtc.wa.gov.

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Introduction

The Transportation Program Guidebook is intended as a resource document for local agencies in Clark County, Washington.

Guidebook Purpose

A Transportation Improvement Program must be developed for each metropolitan area by the Metropolitan Planning Organization (MPO) in cooperation with the State and transit operators. The Southwest Washington Regional Transportation Council (RTC) is the federally designated MPO for the Clark County, Washington region.

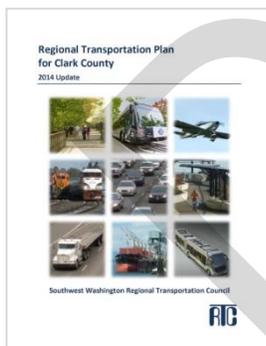
The Transportation Programming Guidebook is intended as a resource document for local agencies in Clark County, Washington. The Guidebook provides member agencies background information, policies, and procedures for the development of the region's Transportation Improvement Program.

Transportation Programming Overview

At least once every four years, RTC prepares a Regional Transportation Plan (RTP). It represents a coordinated planning process between local jurisdictions to develop regional solutions for long-term transportation needs. The RTP establishes the long-term vision and goals for the region, and identifies projects and strategies that will be needed to meet that vision.

RTC prepares an annual regional Transportation Improvement Program (TIP). The TIP is a four-year program of regionally significant transportation projects. Projects programmed in the TIP are drawn either directly from specific project recommendations made in the Regional Transportation Plan or are developed from a more general series of recommendations such as safety and preservation. The TIP represents an agency's intent to implement a specific project and the anticipated flow of funds for that project.

All four years of the TIP are considered selected and the project sponsor can begin implementation when ready. Projects programmed in the TIP can be obligated through FHWA and FTA. The obligation of a federal highway project occurs when FHWA and WSDOT execute a project agreement or when FTA awards a grant. Once obligated, the project sponsor can start work and receive reimbursement for work incurred.



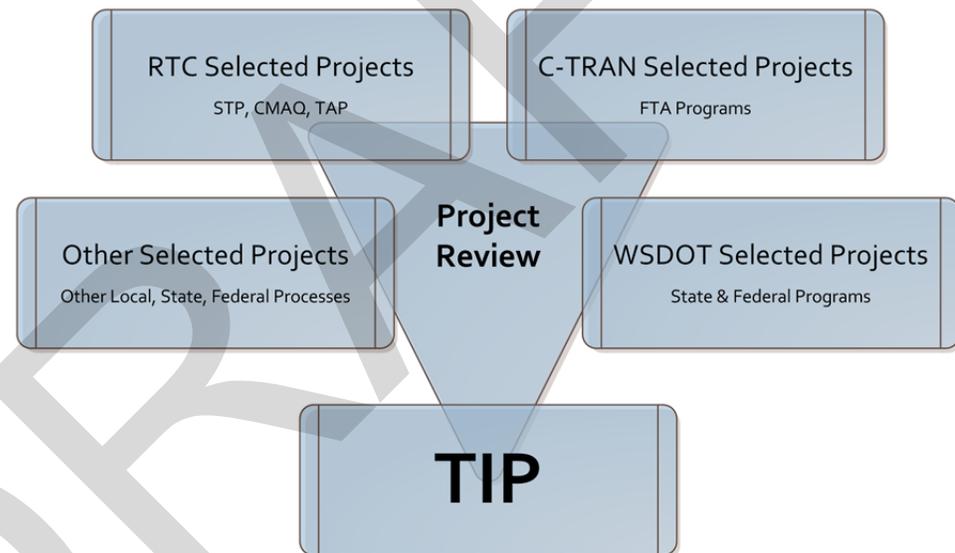
Transportation Improvement Program (TIP) Overview

RTC is required by federal law to maintain a four-year TIP.

RTC is required by federal law to maintain a four-year TIP. As the MPO for the region, RTC selects and prioritizes projects programmed in the TIP. The TIP is developed by RTC through a cooperative and coordinated process involving local jurisdictions, WSDOT, and C-TRAN. The TIP development process includes the programming of projects that were selected for funding through multiple grant selection processes. These processes include the selection of projects by RTC, WSDOT, C-TRAN, and other grant funding processes.

The TIP must include all projects that are federally funded through the Federal Highway Administration (U.S. Code Title 23) and Federal Transit Administration (U.S. code Title 49). The TIP also includes all projects that are considered regionally significant, regardless of the funding source.

Figure 1: TIP Development



RTC Selected Projects

RTC, in consultation with member agencies, is responsible for selecting projects for the regional allocation of federal highway funds

RTC, in consultation with member agencies, is responsible for selecting projects for the regional allocation of federal highway funds. This includes the regional allocation of Surface Transportation Program (STP), Congestion Mitigation and Air Quality (CMAQ), and Transportation Alternative Program (TAP) funds.

C-TRAN Selected Projects

C-TRAN is the local public transit provider and is the designated recipient of regionally allocated federal transit funds. C-TRAN receives Federal Transit Administration (FTA) urban area funds and selects projects for Section 5307 (Urbanized Area Formula Program), Section 5310 (Enhanced Mobility of Seniors

and Individuals with Disabilities), Section 5337 (State of Good Repair Grant), and Section 5339 (Bus and Bus Facilities Program).

WSDOT Selected Projects

WSDOT is responsible for selection of projects for allocated state and federal highway funds. This includes state allocation of federal National Highway Performance Program (NHPP), Highway Safety Improvement Program (HSIP), Surface Transportation Program (STP), Transportation Alternatives Program (TAP), and state highway programs funded through state revenues. In addition, WSDOT selects projects to be implemented by local agencies through a statewide competitive grant processes including Safety, Bridge, and Safe Routes to School programs.

Other Selected Projects

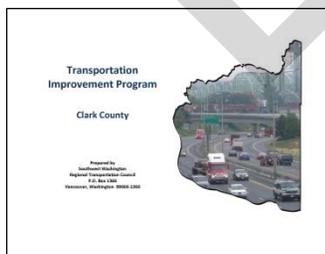
Regionally significant projects are also selected through other local, state and federal processes. This could include the use of local funds, legislative selected projects, and statewide or nationwide competitive grant programs.

No matter the source of funding, RTC reviews all projects... before programming the project in the TIP

Project Review

While some of the projects programmed in the TIP are selected for funding by RTC, many of the projects programmed in the TIP are selected for funding through other processes. No matter the source of funding, RTC reviews all projects to ensure the following before programming the project in the TIP:

- ◆ Consistency with Regional Transportation Plan
- ◆ Air Quality
- ◆ Consistency with local comprehensive plans
- ◆ Consistency with other federal and state requirements
- ◆ Funds are reasonably expected to be available
- ◆ Reasonable timeline for project implementation



TIP Development Schedule

RTC generally develops a new regional Transportation Improvement Program each year. The TIP is adopted at the October RTC Board meeting and becomes effective the following January.

Regional Federal Funding Programs

Background

Through Washington State Department of Transportation (WSDOT), federal funds are allocated to Metropolitan Planning Organizations (MPOs) such as RTC for selecting projects that implement the Regional Transportation Plan (RTP). In addition, WSDOT sets annual delivery targets for each region. RTC receives funds for the Surface Transportation Program (STP), Congestion Management and Air Quality (CMAQ), and Transportation Alternatives Program (TAP). Funds are eligible to designated urban, rural, air quality maintenance area as indicated on the map on page 21 of this document. This section provides a general overview of each of the regional federal funding programs and WSDOT Delivery Targets.

Surface Transportation Program

The Surface Transportation Program (STP) is the most flexible of all the Federal Highway Administration programs and can be used for a wide range of transportation improvements including highway, transit, and planning projects.

The STP funds are allocated to RTC for the Clark County region based on population; with varying amounts being allocated to U.S. Census defined urban and rural areas. The amount varies based on annual apportionments, but RTC generally receives approximately \$5.4 million per year.

The call for STP projects usually occurs in June of each year, with project applications due to RTC in July. Projects are selected for funding by the RTC Board in October and programmed for funding in January of the following year. The call for projects is for funding for the fourth year of the new TIP. The following table outlines the STP and CMAQ project selection and programming schedule:

Project Development Schedule (STP & CMAQ)

Date	Action
Mid-June	Call for Projects
Late-July	Project Application Due to RTC
Mid-August	RTAC Recommends Prioritization
Early-October	RTC Board Selects Projects
January	Funds become Available for Projects

Additional STP project information can be found on the RTC website at <http://rtc.wa.gov/programs/tip>.

Congestion Management and Air Quality

The CMAQ program is used for projects and programs that improve air quality and reduce congestion. CMAQ projects must demonstrate an air quality improvement within the Vancouver Air Quality Maintenance Area.

The CMAQ funds are allocated to RTC within Clark County for air quality improvements within the designated Vancouver Air Quality Maintenance area. The amount varies based on annual apportionments, but RTC generally receives approximately \$3.1 million per year.

The call for CMAQ projects runs concurrently with the STP call for projects. The call for projects occurs in June, with project applications due in July. Projects are selected for funding by the RTC Board in October and programmed for funding in January. The call for projects is for the fourth year of the new TIP.

Additional CMAQ project information can be found on the RTC website at <http://rtc.wa.gov/programs/tip>.

Transportation Alternatives Program

The TAP program is used for community improvements such as pedestrian and bicycle facilities, viewing areas, and safe routes to schools.

The TAP funds are allocated to RTC for the Clark, Skamania, and Klickitat County region based on population; with varying amounts being allocated to U.S. Census defined urban and rural areas. The amount varies based on annual apportionments, but RTC generally receives approximately \$0.5 million per year.

The call for TAP projects usually occurs in March of each odd year (2017, 2019, etc.), with project applications due to RTC in April. Projects are selected for funding by the RTC Board in June and amended into the TIP in July. The call for projects is for funding for the third and fourth year of the TIP.

Project Development Schedule (TAP)

Date	Action
Early-March	Call for Projects
Late-April	Project Application Due to RTC
Mid-May	RTAC Recommends Prioritization
Early-June	RTC Board Selects Projects
July	Funds become Available for Projects

Additional TAP project information can be found on the RTC website at <http://rtc.wa.gov/programs/tap>.

WSDOT Delivery Targets

WSDOT has placed additional responsibility on MPO's to ensure annual obligation of the local share of the Federal Highway Administration funds. This includes the STP, CMAQ, and TAP funds administered by RTC. This policy requires that by August 1st of each year the MPO region must obligate 100% of their regional federal obligation target or funds could be lost.



NW 38th Avenue, Camas

Regional Project Development Process

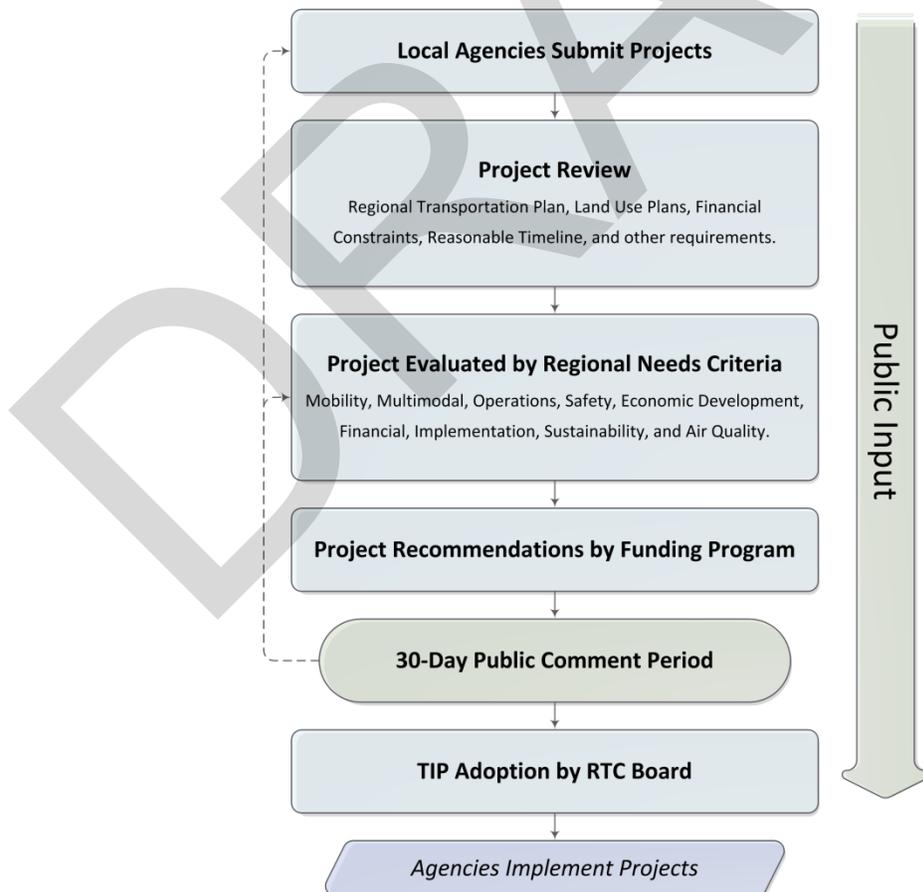
Background

Since the need for transportation improvements exceed the available revenue, a competitive project selection process is conducted for the distribution of RTC's regional federal funds. Regional federal funds include STP, CMAQ, and TAP funds.

Regional Project Development Process

The regional project selection process approach as adopted by the RTC Board of Directors is displayed in Figure 2 and described in greater detail after the graphic.

Figure 2: Regional Project Development Process





Call for Projects

RTC will issue a call for projects for each of the regionally allocated federal transportation programs. The call for projects will be conducted within the regional transportation planning process which includes technical review and recommendation by the Regional Transportation Advisory Committee (RTAC) and final RTC Board project selection. Formal notice about the process will be posted on RTC's web site. The call for projects will include information on submittal requirements and deadlines.

Applications will only be accepted for projects that will be administered by a Certification Acceptance agency. Certification Acceptance is necessary for an agency to have authority to develop, advertise, award, and manage federal transportation projects.

The screening criteria, needs criteria, and project applications will be developed for each regional federal program and clearly identified in each call for projects and on RTC's website.

Project Submittal

The regional project development process begins with local agencies identifying and submitting projects for consideration. These projects should be identified based on information from the Regional Transportation Plan, Congestion Management Process, TSMO implementation plan, local plans, and other plans and studies that identify regional transportation needs.

Step 1: Project Review

Proposed projects are screened to determine each project's basic eligibility. This review is used to determine whether to move a project forward in the programming process. This step includes a review that the project is consistent with the Regional Transportation Plan, local comprehensive plans, air quality and other federal and state requirements. Projects are also reviewed for financial feasibility and timeline for implementation.

Screening criteria for each of the programs administered by RTC can be found in the final chapter of this document (Evaluation Criteria).

Step 2: Project Evaluation

The general approach for evaluating projects for regional federal funds involves assessing each candidate project against a set of regionally adopted needs criteria. Following evaluation, projects are placed in ranked order to inform the project selection step.

A summary of needs criteria for each of the programs administered by RTC can be found in the final chapter of this document (Evaluation Criteria).

Step 3: Project Selection

The final step in the regional project development process is project selection. The Regional Transportation Advisory Committee (RTAC) recommends projects for funding utilizing the project information generated in the project evaluation. The RTC Board makes final selection based on the technical recommendation from RTAC and public input.

Public Involvement

Public involvement is a key component of the transportation planning process and one of the core functions of all metropolitan planning organizations (MPOs). Meaningful public involvement improves decision making by generating ideas for how the transportation system may be improved and by bringing a diverse set of views to planning discussions. The purpose of public involvement is to make better decisions that will reflect the community's transportation needs.

Public input is invited throughout the TIP development process. The TIP development process concludes with a 30-day public comment period, prior to RTC Board approval of the Transportation Improvement Program.

Project Implementation

Once a project is programmed in the TIP, the project sponsor can begin implementation of the project by accessing funds. Federal transportation programs are reimbursement grant programs. Only after a Local Agency Agreement has been approved through WSDOT or a grant is approved by FTA can project costs become eligible for reimbursement.

All four years of the TIP are selected and are considered to be the agreed to list of projects. This means that once a project is programmed in the TIP, the project sponsor can proceed with obligation. Projects programmed in an out year can proceed in the current year.

Before and After Analysis

All projects using STP, CMAQ, or TAP funds will be required to complete a Before and After Analysis within 18 months of project completion. The purpose is to monitor the development of a project towards meeting goals or performance measures and ensure the efficient use of regional federal funds.

RTC has not prescribed a format or content, but has provided a template which is available on the RTC TIP web page (<http://rtc.wa.gov/programs/tip>). Generally, the Analysis will be between 2 and 4 pages in length. Although an agency has flexibility to develop their own Analysis report, the report should consider including the following elements: Project title, location, description, goals, outcomes, funding, map, photos, and agency name.



TIP Administration: Updates, Modifications and Amendments

Background

Occasionally, changes need to be made to the TIP following its adoption. Changes can include project cost adjustment, scope changes, addition of a project, etc. When a change is requested it will be identified as an Update, Administrative Modification, or TIP Amendment. The process for incorporating the change into the TIP differs by the type of change and the regional action that is required.

TIP Updates do not substantially change a project and do not require the TIP to be changed. TIP Administrative Modification is a moderate change that requires approval from the RTC Executive Director and typically takes 4-6 weeks. TIP Amendments are substantial changes to a project that require action from the RTC Board of Directors and typically take 8-10 weeks.

Changes to the TIP can be submitted monthly between December and September. Requests for changes to the TIP are due to RTC eight days prior to the third Friday of each month; which is usually the second Thursday.

TIP Administration Process

The TIP Administrative Modification and Amendment process includes the following steps:

- 1) Project sponsor submits written request to RTC for change, including submitting a modified State Transportation Improvement Program (STIP) record within the online STIP database. The written request should provide sufficient detail to understand the requested change and reason for change.
- 2) RTC staff reviews request to ensure that all needed information is provided and determines the type of action that is required. The request is also reviewed for financial feasibility, air quality conformity, consistency with the RTP and state and federal requirements, etc.
- 3) Administrative Modifications and Amendments are posted on the RTC website: (<http://rtc.wa.gov/programs/tip/amendments>).

- 4) If request is an Administrative Modification, the RTC Executive Director takes action. If approved, staff will change the regional TIP and submit the change to WSDOT for inclusion in the STIP. RTAC is notified of the Administrative Modification.
- 5) If request is an Amendment, RTAC reviews the change and makes a recommendation for approval to the RTC Board. If the RTC Board approves the change, staff will change the regional TIP and submit the change to WSDOT for inclusion in the STIP
- 6) Once Administrative Modifications and Amendments are submitted to WSDOT, they are reviewed by WSDOT staff, approved by the Governor's representative, and receive final approval by FHWA and FTA.

Updates

Updates do not substantially change a project and do not require the TIP to be changed. This could include the following:

- ◆ Moving a project within the four years of the TIP
- ◆ Change in federal funding source(s)
- ◆ Adjustment in project's funding following bid process to allow for award of contract
- ◆ Moving dollars to the next project phase (preliminary engineering to right-of-way or right-of-way to construction)

Administrative Modifications

Projects that meet the following conditions can be administratively modified into the TIP at the discretion of the RTC Executive Director:

- ◆ Revision to lead agency
- ◆ Adding a prior phase of project not previously authorized
- ◆ Minor changes or errors in project information
- ◆ Change in federal funding amounts of less than \$3 million (STIP Amendment required if change to total program amount is greater than 30%)



- ◆ Addition of federal aid project or project phase that has approval from granting agency and does not exceed \$3 million in federal funding (STIP Amendment required)
- ◆ Deletion of project (STIP Amendment required)
- ◆ Restoration of project to the TIP that was included in a previous version of the TIP (STIP Amendment required)

Amendments

Projects that meet the following condition will require a TIP amendment and approval from the RTC Board of Directors:

- ◆ Adding a new project or future project phase greater than \$3 million
- ◆ Adding a regionally selected project or adding regionally selected funds to a project.
- ◆ Major Scope Changes
- ◆ Changes to a project that affects air quality conformity
- ◆ Changes to a project's total programming amount that exceeds \$3 million



Rail Trench, Port of Vancouver

Policies and Procedures

TIP Policies and Procedures

General Policies and Procedures

Policy 1.1 – All projects in the TIP must be consistent with the Regional Transportation Plan (RTP). To be consistent with the RTP, projects must be identified as an RTP Capital Project Solution or be consistent from a more general series of recommendations such as safety and preservation.

Policy 1.1.1 – RTC staff shall determine consistency with the RTP. RTC staff will work with local agency staff to make RTP consistency determination.

Policy 1.2 – All projects in the TIP must be consistent with the transportation element of the local comprehensive plan.

Policy 1.3 – All TSMO project elements must be consistent with the strategies contained in the Regional Transportation Systems Management and Operations (TSMO) Plan for Clark County. TSMO elements of projects shall be coordinated with agency transportation operations staff.

Policy 1.4 – If a project will add single occupant vehicle capacity, sponsoring agency must complete a CMP Toolbox Checklist. A CMP Toolbox Checklist must be received by RTC prior to obligation of right-of-way and/or construction funds.

Policy 1.5 – All regionally significant projects must be programmed in the TIP. All projects receiving Federal Highway Administration funds (U.S. Code Title 23), Federal Transit Administration funds (U.S. code Title 49), or determined to be regionally significant must be programmed in the TIP.

Policy 1.5.1 – RTC staff shall determine if a project is regionally significant. Based on information provided to RTC, RTC staff will make a regionally significant determination.

Policy 1.6 – All agencies shall submit local TIPs and Transit Development Plans (TDPs) to RTC. Agencies can submit TIPs/TDPs to RTC in any format that provides sufficient information for understanding of project needs.

Policy 1.7 – All federally funded and regionally significant projects to be included in the annual STIP must be entered into the State’s STIP system and

submitted to the MPO by August 15th of each year. The STIP system can be found at www.secureaccess.wa.org.

Policy 1.8 – RTC will follow the public involvement process, as outlined in RTC’s Public Participation Plan, when developing the regional TIP.

Policy 1.8.1 – RTC staff shall provide the required 30-day public comment period for the draft TIP. RTC will make available a draft TIP for public comment the first week of September through the October RTC Board meeting.

TIP Administration Policies and Procedures

Policy 2.1 – RTC will follow the process outlined in the TIP Administration chapter.

Policy 2.2 – Project sponsors shall submit a written request to RTC to initiate the project administrative process. The written request should provide sufficient detail to understand the requested change and reason for change, including submittal of a modified STIP record.

Policy 2.3 – RTC is responsible for determining the type of TIP administration action that is required. RTC staff will review the request to ensure that all needed information is provided and determine the type of action that is required.

STP, CMAQ, TAP Programming Policies and Procedures

General Policies

Policy 3.1 – Projects must be completed. By receiving regional federal funds for a project, the respective applicant is making the commitment to complete the project, even if only partial funding is received. If the project fails to proceed within 10 years, the agency may be required to repay federal funds (23 U.S.C. 102(b)).

Policy 3.2 – Recognition of grant award through RTC.

Policy 3.2.1 – Written local Council/Board Staff Reports shall cite the federal program (STP, CMAQ, TAP), grant award, and Southwest Washington Regional Transportation Council (RTC) as the granting agency.

Policy 3.2.2 – If an agency includes a project funding sign at the project location, the sign shall cite the funding category (STP, CMAQ, TAP), grant award, and include RTC’s Logo acknowledging RTC as the granting agency.

Policy 3.2.3- All broad public project communication shall cite the federal program (STP, CMAQ, TAP), grant award, and Southwest Washington Regional Transportation Council (RTC) as the granting agency. Broad project communication includes website, newsletter, etc.

Policy 3.3 – All projects that receive regional federal funds will be required to complete a *Before and After Analysis* within 18 months of project completion.

Cost

Policy 4.1 - Projects are limited to \$4 million in regional federal funds, regardless of length. The project can reach the cap based on one of the following sub-policies:

Policy 4.1.1 – Maximum of \$4 million per mile. The maximum per phase is \$750,000 for preliminary engineering, \$1.25 million for right-of-way, and remaining federal funds, up to the total maximum for construction. If a project is less than a mile, the maximum per phase is factored by the percentage of mile.

Policy 4.1.2 – Intersection improvements are limited to \$1 million per intersection or \$2 million for high volume intersections. High volume intersections are intersections with 20,000 or more entering vehicles per day. The maximum per phase is 15% for preliminary engineering, 20% for right-of-way, and remaining funds for construction.

Policy 4.1.3 – Shorter high cost projects are limited to \$4 million. Projects such as a bridge, interchange, and park-and-ride are limited to \$4 million even if the length is less than one mile. Project will follow funding limits per phase as found in Policy 4.1.1, as if the project was considered to be one mile in length.

Policy 4.2 – Funding increases are not allowed for preliminary engineering. An agency cannot move regional federal funds from a later phase to preliminary engineering or request additional regional funds for preliminary engineering.

Policy 4.3 – If a project is divided into multiple segments after it has been selected for regional funding, the following policies will occur:

Policy 4.3.1 - All obligated funds will be proportioned between segments, based on mileage of each segments.

Policy 4.3.1 - None of the project segments are eligible for additional preliminary engineering funds.

Policy 4.3.2 – The cost limit will be recalculated for each segment. If necessary, programmed funds will be reduced to match cost limits.

Policy 4.4 - Regional federal funds cannot be moved forward to an earlier phase. For example, funds cannot be moved from construction to right of way.

Policy 4.4 – Regional federal funds can be moved back to future phases without amending the TIP. For example, funds can be moved from preliminary engineering back to right of way or construction. Local Agency Agreement will need to be modified.

Policy 4.5 – Project cost overruns are the responsibility of the applicant. An increase in regional federal funds is not allowed to cover cost increases. Applicants are responsible to cover any cost overruns.

Policy 4.5.1 – An applicant can return selected regional funds back to RTC and make a new request for funding. An applicant can return unobligated regional funds by following the TIP administration process and requesting the funds be removed from a project. By doing so, the applicant has no guarantee of future regional federal funds, but can reapply for funding in a future call for projects up to the cost limits.

Policy 4.5.2 – If applicant is awarded partial phase funding, they can apply for the remaining funds in future call for projects. This new request cannot exceed the original total request, unless cost limitations have been raised.

Policy 4.6 – Regional federal funds cannot be moved to a different project or beyond the approved scope.

Policy 4.7 – An applicant may request cost policies exception. The request must be written and explain the circumstances for the cost exception and why the cost exception should be considered. The approval of a cost exception must be financially feasible and requires approval of both RTAC and the RTC Board.

Project Delivery/Obligation

Policy 5.1 – Local agencies are required to notify RTC staff within 30 days of project obligation of all STP, CMAQ, and TAP funds. The preferred method would be forwarding, via e-mail, a copy of the executed Local Agency Agreement.

Policy 5.2 – Project phase obligation date will be tied to the month and year provided project applicants on the RTC funding application.

Policy 5.3 – Project obligation must be made by August in the year obligation is required. Due to the time involved in processing an obligation request, the obligation request must be made by August to meet regional obligation targets.

Policy 5.4 – Preliminary engineering funds must be obligated in the federal fiscal year as indicated on RTC funding application. For example, if funds are requested between October 2017 and September 2018, funds must be submitted for obligation by August 2018.

Policy 5.5 – Right-of-way and construction funds can be delayed to the following fiscal year as indicated on RTC funding application. For example, if funds are requested between October 2017 and September 2018, funds must be submitted for obligation by August 2019.

Policy 5.6 – By January of each year, RTC staff will notify agencies of all projects that must be submitted for obligation by August of that year.

Policy 5.7 - If a project cannot make the August obligation deadline, the sponsoring agency must contact RTC in writing by March 1st of that year.

Policy 5.7.1 – If delay is likely to impact regional obligation authority all future funds will be removed from the project. RTC staff will develop a strategy to meet the obligation target which will be approved by RTC Board. The delayed project can seek funding in future call for projects without an increase in regional federal funds.

Policy 5.7.2 – If delay is not likely to impact regional obligation authority, a project delay exception can be sought. The request must be in writing and explain the circumstances for the project delay and why the delay should be considered. Delays of less than one additional year can be approved by RTAC. Delays of greater than a year, requires RTAC and RTC Board approval.

Construction Programming

Policy 6.1 – Generally, a project cannot receive STP, CMAQ, or TAP funds for construction until design is 50% complete. Projects that require right of way or have significant environmental issues cannot seek construction funds until an agency is at the 50% design completion.



SR-502 Paving

Program Criteria

Urban STP/CMAQ Programs

Project Screening Criteria

1. Consistent with Regional Transportation Plan, Local Comprehensive Plans, and Congestion Management Process. (Projects that add capacity must be listed in the RTP)
2. Road projects must be on a facility that is federally classified as an urban collector or above.
3. Preservation and maintenance projects are not eligible.
4. Consistent with the regional cost limits.
5. Ready to proceed and have a reasonable timeline for implementation.
6. Operational improvement must be consistent with the regional TSMO Plan.

Summary of Needs Criteria

Evaluation Criteria	Weight
Mobility	20
Multimodal/Operations	15
Safety	20
Economic Development	20
Financial/Implementation	15
Sustainability/Air Quality*	10
Total	100

**Air Quality points are tripled for CMAQ projects*

STP Rural Program

Project Screening Criteria

1. Consistent with Regional Transportation Plan (RTP) and Local Comprehensive Plans? (Projects that add capacity must be listed in the RTP)
2. Road projects must be on a facility that is federally classified as a rural major collector or above?
3. Preservation and maintenance projects are not eligible.
4. Must have a reasonable cost and timeline?

Summary of Needs Criteria

Evaluation Criteria	Weight
Project Need	15
Safety	25
Road Condition	25
Economic Development	10
Financial/Implementation	25
Total	100



Timmen Road

TAP Program

Project Screening Criteria

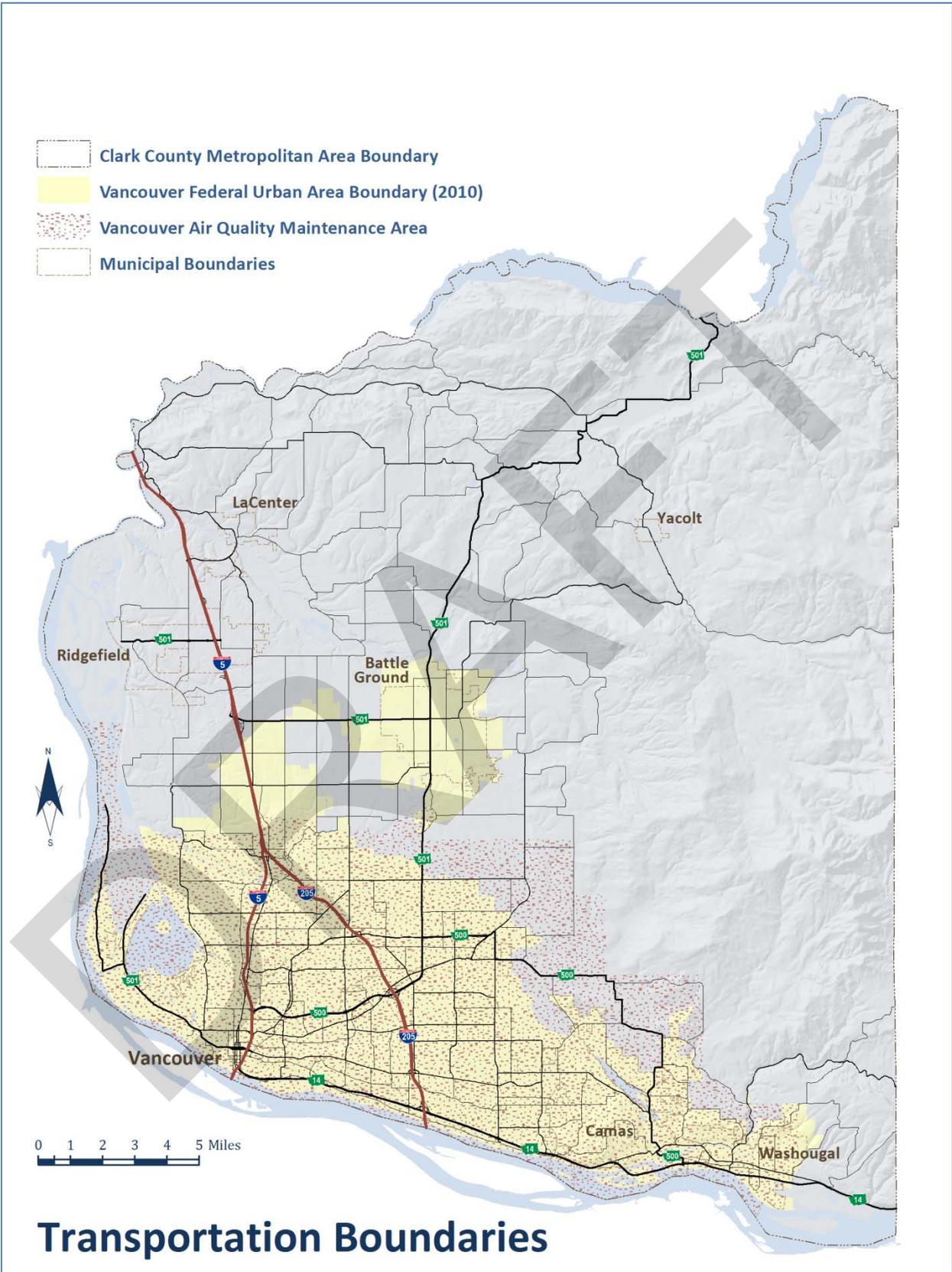
1. Consistent with the Regional Transportation Plan.
2. Contain at least one eligible Transportation Alternatives activity.
3. Direct relationship to the surface transportation system (except trails).
4. Funds cannot be used to supplement the construction of an existing road project. For example, TAP funds cannot be used to pay for the sidewalk portion on an existing road project.
5. Project must have public access.

Summary of Needs Criteria

Evaluation Criteria	Weight
Public Benefit	25
Connectivity	20
Accessibility/Equity	10
Safety	20
Financial/Readiness	15
Other	10
Total	100



Bicycle Lane & Sidewalk



Transportation Boundaries

The map shows Clark County urban and rural areas for federal transportation purposes. The Vancouver Air Quality Maintenance Area is where CMAQ funds can be spent.



DRAFT RTC Selection Criteria

Transportation Improvement Program

Project Screening Criteria

1. Is the project consistent with Regional Transportation Plan (RTP), Local Comprehensive Plans, and Congestion Management Process? *(Road and transit projects that add capacity must be listed in the RTP)*
2. If a road project, is the facility federally classified as an urban collector/rural minor arterial or above?
3. Is the project an improvement project, rather than a maintenance project?
4. Does the request for STP/CMAQ funds exceed the regional cost limitation of \$4,000,000 per mile?
5. Is the project ready to proceed and has a reasonable timeline for implementation?
6. If an operational improvement, does the project follow TSMO guidance?

Summary of Needs Criteria

Evaluation Criteria

	<u>Weight</u>
Mobility	20
Multimodal/Operations	15
Safety	20
Economic Development	20
Financial/Implementation	15
Sustainability/Air Quality	<u>10</u>
	100

Mobility **20 Maximum**

Existing Peak Hour Condition	0-8
<ul style="list-style-type: none"> • V/C Ratio 0.9 or greater/Less than 60% of Posted Speed • V/C Ratio 0.8 to 0.89/60-64% of Posted Speed • V/C Ratio 0.7 to 0.79/65-69% of Posted Speed • V/C Ratio 0.5 to 0.69/70-74% of Posted Speed • Transit (Unless corridor can be identified) 	8 6 4 2 5
RTP 20-Year Model	0-4
<ul style="list-style-type: none"> • V/C Ratio Reduced 0.2 or more • V/C Ratio Reduced 0.1 • V/C Ratio Reduced 0.05 • Modeled Speed Improvement 	4 2 1 1-4
Congestion Management Process	0-6
<ul style="list-style-type: none"> • On CMP Network • Project Addresses CMP Concern 	2 0-4
Network Development	0-4
<ul style="list-style-type: none"> • Extends Improvements • Completes Gap • Completes Corridor • New Network Connection • Improves Parallel Corridor 	1-2 2-3 3-4 0-4 0-2

Truck Route	0-5
• T5-T1	1-5
Benefit Weighted by Existing Peak Hour Volume	0-3
• 1,501+ Vehicles	3
• 901-1,500 Vehicles	2
<u>Multimodal/Operations</u>	<u>15 Maximum</u>
Operational Improvements	0-8
• Signal integration/upgrade	2
• Data Collection (Volume, speed, occupancy, classification)	2
• Traffic Surveillance	2
• Communication Infrastructure	2
• Variable message signage	2
• Traveler Information	2
• Access Management	2
• Smart Transit Management/Transit Signal Priority	2
Multimodal	0-10
• Transit Expansion	0-8
• Peak Hour Transit Buses (1 point per 2 Buses)	0-5
• Transit Replacement	0-3
• Exclusive Transit Lanes (Transit Only, BAT Lanes, etc.)	2-8
• Transit Amenities (Shelter, Bus-Pullout)	0-2
• Park and Ride Construction	5-8
• Carpool/Vanpool	1-3
• Improve Non-Motorized Access to Park and Ride/Transit	1-2
• Extends or Completes gap in Bicycle Route	1-3
• Construct 10-foot separated path or two 5-foot striped bicycle lanes	2
• Sidewalks (Both Sides)	1-2
• Sidewalks wider than 5' and/or Planter Strip (3' minimum)	1-3
• Improves Transit Speed/Reliability	1-3
• Transportation Demand Management	1-3
• Contact C-TRAN's Capital Project Manager (10+ days)	1
• Adopted Complete Street Policy	1
<u>Safety</u>	<u>20 Maximum</u>
Correctable Collision History	0-10
• Sliding Scale	0-10
Safety Strategies Implemented	0-10
• Public Transit Safety or Security	1-5
➤ Security Camera	
➤ Lighting	
➤ Improve Visibility	
• Pedestrian Safety	1-5
➤ Add sidewalk where one does not exist	
➤ ADA accessibility	
➤ Wider sidewalk	
➤ Buffer	

<ul style="list-style-type: none"> ➤ Improved Street Crossing (crosswalk/signal) ➤ Lighting ➤ Improve Access to Transit ➤ Target Zero Strategy 	1-5
<ul style="list-style-type: none"> • Bicycle Safety ➤ Add Striped Bicycle Lane ➤ Add Separated Path ➤ Buffer ➤ Improves Access to Transit ➤ Target Zero Strategy 	1-5
<ul style="list-style-type: none"> • Improves Intersection ➤ Provide Appropriate Traffic Control ➤ Improves Visibility/Sight Distance ➤ Improves Geometry/Approach ➤ Address Collisions at Intersection Identified in Safety Management Assessment ➤ Target Zero Strategy 	1-5
<ul style="list-style-type: none"> • Improve Road Safety ➤ Improve Clear Zone ➤ Improve Geometry ➤ Improve Visibility/Sight Distance ➤ Add Rumble Strips, raised markers, barrier/guardrail ➤ Target Zero Strategy 	1-5
Existing Conditions	0-6
<ul style="list-style-type: none"> • Pavement Widths (Deviation from standards) • Shoulder Widths (1 pt. per 2 feet less than 6') • No Center Turn lane/Pocket (Project must correct) 	0-2 0-3 1
Provides Access Management	0-6
<ul style="list-style-type: none"> • Add Non-Traversable Median greater than 50% of project length • Add C-Curb at Intersections or less than 50% of project length • Close Minor Intersections • Reduce Access Points • Eliminate Existing At-Grade Crossing 	3 2 1 2 5
<u>Economic Development</u>	<u>20 Maximum</u>
Employment Growth	0-12
<ul style="list-style-type: none"> • Retail Employment Growth (Regional Model-Select Link) • Other Employment Growth (Regional Model-Select Link) 	0-5 0-7
Provide or Improves Access to Existing Employment and CTR Employers	0-8
<ul style="list-style-type: none"> • Existing Employment (Regional Model-Select Link) 	0-8
Freight Generator	0-5
<ul style="list-style-type: none"> • Improves Access • Creates Access 	1-3 4-5
Private Development	1-5
<ul style="list-style-type: none"> • Signed Development Agreements • Private Investment in Public Infrastructure 	1-3 1-3

Financial/Implementation**15 Maximum****Overmatch Funding****0-10**

- 1 Point per 3% Above Minimum Local Match

Previously Completed Work (Prior to application deadline)**0-6**

- Environmental Permits Submitted/Approved 1-2
- Plans, Specs, and Estimate Completed 2
- Right of Way Acquisition Complete 2
- No Sensitive Areas or Issues Pending 2

Full Funding In Place**3**

Sustainability/Air Quality**10 Maximum****Air Quality Benefit****0-10**

- TCM Tools (Reduction of CO and VOC) 0-10

Sustainability Measures**0-10**

- LID or Enhanced Treatment Stormwater Control 2
- Hardscaping or Native Planting (no permanent irrigation) 1
- Correction of Fish Barrier 0-3
- Enhances Stream Bank Conditions 1
- Corrects Existing Sensitive Area Impacts 2
- Appropriate Reduction in Existing Pavement Width 0-3
- Replace or Install Low Energy Street Lighting 3
- Reuse/Recycling of Materials 2
- In-Place Pavement Reconstruction or Structural Retrofit 2

RTC Selection Criteria_20150305.doc



MEMORANDUM

TO: Regional Transportation Advisory Committee
FROM: Lynda David
DATE: April 10, 2015
SUBJECT: **Commute Trip Reduction (CTR) Local and Regional Plan Updates, Action**

INTRODUCTION

At the December 2014 meeting, RTAC was updated on the current status of Commute Trip Reduction (CTR) implementation efforts at the state, regional and local levels. Jan Bowers, the region's CTR Administrator provided information and details on the CTR program as local jurisdictions affected by the state's CTR law and the region prepared 2015 CTR Implementation Plan updates to be submitted to the State's CTR Board.

Drafts of the updated local and regional CTR plans are now complete and are attached with this Memo for RTAC review and comment prior to being forwarded to the RTC Board for Board adoption of the updated Regional CTR Plan.

BACKGROUND

A Commute Trip Reduction (CTR) law was first passed by the state legislature in 1991 followed by an updated law, the CTR Efficiency Act (RCW 70.94.527), in 2006. The CTR Efficiency Act of 2006 modified the scope of the CTR program to ensure that CTR plans and employer goals are coordinated with transportation and growth plans and focus on urban growth areas with the most congested state highways. Under the CTR Efficiency Act, local jurisdictions were allowed to create Growth and Transportation Efficiency Centers (GTECs) to obtain funding and flexibility in implementing programs. The Act also expanded the role of WSDOT and Regional Transportation Planning Organizations (RTPOs) in CTR planning. A CTR Board made up of statewide representatives oversees the CTR program by establishing policy, providing guidance and allocating funding.

The overall statewide goals of the Commute Trip Reduction program are to: 1) improve transportation system efficiency; 2) conserve energy; and, 3) improve air quality. The program requires participation by the state's largest employers; those with over 100 employees arriving at work between 6 and 9 a.m. year round and located in areas of Washington State most affected by traffic congestion.

In Clark County there are currently four CTR affected jurisdictions:

1. Vancouver

2. Camas
3. Washougal
4. Unincorporated Clark County (UGA)

In October 2007, the RTC Board approved CTR Plans for each of these four jurisdictions as well as RTC's Regional CTR Plan and a plan for the downtown Vancouver Growth and Transportation Efficiency Center (GTEC). Since then, annual reports have been submitted to the CTR Board in 2008, 2009, 2010, and 2011. In 2013, summary CTR Plan updates were submitted to the state to address how the CTR program is being implemented by local jurisdictions and the region. The implementation process requires that local jurisdictions, Regional Transportation Planning Organizations (RTPOs), major employers, transit agencies, WSDOT, and the CTR Board work collaboratively. In 2015, local and regional CTR Plans are to be updated and submitted to the CTR Board.

THE STATE'S 2015-2019 CTR PROGRAM

The state's CTR Board is consistently looking at how to improve the Program by providing more flexibility and enhancing program effectiveness. The CTR Board recently released its 2015-2019 CTR Program that lists program objectives, statewide performance goals and targets, presents options for locals to set local performance goals and targets, lists statewide strategies, performance measures and describes CTR funding (see attached). The most notable change for the 2015-2019 Plan updates is a new provision allowing for "locally-defined performance goals and targets". The focus of this cycle's local and regional plan updates is on setting the future Plan's goals and targets.

THE CTR PROGRAM AT THE LOCAL AND REGIONAL LEVELS

Within Clark County, 60 local employers are considered CTR-affected worksites (located in Vancouver, unincorporated Clark County, Camas and Washougal). The CTR Program is administered by a program administrator hosted by the City of Vancouver. Jan Bowers, City of Vancouver, works as the CTR Administrator, providing technical support and assistance to affected employers and participants in this region. Specifically, the CTR Administrator supports and trains worksite Employer Transportation Coordinators (ETC's), helps ETC's with worksite promotion of CTR programs and reviews worksite CTR amenities. The state's CTR program requires biennial survey of the commute mode used by employees. The CTR Administrator oversees the administration and submittal of these surveys among other program support and promotion functions in order to advance the program regionally.

Regionally, significant efforts have been mobilized around providing a seamless web platform for CTR Program participants and the public in general. Information on the CTR Program, commute options, incentive programs and trip tracker databases are available at the ClarkCommute.org website.

Over the past few weeks, local jurisdictions and RTC have worked to update both local and regional CTR implementation plans as well as update local CTR goals and targets as required by

the State. The state CTR Board calls for locals to submit their updated CTR implementation plans to RTC and RTC, as the region's Regional Transportation Planning Organization, is to submit an updated regional CTR Plan along with the local plan updates to the State's CTR Board.

2015 to 2019 Plan updates are to be submitted on form templates created by WSDOT CTR staff and CTR Board.

Local CTR Plan update questions focus on:

- Goals, Targets and Other Performance Measures
- Strategies
 - (a) Policies and Regulations
 - (b) Service and Facilities
 - (c) Marketing and Incentives
- Comprehensive Planning and Community Goals
- Land Use and Transportation Conditions
- Financial Plan, and
- GTEC report (if jurisdiction has a designated GTEC)
- Local Plans are reviewed by RTPOs

RTC staff collaborated with local jurisdictions and the CTR Administrator for the Region, Jan Bowers, in developing the local CTR Plan updates. RTC has now reviewed the local CTR Plan updates submitted by Vancouver, Camas Washougal and Unincorporated Clark County together with the updated Commute Trip Reduction Goals and Targets Worksheet for 2015-2019 (see attachments) and recommends them. All local CTR Plan updates address the questions posed by the CTR Board and include strategies for reducing drive-alone trips. Also, all are consistent with the Regional Transportation Plan for Clark County's policies and with the Congestion Management Process for the region.

The updated local CTR Plans take advantage of the new state CTR program provision allowing for the 2015-2019 Plan updates to have "locally-defined performance goals and targets". This new provision gives local jurisdictions the flexibility to design a CTR program and set targets that are more realistic based on the TDM infrastructure, congestion levels and unique challenges faced by the local region. In the 2015-2019 timeframe, affected local jurisdictions in Clark County will work to try to decrease the drive-alone rate by increasing carpool and bicycle mode shares while continuing general CTR efforts to promote transportation options as in past years.

Regional CTR Plan questions focus on similar elements to the local Plans:

- Regional Goals
- Regional Strategies
 - (a) Policies and Regulations

(b) Service and Facilities

(c) Marketing and Incentives

- Regional Transportation Plan (and integration of trip reduction into the Plan)
- Regional Plans are reviewed by the CTR Board

NEXT STEPS

Following review of the updated CTR Plans by RTAC, members will be asked to forward the updated Plans to the RTC Board for Board review and adoption of the updated Regional CTR Plan. After Board action, the final draft Plans will be submitted to the State's CTR Board for review.

Attachments: CTR Board Information Sheet, 2015-2019 Program
Draft of updated CTR Plans for Local Jurisdictions: Vancouver, Unincorporated Clark County, Camas and Washougal
Commute Trip Reduction Goals and Targets Worksheet: 2015-2019
Draft of updated CTR Plan for the Region

The Commute Trip Reduction program contributes to important statewide performance goals and accomplishes its mission to reduce transportation-related air pollution, energy consumption and traffic congestion by promoting energy-efficient choices.

The CTR Board adopts the following as its State Commute Trip Reduction Plan for 2015-2019:

Program objectives

- Engage communities and enhance program effectiveness and flexibility.
- Expand the trip-reduction market from commute trips to all types of trips.
- Evolve performance measurement for data efficiency and the new all-trips plan.
- Leverage the Governor's and WSDOT's policy direction and support.
- Integrate planning to support multimodal transportation choices.
- Respond to emerging issues and opportunities.

Statewide performance goals and targets

- Goal: Increase the use of transportation alternatives for commute trips among residents to 33 percent by 2015 (Governor's Results Washington). Correlate this goal if and when the Governor's office issues an update after 2015.
 - Target: 40% use of transportation alternatives for commutes by 2019. 6% percent point increase in jurisdiction's CTR program over their baseline.
- Goal: Reduce the state's annual per capita vehicle miles traveled by 18 percent by 2020 (RCW 47.01.440 – state VMT goals).
 - Target: 18% reduction of VMT for employees in jurisdiction's CTR program.
- Goal: Reduce the state's greenhouse-gas emissions to 1990 levels by 2020 (RCW 70.235.020 – state GHG goals).
 - Target: 18% daily GHG emissions reduction per employee (based on CTR VMT target).

Local performance goals and targets: three options

1. State goals and state targets
2. State goals and locally tailored targets
3. Locally defined goals and targets

Statewide strategies

- Leverage the policy direction set forth in Governor's Executive Order 14-04 *Washington Carbon Pollution Reduction and Clean Energy Action*, which directs the development of a new program to help local government implement measures to improve transportation efficiency and update comprehensive plans to maximize travel and land-use efficiency for the movement of goods and people with reduced GHG emissions.

- The CTR legislative proposal to expand to all trips is a strategy for implementing local transportation-efficiency measures. WSDOT, Commerce and Ecology are developing planning improvements that support this direction.
- Leverage the goals set by *Results WSDOT* for modal integration (better interconnectivity of all transportation modes) and environmental stewardship (improving the energy efficiency of transportation systems). The CTR program directly supports agency and statewide goals.
- Support legislation and funding to expand the program's focus from commute trips to all trips, through community-designed and determined trip reduction plans.
- Support for legislation to amend and extend the CTR tax-credit program.
- Develop and implement the new community all-trips program with competitive grants.
- Field-test experimental strategies for enhanced trip-reduction performance, efficiency and community customization through the board's ongoing pilot of alternate plans.
- Move the program toward community-based tailoring of plan types, goals, and successes.

Performance measures

The statewide performance goals for GHG, VMT and the percentage of residents commuting using alternatives are measured or tracked by Ecology, WSDOT and the Governor's office. Implementers will continue to measure the effectiveness of their local management strategies. The return on investment and benefit to the transportation system is a product of local implementation and success.

Funding

The CTR program budget has been and continues to be approximately six million dollars a biennium. Program funding has not increased from its original budget amount twenty-three years ago, despite a significant increase in the number of employer worksites and a doubling of the employees covered by the program. Factoring in inflation, \$6 million in 1991 budget dollars has about \$3.8 million in purchasing power today.

To create a more sustainable and effective financial plan, efforts are being made to secure additional trip reduction-related funding.

The board may revisit its state plan upon the passage of its legislation or amended goals from the Governor's office.

Commuter Trip Reduction Implementation Plan Update: 2015–2019

Jurisdiction: City of Vancouver

Goals, targets and other performance measures

See Goals and Targets Worksheet (attached).

Strategies

What specific steps and strategies will you implement to meet your goal? Please include (a) policies and regulations, (b) services and facilities, and (c) marketing and incentives.

(a) Policies and Regulations:

With the State's new Low Impact Development requirements that must be adopted by 2016, the City of Vancouver will be reviewing many of its existing codes and policies to ensure we are in line with the new regulations. One of the areas that we will be looking to make changes to is the City's parking code, particularly the number of spaces we require and also the possibility of establishing parking maximums. The City has also discussed the potential of updating its Transit Overlay District code in the coming years to make it more applicable and effective.

The City will continue to expand and improve its parking management strategies in the downtown area. Recently the meter district boundary has been expanded to include the new Waterfront development area and will potentially require further strategy refinement as that project comes on-line. The City is also exploring the potential of metering the Uptown Village area, which is within the Destination Downtown program area.

(b) Services and Facilities:

The City of Vancouver has strong policies in place that support the development of a multimodal transportation system. The City has and will continue to look for opportunities to improve our bicycle network to support our newly adopted goals. Several large urban arterial upgrade projects will be moving forward in the coming years that will provide new and direct bicycle connections to many CTR affected worksites. The City will also look for ways to make improvements to the existing infrastructure through the pavement program restriping process and potential grant opportunities.

In 2016 C-TRAN will open its first Bus Rapid Transit (BRT) route in the City of Vancouver. The new route

has the potential to impact numerous CTR affected worksites. The City has been a strong partner in the development of the BRT line and will continue to work with C-TRAN to promote the new system through the Clark County CTR and Destination Downtown programs. The City will also work closely with C-TRAN to explore how transit service can be enhanced to CTR worksites. By working closely with the CTR worksites, it is possible that transit schedules and services could be modified to better meet the needs of commuters.

(c) Marketing and Incentives:

The regional CTR marketing strategy is implemented by the CTR Program Administrator and will be focused on increasing the bicycle and carpooling mode splits based on the newly adopted goals. The core of the program will be focused on evaluating current mode splits at the affected worksites and then working one-on-one with ETC's to assign an optimal bike and carpool trip number to work towards. To support this effort Campaign messaging and materials will be adjusted to reflect the change in program goals.

In partnership with the Bicycle Transportation Alliance's annual September Bike Commute Challenge, the CTR program will hold a Bike to Work Week to promote bicycling at the different worksites as well as provide a specific bike to work campaign during that month. Worksites will also be encouraged to take advantage of the CTR program's personalized carpool matching events to encourage employee carpool formation.

Current plans are to apply for additional grant funds that would allow the CTR Program Administrator to develop more robust marketing campaigns specifically targeting carpooling and biking modes year round. The funds would also allow the creation of a grant match program for worksites to increase bike parking and awareness, as well as provide rewards to attract new carpoolers and bicyclists.

Comprehensive planning & community goals

[Governor's Executive Order 14-04 Washington Carbon Reduction and Clean Energy Action](#) directs state agencies to assist local governments to update their comprehensive plans to produce travel and land-use patterns that maximize efficiency in movement of goods and people, and reduce greenhouse gas emissions.

How does trip reduction support the goals of your community and comprehensive plan, and vice versa? How will you further integrate trip reduction through the updating of your comprehensive plan (e.g., parking, land use)?

The City of Vancouver has a strong commitment to providing lifelong educational, recreational, cultural and other opportunities for its diverse population. Safe neighborhoods with distinct qualities and proud identities are linked by parks and green-spaces as well as a transportation system that provides mobility options for all. A vital economic base creates plentiful family-wage jobs.

Key Comprehensive Plan policies that support CTR include the City's vision for activity centers, including

a mix of land uses that are supportive of transit, pedestrian and bicycle use. The City's policies also support pedestrian-oriented built environment for residential and commercial activity. It also encourages mixed-use development patterns that provide a variety of commercial and residential opportunities, including multi-family and small lot single-family residences.

Other policies include producing design standards for a safe, usable non-motorized transportation network throughout the City, effective public transit, and a well-developed pedestrian and bicycle network. The City recently updated its Comprehensive Plan (2011-2030) and in that process added references to the CTR and GTEC plans as a major implementation strategy for managing future traffic demand:

"Vancouver has an active Transportation Demand Management program, with several key components. In addition to managing the regional commute trip reduction program for state-designated CTR employers in Clark County, Vancouver runs a variety of local programs and promotions to encourage commute trip reduction for non-CTR employers (the state CTR law and program applies only to businesses with 100 or more employees). Vancouver has also adopted two Growth and Transportation Efficiency Centers, one in the central business district and one in the east-side employment center at Columbia Tech Center. These programs include participation in regional efforts for trip reduction, such as car pool matching, bike-to-work, and CTR promotions with prizes for employees that use non-SOV modes to reach work."

Land use and transportation conditions

How do existing and future anticipated land-use and transportation conditions affect CTR worksites?

Traffic projections derived from the population and employment growth forecasts in the City of Vancouver's Comprehensive Plan clearly indicate that auto, truck, and transit trips will all increase significantly in Vancouver over the next 20 years. The Plan outlines the steps needed to manage the growth in Vancouver by building and managing a multi-modal system designed for urban traffic conditions. The City's transportation system is not currently, nor will it ever be, based solely on the automobile.

To accommodate the growth expected over the 20-year planning period, many more improvements to the transportation system will be needed. Planned projects include major roadway projects, minor street projects, signal systems projects, pedestrian projects, bike projects, and trails. Partnerships will also be undertaken with the responsible agencies to provide system improvements that support and complement the area's transit services and highway. Transportation demand management will play a critical role in supporting the City's transportation system as conditions continue to change over the next 20 years.

Financial plan

What are the anticipated funding sources and amounts for local trip reduction, including grants and local funding?

The City of Vancouver has an inter-local agreement with the City of Camas, City of Battleground, City of Washougal, and unincorporated Clark County to administer the Clark County CTR program using the funds provided by the Washington State Department of Transportation CTR program. There are potential plans for the City of Vancouver to apply for a Federal Surface Transportation Program grant to provide additional regional CTR funding to focus on our newly adopted goals that are specific to increasing our area's bicycle and carpooling mode splits. The additional funds would be for marketing, campaigns, rewards, and worksite matching grants for bike parking. The planned request would be part of a larger transportation demand management program that would include adding a trip track system to ClarkCommute.org, expanding the Destination Downtown program, and design and implementation of a pedestrian wayfinding system in downtown Vancouver.

GTEC report (if your jurisdiction has a designated GTEC)

Are you continuing to implement?

Optional: Describe the (a) strategies, (b) land use and transportation conditions, (c) population and employment demographics, and (d) financial plan, and how they differ from those in the CTR plan.

The City of Vancouver's Destination Downtown Program was implemented as a Pilot in 2012 and continues to deliver impressive results. The program has been successful at supporting local businesses, hosting outreach events, and encouraging downtown employees to use commute options more frequently. Results from the 2012, 2013, and 2014 program years show that the drive-alone commute mode share decreased between 8 and 10 percentage points for reporting program participants. Over 600 downtown commuters signed up for program since 2012 and more than 400 downtown and uptown businesses have taken part in program offerings.

The success of the 2012 Pilot Program resulted in a continued effort to promote commute options to employees in the downtown core and Uptown Village, a business and residential district just north of downtown. Outreach for the 2014 Destination Downtown Program commenced in January of 2014. During the course of one year, Destination Downtown outreach staff engaged 90 new businesses, with 65 of those businesses participating by ordering a commute kit, signing up for the rewards program, or requesting a bike rack. A total of 170 employees signed up for the rewards program, received Welcome Packets, and had the option of tracking commute trips through Rideshare Online (RSO) to earn rewards and prizes. In addition 40 personalized Commute Kits were assembled and delivered by bicycle to downtown and uptown employees.

Nine well-attended transportation options events were hosted by Destination Downtown outreach staff during the active outreach phase in 2014. Staff worked with partners to plan and conduct this series of events, including a Bike To Work Day recognition, bicycle scavenger hunt, downtown "Mural Walk,"

“Tour de Mural” bike ride, wet-weather cycling workshop, the City of Vancouver Noon Concerts, Vancouver Downtown Association’s (VDA) Parking Management Meeting, and a September Active Transportation Challenge.

Alta outreach staff also conducted a downtown parking study among 30 businesses to capture data regarding employee parking preferences. Staff worked with Vancouver’s Downtown Association (VDA), City of Vancouver Parking Department, Rick Williams Consulting, and The Source Climbing Center to develop an Employee Parking Guide that highlighted long-term parking option for employees and quantified the annual potential retail sales per occupied parking stall at \$53,534.

Results from pre- and post- surveys that were collected from during the three years of the program indicate the drive-alone mode share has decreased by 9.7 percentage points, whereas the carpooling mode share increased by 5.3 percentage points, bicycling increased by 2.8 percentage points, and walking increased by 0.9 percentage points. These results indicate that travel behavior changes continue to be sustained through the program and that participants continue to make more of their trips using commute options.

What specific policy, service changes and land-use steps will be accomplished during this period for the GTEC area?

In January of this year the City committed to continuing the Destination Downtown Program through 2016, with a strong potential to extend even into 2017. Over the next several years the outreach staff will continue to collaborate with partners, local business leaders, and neighborhood associations to plan and implement a series of events to encourage greater use of travel options. Other new program developments include residential outreach to households within the existing target area, switching from the current trip tracking system to a new Clark County only trip tracking web site, City of Vancouver Noon Concert Series promotions and “bike trains”, new bike parking opportunities, and conducting outreach to residents in new downtown apartment complexes that have limited auto parking. Destination Downtown staff will also work with Clark College students to promote C-TRAN’s new Bus Rapid Transit (BRT) system that is scheduled to open in late 2016 and will they will also establish a TDM program for the Port of Vancouver.

Regional transportation planning organization CTR plan review

Recommended

Not recommended

RTPO comments:

RTC has reviewed the Vancouver CTR Plan update and will support Vancouver in continuing to implement the identified strategies in the City of Vancouver Commute Trip Reduction Plan and continued implementation of the Destination Downtown program.

Commute Trip Reduction Implementation Plan Update: 2015–2019

Jurisdiction: Clark County

Goals, targets and other performance measures

See Goals and Targets Worksheet (attached).

Strategies

What specific steps and strategies will you implement to meet your goal? Please include (a) policies and regulations, (b) services and facilities, and (c) marketing and incentives.

Clark County will implement the following steps and strategies towards increasing the carpool and cycling mode shifts:

- a) **Policies and regulations:**
 - Review existing parking requirements that may discourage drive alone vehicle use.
 - Implement TDM elements in new development, including commuter information centers, preferential parking for carpools and vanpools, bike lockers, showers, bike racks, and bus stops.
- b) **Services and facilities:**
 - Work with C-TRAN to continue to provide transit services to CTR affected worksites, where service is currently available.
 - Encourage carpooling and vanpooling through the use of www.rideshareonline.com
 - Encourage bicycling and walking amenities such as bike lockers, access to shower and changing facilities.
 - Improve bicycle and pedestrian facilities such as adding new bike lanes, trails and signage.
- c) **Marketing and incentives:** Clark County has an inter-local agreement with the City of Vancouver to administer the CTR Program Administrator. Pending additional funding, the CTR Program Administrator will design marketing campaigns targeting carpooling and biking mode, designing grant match for worksites to increase bike parking and awareness, as well as have rewards offered to attract new carpools and cyclists. Worksites will also be encouraged to take advantage of the CTR program's personalized carpool matching events to encourage employee carpool information.

Comprehensive planning & community goals

[Governor's Executive Order 14-04 Washington Carbon Reduction and Clean Energy Action](#) directs state agencies to assist local governments to update their comprehensive plans to produce travel and land-use patterns that maximize efficiency in movement of goods and people, and reduce greenhouse gas emissions.

How does trip reduction support the goals of your community and comprehensive plan, and vice versa? How will you further integrate trip reduction through the updating of your comprehensive plan (e.g., parking, land use)?

Commute Trip Reduction is integrated into the County's comprehensive land use planning policies by advocating non-motorized pedestrian connections between retail, living and work places via transit connections, bus stops, sidewalks, bike facilities, trails and encouraging employers to participate in ride sharing programs.

As mandated by the State, the existing Comprehensive Plan will be updated. The sections that have goals, policies, and strategies that are pertinent to commute trip reduction will be reviewed for opportunities to integrate the strategies outlined in our 2008 CTR local plan into the comprehensive planning process, as well as looking for new opportunities for integrations of the two plans.

The CTR plan may be revised and submitted to the RTPPO and CTR board as needed.

Land use and transportation conditions

How do existing and future anticipated land-use and transportation conditions affect CTR worksites?

All existing and future development should take into consideration the goals of Commute Trip Reduction planning. The County's transportation plan policies address the CTR goals by including design standards for a safe, usable non-motorized transportation network though out the County, effective public transit, and a well-developed pedestrian and bicycle network.

Financial plan

What are the anticipated funding sources and amounts for local trip reduction, including grants and local funding?

Clark County has an inter-local agreement with the City of Vancouver to administer its CTR program. The only funding source is WSDOT CTR funding. If additional funding is secured, it will target marketing, campaigns and rewards focused on increasing the carpool and bicycle mode shifts, as well as updates for the regional CTR website, www.ClarkCommute.org

GTEC report (if your jurisdiction has a designated GTEC)

Are you continuing to implement?

Optional: Describe the (a) strategies, (b) land use and transportation conditions, (c) population and employment demographics, and (d) financial plan, and how they differ from those in the CTR plan.

N/A

What specific policy, service changes and land-use steps will be accomplished during this period for the GTEC area?

N/A

Regional transportation planning organization CTR plan review

Recommended

Not recommended

RTPO comments:

RTC has reviewed Unincorporated Clark County’s CTR Plan update and will support Clark County in continuing to implement the identified strategies in Unincorporated Clark County’s Commute Trip Reduction Plan.

Commuter Trip Reduction Implementation Plan Update: 2015–2019

Jurisdiction: Camas

Goals, targets and other performance measures

See Goals and Targets Worksheet (attached). (Goal is to increase cycling and carpool shifts)

Strategies

What specific steps and strategies will you implement to meet your goal? Please include (a) policies and regulations, (b) services and facilities, and (c) marketing and incentives.

The City of Camas will implement the following steps and strategies towards increasing the carpool and cycling mode shifts:

- a) Policies and regulations:
 - Review existing parking requirements that may discourage drive alone vehicle use.
 - Implement TDM elements in new development, including commuter information centers, preferential parking for carpools and vanpools, bike lockers, showers, bike racks, and bus stops. The City will require developers to work with C-TRAN early in the plan development process to ensure transit oriented design occurs.
- b) Services and facilities:
 - Work with C-TRAN to continue to provide transit services to CTR affected worksites, where service is currently available.
 - Encourage carpooling and vanpooling through the use of online websites such as www.rideshareonline.com
 - Encourage bicycling and walking amenities such as bike lockers, access to shower and changing facilities.
 - Improve bicycle and pedestrian facilities such as adding new bike lanes, trails and signage.
- c) Marketing and incentives: The City of Camas has an inter-local agreement with the City of Vancouver to administer the CTR Program Administrator. Pending additional funding, the CTR Program Administrator will design marketing campaigns targeting carpooling and biking mode, designing grant match for worksites to increase bike parking and awareness, as well as have rewards offered to attract new carpoolers and cyclists. Worksite will also be encouraged to take advantage of the CTR program's personalized carpool matching events to encourage employee carpool information.

Comprehensive planning & community goals

[Governor's Executive Order 14-04 Washington Carbon Reduction and Clean Energy Action](#) directs state agencies to assist local governments to update their comprehensive plans to produce travel and land-use patterns that maximize efficiency in movement of goods and people, and reduce greenhouse gas emissions.

How does trip reduction support the goals of your community and comprehensive plan, and vice versa? How will you further integrate trip reduction through the updating of your comprehensive plan (e.g., parking, land use)?

Commute Trip Reduction is integrated into the City's comprehensive land use planning policies by requiring non-motorized pedestrian connections between retail, living and work places via transit connections, bus stops, sidewalks, bike facilities, trails and encouraging employers to participate in ride sharing programs.

As mandated by the State, the existing City of Camas Comprehensive Plan will be updated this year in 2015. The sections that have goals, policies, and strategies that are pertinent to commute trip reduction will be reviewed for opportunities to integrate the strategies outlined in our 2008 CTR local plan and updates into the comprehensive planning process, as well as looking for new opportunities for integrations of the two plans.

Our current CTR plan The CTR plan may be revised and submitted to the RTPO and CTR board as needed.

Land use and transportation conditions

How do existing and future anticipated land-use and transportation conditions affect CTR worksites?

All existing and future development should take into consideration the goals of Commute Trip Reduction planning. The City's transportation plan policies address the CTR goals by including design standards for a safe, usable non-motorized transportation network throughout the City, effective public transit, and a well-developed pedestrian and bicycle network.

Financial plan

What are the anticipated funding sources and amounts for local trip reduction, including grants and local funding?

The City of Camas has an inter-local agreement with the City of Vancouver to administer its CTR program. The only funding source is WSDOT CTR funding. If additional funding is secured, it will target marketing, campaigns and rewards focused on increasing the carpool and bicycle mode shifts, as well as updates for the regional CTR website, www.ClarkCommute.org

GTEC report (if your jurisdiction has a designated GTEC)

Are you continuing to implement?

Optional: Describe the (a) strategies, (b) land use and transportation conditions, (c) population and employment demographics, and (d) financial plan, and how they differ from those in the CTR plan.

N/A

What specific policy, service changes and land-use steps will be accomplished during this period for the GTEC area?

N/A

Regional transportation planning organization CTR plan review

Recommended

Not recommended

RTPO comments:

RTC has reviewed the Camas CTR Plan update and will support Camas in continuing to implement the identified strategies in the updated City of Camas Commute Trip Reduction Plan.

Commuter Trip Reduction Implementation Plan Update: 2015–2019

Jurisdiction: Washougal

Goals, targets and other performance measures

See Goals and Targets Worksheet (attached). Washougal looks to increase carpool rate by 1% from last survey cycle. This will be very challenging as Washougal has just two (2) affected worksites with one that has just over 100 CTR affected employees and the other with only 20 CTR affected employees.

Strategies

What specific steps and strategies will you implement to meet your goal? Please include (a) policies and regulations, (b) services and facilities, and (c) marketing and incentives.

(a) Policies and Regulations:

- The City will work to implement its vision for activity centers, including a mix of land uses that are supportive of transit, pedestrian and bicycle use.
- The City, through its development review process, could work with developers to implement TDM measures in new development.

(b) Services and Facilities:

- The City will continue to work closely with C-TRAN to explore how transit service can be enhanced to CTR worksites. By working closely with the CTR worksites, it is possible that transit schedules and services could be modified to better meet the needs of commuters.

(c) Marketing and Incentives:

- The City of Washougal has an inter-local agreement with the City of Vancouver to administer the CTR program for the region. The regional CTR marketing strategy is implemented by the CTR Program Administrator. Pending additional funding, the CTR Program Administrator will design marketing campaigns targeting carpooling and biking mode, designing grant match for worksites to increase bike parking and awareness, as well as have rewards offered to attract new carpoolers and cyclists. Worksites will also be encouraged to take advantage of the CTR program's personalized carpool matching events to encourage employee carpool formation.

Comprehensive planning & community goals

[Governor’s Executive Order 14-04 Washington Carbon Reduction and Clean Energy Action](#) directs state agencies to assist local governments to update their comprehensive plans to produce travel and land-use patterns that maximize efficiency in movement of goods and people, and reduce greenhouse gas emissions.

How does trip reduction support the goals of your community and comprehensive plan, and vice versa? How will you further integrate trip reduction through the updating of your comprehensive plan (e.g., parking, land use)?

As part of the State Growth Management Act mandated update to our Comprehensive Plan the City of Washougal will review its Plan and add new policies to correspond with its CTR plan, if necessary.

Land use and transportation conditions

How do existing and future anticipated land-use and transportation conditions affect CTR worksites?

As noted earlier, the City will continue to work at implementing its vision for activity centers, including a mix of land uses that are supportive of transit, pedestrian and bicycle uses. Many development projects currently do not implement support measures for CTR. Support measures that could help CTR include bicycle racks, showers, lockers, transit stops, and shelters. The City, through its development review process, could work with developers to implement TDM measures in new development.

Financial plan

What are the anticipated funding sources and amounts for local trip reduction, including grants and local funding?

The City of Washougal has an inter-local agreement with the City of Vancouver to administer its CTR program. The only funding source is WSDOT CTR funding. If additional funding is secured, it will target marketing, campaigns and rewards focused on increasing the carpool and bicycle mode shifts, as well as updates for the regional CTR website, ClarkCommute.org.

GTEC report (if your jurisdiction has a designated GTEC)

Are you continuing to implement?

Optional: Describe the (a) strategies, (b) land use and transportation conditions, (c) population and employment demographics, and (d) financial plan, and how they differ from those in the CTR plan.

N/A

What specific policy, service changes and land-use steps will be accomplished during this period for the GTEC area?

N/A

Regional transportation planning organization CTR plan review

- Recommended
- Not recommended

RTPO comments:

RTC has reviewed Washougal’s CTR Plan update and will continue to support the City of Washougal in implementing the identified strategies in its updated Commute Trip Reduction Plan.

Commuter Trip Reduction Goals and Targets Worksheet: 2015–2019

Jurisdictions: Cities of Vancouver, Washougal & Camas; Unincorporated Clark County

The CTR affected jurisdictions (Cities of Camas, Vancouver, Washougal and Unincorporated Clark County) in the SW Washington region essentially face the same challenges:

1. Congestion:
 - a. Congestion primarily impacts the southbound Oregon commuter.
 - b. With a few exceptions at major arteries, congestion to CTR affected worksites is not a factor for CTR affected commuters.
2. Parking:
 - a. Employees at two of the three CTR affected worksites are located in downtown pay for parking. Parking hourly charge is \$0.50/hour and parking garages/lots range from approximately \$50-65/month
 - b. Two worksites (outside of downtown core) have nominal charge for parking
 - c. Ten CTR worksites have parking limitations
 - d. 53 worksites have an abundance of free parking
3. Transit:
 - a. 11 worksites are on a C-TRAN route with 15 minute headway
 - b. 3 worksites are in downtown Vancouver with several route options
 - c. 2 worksites have no transit service
 - d. 44 worksites have service headways from 30-60 minutes
 - e. Three of the weekday routes are in service from approximately 4:47AM-12:42AM; Fifteen weekday routes are in service from primarily 6:00AM-9:30PM (Portland express routes not included)
4. Subsidies:
 - a. 22 worksites offer a transit, vanpool and/or carpool subsidy
 - b. 15 are government worksites; 7 are private-sector worksites
5. Bicycle/Pedestrian Access:
 - a. With exception of worksites regionally, bicycle/pedestrian access is good.

Goals, targets and other performance measures

Local Goals: Describe your region's TDM performance goals?

Taking into consideration that most of the travel delay impacts the southbound commuter, the number of worksites with ample, free parking and less than robust transit service to most of the region's worksites, the goal is to increase the carpool and cycling mode shifts at most of the CTR affected worksites.

Targets: What are your targets for those goals?

Carpool:

Camas: Increase 2.1% from last survey cycle to 8% carpool rate. Camas is a challenge because of the shift work and 12 hour days at the worksites in.

Vancouver: Increase 2.3% for 10% carpool rate

Washougal: Increase 1% from last survey cycle. With just one worksite with just over 100 CTR affected employees and the other worksite with only 20 CTR affected employees it will be very challenging.

Unincorporated Clark County: Already surpassed baseline so increase 2% from the high results in 2009-2011 results to 7.6%.

Bike:

Camas: Increase by 1.4% from baseline to 2%

Vancouver: Increase by 1% from baseline to 2.4%

Washougal: Increase by 1.7% from baseline (already surpassed) to 1.8%

Unincorporated Clark County: Increase 1% from baseline to 1.2%

Measurement: How will you measure progress toward your targets?

We will measure using the WSDOT statewide survey. We will be able to determine if the targets were met based on the data from the survey.

Contribution to state goals

Describe how achievement of your local goals would contribute to the achievement of the state's goals to (1) increase use of sustainable transportation options for commuting, (2) reduce vehicle miles traveled and (3) reduce greenhouse-gases emissions.

Decreasing the drive alone trips by increasing carpool and bicycle mode splits will contribute to all the state goals.

Regional Commute Trip Reduction Plan Update: 2015–2019

Region: Southwest Washington Regional Transportation Council (RTC)

Goals

Regional Goals: Describe your region’s TDM performance goals.

Regional goals for the CTR program include providing travel options to reduce the number of drive alone trips. RTC will support local jurisdictions in the 2015-2019 timeframe to support increasing carpool and bicycle mode shares while continuing general CTR efforts to promote transportation options.

Strategies

What specific regional strategies will be used to effectively reduce the number of trips in your region? Please include (a) policies and regulations, (b) services and facilities, and (c) marketing and incentives.

The updated regional and local CTR Plans for CTR-affected jurisdictions in Clark County take advantage of the new state CTR program provision allowing for the 2015-2019 Plan updates to have “locally-defined performance goals and targets”. This new provision gives local jurisdictions the flexibility to design a CTR program and set targets that are more realistic based on the TDM infrastructure, congestion levels and unique challenges faced in the Clark County region.

In the 2015-2019 timeframe, affected jurisdictions in Clark County will work to try to decrease the drive-alone rate by increasing carpool and bicycle mode shares while continuing general CTR efforts to promote transportation options as in past years.

The Clark County region will continue to implement the strategies identified in the Southwest Washington Regional Transportation Council’s Regional Commute Trip Reduction Plan.

Below are listed strategies in the region’s CTR Plan:

Policies and Regulations:

- Regional Transportation Plan policies supporting travel options and use of active transportation modes to support a healthy community
- Parking restrictions
- New developments encouraged to incorporate rideshare and transit usage

Services and Facilities:

- Transit service improvements.
- Vanpool program increases (C-TRAN has expanded its vanpool program to 31 vehicles as of the end of 2014).
- Ride matching services
- Transit facilities
- Bicycle and Sidewalk facilities (The Clark Communities Bicycle and Pedestrian Advisory Committee meets monthly to ensure implementation of recommendations in the Clark County Washington, Bicycle and Pedestrian Master Plan (Clark Co. Oct. 2010).
- RTC is conducting a 2015 call for projects for use of federal Transportation Alternatives Program (TAP) funds) in the region.

Marketing and Incentives:

- www.ClarkCommute.org website
- Employer outreach
- Area-wide promotions
- Transit pass discounts and incentives
- Parking management (Creation of a government parking district in downtown Vancouver)
- Carpool subsidies
- Preferential parking
- Flexible work schedules
- Work at home programs
- Portland SmartTrips
- Coordination with Portland Metro and TriMet

Regional transportation plan

How have you integrated trip reduction in your regional transportation plan in 2011–2015?

The Regional Transportation Plan for Clark County (RTP) was updated in December 2014. Demand management strategies are called out in the general MTP goals and a separate section of the Plan specifically addresses CTR (chapter 5, page 106) with additional sections in the Plan's Chapter 5 addressing multiple travel options and transportation modes, various Transportation Demand Management strategies to make most efficient use of the existing transportation system and RTC's work with Public Health to support active transportation modes.

TDM and CTR strategies are also highlighted in Southwest Washington Regional Transportation Council's (RTC's) Congestion Management Process. RTC publishes annual reports as part of the CMP process. The latest CMP Report was issued in June 2014.

In November 2014, the RTC Board adopted the I-205 Access and Operations Study recommendations to address long and short term improvements, including transit operations, in the I-205 corridor.

The transit recommendations call for pursuing an I-205 Bus on Shoulder Feasibility Study of the technical, policy engineering opportunities and constraints of bus on shoulder operations in the I-205 corridor.

Plans for transit system improvement is addressed in the RTP and in more detail in C-TRAN 2030 (Jun. 2010), the transit agency's plans for development of the transit system. In addition, the Clark County Washington, Bicycle and Pedestrian Master Plan (Oct. 2010) documents the bicycle and pedestrian mode and improvements that are needed to the active transportation system.

RTC has provided regional federal funds (both CMAQ and STP) over the past 6 years to support implementation of Vancouver's Destination Downtown program. Previously, RTC provided regional federal funds to support Vancouver's GTEC program. RTC has also provided regional federal funds to support travel options throughout the region.

How can you further integrate trip reduction in your regional transportation plan by 2019?

Update to the Regional Transportation Plan will be carried out following update to the Clark County Comprehensive Growth Management Plan to ensure consistency is maintained between the region's land use and transportation plans. At the very latest, an update to the RTP will need to be adopted by 2018. Any update to the RTP will continue to address Transportation Demand Management and CTR. Within the I-205 corridor, the

RTC continues to work in partnership with WSDOT, C-TRAN and local agencies to address demand management and CTR strategies in the I-205 corridor where there is insufficient funds to provide highway capacity projects. The I-205 corridor is within Vancouver and its Urban Growth Area.

C-TRAN plans to update its 20-year Plan in the forthcoming year with improvements to the transit mode identified to help the Commute Trip Reduction program.

Following adoption of the I-205 Access and Operations Study recommendations, I-205 Bus on Shoulder Feasibility Study will be pursued to evaluate technical, policy and engineering opportunities and constraints for bus on shoulder operations in the I-205 corridor.

CTR Board plan update review

Approved

Disapproved



MEMORANDUM

TO: Regional Transportation Advisory Committee
FROM: Dale Robins
DATE: April 10, 2015
SUBJECT: 2014 Congestion Management Process – Initial Data

INTRODUCTION

The purpose of this memorandum is to summarize initial data for the 2014 congestion monitoring effort. The full 2014 Congestion Monitoring Report will be brought to the May RTAC meeting for committee action.

The Congestion Management Process (CMP) serves as the foundation for monitoring the regional transportation system. The monitoring element of the congestion management process is designed as an informational tool to be used within the decision-making process. Within the annual TIP process, prioritization is given to projects which address CMP identified deficiencies. Overall, the CMP Monitoring Report provides a consolidated assessment of the regional transportation system's operating conditions and deficiencies and corrective actions are implemented by local agencies in part through support provided by the regional TIP funding process.

INITIAL FINDINGS

Overall

With growth in regional employment and population more commute trips are being added to the regional transportation system, resulting in additional delay on many of the most congested corridors. This increase in delay and congestion is most apparent in the morning and evening commute as people try to cross both the I-5 and I-205 Bridges between Washington and Oregon.

With the only major road project completed in 2014 being the Salmon Creek Interchange, the region focused on enhancing traffic operations to get the most out of the existing transportation system.

Demographic Information

In the four county metropolitan area (Clark, Clackamas, Multnomah, and Washington) almost 29,000 jobs (2.8% increase) were added to the region between 2013 and 2014. Since 2010, approximately 100,000 jobs (10.7% increase) have been added within the metropolitan area. In Clark County 7,300 people (1.8% increase) were added to the county between 2013 and 2014. Since 2010, approximately 17,400 people (4.1% increase) were added to the County. This increase in employment and population has resulted in additional trips during the peak commute periods and across I-5 and I-205 bridges.

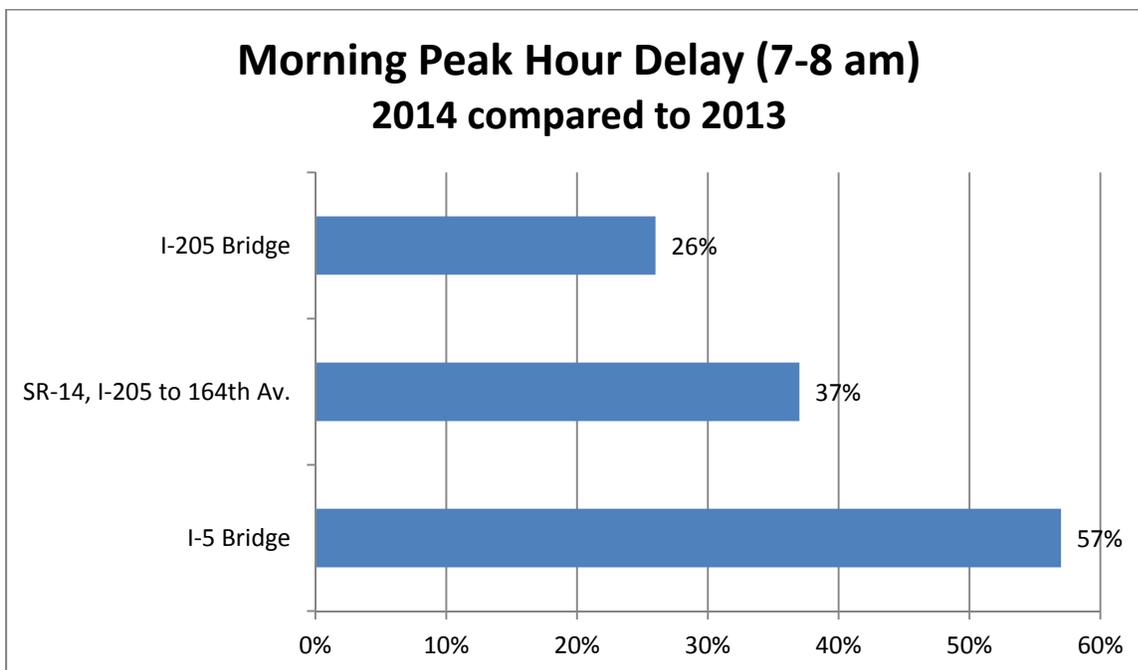
An advisory committee to:

Southwest Washington Regional Transportation Council

Columbia River Crossings

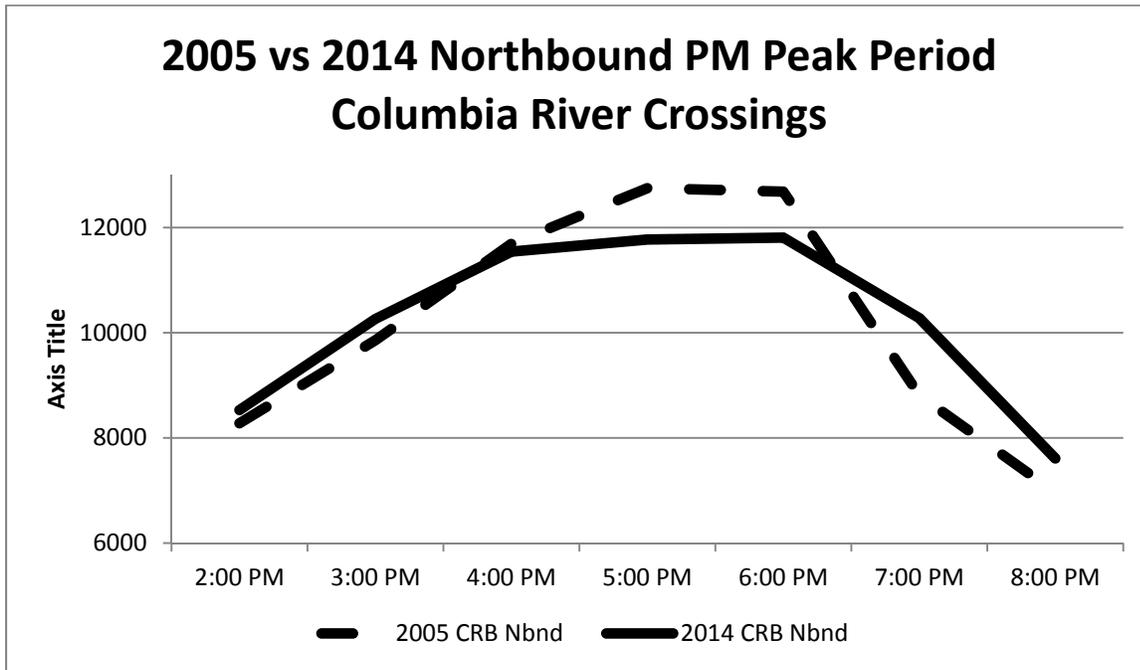
Both the I-5 and I-205 traffic volumes returned to pre-2006 recession numbers in 2013, and set all time daily averages in 2014. Between 2007 and 2008 the regional economy slowed and this resulted in fewer Columbia River bridge crossings. Between 2009 and 2013 the economy recovered and returned to 2005 volumes. In 2014, Columbia River crossings across the two bridges grew by 2.2% to reach their highest daily average, which resulted in additional congestion during the peak periods.

People commuting in the morning peak on I-5 South, I-205 South, and SR-14 east of I-205 experienced the biggest increases in delay as congestion degraded. Between 2013 and 2014 delay is up 57% on I-5 between Main St. and Jantzen Beach, 26% on I-205 between SR-500 and Airport Way, and 37% on SR-14 between I-205 and 164th Avenue.

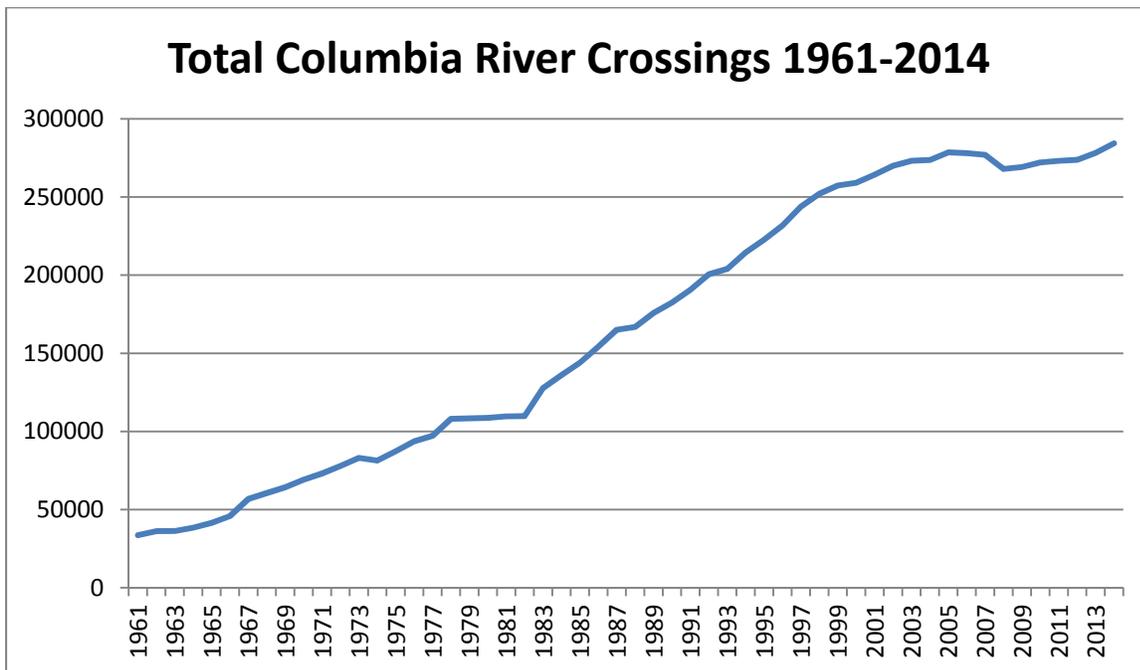


Between 2005 and 2014 (10 years) all day traffic volumes going across the Columbia River on I-5 and I-205 is up 2.1%, while the morning southbound peak hour is down -2.2% (300 crossings) and evening northbound peak hour is down -6.4% (800 crossings). Both Columbia River Bridges are congested four to seven hours a day and experience peak spreading. Peak spreading leads to a flattening and longer peak period as trips shift to periods immediately before and after the peak demand due to congestion impacts.

The follow chart displays the congestion spreading across the two Columbia River bridges between 2005 and 2014. Although almost 800 more vehicles cross the two bridges during the seven hour period (2 pm through 9 pm) in 2014, approximately 2,000 fewer trips cross the bridge in 2014 between the three hour period of 4:00 to 7:00 pm. Although demand is up, turbulence in the corridor is leading to lower speed and throughput. This is a similar principle as trying to pour rice to fast into a funnel.



The follow chart shows how traffic volumes have increased over the last 53 years across the Columbia River. The I-205 Bridge was opened in 1982.



Corridor Capacity Ratio

The capacity ratio provides an indication of how well the transportation facility carries the existing traffic volumes. The higher the ratio, the more traffic congestion a driver is likely to

experience. A facility with a corridor capacity above 0.90 will feel congested. Once a facility is beyond capacity the corridor capacity ratio can appear to improve, but in reality the corridor is failing as increased delay results in fewer vehicles getting through the corridor. The I-5 corridor during the morning commute has reached saturation level resulting in slower speeds and fewer vehicle throughputs.

The five highest volume to capacity ratio corridors include:

1. I-5, Jantzen Beach to Main St. (AM) - > 1.00*
2. 18th Street, 112th Av. To 162nd Av. (PM) - > 1.00
3. I-205, Airport Way to Padden Parkway (AM) - > 0.90
4. SR-14, I-205 to 164th Avenue (AM) - > 0.90
5. Fourth Plain, 117th Av. To 162nd Av. (PM) - > 0.90

** At the I-5 Bridge, traffic demand exceeds available capacity during the morning commute. The result is slower speeds and fewer vehicles are able to get through the corridor in the peak period.*

In addition to corridor capacity, there are local capacity bottlenecks that can result in congestion. These bottlenecks are indicated on the attached morning and evening V/C Ratio Areas of Concern maps. These maps show bottlenecks on 112th Av., NE 28th Street, SR-500, SR-502, and SR-503. The current SR-502 and planned 18th Street widening projects will remove segments that exceed capacity in those corridors.

Speed as Percent of Speed Limit

Speeds significantly lower than the posted speed limit is another measure of delay and congestion. Slow corridor travel speed will limit a facilities ability to carry planned traffic volumes. The top three low speed percentage corridors relate to the saturation of the corridors that lead to Portland and downtown Vancouver during the morning commute. The other five corridors relate to delay in the evening peak period, where volumes are generally higher. The lowest speed corridors when compared to posted speed limit include:

1. I-5, Main St. to Jantzen Beach (AM) – 22%
2. SR-14, 164th Av. to I-205 (AM) – 43%
3. Main St., Ross St. to Mill Plain (AM) – 48%
4. Fourth Plain, SR-503 to 162nd Av. (PM) – 49%
5. 164th Av., SR-14 to Mill Plain (PM) – 51%
6. Mill Plain, I-205 to 192nd Av. (PM) – 54%
7. SR-500, I-5 to Andresen Rd. (PM) – 54%
8. Highway 99, Ross St. to 139th St. (PM) – 56%

Many of the other CMP corridors have segments where travel speed is significantly lower than the posted speed. Often these segments with lower speed occur at busy intersections or segments with multiple traffic signals and often result in localized congestion. Current traffic signal coordination projects will help address some of the localized speed deficiencies. The attached Speed Areas of Concern maps shows segments where speed is below 60% of the posted speed limit.

Intersection Delay

Long average delay for the through movement at an intersection adds to the overall travel time and increases congestion at these locations. The five longest evening delays are at the following locations:

1. NE 139th Street/NE 20th Avenue (Southbound) – 102 Seconds
2. NE 134th Street/NE 20th Avenue (Southbound) – 101 Seconds
3. Fourth Plain/SR-500/SR-503 (Westbound) – 98 Seconds
4. NE 99th Street/Hazel Dell Avenue (Southbound) – 94 Seconds
5. NE 99th Street/Highway 99 (Southbound) – 91 Seconds

The goal of signal coordination is to get the greatest number of vehicles through a corridor with the fewest stops in the safest and most efficient manner. The higher volume movement is favored over lower volume movements when traffic signals are coordinated. In this situation, the benefit gained by traffic on the higher volume approach exceeds the degradation in operations experienced by the lower volume approach and overall intersection operations are improved. All of the intersections with a signal delay greater than 90 seconds occur in the off peak direction.

Overall, the region experienced fewer intersections with average delay of 45 seconds as partner agencies improve signal timing and coordination through TSMO implemented projects.

Transit

C-Tran recorded a total ridership of about 6.4 million boardings in 2014, down from about 6.5 million boardings in 2013. In 2014, C-VAN paratransit service for individuals with disabilities and Vanpool services for commuters showed slight gains. While all day C-TRAN ridership is down, the CMP data shows daily morning and evening period boardings as flat, with several of the corridors experiencing over 80% of the transit capacity being used.

C-TRAN data also shows the routes that cross the Columbia River with the lowest on-time performance, as congestion impacts transit travel time.

Attachments

Areas of Concern: V/C Ratio 2014 AM Peak

 Concern: AM Ratio - Volume/Capacity > 0.9
 CMP Corridors

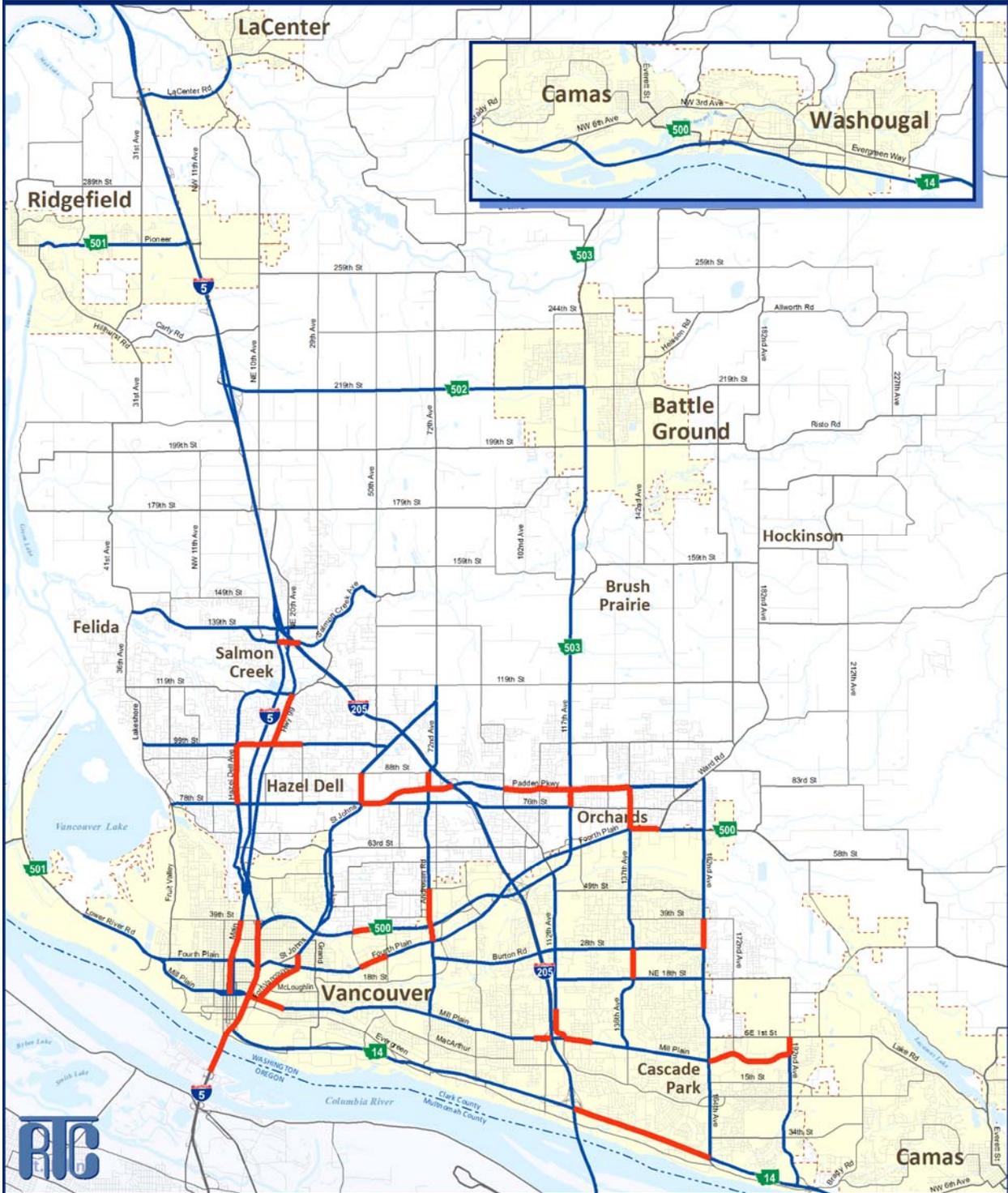
Congestion Management Report
 Regional Transportation Council, April 2015



Areas of Concern: Speed 2014 AM Peak

 Concern: AM Speed - 60% or less of posted speed
 CMP Corridors

Congestion Management Process
 Regional Transportation Council, April 2015



Areas of Concern: Speed 2014 PM Peak

 Concern: PM Speed - 60% or less of posted speed
 CMP Corridors

Congestion Management Process
Regional Transportation Council, April 2015





MEMORANDUM

TO: Regional Transportation Advisory Committee
FROM: Dale Robins
DATE: April 10, 2015
SUBJECT: **Clark County List of Completed Capital Infrastructure Projects:
2005 to 2014**

BACKGROUND

There has been some discussion by RTC Board members of the impact of capital infrastructure improvements that have been completed by member agencies within Clark County over the past 10 years (2005-2014). To answer this question RTC staff has prepared a draft list of Completed Capital Infrastructure Projects and requested RTAC's input.

A draft list was distributed to RTAC members on March 20, 2015. Member agencies have been requested to edit the list as needed and submit changes to RTC by Wednesday, April 15, 2015. At the April RTAC meeting, the final list will be provided to RTAC members and discussed.

20150417-RTAC-CompletedProjects2005-2014.docx

Changes to Federal Requirements

“Supercircular”

The Office of Management and Budget (OMB) published 2 CFR Part 200 to streamline the Government-wide guidance on Administrative Requirements, Costs Principles, and Audit Requirements for Federal awards. USDOT adopted the Supercircular with an effective date of December 26, 2014.

The policy implications are wide-ranging across many FHWA programs. Over the past couple months Local Programs has been working with FHWA on their interpretation and expectations for the implementation of 2 CFR 200. Local Programs is currently updating the Local Agency Guidelines (LAG) manual and associated forms to reflect these changes to ensure that agencies are compliant with these requirements. Local Programs has reviewed the provisions and based on the significant changes to the federal requirements, FHWA has concurred that implementation of 2 CFR 200 will begin on **May 1, 2015**.

The planned implementation date is based on providing adequate time to: 1) update the Local Agency Guidelines (LAG) manual, the Local Agency Agreement and Project Prospectus for FHWA approval; 2) present the overview of changes and implementation schedule to all local agencies at various conferences and public forums; and 3) notify and provide guidance to local agencies of the required changes for all project authorization submittals.

Project Agreement End Date – All projects are required to have a Period of Performance which includes both a begin date and an end date. A project’s begin date is the date of FHWA authorization. Local agencies are required to supply an estimated Project Agreement End Date for each federally authorized phase of a project. To ensure adequate time for the delivery of local projects which are subject to state environmental requirements, substantial community involvement, eminent domain, and coordination with other local projects, WSDOT recommends when establishing the “Project Agreement End Date” local agencies consider:

- For **Planning Only** projects – WSDOT recommends local agencies estimate the end of the project’s period of performance and add one year.
- For **Preliminary Engineering** (PE - design) and **Right of Way** (RW) – WSDOT recommends local agencies estimate when each phase will be completed and add one year to each, due to the complications that may arise with environmental requirements and approvals and negotiating right of way with property owners and railroads.
- For **Construction** (CN) – WSDOT recommends local agencies estimate when construction will be completed and add two years, to provide adequate time to acquire all the necessary paperwork, releases and negotiate any claims for closure of the project.

Modifying the Project Agreement End Date – Any change to the end date has to be approved by FHWA. FHWA may approve a local agency change to the Project Agreement End Date during a phase if:

- a project has a change in the terms and conditions of the Federal award (e.g., cost increase or scope change); or
- adequate justification is provided for project schedule revisions or other circumstances (e.g., litigation) and there is no change to the terms and conditions of the Federal project.

Requests for Reimbursement after the Project Agreement End Date – Any costs incurred after the Project Agreement End Date are NOT eligible for federal reimbursement. Any eligible costs incurred prior to the Project Agreement End Date must be submitted for reimbursement within 90 days after the Project Agreement End Date.

Indirect Cost Rate – When requesting federal fund authorization all agencies are required to identify if they will be claiming indirect costs on a federal project. Approval by the agency's federal cognizant agency and supporting documentation is required to be available for review by FHWA, WSDOT and/or State Auditor.

Audit Requirements – The threshold for single audits has been increased to \$750,000.

Utilizing Federal Funds Prior to Construction

To maintain eligibility of federal funds utilized in a project prior to construction, certain federal requirements must be met even though the project is being constructed using local funds. The following federal provisions are applicable for the construction of the project:

- Buy America [LAG - Chapter 14]
- Title VI, Americans with Disabilities Act (ADA) [LAG - Chapter 29]
- Compliance with the Uniform Act (no certification required) [LAG - Chapter 25]
- NEPA requirements [LAG - Chapter 14]

Local Programs and/or FHWA may review these projects at a later date.

Utility and Railroad Requirements

The LAG manual and Project Prospectus are being updated to include additional information necessary to reflect if and when utility and railroad work is required as part of a federal project (23 CFR 635.309(b)). To ensure these activities are adequately addressed, local agencies are required to provide an updated and signed project prospectus prior to construction phase authorization.

Americans with Disabilities Act (ADA) Compliance

FHWA and Local Programs are putting an increased emphasis on ADA, as federal funds cannot participate in a project that is not ADA compliant. To assist in this effort, local agencies are recommended to address these items at the pre-construction meetings with the contractors/sub-contractors so that all are aware of the compliance requirements. In addition, local agency inspectors are to take the extra steps necessary to ensure ADA compliance before and after the installation of these elements on projects. Local agencies are required to notify Region Local Programs Engineers at the time a project is substantially complete so that a final inspection can be performed. Any concerns identified during the final inspection should be incorporated into the local agency's punch list for the contractor. Finally, final payment to the contractor should not be made until all items are in compliance. Additional guidance is being incorporated into the April LAG update.