

UNIFIED PLANNING WORK PROGRAM

April 20, 2015



CHATS

CHARLESTON AREA
TRANSPORTATION
STUDY

Fiscal Years
2016 & 2017

FUNDS FOR THIS PLANNING WORK PROGRAM PROVIDED BY:

FEDERAL HIGHWAY ADMINISTRATION
FEDERAL TRANSIT ADMINISTRATION
SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION
BERKELEY-CHARLESTON-DORCHESTER COUNCIL OF GOVERNMENTS AND MEMBER GOVERNMENTS

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**RESOLUTION CERTIFYING THE
CHARLESTON AREA TRANSPORTATION STUDY'S TRANSPORTATION PLANNING
PROCESS
FY2016/FY2017**

WHEREAS, the CHATS Policy Committee has found that the Metropolitan Planning Organization is conducting transportation planning in a continuous, cooperative, and comprehensive manner in accordance with 23 U.S.C. 134 and 49 U.S.C. 1607, as amended;

WHEREAS, the CHATS Policy Committee has found the transportation planning process to be in compliance with Sections 174 and 176 (c) and (d) of the Clean Air Act (42 U.S.C. 7504, 7506 (c) and (d));

WHEREAS, the CHATS Policy Committee has found the Transportation Planning Process to be in full compliance with Title VI of the Civil Rights Act of 1964 and the Title VI Assurance executed by each State under 23 U.S.C. 324 and 29 U.S.C. 794;

WHEREAS, the CHATS Policy Committee has considered how the Transportation Planning Process will affect the involvement of Disadvantaged Business Enterprises in the FHWA and the FTA funded planning projects (Sec. 105(f), Pub. L. 97-424, 96 Stat. 2100, 49 CFR part 23);

WHEREAS, the CHATS Policy Committee has considered how the Transportation Planning Process will affect the elderly and the disabled per the provision of the Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and the U.S. DOT implementing regulations;

WHEREAS, the CHATS Metropolitan Transportation Improvement Program is a subset of the currently conforming 2035 Long Range Transportation Plan;

WHEREAS, the CHATS Long Range Transportation Plan has a planning horizon year of 2035, and meets all the requirements for an adequate Transportation Plan,

NOW THEREFORE, be it resolved that the CHATS Metropolitan Planning Organization's Transportation Policy Committee certifies the transportation planning process for the Charleston-North Charleston Metropolitan Planning Organization on this the 20th day of April 2015.

READ AND ADOPTED the 20th day of April 2015.


Michael J. Heitzler, Chairman

Certified true and correct copy of a resolution adopted by the Charleston Area Transportation Study Policy Committee on April 20, 2015.


Ronald E. Mitchum

Executive Director
Title

April 20, 2015
Date

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“The preparation of this report has been financed in part through grants from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the State Planning and Research Program, Section 505 or Metropolitan Planning Program, Section 104(f) of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation.”

INTRODUCTION

The Charleston Area Transportation Study (CHATS) was initiated in 1965 as a joint effort of the Charleston County Planning Board, the South Carolina State Highway Department, and the Federal Highway Administration. The purpose of the original CHATS Study, completed in 1968, was to determine future highway needs and delineate a transportation network designed to satisfy expected travel demands. Increased awareness of the interdependence of other elements of the transportation system and changing federal requirements have necessitated broadening the scope of CHATS to include planning for transit, bicycle, and pedestrian facilities as well as highways, and coordination with aviation and port agencies in the Charleston area.

In 1973, the BCD Regional Planning Council (now the Council of Governments) was assigned responsibility for conducting the CHATS program. A Policy Committee, established to oversee the activities of the CHATS program, was designated as the Metropolitan Planning Organization (MPO) in 1977. The then State Department of Highways and Public Transportation (currently the SCDOT) and the Berkeley-Charleston-Dorchester Council of Governments were concurrently designated to staff the MPO. As the MPO, CHATS is responsible for all local decisions pertaining to the region's transportation planning program. Elected and appointed officials from all local governments and each mode of transportation are represented on the CHATS Policy Committee. In this manner, the Policy Committee acts as a forum for cooperation and decision-making that engages the elected officials of each local government.

The Unified Planning Work Program (UPWP) for The Charleston Area Transportation Study (CHATS) is developed annually (biannually beginning with FY16) to outline all major transportation planning and related activities within the CHATS Study Area for the upcoming fiscal years (July 1, 2015 through June 30, 2017). While it is the mission of CHATS to complete work planned within a program year, task elements may span multiple fiscal years and therefore are carried forward into subsequent Work Programs until completion.

It is important to note that federal financial support is received through a consolidated planning grant from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA); with state funding from the South Carolina Department of Transportation (SCDOT); as well as local funding assistance from the member jurisdictions.

ORGANIZATION AND MANAGEMENT

Policy Committee: The CHATS planning process is guided by a Policy Committee designated as the Metropolitan Planning Organization (MPO) by the Governor of South Carolina for the Charleston Urbanized Area and those portions of Berkeley, Charleston, and Dorchester counties that are expected to be urbanized by the year 2035. Within the CHATS area, there are fourteen separate municipalities, three county governments, and a population of approximately 700,000 persons.

The CHATS Policy Committee is made up of 72 voting members. The committee chair is determined through a biannual rotation among members representing each of the three counties.

The *CHATS Study Team* includes staff from each of the counties and municipalities within the CHATS Study area, as well as SCDOT, FHWA, CARTA, SC Ports, Joint Base Charleston, school districts, and utilities.

Implementation of the program is a joint effort of the BCDCOG, SCDOT, and various member agencies or governments within the CHATS Study Area. Administration of the entire planning program is the responsibility of the BCD Council of Governments. This agency is responsible for coordinating, developing, and preparing all required CHATS plans and programs for submission to the Policy Committee after Study Team analysis and an appropriate citizen input process, as applicable. Technical support is provided by the South Carolina Department of Transportation (SCDOT) Office of Planning and Office of Public Transit and oversight of the entire CHATS process is provided by the Federal Highway Administration (FHWA) in cooperation with

the Federal Transit Administration (FTA). Additional coordination is maintained with the SC State Ports Authority, the Charleston County Aviation Authority, and transit operators. Through this collaborative process, not only can overlapping responsibilities and duplication of effort be minimized, but the regionalized coordinated effort can effectuate a safe, efficient transportation system for citizens, employees and visitors, and the movement of goods in the region.

Specifically, CHATS required plans and programs include:

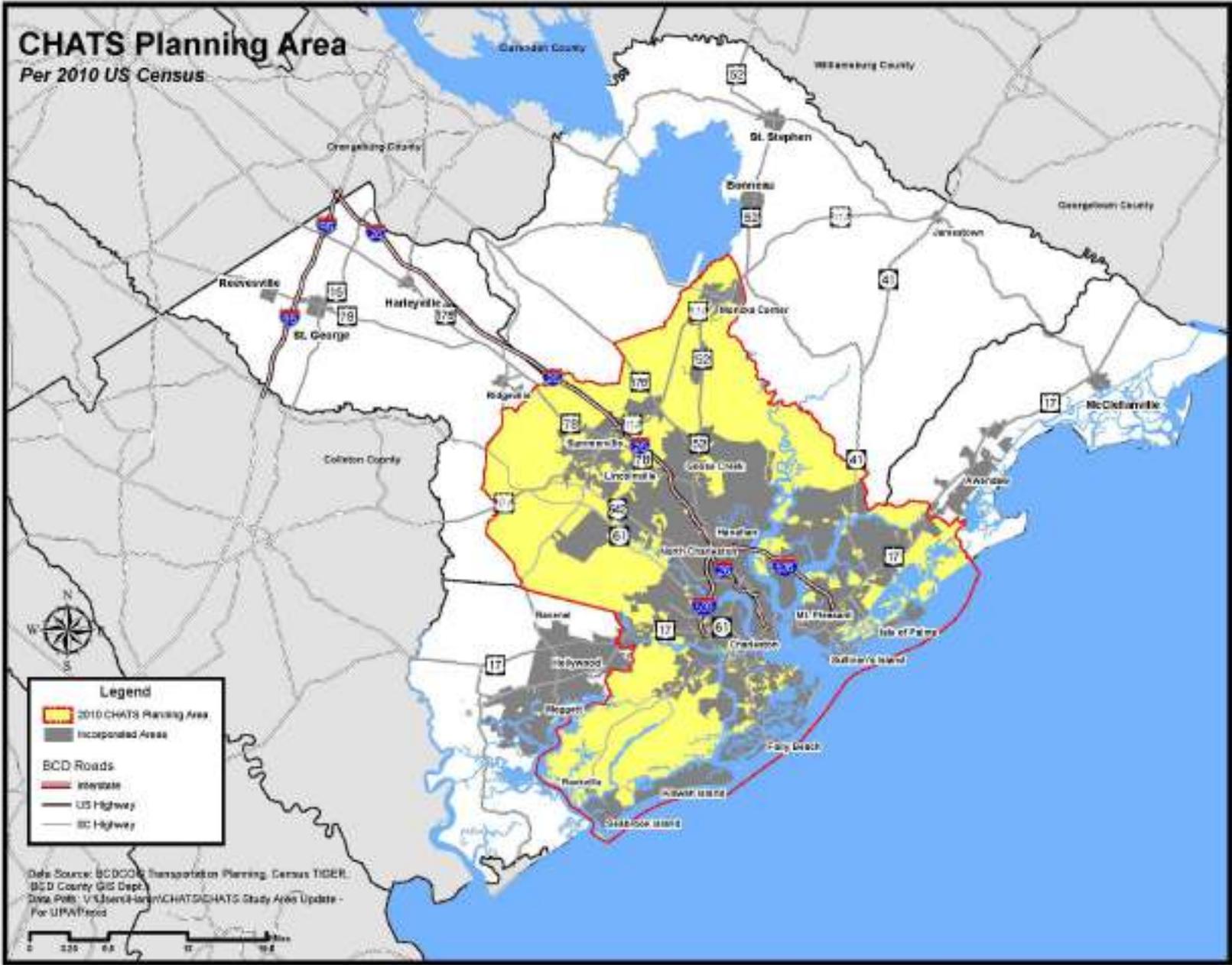
- Development of annual budget and work tasks of the UPWP
- Update and maintenance of the Long Range Transportation Plan (LRTP)
- Development and maintenance of a conforming Transportation Improvement Program (TIP)
- Enhancing and maintaining the Public Participation Process (PPP) in accord with the adopted Title VI Civil Rights and Limited English Proficiency Plan
- Development and maintenance of a Congestion Management Program (CMP)
- Implementation of the regional Human Service Transportation Coordination Plan
- Development and maintenance of multi-modal transportation initiatives such as transit, bicycle and pedestrian improvements, as well as the Transportation Alternatives Program (TAP)
- Support for intermodal planning activities; i.e. freight movement
- Update and maintenance of the CHATS Travel Demand Model
- Preparation of Annual Performance and Expenditure Reports (APERS)

STUDY AREA

A map depicting the CHATS Planning Area updated to reflect the 2010 urbanized area, pending approval by SCDOT, is provided on the next page. The boundaries conform to guidelines, issued by FHWA and FTA, for establishing area transportation study boundaries.

CHATS Planning Area

Per 2010 US Census



Legend

- 2010 CHATS Planning Area
- Incorporated Areas

BCD Roads

- Interstate
- US Highway
- BC Highway

Data Source: BCDOD's Transportation Planning, Census TIGER, BCD County GIS Dept.
 Data Path: V:\Users\jg\CHATS\CHATS Study Area Update - For UPA\TIGER



TRANSPORTATION PLANNING FRAMEWORK

On July 6, 2012, President Obama signed into law P.L. 112-141, the Moving Ahead for Progress in the 21st Century Act (MAP-21). Under MAP-21, the metropolitan and statewide transportation planning processes are continued and enhanced to incorporate performance goals, measures, and targets. Utilizing annual funding from the Consolidated Planning Grant and carryover funds available, CHATS assesses effectiveness of the region's transportation program in accord with guidance from FHWA, FTA and SCDOT. Overall, the processes used to identify needed transportation improvements and project selection are guided to achieve the following goals:

1. *Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;* The CHATS MPO work program focuses on coordination of transportation projects with local governments and agencies to improve the MPO region's global competitiveness. This will be achieved by promoting transportation corridors that improve access to and within the region, thus enhancing the flow of goods and services to the global market. A prime example is the cooperation between CHATS, SCDOT, and the South Carolina Ports Authority on expansion of the Charleston Port, construction of the Port Access Road, evaluation of regional freight movements, completion of I-526, and addressing traffic congestion on I-26 and I-526.
2. *Increase the safety of the transportation system for motorized and non-motorized users;* CHATS continues to encourage projects that include enhanced safety features for transportation in the region, such as pedestrian facilities, bicycle facilities, and coordinating with the local schools on the Safe Routes to School program.
3. *Increase the security of the transportation system for motorized and non-motorized users;* CHATS continues to strive for the integration of transportation plans with emergency response and recovery plans, as well as implementing technology to secure the transportation

infrastructure. Coordinated planning efforts enhance safety to residents and provide options during an emergency. Intelligent Transportation Systems and signal system upgrades continue to be planned to aid in security.

4. *Increase the accessibility and mobility of people and for freight;* The CHATS MPO continues to work with all local governments in the CHATS planning area to update and amend the Transportation Improvement Program (TIP) for the 2014-2019 five-year period as needed. Travel demand modeling continues to be used as a tool to analyze the current highway network and projected future network demand to identify areas of congestion where transportation projects should be prioritized. Additionally, mobility of people and freight movement continues to be addressed through planning for land use development that makes efficient use of the transportation infrastructure.
5. *Protect and enhance the environment, promote energy conservation, and promote consistency between transportation improvements and state and local planned growth and economic development patterns;* In an effort to reduce pollution and protect the environment, the CHATS MPO monitors the highway network and implements projects identified in the Congestion Management Plan. The CHATS MPO continues to work with state and local governments and agencies to coordinate transportation projects, including those planned in support of identified centers and economic development nodes, in a consistent and environmentally sound manner.
6. *Enhance the integration and connectivity of the transportation system across and between modes, for people and freight;* The CHATS MPO continues to examine the integration of transportation systems for the region. To address this issue, the CHATS MPO administers implementation of the human services transportation coordination plan, facilitates service coordination between the urban and rural transit systems, and is working to complete an alternatives analysis to determine the Locally

Preferred Alternative for a fixed guideway transit service in the I-26 corridor. Transportation projects are also designed to enhance the interface between modes through programs such as Complete Streets, Travel Demand Management, and comprehensive land use planning.

7. *Promote efficient system management and operation;* The CHATS MPO will continue working with SCDOT on funding system improvements that promote efficient operations such as implementation of Phase I of the Signal System Study and other Intelligent Transportation Systems projects, as well as project design and selection.
8. *Emphasize the preservation of the existing transportation system.* In all plans and projects the CHATS MPO will continue to examine the existing transportation system before making recommendations for improvements. To facilitate this, the MPO will continue to employ its GIS-based information system, the travel demand model for the region, and the project ranking process that emphasizes multimodal transportation solutions with the greatest benefits at the lowest cost.

CHATS PLANNING WORK PROGRAM OVERVIEW

The CHATS planning work program include comprehensive planning activities in support of these areas of emphasis by focus in five (5) broad areas:

- ✓ *Program Administration*, including the coordination and administrative management of a Transportation Improvement Program (TIP), which identifies projects and/or programs to receive various sources of Federal funding for highway, transit, and intermodal facilities and program. Additional work under this focus area includes facilitating Transportation Alternatives Program (TAP) activities, providing transportation data and planning reports to the public, and assisting local governments on transportation planning issues.
- ✓ *Surveillance/Data Collection* in support of transportation planning endeavors within the CHATS planning area.

Collection and maintenance of data related to changes in land uses and socioeconomic conditions, and monitoring travel and development patterns to determine evolving growth areas enable CHATS and Staff to identify potential transportation congestion areas and opportunities for intermodal linkages. This focus area includes coordination with the US Census Bureau and monitoring air quality requirements and potential issues effecting continued compliance with the Clean Air Act.

- ✓ *Congestion Management*, including examination of the transportation system's deficiencies and areas of congestion that can be addressed through application of congestion management strategies and planning for efficient transport of people and goods by enhanced linkages in modes of transportation. A principal emphasis in this focus area is on transit service management and planning to assist with expansion and enhancement of transit service in the CHATS Study area. Included in this focus area of the work program are tasks encouraging the development of complete streets and context-sensitive transportation projects.
- ✓ *Long Range Transportation Planning*, including maintenance and implementation of CHATS' adopted 2035 Long Range Transportation Plan, as well as developing a draft 2040 Long Range Transportation Plan for the region. Primary initiatives supporting this focus area include expanding the capacity and maintenance of the in-house travel demand model, conducting special studies of areas and corridors involving transportation issues and linkages with land uses, and stewarding implementation of the Neck Area Master Plan and the regional land use plan, OurRegion, OurPlan.
- ✓ *Public Participation*, facilitating active citizen education and participation in the CHATS planning processes.

FY2014-2015 PLANNING WORK PROGRAM MAJOR ACCOMPLISHMENTS

The CHATS planning work program for FY 2014-2015 was successful in accomplishing a number of these objectives including:

- Coordinating CHATS meetings and standing committee meetings;
- Preparing and adopting amendments to the adopted Transportation Improvement Program (MTIP)
- Coordinating with SCDOT on the planned transition to an electronic Statewide Transportation Improvement Program (eSTIP);
- Assisting with implementation of previously approved Transportation Enhancement) projects; including service as a designated Local Project Administrator;
- Assisting local jurisdictions in preparation of comprehensive plan transportation and land use elements, as well as zoning and land development regulations;
- Coordinating with local jurisdictions to collect building permit data and updated development projections for inclusion in the travel demand model;
- Assisting the Charleston County School District with updating 10-year school enrollment projections;
- Preparing and distributing maps of 2013 traffic counts;
- Assisting CARTA and TriCounty Link in collection of ridership information and route planning projects;
- Processing data from the 2010 US Census for publication in reports used by the public and other agencies;
- Coordinating with SCDHEC to facilitate air quality monitoring and public education activities;
- Assisting member jurisdictions with employment of congestion management strategies;
- Coordinating quarterly meetings of human service transportation providers to support development of the Statewide Multimodal Strategic Plan and regional Human Service Coordination Plan updates;
- Continued implementation of the regional Mobility Management program;
- Collaborating with member jurisdictions and regional organizations to improve bike/pedestrian facilities and their connectivity within the region;
- Providing support to the SC Forestry Commission initiative to create a planning model and guidebook for Green Infrastructure;
- Completing and adopting the Neck Area Master Plan;
- Providing oversight of FTA Section 5310, 5316 & 5317 subrecipients grant implementation;
- Coordinating discussions on initial steps to implement recommendations of the Transit Service Consolidation Study;
- Reinitiating activities analyzing the current transit system and options for a Fixed-Guideway within the I-26 corridor that will prepare CHATS to enter the New Starts project development phase by the end of CY 2015;
- Assisting SCWorks to continue distribution of transportation vouchers to eligible clients to access training and employment services;
- Updating the region's Title VI Civil Rights and Language English Proficiency Plan;
- Updating the regional Human Service Coordination Plan;
- Assisting Berkeley County in an update of its Hazard Mitigation Plan;
- Completing a Corridor Management Plan for the Riverland Drive Scenic Corridor;
- Promoting the regional land use plan "OurRegionOurPlan".

CHARLESTON AREA TRANSPORTATION STUDY (CHATS)/MPO
UNIFIED PLANNING WORK PROGRAM

FY 2016-2017

(July 1, 2015 – June 30, 2017)

- 1.0 PROGRAM ADMINISTRATION
 - 1.1 CHATS ADMINISTRATION AND MANAGEMENT
 - 1.2 TRANSPORTATION IMPROVEMENT PROGRAMMING
 - 1.3 TRANSPORTATION ALTERNATIVES PROGRAM
 - 1.4 TECHNICAL ASSISTANCE

1.1: CHATS Administration and Management

Objectives: To effectively and efficiently administer and manage initiatives of the MPO (CHATS) Policy Committee and its various advisory committees and subcommittees: to ensure compliance with federal and state requirements; coordination of MPO activities with those of local and state agencies/governments; documentation of CHATS activities; and to ensure Staff has adequate training and resources to conduct these activities.

Scope/Work: The BCDCOG will continue to provide staff support to the CHATS Policy Committee, CHATS Study Team, Special/Standing Advisory Committees, Citizen Advisory Committees, and all other ad-hoc or permanent subcommittees. The Staff will implement work tasks contained in this UPWP and other administrative activities including, but not limited to, the following:

- Arrange meetings, prepare and distribute meeting notices, agendas, and agenda materials;
- Prepare certification documentation, agreements, resolutions, and memoranda of understanding etc. on behalf of CHATS;
- Maintain financial records of all revenues and expenditures;
- Prepare timesheets, annual and quarterly reports documenting activities;
- Make application for and administer related grants meeting requirements on contracts, purchases, fiscal accountability and audits;
- Conduct research, attend training sessions and other necessary workshops/ meetings related to CHATS programs and current trends in transportation planning methods (including travel expenses, registration, purchase of publications and other related expenses);
- Participate in regional transportation planning activities that have an impact on the transportation system in the CHATS area; serve as liaison to other organizations such as the State Infrastructure Bank, the SC State Ports Authority, Local Transportation Providers, Trucking and Rail Representatives, and the Charleston Aviation Authority; coordinate with the local option transportation sales tax programs to ensure coordination among regional transportation projects.
- Purchase/maintain any computer software/hardware needed to maintain records of the CHATS planning program;
- Monitor implementation of the current Unified Planning Work Program (UPWP), amend as necessary and prepare an annual update to the two-year UPWP beginning with FY16;
- Prepare an annual listing of obligated projects;
- Continue to ensure all programs and activities comply with Title VI of the Civil Rights Act of 1964, Environmental Justice principles and procedures, SCDOT/FTA DBE programs, and MAP-21.

Responsibility: BCD Council of Governments

Work Schedule: The activities in this Task area will principally be conducted on an ongoing basis during FY2016 and 2017

Schedule of Products FY2016:

- Adopted FY 2016/FY2017 UPWP maintained and amended: Ongoing with update for FY2017 by April 2016
- Prepare meeting agendas, material packets and minutes and distribute one-week in advance of quarterly CHATS Policy Committee meetings to (tentatively) be held: July and October 2015, January, and April 2016
- Prepare Grant Applications as opportunities are announced, quarterly financial reports and annual audits: Ongoing
- Prepare invoices and quarterly reports for submission to SCDOT for each preceding quarter; the fifteen day of October 2015, January, April, and July 2016
- Prepare documents to demonstrate Compliance for MPO Certification Review: August 1, 2015;
- Prepared annual list of obligated projects for approval and public notification: January 1, 2016
- Purchase/maintain any computer software/hardware needed to maintain records of the CHATS planning program: As needed by June 30, 2016
- Participate in quarterly meetings/trainings with SCDOT on performance management: Ongoing

Funding Sources FY2016

FHWA (PL)/FTA 5303	\$200,000.00
LOCAL	\$50,000.00
OTHER	\$0.00
Total	\$250,000.00
% OF TOTAL PL BUDGET:	6.72%

Schedule of Products FY2017*:

- Prepare an Annual Performance and Expenditure Report (APER) for FY2016: August 2016
- Prepare a FY2018/2019 UPWP draft for review by FHWA/FTA/ SCDOT: March 1, 2017 with CHATS adoption by May 2017
- Prepare meeting agendas, material packets and minutes and distribute one-week in advance of quarterly CHATS Policy Committee meetings to (tentatively) be held: July and October 2016, January, and April 2017
- Prepare Grant Applications as opportunities are announced, quarterly financial reports and annual audits: Ongoing
- Prepare invoices and quarterly reports for submission to SCDOT for each preceding quarter; the fifteen day of October 2016, January, April, and July 2017
- Prepare documentation demonstrating that all MPO Certification Review comments have been addressed through corrective actions: August 2016
- Prepared annual list of obligated projects for approval and public notification: January 1, 2017
- Purchase/maintain any computer software/hardware needed to maintain records of the CHATS planning program: As needed by June 30, 2017 program:

Funding Sources FY2017*

FHWA (PL)/FTA 5303	\$200,000.00
LOCAL	\$50,000.00
OTHER	\$0.00
Total	\$250,000.00
% OF TOTAL PL BUDGET:	10.19%

%

**PL budget and projected work product delivery is illustrative until approved by SCDOT*

1.2: Transportation Improvement Program

Objectives: To continue producing and maintaining a TIP document compliant with the current Transportation Authorization Bill, including any amendments, updates and administrative corrections needed to address shared funding of projects and projects of regional significance that may not involve federal funding. To coordinate amendments of the CHATS Transportation Improvement Program (TIP) in accord with recommendations of the CHATS Study Team and direction of the CHATS Policy Committee.

Scope/Work: The BCDCOG will coordinate with SCDOT on review of proposed projects for priority recommendations to the CHATS Policy Committee for inclusion in the TIP, and implement tasks to ensure the CHATS Study Team and appropriate advisory committees are advised of recommendations and/or provide input. Other work activities related to this project include, but are not limited to, the following:

- Coordinate with SCDOT for guidance on the process, procedure, and requirements of FHWA/FTA and inclusion of MTIP projects in the STIP;
- Analyze proposed amendments and administrative corrections to the current MTIP for policy implications, financial impact, and expected level of service resulting from improvements;
- Consult with SCDOT for information on proposed projects in the MPO area from statewide programs such as safety, traffic signalization, bridge projects, interstate enhancement, pavement/maintenance, etc. for inclusion in the MTIP;
- Coordinate with SCDOT and transportation staff for local jurisdictions (counties and cities) on the progress of current MTIP projects, including funding adjustments and obligations;
- Coordinate with SCDOT/OPT, the Charleston Area Transportation Authority (CARTA) and the Berkeley Charleston Dorchester Rural Transportation Management Association (RTMA) to monitor funding and progress of FTA funded transit projects in the MPO area for inclusion in the MTIP;
- Track the status of project implementation and update projects listed as needed to maintain a historical record of projects within the current MTIP;
- Obtain engineering and project cost estimates, as well as information on the status of approved MTIP projects, including funding obligations from SCDOT staff;
- Coordinate with SCDOT Planning staff to obtain information from various departments and divisions of SCDOT, including Local Public Agency Administration (LPAA) staff, for maintenance of the adopted MTIP;
- Post draft MTIP/STIP amendments for public comment in accord with the updated Public Participation Plan.

Responsibility: BCD Council of Governments

Work Schedule: The activities in this Task area will principally be conducted on an ongoing basis during FY2016 and FY 2017

Schedule of Products FY2016:

- FY2014-2019 MTIP maintained/amended/updated: Ongoing
- Submittal of MTIP amendments to SCDOT for inclusion in the STIP: Within 5 business days of CHATS approval
- Advertisements of MTIP amendments for public review: in accord with the adopted Public Participation Plan
- Status reports on implementation of all MTIP projects to CHATS: Semiannually (January 1, July 1 2016)
- Amend programming in MTIP to tie with MPO targets once set: July 2016

Funding Sources FY2016

FHWA (PL)/FTA 5303	\$24,000.00
LOCAL	\$6,000.00
OTHER	\$0.00
Total	\$30,000.00
% OF TOTAL PL BUDGET:	0.81 %

Schedule of Products FY2017*:

- FY2014-2019 MTIP maintained/amended/updated: Ongoing
- Submittal of MTIP amendments to SCDOT for inclusion in the STIP: Within 5 business days of CHATS approval
- Advertisements of MTIP amendments for public review: in accord with the adopted Public Participation Plan
- Status reports on implementation of all MTIP projects to CHATS: Semiannually (January 1, July 1 2017)

Funding Sources FY2017*

FHWA (PL)/FTA 5303	\$24,000.00
LOCAL	\$6,000.00
OTHER	\$0.00
Total	\$30,000.00
% OF TOTAL PL BUDGET:	1.22%

**PL budget and projected work product delivery is illustrative until approved by SCDOT*

1.3: Transportation Alternatives Program

Objectives: To facilitate a process that plans and prioritizes transportation alternatives program (TAP) activities under MAP-21, including active Transportation Enhancement (TE) activities, Safe Routes to School and Recreational Trails activities under SAFETEA-LU for the CHATS MPO area. To conduct activities that advance implementation and monitoring of local TE/TAP projects.

Scope/Work: The BCDCOG staff will coordinate tasks in support of the Transportation Alternative Program (TAP) in accord with CHATS policies on TE/TAP projects and other transportation alternatives planning activities, including but not limited to, the following:

- Coordinate all administrative functions in support of the Transportation Enhancement Advisory Committee* including preparation of meeting agendas, minutes, staff reports, etc.;
- Advise local jurisdictions on the elements and process for advancing potential projects through the triennial competitive award process adopted by the CHATS Policy Committee;
- Conduct preliminary evaluations and rankings of enhancement projects proposed by local jurisdictions to make recommendations for funding to the CHATS (standing) Transportation Enhancement Advisory Committee*;
- Coordinate reports of the CHATS (standing) Transportation Enhancement Advisory Committee* advising the CHATS Policy Committee on the evaluation process, funding priorities, and progress of approved enhancement/TAP planning activities;
- Assist SCDOT staff in monitoring and reporting progress of approved TE/TAP projects funded through CHATS;
- As an approved SCDOT Local Public Agency, serve as the LPA to manage any phase of project development or construction of TE/TAP funded projects as requested by grantees, including coordination with procured professional engineering services as needed;
- Coordinate with SCDOT on inclusion of approved TE/TAP projects in the MTIP and STIP;
- Provide input and assistance as requested on Safe Routes to School and Scenic Byways and Highways projects;
- Attend SCDOT/FHWA training sessions on LPA project management or TE/TAP programming requirements.

*Note: CHATS Transportation Enhancement Advisory Committee name has not been changed

Responsibility: BCD Council of Governments

Work Schedule: The activities in this Task area will principally be conducted on an ongoing basis during FY2016 and FY 2017

Schedule of Products FY2016:

- Prepare meeting materials, information reports to the standing Transportation Enhancement Advisory Committee*: Ongoing
- Initiate a the process to gather requests and program new TAP projects for the next three-year period of time: August 2015
- Prepare and present annual status report to the standing Transportation Enhancement Advisory Committee and CHATS Policy Committee: January 2016
- Execute agreements to serve as the LPA on projects as requested: Initiate project process within 3 months of contract execution

Funding Sources FY2016

FHWA (PL)/FTA 5303	\$24,000.00
LOCAL	\$6,000.00
OTHER	\$0.00
Total	\$30,000.00
% OF TOTAL PL BUDGET:	0.81%

Schedule of Products FY2017*:

- Prepare meeting materials, information reports to the standing Transportation Enhancement Advisory Committee*: Ongoing
- Prepare and present annual status report to the standing Transportation Enhancement Advisory Committee and CHATS Policy Committee: January 2017
- Execute agreements to serve as the LPA on projects as requested: Initiate project process within 3 months of contract execution

Funding Sources FY2017*

FHWA (PL)/FTA 5303	\$24,000.00
LOCAL	\$6,000.00
OTHER	\$0.00
Total	\$30,000.00
% OF TOTAL PL BUDGET:	1.22 %

**PL budget and projected work product delivery is illustrative until approved by SCDOT*

1.4: Technical Assistance

Objectives: To provide transportation data and transportation planning reports to the public and to assist local governments on transportation planning and related planning issues. To foster better coordination of planning efforts across jurisdictional boundaries, better informed decision-making by staff and policy makers, and better informed citizens. To support implementation of the CHATS MPO 2035 Long Range Transportation Plan by encouraging growth patterns and community design to lessen adverse impacts of growth on the regional transportation system.

Scope/Work: The BCDCOG will advise and provide staff assistance to local governments within the CHATS planning area on technical matters, as well as offer information to individuals and agencies making inquiries concerning CHATS plans and programs. Typical tasks include, but are not limited to, the following:

- Coordinate opportunities for discussions about land use implications on regional transportation infrastructure and programs;
- Provide technical assistance regarding land use planning, urban design, multimodal planning, traffic congestion, and access management to individual jurisdictions about accommodating and mitigating impacts of new growth;
- Assist jurisdictions with planning for, and prioritization of, newly identified local funds for transportation improvements, including county transportation sales tax levies;
- Assist jurisdictions with identifying methods for implementing performance-based planning provisions such as collecting performance data, selecting and reporting performance targets for transportation improvements prioritized at the local level.
- Provide assistance and data, including travel demand model output and travel demand management strategies, to jurisdictions that undertake transportation planning associated with individual comprehensive plan updates/reviews;
- Provide assistance to individual jurisdictions seeking to implement transportation programs and policies promulgated within adopted comprehensive plans;
- Assist with local, regional and state disaster mitigation and recovery, and community resilience planning of transportation services and systems;
- Continue presentations, conduct scenario planning activities, and update travel demand projections to enhance public education about transportation planning and specific plans completed for the region and principal corridors;
- Provide support to general comprehensive planning activities to encourage growth patterns and community design that reduce negative impacts on transportation infrastructure.
- Provide training of local planning/zoning board and commission members on the interrelationship of land use planning/land development decisions with transportation mobility within the region.

Responsibility: BCD Council of Governments

Work Schedule: The activities in this Task area will principally be conducted on an ongoing basis during FY2016 and FY 2017

Schedule of Products FY2016:

- Make presentations on CHATS land use and transportation initiatives: As requested
- Log documentation of input provided on local transportation improvements: Ongoing
- Prepare Comprehensive Plan Transportation Elements as requested: Ongoing
- Prepare notices, facilitate and coordinate attendance documents for state-mandated training sessions for locally appointed officials: November 2015, May 2016

Funding Sources FY2016

FHWA (PL)/FTA 5303	\$260,000.00
LOCAL	\$65,000.00
OTHER	\$0.00
Total	\$325,000.00
% OF TOTAL PL BUDGET:	8.73 %

Schedule of Products FY2017*:

- Make presentations on CHATS land use and transportation initiatives: As requested
- Log documentation of input provided on local transportation improvements: Ongoing
- Prepare Comprehensive Plan Transportation Elements: As requested
- Prepare notices, facilitate and coordinate attendance documents for state-mandated training sessions for locally appointed officials: November 2016, May 2017

Funding Sources FY2017*

FHWA (PL)/FTA 5303	\$260,000.00
LOCAL	\$65,000.00
OTHER	\$0.00
Total	\$325,000.00
% OF TOTAL PL BUDGET:	13.25%

**PL budget and projected work product delivery is illustrative until approved by SCDOT*

CHARLESTON AREA TRANSPORTATION STUDY (CHATS)/MPO
UNIFIED PLANNING WORK PROGRAM

FY 2016-2017

(July 1, 2015 – June 30, 2017)

- 2.0 SYSTEM SURVEILLANCE/DATA COLLECTION
 - 2.1 LAND USE/SOCIO ECONOMIC DATA MONITORING
 - 2.2 TRANSPORTATION SYSTEM SURVEILLANCE
 - 2.3 CENSUS COOPERATION
 - 2.4 AIR QUALITY MONITORING

2.1: Land Use/Socio Economic Data Monitoring

Objective: To improve the quality of transportation plans and other planning endeavors in the CHATS planning area through ongoing collection and maintenance of data related to existing and proposed land uses and evolving socioeconomic conditions affecting transportation planning and issues.

Scope/work: The BCDCOG will continue to collect and maintain data to refine socioeconomic projections and other growth indicators in support of regional planning and assessments of the implications on the transportation infrastructure. Typical tasks to be performed include, but are not limited to, the following:

- Maintain demographic and economic profiles of the region and subareas to support current programs and LRTP projects;
- Continue to collect trend data for population growth, employment, land use, environmental, residential and commercial construction, economic indicators, transportation systems, and other key areas according to Traffic Analysis Zone (TAZ) geographies for recordation in the agency's GIS;
- Continue to employ the travel demand model to evaluate impacts of proposed developments and transportation projects;
- Coordinate with member jurisdictions to ensure changes in land use development and transportation facilities are accurately reflected in the model;
- Expand the use of GIS tools to monitor and forecast land use development impacts on the transportation system at the parcel level;
- Expand the use of GIS tools to conduct land use/allocation sketch planning in CommunityVIZ and develop a system to feed outputs from CommunityVIZ into the TransCAD travel demand model;
- Continue to further develop the agency's GIS and TransCAD systems in an effort to improve the accuracy of analyses, more efficiently share data, increase output/product capabilities, and maintain an effective modeling system;
- Establish a transit oriented development model that identifies the balance of land uses and urban design scenarios needed to ensure efficient benefits for the region's transportation system;
- Evaluate the average costs of transportation incurred by residents/households commuting to/from the region's employment centers and other essential services to enhance the region's land use and transportation planning guidance;
- Continue to refine and maintain the BCDCOGs web-based mapping tool for public use;
- Attend training, research and purchase additional equipment, data, software, or network capacity to support staff accomplishment of this task.

Responsibility: BCD Council of Governments

Work Schedule: The activities in this Task area will principally be conducted on an ongoing basis during FY2016 and FY 2017

Schedule of Products FY2016:

- Make presentations demographic and economic growth trends: As requested
- Meet with individual jurisdictions to update data on approved land developments: January –March 2016
- Retain consultant services to provide on-call technical assistance with improvements to the Travel Demand Model in accord with SCDOT procurement requirements: Fall 2015
- Develop and vet a model Transit Oriented Development (TOD) model for jurisdictions in the region to achieve goals for transit nodes in the Regional Plan, Neck Area Master Plan, and I-26Alternative Analysis: January 2016
- Evaluate options and procure software development consultant services to expand capabilities of the BCDCOG online mapping site: September 2015

Funding Sources FY2016

FHWA (PL)/FTA 5303	\$200,000.00
LOCAL	\$50,000.00
OTHER	\$0.00
Total	\$250,000.00
% OF TOTAL PL BUDGET:	6.72%

Schedule of Products FY2017*:

- Make presentations demographic and economic growth trends: As requested
- Update socio-economic inputs in the travel demand model based on inputs gathered during meetings with individual jurisdictions on approved land developments: September 2016
- Coordinate with expert consultants as needed to make improvements to the Travel Demand Model recommended by the FHWA Expert Panel: Fall 2016

Funding Sources FY2017*

FHWA (PL)/FTA 5303	\$200,000.00
LOCAL	\$50,000.00
OTHER	\$0.00
Total	\$250,000.00
% OF TOTAL PL BUDGET:	10.19%

**PL budget and projected work product delivery is illustrative until approved by SCDOT*

2.2: Transportation System Surveillance

Objective: To monitor travel and development patterns in order to determine growth areas and identify potential transportation/congestion management issues and intermodal linkages.

Methodology: The BCDCOG will continue to employ available data resources for system simulations by monitoring regional traffic patterns. Typical tasks to be performed include, but are not limited to, the following:

- Catalog and assimilate data from the SCDOT statewide traffic count program with the BCDCOG's supplemental traffic count program as a part of the congestion management process (CMP) to cover locations and/or specific studies not collected by SCDOT to support management, operations, and technical assistance to local jurisdictions;
- Process and produce jurisdictional maps based on the SCDOT statewide traffic count program for use by jurisdictions and the public, via print and the BCDCOG website and prepare an associated analysis of data indicators;
- Prepare reports on transit ridership findings from 2014-2015 route analyses of the CARTA and Tri-County Link systems;
- Assimilate and assess updated data on commuting patterns and associated costs to residents and households;
- Identify and attend available training on current surveillance techniques, congestion management, traffic analysis, and facility capacity determination to increase staff capacity;
- Purchase and maintain any needed traffic count equipment, software, and supplies to monitor travel demand trends.

Responsibility: BCD Council of Governments

Work Schedule: The activities in this Task area will be conducted as follows:

Schedule of Products FY2016:

- Publish 2014 Traffic Count maps and data analysis: November 2015
- Issue reports on average commuting costs for residents and households by Traffic Analysis Zones (TAZ): February 2016
- Procure development of modules to enhance capabilities of the travel demand model: Ongoing

Funding Sources FY2016

FHWA (PL)/FTA 5303	\$118,000.00
LOCAL	\$29,500.00
OTHER	\$0.00
Total	\$147,500.00
% OF TOTAL PL BUDGET:	3.96%

Schedule of Products FY2017*:

- Publish 2015 Traffic Count maps and data analysis: November 2016
- Procure development of modules to enhance capabilities of the travel demand model: Ongoing

Funding Sources FY2017*

FHWA (PL)/FTA 5303	\$118,000.00
LOCAL	\$29,500.00
OTHER	\$0.00
Total	\$147,500.00
% OF TOTAL PL BUDGET:	6.01%

*PL budget and projected work product delivery is illustrative until approved by SCDOT

2.3: Census Cooperation

OBJECTIVE: To coordinate with the US Census Bureau and member agencies to collect and maintain data needed for transportation planning efforts.

Scope/Work: The BCDCOG will continue to work with the US Census Bureau, as well as other agencies, to analyze and distribute information collected from the 2010 Decennial Census and ongoing American Community Survey program. Typical tasks to be performed include, but are not limited to, the following:

- Collect, analyze and process data for distribution to local jurisdictions and the public;
- Track past and proposed changes in parameters for reporting data in future Censuses to ensure data meets maximum quality standards;
- Continue to configure and use results of the 2010 Decennial Census and updated American Community Surveys to support transportation studies;
- Continue to produce Census publications, maps, and projections for use by local jurisdictions and the public;
- Complete "Community Profiles" for each municipality and county in the region for publication on the BCDCOG website by enhancing census data with projected growth;
- Maintain Census data feeds to the online mapping system.

Responsibility: BCD Council of Governments

Work Schedule: The activities in this Task area will principally be conducted on an ongoing basis during FY2016 and FY 2017:

Schedule of Products FY2016:

- Post process, publish and disseminate Census data within 3 months of release by the US Census Bureau): Ongoing
- Publish Community Profiles: September 2015

Funding Sources FY2016

FHWA (PL)/FTA 5303	\$2,000.00
LOCAL	\$500.00
OTHER	\$0.00
Total	\$2,500.00
% OF TOTAL PL BUDGET:	0.07%

Schedule of Products FY2017*:

- Post process, publish and disseminate Census data within 3 months of release by the US Census Bureau): Ongoing

Funding Sources FY2017*

FHWA (PL)/FTA 5303	\$2,000.00
LOCAL	\$500.00
OTHER	\$0.00
Total	\$2,500.00
% OF TOTAL PL BUDGET:	0.10%

*PL budget and projected work product delivery is illustrative until approved by SCDOT

2.4: Air Quality Monitoring

OBJECTIVE: To comply with the Clean Air Act and MAP-21 requirements for transportation planning activities and take proactive measures to remain an air quality attainment area.

Scope/Work: The BCDCOG will continue to partner with the SC Department of Health and Environmental Control (DHEC), Environmental Protection Agency (EPA) and other agencies to increase awareness of air quality issues facing the CHATS planning area. Typical activities to be performed include, but are not limited to, the following:

- Continue regular coordination with state and local agencies in implementation of the local and statewide Early Action Plans developed in accord with the statewide Early Action Compact initiative;
- Continue to monitor current requirements of MAP-21 and EPA standards for air quality, and impacts on the region's transportation and land use planning processes, particularly requirements that could impact the CHATS area's non-attainment designation;
- Ensure compliance with the MOA concerning criteria and procedures for determining the conformity of transportation plans, programs, and projects and consider impacts on air quality during the review of proposed transportation projects;
- Continue collaboration with SCDHEC to coordinate quarterly meetings of the region's Air Quality Coalition, including making arrangements for meetings: agenda preparation, composition and distribution of minutes;
- Collaborate with SCDHEC to conduct research and prepare documents, including an action strategy report, as requested;
- Work with SCDHEC to educate the CHATS Policy Committee, public officials, stakeholders, and citizens on strategies to positively affect air quality, including promotion of transit and alternative transportation modes; Incorporate strategies into the CMP, mobility management activities, and transportation policies.

Responsibility: BCD Council of Governments

Work Schedule: The activities in this Task area will principally be conducted on an ongoing basis during FY2016 and FY 2017

Schedule of Products FY2016:

- Agenda and minutes of Quarterly Air Quality Coalition meetings: August/November 2015, February/April 2016

Funding Sources FY2016

FHWA (PL)/FTA 5303	\$12,000.00
LOCAL	\$3,000.00
OTHER	\$0.00
Total	\$15,000.00

% OF TOTAL PL BUDGET: 0.40%

Schedule of Products FY2017*:

- Agenda and minutes of Quarterly Air Quality Coalition meetings: August/November 2016, February/April 2017

Funding Sources FY2017*

FHWA (PL)/FTA 5303	\$12,000.00
LOCAL	\$3,000.00
OTHER	\$0.00
Total	\$15,000.00

% OF TOTAL PL BUDGET: 0.61%

CHARLESTON AREA TRANSPORTATION STUDY (CHATS)/MPO
UNIFIED PLANNING WORK PROGRAM

FY 2016-2017

(July 1, 2015 – June 30, 2017)

3.0 CONGESTION MANAGEMENT

3.1 CONGESTION MANAGEMENT PROCESS

3.2 INTERMODAL MANAGEMENT EFFORT

3.3 TRANSIT SYSTEM MANAGEMENT/PLANNING

3.4 COMPLETE STREETS

3.1: Congestion Management

Objective: To examine transportation system deficiencies and determine areas of congestion (incident and recurring) throughout the urban area, which may be reduced by congestion management techniques and strategies, making more efficient use of the existing transportation system including times of emergencies.

Scope/Work: The BCDCOG will continue to conduct system-wide congestion management activities to identify and promote opportunities for reducing transportation system deficiencies in the CHATS planning area to management congestion, including but not limited to, the following:

- Consult with and provide administrative support to the (standing) Congestion Management Advisory Committee to oversee implementation of the Congestion Management Process (CMP) adopted by the CHATS Policy Committee, including facilitation of meetings and preparation of background information;
- Complete an update of the CMP document based on a comprehensive review for MAP-21 consistency in FY2015 and public input of corridors for inclusion concurrent with the LRTP update to ensure strategies continue to be applicable and implement the 2035 Long Range Transportation Plan;
- Conduct activities to educate the region on recommendations and strategies identified in the CMP such as: intersection, transit, and traffic signal system improvements; Travel Demand Management (TDM), intelligent transportation systems and incident management and motorist assistance programs; benefits of growth management and land use/urban design strategies (e.g. traffic calming and street space management); promoting transit, telecommuting, ridesharing, bicycle and pedestrian projects;
- Coordinate closely with SCDOT on implementation of Travel Demand Management recommendations in the I-526 Study;
- Continue to assist with providing information and technical assistance to jurisdictions regarding access management and congestion management practices to encourage inclusion within transportation elements of their comprehensive plans;
- Continue to gather and maintain data to evaluate the impacts of congestion improvements based on the identified performance measures;
- Coordinate with SCDOT on its analysis of the I-26 corridor for the regional movement of goods;
- Complete the Fixed Guideway Transit Alternatives Analysis (AA) consistent FTA guidelines to enter the New Starts program "project development" phase;
- Continue coordination with identified stakeholders to implement Transit Consolidation Study recommendations;
- Continue collaboration on management and operational improvement projects (intersection and signalization improvements) e.g. implementation of the SCDOT urban area signal system master plan.

Responsibility: BCD Council of Governments

Work Schedule: The activities in this Task area will principally be conducted on an ongoing basis during FY2016 and FY 2017

Schedule of Products FY2016:

- Agenda and minutes of the CHATS Congestion Management Advisory Committee: September 2015
- Publish draft of an updated Congestion Management Plan: December 2015; for CHATS adoption March 2016
- Implement TDM initiatives recommended in the MTIP for the I526 study area: Ongoing beginning September 2015
- Establish baseline data for measuring performance of the TDM initiatives: September 2015
- Complete the I-26ALT project and prepare for entry in the New Starts program: December 2015
- Agenda and minutes of meetings with stakeholders to implement the Transit Consolidation Study: September/December 2015, March/June 2016
- Coordinate strategy for implementation of improvements in the CHATS area signal system master plan: Ongoing

Funding Sources FY2016

FHWA (PL)/FTA 5303	\$492,000.00
LOCAL	\$25,087.00
OTHER	\$102,914.00
Total	\$620,001.00
% OF TOTAL PL BUDGET:	16.65%

Schedule of Products FY2017*:

- Agenda and minutes of the CHATS Congestion Management Advisory Committee: September 2016
- Implement TDM initiatives recommended in the MTIP for the I526 study area: Ongoing
- Establish funding and process for entry in the New Starts program: March 2016
- Agenda and minutes of meetings with stakeholders to implement the Transit Consolidation Study: September/December 2016, March/June 2017
- Implement improvements in the CHATS area signal system master plan: Ongoing

Funding Sources FY2017*

FHWA (PL)/FTA 5303	\$100,346.00
LOCAL	\$25,087.00
OTHER	\$ 0.00
Total	\$125,433.00
% OF TOTAL PL BUDGET:	5.11%

**PL budget and projected work product delivery is illustrative until approved by SCDOT*

3.2: Intermodal Management Effort

OBJECTIVE: To plan for efficient movement of people and goods through linkages between modes of transportation

Scope/Work: As part of all planning activities, the BCDCOG will continue to coordinate with air and port, trucking and rail, bicycle and pedestrian representatives to foster creation of efficient intermodal linkages identified as core elements in the 2035 Long Range Transportation Plan such as, but not limited to, the following:

- Provide staff support to the (standing) Intermodal (Freight Movement) Advisory Committee, charged with advising the CHATS Policy Committee on planning for efficient movement of goods;
- Incorporate regional commodity flows and exchanges in freight logistics supply chains within the intermodal planning process;
- Identify and procure consultant services to develop a module for freight movement in the CHATS Travel Demand Model, to account for accurate truck movements, particularly to and from the SC State Ports Authority terminals;
- Continue to support planning activities related to expansion of multimodal transportation facilities, such as the North Charleston port terminal expansion/Port Access Road, the CARTA Intermodal Center, Palmetto Railways Intermodal Container Transfer Facility, and the potential fixed guideway transit service;
- Continue to emphasize/include truck and rail interests in congestion management activities that improve freight movement projects, such as the Neck Area Master Plan and I-26ALT;
- Coordinate with SCDOT on its analysis of the I-26 corridor for the regional movement of goods;
- Conduct ongoing planning activities for non-motorized travel facilities, ensuring connectivity with alternative transportation services;
- With support of a consultant, work with the CHATS Bicycle/Pedestrian Advisory Committee to establish a regional plan for bicycle/pedestrian facilities;
- Continue to coordinate with partners to incorporate necessary improvements for multimodal systems in current and future transportation projects, such as but not limited to the Folly Road Corridor Plan steering committee;
- Include local advocacy groups regarding bicycle and pedestrian as part of ongoing bicycle and pedestrian planning in the region;
- Attend training and conferences to increase staff capacity multimodal planning.

Responsibility: BCD Council of Governments

Work Schedule: The activities in this Task area will principally be conducted on an ongoing basis during FY2016 and FY 2017

Schedule of Products FY2016:

- Procure consultant services to develop an enhanced freight module to the CHATS Travel Demand Model: September 2015
- Work with the selected consultant to establish accurate trucking counts for input to the enhanced freight module: October 2015
- Procure consultant services to assist with development of a regional bicycle/pedestrian plan: July 2015
- Coordinate with the selected consultant and CHATS bicycle/pedestrian advisory committee to develop a regional bicycle/pedestrian plan: August 2015 – June 2016

Funding Sources FY2016

FHWA (PL)/FTA 5303	\$28,000.00
LOCAL	\$7,000.00
OTHER	
Total	\$35,000.00
% OF TOTAL PL BUDGET:	0.94%

Schedule of Products FY2017*:

- Finalize an update to the freight module of the CHATS Travel Demand Model: August 2016
- Facilitate adoption of a regional bicycle/pedestrian plan: August 2016

Funding Sources FY2017*

FHWA (PL)/FTA 5303	\$28,000.00
LOCAL	\$7,000.00
OTHER	\$
Total	\$35,000.00
% OF TOTAL PL BUDGET:	1.43%

**PL budget and projected work product delivery is illustrative until approved by SCDOT*

3.3: Transit Service Management/Planning

Objective: To coordinate, expand, and enhance transit service in the CHATS Study Area and increase integration of transit in the transportation system's infrastructure.

Scope/Work: The BCDCOG will collaborate with local transit providers to implement objectives outlined in the transit component of the 2035 Long Range Transportation Plan. Typical activities to be performed include, but are not limited to, the following:

- Administer the Federal Consolidated Planning Grant and assist local providers with program administration of FTA Section 5307 funding and FTA Section 5309 Bus Capital funding;
- Continue to administer FTA Section 5307 and 5310 formula program funds as the designated recipient by overseeing a competitive award process and provide sub recipient oversight/support throughout implementation of the awarded projects;
- Continue to collect, maintain, and update socioeconomic and land use data for transit planning activities, and provide assistance with collection and/or analysis of usage data to support operational and service studies;
- Assist CARTA and Tri-County Link (BCD RTMA) with route planning and other services as needed to support efforts to expand and/or improve fixed routes, demand and paratransit service, related facilities such as park and ride lots, additional express routes, and overall service improvements for improved access to essential services;
- Assist CARTA and Tri-County Link (BCD RTMA) to enhance service connections between the two systems within urban portions of the region;
- Employ services of the BCDCOG on-call engineer for assistance with service evaluation as needed;
- Continue to support CARTA's effort to construct a Regional Intermodal Transportation Center;
- Provide project support for implementation of the Transit System Consolidation Feasibility study;
- Work with transit providers to promote the benefits and value of transit to the community, particularly underserved populations, through implementation of the region's mobility management program;
- Provide opportunities for coordination among local Human Service Providers of service to the transportation disadvantaged, facilitating quarterly meetings of regional Human Service providers to implement the adopted Human Service Coordination Plan through programs funded by FTA Section 5310 funding;
- Maintain a directory of resources for the transportation disadvantaged, particularly seniors and the disabled, for use by the mobility management program and general public;
- Implement activities that support connectivity with public transportation for the region's transportation disadvantaged populations;
- Continue efforts to identify a locally preferred option for a Fixed Guideway system within the I-26 corridor and entry in the FTA New Starts program;
- Establish a collaborative partnership of regional stakeholders to participate in establishment of a Transit Framework plan for the region's public transit system and future expansion;

- Work with local planning agencies to create a model development guide for transit oriented development in locations identified for transit nodes in the regional plan (OurRegion, OurPlan), Neck Area Master Plan (Partnership for Prosperity), and Alternative Analysis Study (i26-Alt);
- Provide assistance to local jurisdictions preparing comprehensive plan updates to integrate transit service into the transportation and land use elements as outlined in the LRTP;
- Continue to refine the split mode module of CHATS' Travel Demand model;
- Broaden services and outreach efforts of the Mobility Management Program to increase usage of the Trident Rideshare system by individual employers and schools, as well as other TDM strategies outlined by the program;
- Implement recommended Travel Demand Management (TDM) strategies in the corridor analysis for I-526 between North Charleston and West Ashley.
- Attend training and conferences on transit planning best practices as available.

Responsibility: BCD Council of Governments

Work Schedule: The activities in this Task area will principally be conducted on an ongoing basis during FY2016 and FY2017

Schedule of Products FY2016:

- Administer FTA 5307 funding as the designated recipient: Ongoing
- Facilitate processing of the application for distribution of FFY15 FTA5310 funding: Complete in TRAMS October 2015
- Assist CARTA and TCL with route planning, mapping and other planning needs: Ongoing
- Facilitate quarterly meetings of Human Service providers: July/October 2015, January/April 2016
- Complete efforts to establish a Locally Preferred Alternative for a fixed guideway system: January 2016
- Contract consulting services to facilitate development of a regional Transit Framework Plan: September 2015

Funding Sources FY2016

FHWA (PL)/FTA 5303	\$294,404.00
LOCAL	\$73,601.00
OTHER	
Total	\$368,005.00
% OF TOTAL PL BUDGET:	9.88%

Schedule of Products FY2017*:

- Administer FTA 5307 funding as the designated recipient: Ongoing
- Facilitate processing of the application for distribution of FFY15 FTA5310 funding: July 2016
- Assist CARTA and TCL with route planning, mapping and other planning needs: Ongoing
- Facilitate quarterly meetings of Human Service providers: July/October 2016, January/April 2017
- Complete development of a regional Transit Framework Plan: September 2016

Funding Sources FY2017*

FHWA (PL)/FTA 5303	\$294,404.00
LOCAL	\$73,601.00
OTHER	
Total	\$368,005.00
% OF TOTAL PL BUDGET:	15.00%

**PL budget and projected work product delivery is illustrative until approved by SCDOT*

3.4: Complete Streets

Objective: To transform transportation corridors from vehicle-dominated thoroughfares into community-oriented streets which safely and conveniently accommodate all modes of travel.

Scope/Work: The BCDCOG will assist local jurisdictions and SCDOT in developing projects that are context-sensitive and meet Complete Street principles by performing activities such as, but not limited to, the following:

- Coordinate transportation project design activities with SCDOT's Advanced Project Planning Review (APPR) process and County transportation sales tax programs to assist with development and design review of proposed transportation facilities;
- Assist with facilitating implementation of the bicycle and pedestrian element of the LRTP, including ongoing development of the East Coast Greenway and Palmetto Trail, as well as promoting connectivity of the bicycle/pedestrian network within the region;
- Coordinate with the SC Safe Routes to School program to integrate proposed facility improvements within student travel routes;
- Update the regional bike and pedestrian plan to ensure complete intermodal facilities are designated as an integral part of the local roads/transportation system;
- Attend staff training on latest planning techniques for complete streets and bicycle/pedestrian facilities;
- Coordinate award of funding and implementation of complete street projects within the region.

Responsibility: BCD Council of Governments

Work Schedule: The activities in this Task area will principally be conducted on an ongoing basis during FY2016 and FY2017

Schedule of Products FY2016:

- Attend training/webinars on planning strategies for achieving complete streets and improved bicycle/pedestrian facilities: Ongoing
- Coordinate with local jurisdictions to identify complete street projects for implementation: October 2015

Funding Sources FY2016

FHWA (PL)/FTA 5303	\$180,000.00
LOCAL	\$45,000.00
OTHER	
Total	\$225,000.00
% OF TOTAL PL BUDGET:	6.04%

Schedule of Products FY2017*:

- Attend training/webinars on planning strategies for achieving complete streets and improved bicycle/pedestrian facilities: Ongoing
- Coordinate with local jurisdictions to identify complete street projects for implementation: October 2016

Funding Sources FY2017*

FHWA (PL)/FTA 5303	\$180,000.00
LOCAL	\$45,000.00
OTHER	\$
Total	\$225,000.00
% OF TOTAL PL BUDGET:	9.17%

CHARLESTON AREA TRANSPORTATION STUDY (CHATS)/MPO
UNIFIED PLANNING WORK PROGRAM

FY 2016-2017

(July 1, 2015 – June 30, 2017)

- 4.0 LONG RANGE TRANSPORTATION PLANNING
 - 4.1 PLAN REVIEW AND DEVELOPMENT
 - 4.2 SIMULATION OF TRANSPORTATION SYSTEM
 - 4.3 SPECIAL STUDIES/PROJECT ANALYSIS
 - 4.4 REGIONAL LAND USE PLANNING

4.1: Plan Review and Development

Objective: To maintain the Long Range Transportation (LRTP) through appropriate revisions as needed, with a comprehensive update for adoption every five years

Scope/Work: As the BCDCOG implements elements of the Long Range Transportation Plan completed in 2011, staff will prepare necessary revisions/amendments to the plan and maps as warranted. This project will be achieved by performing tasks such as, but not limited to, the following:

- Maintain and utilize the travel demand model to forecast future system performance and evaluate the impacts of various transportation improvements, in conjunction with other quantitative and qualitative analyses, including environmental screening, field review, input from member jurisdictions, stakeholders and the public, in support of a comprehensive transportation needs assessment.
 - Employ the LRTP as the guiding policy for transportation initiatives, which informs the MTIP.
 - Maintain ongoing record of plan elements that need to be addressed in the required five year update.
 - Explore the possibilities of using scenario planning in developing the LRTP 5-year update.
 - Ensure the LRTP update identifies and addresses gaps in the connectivity of the transportation system, by using quantitative and qualitative analyses and proposing infrastructure and operational solutions that provide the public, especially the traditionally underserved populations, with adequate access to essential services.
 - Conduct a comprehensive, inclusionary public process to prepare a 5-year update of the current LRTP in FY 16 with expected completion/adoption in FY17, engaging services of an outside consultant as needed.
 - Coordinate inclusion of goals/targets in the LRTP to meet performance measures established by SCDOT within 6 months of setting.
 - Identify alternative funding sources for unfunded CHATS projects in the LRTP, including coordination with County Transportation Sales Tax and C-Fund Programs.
 - Provide assistance, including modeling services, to the member jurisdictions in their individual transportation planning and prioritization processes.
 - Coordinate with individual jurisdictions to ensure consistency between other transportation planning efforts in the region and the adopted CHATS LRTP.
 - Continue to update the travel demand model to reflect transportation improvements planned by individual jurisdictions not funded by CHATS.
 - Review, and propose amendments as needed, to reflect additions of any developing principal corridors and improvements identified in the regional land use plan, OurRegion OurPlan.
 - Attend seminars and training offered on innovative long range planning practices.
-

Responsibility: BCD Council of Governments

Work Schedule: The activities in this Task area will principally be conducted on an ongoing basis during FY2016 and FY2017 with specific activities related to the 5-year update scheduled as outlines below

Schedule of Products FY2016:

- Established list of LRTP Update steering committee members to be appointed: September 2015
- Prepared, approved and released RFQ for consultant assistance as needed: September 2015
- Agenda, meeting minutes of initial steering committee to confirm process and schedule, and initial stakeholder meetings: October 2015
- Documentation of discussions with identified stakeholders: October - November 2015
- Public meeting notices, minutes and materials for initial public input forums: January-March 2016
- Prepared draft elements for steering committee presentations/discussion: April-May 2016
- Presentation draft for public distribution/review: June 2016

Funding Sources FY2016

FHWA (PL)/FTA 5303	\$48,000.00
LOCAL	\$12,000.00
OTHER	
Total	\$60,000.00
% OF TOTAL PL BUDGET:	1.61%

Schedule of Products FY2017*:

- Final draft for presentation to CHATS: August 2016
- CHATS adoption: September 2016

Funding Sources FY2017*

FHWA (PL)/FTA 5303	\$48,000.00
LOCAL	\$12,000.00
OTHER	\$
Total	\$60,000.00
% OF TOTAL PL BUDGET:	2.45%

**PL budget and projected work product delivery is illustrative until approved by SCDOT*

4.2: Simulation of the Transportation System

Objective: To maintain an in-house travel demand model for the CHATS planning area that provides capacity to perform simulations and scenario planning on a continuing basis

Scope/Work: The BCDCOG will continue to maintain, operate and update the CHATS travel demand model and further develop its capabilities by performing tasks such as, but not limited to, the following:

- Using the Travel Model Improvement Program Peer Review report, prioritize opportunities and identify costs for upgrading the existing model with recommended enhancements and potential new platform.
- Coordinate with SCDOT to identify data formats that will inform target setting then explore opportunities and costs for improving methods for data collection and/or parameters applied to project growth.
- Use the procurement process to establish a new contract with an on-call modeling consultant to assist with identifying tasks to further develop the in-house modeling capability, as well as continual work on improving the model.
- Purchase necessary software, software upgrades, or equipment to enhance modeling capabilities.
- Regularly review and update information included in the model.
- Provide revised versions of the model to SCDOT as needed and to others upon request.
- Employ the travel demand model to analyze various scenarios of proposed road improvement projects and in coordination with regional planning projects, such as the Folly Road Corridor Plan.
- Continue to expand modeling services to focus on smaller area analysis and development scenarios, to include evaluation of congestion mitigation projects and review of individual developments' Traffic Impact Studies submitted to member jurisdictions.
- Refine and update the freight module of the model, employing best practices in data collection of existing freight traffic.
- Continue to collect data and extrapolate socioeconomic projections to year 2040, particularly in areas added to the CHATS planning area based on the 2010 census.
- Coordinate with SCDOT, to review, evaluate needs and recommend system improvements to the Policy Committee.
- Assist member jurisdictions investigating projects with transportation planning by analyzing the system as requested (see Item 4.1).
- Attend training to stay current with modeling techniques and strategies

Responsibility: BCD Council of Governments

Work Schedule: The activities in this Task area will principally be conducted on an ongoing basis during FY2016 and FY2017 with update of the model as follows.

Schedule of Products FY2016:

- Prepare and publish an RFQ to procure on-call assistance with maintenance and upgrades of the CHATS Travel Demand Model: July 2015
- Explore and assess options for implementing FHWA Peer Expert recommendations: August 2015
- Identify and procure technical assistance to improve accuracy of the region's freight module: September 2015

Funding Sources FY2016

FHWA (PL)/FTA 5303	\$120,000.00
LOCAL	\$30,000.00
OTHER	
Total	\$150,000.00
% OF TOTAL PL BUDGET:	4.03%

Schedule of Products FY2017*:

- Update proposed development inputs applied in the of the CHATS travel demand model to reflect recent development approvals: August 2016
- Continue to refine the split mode module and upgrade the freight module: Ongoing
- Coordinate with SCDOT on techniques for improved data collection to facilitate performance measurements: Ongoing

Funding Sources FY2017*

FHWA (PL)/FTA 5303	\$120,000.00
LOCAL	\$30,000.00
OTHER	\$
Total	\$150,000.00
% OF TOTAL PL BUDGET:	6.11%

**PL budget and projected work product delivery is illustrative until approved by SCDOT*

4.3: Special Studies/Project Analysis

Objective: To examine specific projects involving transportation issues and linkages with land use, as well as factors that affect future growth patterns, economic development, community design, and impacts on the transportation system.

Scope/Work: The BCDCOG will continue to research and analyze specific planning and project proposals for design, location, and feasibility of transportation projects as needed by performing activities such as, but not limited to, the following:

- Provide staff support at meetings of any subcommittees, elected officials, or planning commissions to analyze traffic issues facing special areas or corridors and evaluate potential solutions.
- Conduct analyses of specific project proposals to assist in programming and funding decisions and report findings to the Policy Committee.
- Conduct major investment studies focusing on sub-areas and corridors, such as the Folly Road Corridor study to be completed early in FY16, or projects placing emphasis on efficient use of existing facilities through congestion management strategies as needed.
- Provide assistance to local governments within the CHATS planning area with studies of transportation projects, including land use regulations and development review as requested.
- Assemble evaluations of proposed projects, funding, traffic, transportation needs and alternatives, and land use/growth patterns as reports, presentations, or graphics.
- Utilize assistance of previously approved on-call consultants and/or other professional consulting services as needed and procured in accord with state/federal requirements.
- Conduct activities that implement the Federal Partnership for Sustainable Communities (HUD, USDOT, and EPA) initiative to advance livability especially transportation- land use planning strategies.
- Coordinate implementation of the Neck Area Master Plan, corridor studies, SIB applications, and the regional housing needs assessment to integrate an assessment of transportation costs associated with commuting to and within the urban area.
- Coordinate Phase II (Implementation) of the Joint Land Use Study in cooperation with Joint Base Charleston and Community Resilience/Recovery planning to ensure the community transportation systems are prepared for a disruption (natural or man-made)

Responsibility: BCD Council of Governments

Work Schedule: The activities in this Task area will principally be conducted on an ongoing basis during both fiscal years.

Schedule of Products FY2016:

- Evaluate specific special areas or project proposals as requested to identify potential solutions: Ongoing
- Coordinate development of a plan for the Folly Road Corridor to address congestion and service issues: July 2015- January 2016
- Development implementation matrices and performance measures for recently approved special area plans: Ongoing

Funding Sources FY2016

FHWA (PL)/FTA 5303	\$880,000.00
LOCAL	\$220,000.00
OTHER	\$25,000.00
Total	\$1,125,000.00
% OF TOTAL PL BUDGET:	30.22%

Note: Special Studies funding is higher due to inclusion of Folly Road Corridor Study carryover into FY16

Schedule of Products FY2017*:

- Evaluate specific special areas or project proposals as requested to identify potential solutions: Ongoing
- Development implementation matrices and performance measures for recently approved special area plans: Ongoing

Funding Sources FY2017*

FHWA (PL)/FTA 5303	\$280,000.00
LOCAL	\$ 70,000.00
OTHER	\$ 0.00
Total	\$350,000.00
% OF TOTAL PL BUDGET:	14.27%

**PL budget and projected work product delivery is illustrative until approved by SCDOT*

4.4: Regional Land Use Planning

Objective: To increase public awareness and implement the shared vision of the tri-county region in 2040, particularly focused on enhancement of identified corridors and transit related centers.

Scope/Work: The BCDCOG will continue to steward the regional land use plan, OurRegion OurPlan, and Neck Area Master Plan by engaging all jurisdictions in the CHATS planning area in its implementation and use the Vision Plans to inform updates of the LRTP and travel demand model. Activities to achieve this task include, but are not limited to, the following:

- Educate decision makers and the general public on specific implementation strategies within the regional land use plan that will enhance transportation planning and facilitate efficient movement of goods and people.
- Capitalize on the collaborative process, including nontraditional partners, used to develop the plan, as a basis for stewarding implementation of Plan and strategies to link land use development and transportation planning.
- Refine integration of land use data from the Vision Plan within the travel demand model.
- Compare the final Vision Plan and specific elements with the LRTP to identify needed revisions and inform ongoing transportation planning and allocation of transportation funding.
- Familiarize the CHATS Policy Committee and local governments with the range of tools that can be used to implement regional land use and other transportation plans especially as they relate to funding of infrastructure and regional transportation.
- Identify and prioritize specific implementation strategies that will result in short term improvements in mobility throughout the urban area.
- Purchase necessary software, software upgrades, or equipment to enhance modeling capabilities needed to incorporate data from the regional land use process.
- Participate in conferences and attend training on land use planning and sustainable communities initiatives

Responsibility: BCD Council of Governments

Work Schedule: The activities in this Task area will principally be conducted on an ongoing basis during both fiscal years.

Schedule of Products FY2016:

- Compile agendas of meetings where the regional plan is presented and/or discussed: Ongoing
- Document discussions with individual jurisdictions on coordination of local planning policies with the regional plan policies and strategies: July 2015-January 2016
- Develop measurements for comparison with baseline data used in plan development: Ongoing

Funding Sources FY2016

FHWA (PL)/FTA 5303	\$28,000.00
LOCAL	\$7,000.00
OTHER	
Total	\$35,000.00
% OF TOTAL PL BUDGET:	0.94%

Schedule of Products FY2017*:

- Compile agendas of meetings where the regional plan is presented and/or discussed: Ongoing
- Develop measurements for comparison with baseline data used in plan development: Ongoing

Funding Sources FY2017*

FHWA (PL)/FTA 5303	\$28,000.00
LOCAL	\$7,000.00
OTHER	
Total	\$35,000.00
% OF TOTAL PL BUDGET:	1.43%

**PL budget and projected work product delivery is illustrative until approved by SCDOT*

CHARLESTON AREA TRANSPORTATION STUDY (CHATS)/MPO
UNIFIED PLANNING WORK PROGRAM

FY 2016-2017

(July 1, 2015 – June 30, 2017)

5.0 PUBLIC PARTICIPATION

5.1 PUBLIC PARTICIPATION/EDUCATION/INVOLVEMENT

5.1: Public Participation/Education/Involvement

Objective: To continue active citizen education, participation and nontraditional partner involvement in all aspects of the CHATS planning process.

Scope/Work: The BCDCOG will keep citizens informed of the CHATS planning and programming process through a variety of public outreach and involvement techniques in accord with the Public Participation Plan (PPP), including the Title VI and Limited English Proficiency Plan. Activities to achieve this task include, but are not limited to, the following:

- Inform citizens of CHATS planning and programming activities through speaking engagements, use of the media, the BCDCOG website, newsletter, and meetings.
- Investigate new ways to involve the general public and nontraditional partners, especially the transportation disadvantaged, in the transportation planning process.
- Seek new avenues for outreach to low-income and minority communities, including Limited English Proficiency speaking populations.
- Present transportation documents in an easily understandable format, including graphics and other visualization techniques.
- Manage public notices of all MPO meetings to ensure wide distribution and clarity that these meetings are open to the public, advertised and media notified as specified in the CHATS PPP.
- Provide opportunity for the public to comment verbally or in writing at each meeting.
- Document attendance and public input received at all CHATS functions to assist in evaluating the effectiveness of current public involvement practices.
- Annually assess the effectiveness of public involvement techniques and make changes as needed in the Public Participation Plan to increase the quantity and quality of public involvement.
- Maintain a file of interested persons to be notified of MPO events and meetings.
- Regularly report on the transportation process and planning initiatives in the BCDCOG newsletter.
- Develop presentations and purchase any necessary graphics equipment to adequately convey information to the public.
- Maintain files, maps and plans for MTIP projects in the region for public review.
- Continue an active program of citizen participation in special projects, encouraging a significant diversity of individuals and agencies to participate.

Responsibility: BCD Council of Governments

Work Schedule: The activities in this Task area will principally be conducted on an ongoing basis during both fiscal years.

Schedule of Products FY2016:

- Copies of agendas and meeting notices: Ongoing
- Retain files of presentations given to outside organizations: Ongoing
- Copies of meeting sign in sheets: Ongoing
- Annual report on effectiveness of various public participation techniques employed: May 2016
- Copies of BCDCOG newsletters: Monthly

Funding Sources FY2016

FHWA (PL)/FTA 5303	\$44,000.00
LOCAL	\$11,000.00
OTHER	
Total	\$55,000.00
% OF TOTAL PL BUDGET:	1.48%

Schedule of Products FY2017*:

- Copies of agendas and meeting notices: Ongoing
- Retain files of presentations given to outside organizations: Ongoing
- Copies of meeting sign in sheets: Ongoing
- Annual report on effectiveness of various public participation techniques employed: May 2016
- Copies of BCDCOG newsletters: Monthly

Funding Sources FY2017*

FHWA (PL)/FTA 5303	\$44,000.00
LOCAL	\$11,000.00
OTHER	
Total	\$55,000.00
% OF TOTAL PL BUDGET:	2.24%

**PL budget and projected work product delivery is illustrative until approved by SCDOT*

CHARLESTON AREA TRANSPORTATION STUDY (CHATS)/MPO
UNIFIED PLANNING WORK PROGRAM

FY 2016-2017
(July 1, 2015 – June 30, 2017)

GLOSSARY OF TERMS

Transportation Glossary

Access/Accessibility — The opportunity to reach a given end use within a certain time frame, or without being impeded by physical, social or economic barriers.

Alternative Modes of Transportation — Forms of transportation that provide transportation alternatives to the use of single-occupant automobiles. Examples include: rail, transit, carpools, bicycles and walking.

Amendment - A major change in the approved TIP or Plan that requires public review and comment, demonstration of fiscal constraint, or a conformity determination (for 'non-exempt' projects in nonattainment and maintenance areas)

American Association of State Highway and Transportation Officials (AASHTO) — A nonprofit, nonpartisan association representing highway and transportation departments in the 50 states, the District of Columbia and Puerto Rico.

Americans with Disabilities Act (ADA) — Federal civil rights legislation for persons with disabilities, signed into law in 1990, that prohibits discrimination specifically in the areas of employment, public accommodation, public services, telecommunications and transportation. Transportation requirements include the provision of "comparable para-transit service" that is equivalent to general public fixed-route service for persons who are unable to use regular bus service due to a disability.

Arterial Street — A class of street serving major traffic movements (high-speed, high volume) for travel between major points.

Attainment Area — An area considered to have air quality that meets or exceeds the U.S. Environmental Protection Agency (EPA) health standards used in the Clean Air Act. Non-attainment areas are areas considered not to meet these standards for designated pollutants. An area may be an attainment area for one pollutant and a non-attainment area for others.

Capacity — A transportation facility's ability to accommodate a moving stream of people or vehicles in a given time period. The maximum rate of flow at which persons or vehicles can be reasonably expected to traverse a point or uniform segment of a lane or roadway during a specified time period under prevailing roadway, traffic and control conditions; usually expressed as vehicles per hour or persons per hour.

Capital Improvement Program (CIP) — A plan for future capital infrastructure and program expenditures which identifies each capital project, its anticipated start and completion and allocates existing funds and known revenue sources for a given period of time. Most local governments have a CIP.

Charleston Area Regional Transportation Authority (CARTA) - The public transit provider in the Charleston-North Charleston Urban Area.

Clean Air Act (CAA) — Federal statutes established by the United States Congress which set the nation's air quality goals and the process for achieving those goals. The original Clean Air Act was passed in 1963, but the national air pollution control program is actually based on the 1970 version of the law. The 1990 Clean Air Act Amendments are the most far-reaching revisions of the 1970 law.

Congestion — A condition under which the number of vehicles using a facility is great enough to cause reduced speeds and increased travel times.

Congestion Management Process (CMP) — Systematic process for managing congestion. Provides information on transportation system performance and finds alternative ways to alleviate congestion and enhance the mobility of people and goods, to levels that meet state and local needs.

Congestion Mitigation and Air Quality Improvement Program (CMAQ) — A categorical Federal-aid funding program created with the ISTEA which directs funding to projects that contribute to meeting National air quality standards. CMAQ funds generally may not be used for projects that result in the

construction of new capacity available to SOVs (single occupant vehicles).

Context Sensitive Solution (CSS) — A collaborative, interdisciplinary approach that involves all stakeholders to develop a transportation facility that fits its physical setting and preserves scenic, aesthetic, historic and environmental resources, while maintaining safety and mobility. CSS is an approach that considers the total context within which a transportation improvement project will exist.

Design Standards — Standards that are met when a new road is constructed, or when a deficient section is improved. These standards pertain to all relevant geometric and structural features required to provide a desired level of service over the life of the project. The life of the project is generally 20 years beyond its implementation.

Environmental Assessments (EA) — Prepared for federal actions under the National Environmental Policy Act (NEPA) where it is not clearly known how significant the environmental impact might be. If, after preparing an environmental assessment, it is determined that the project impact is significant, an Environmental Impact Statement (EIS) is then prepared. If not, a "finding of no significant impact" (FONSI) is documented.

Environmental Impact Statements (EIS) — Prepared for federal actions that have a significant effect on the human and natural environment. These are disclosure documents prepared under the National Environmental Policy Act (NEPA) that provide a full description of the proposed project, the existing environment and analysis of the anticipated beneficial and adverse environmental effects of all reasonable alternatives. There are various stages — Draft EIS and Final EIS.

Environmental Justice (EJ) — Environmental justice assures that services and benefits allow for meaningful participation and are fairly distributed to avoid discrimination.

Environmental Protection Agency (EPA) — The federal regulatory agency responsible for administering and enforcing federal environmental laws, including the Clean Air Act, the Clean Water Act, the Endangered Species Act and others. EPA is the source agency of air quality control regulations affecting transportation.

Federal Highway Administration (FHWA) — A branch of the U.S. Department of Transportation that administers the federal-aid Highway Program, providing financial assistance to states to construct and improve highways, urban and rural roads and bridges. The FHWA also administers the Federal Lands Highway Program, including survey, design and construction of forest highway system roads, parkways and park roads, Indian reservation roads, defense access roads and other Federal lands roads.

Federal Transit Administration (FTA) — A branch of the U.S. Department of Transportation that is the principal source of federal financial assistance to America's communities for planning, development and improvement of public or mass transportation systems. FTA provides leadership, technical assistance and financial resources for safe, technologically advanced public transportation to enhance mobility and accessibility, to improve the nation's communities and natural environment and to strengthen the national economy.

Financial Planning — The process of defining and evaluating funding sources, sharing information and deciding how to allocate the funds.

Financial Programming — A short-term commitment of funds to specific projects identified in the regional Transportation Improvement Program (see TIP).

Fiscal or Financial Constraint — Making sure that a given program or project can reasonably expect to receive funding within the time allotted for its implementation.

Geographic Information System (GIS) — Computerized data management system designed to capture, store, retrieve, analyze and display geographically referenced information.

High-Occupancy Vehicle (HOV) — Vehicles carrying two or more people. The number that constitutes an HOV for the purposes of HOV highway lanes may be designated differently by different transportation agencies.

Intelligent Transportation Systems (ITS) — the application of advanced technologies to improve the efficiency and safety of transportation systems.

Intermodal — The ability to connect and the connections between modes of transportation.

Level of Service (LOS) — a qualitative rating of how well a unit of transportation supply (e.g. street, intersection, bikeway, etc.) serves its current or projected demand. LOS A = free-flow condition (32 percent of capacity); B = reasonably free-flow conditions (51 percent); C = operation stable but becoming more critical (75 percent); D = lower speed range of stable flow (92 percent); E = unstable flow (100 percent); F = forced flow; >100 percent of capacity, stop-and-go operation.

Long Range Transportation Plan (LRTP) — A document resulting from regional or statewide collaboration and consensus on a region or state's transportation system and serving as the defining vision for the regions or state's transportation systems and services. In metropolitan areas, the plan indicates all of the transportation improvements scheduled for funding over a minimum of the next 20 years.

Maintenance Area — Maintenance area is any geographic region of the United States previously designated non-attainment pursuant to the CAA Amendments of 1990 and subsequently re-designated to attainment subject to the requirement to develop a maintenance plan under section 175A of the CAA, as amended.

Metropolitan Planning Organization (MPO) — A planning agency established by federal law to assure a continuing, cooperative and comprehensive transportation planning process takes place that results in the development of plans, programs and projects that consider all transportation modes and supports the goals of the community. Any urbanized area

or contiguous urbanized areas, as defined by the U.S. Census Bureau, containing a population of greater than 50,000 are required to have an MPO.

Mode, Intermodal, Multimodal — Form of transportation, such as automobile, transit, bicycle and walking. Intermodal refers to the connections between modes and multimodal refers to the availability of transportation options within a system or corridor.

Moving Ahead for Progress in the 21st Century Act (MAP-21) — Authorization of funding for Federal surface transportation programs for highways, highway safety and transit for the two year period 2013-2015.

National Environmental Policy Act of 1969 (NEPA) — An established national environmental policy requiring that any project using federal funding or requiring federal approval, including transportation projects, examine the effects of proposed and alternative choices on the environment before a federal decision is made.

National Historic Preservation Act (NHPA) — Law requiring federal agencies to consider the potential effect of a project on a property that is registered on or eligible for the National Register of Historic Places, and for federal and state agencies and the public to identify means to mitigate harm if effects are identified.

Non-attainment — Any geographic area that has not met the requirements for clean air as set out in the Clean Air Act of 1990. An area can at the same time be classified as in attainment for one or more air pollutants and as a non-attainment area for another air pollutant.

Para-transit — Alternative known as "special or specialized" transportation, which often includes flexibly scheduled and routed transportation services. These services use low capacity vehicles such as vans to operate within normal urban transit corridors or rural areas. Services usually cater to the needs of persons whom standard mass transit services would serve with

difficulty, or not at all. Common patrons are the elderly and persons with disabilities.

Planning Funds (PL) — Primary source of funding for metropolitan planning designated by the FHWA.

Revision - A change to a long range statewide or metropolitan transportation plan, TIP, or STIP that occurs between scheduled periodic updates. A major revision is an "amendment," while a minor revision is an "administrative modification.

Right-of-Way (ROW) — Public space legally established for the use of pedestrians, vehicles or utilities. Right-of-way typically includes the street, sidewalk and buffer strip areas.

Rural Planning Organization (RPO) — An organization similar to an MPO, composed of representatives of rural local governments and appointed representatives from the geographic area covered by the organization with the purpose of involving local officials in multi-modal transportation planning through a structured process.

Stakeholders — Individuals and organizations involved in or affected by the transportation planning process. Include federal/state/local officials, MPOs, transit operators, freight companies, shippers, and the general public.

Surface Transportation Program (STP) — Federal-aid highway funding program that funds a broad range of surface transportation capital needs, including many roads, transit, sea and airport access, vanpool, bike and pedestrian facilities.

South Carolina Department of Transportation (SCDOT) — The State agency that manages the highway system within South Carolina. SCDOT's mission is to plan, implement, maintain and manage an integrated transportation system for the movement of people and products, with emphasis on quality, safety, efficiency and the environment for citizens. SCDOT is the administrative agency that responds to policy set by the South Carolina Legislation.

Title VI — Title VI of the Civil Rights Act of 1964. The legislation prohibits discrimination in any program receiving federal assistance.

Transportation Conformity — Process to assess the compliance of any transportation plan, program, or project with air quality implementation plans. The conformity process is defined by the Clean Air Act.

Transportation Demand Management (TDM) — "Demand-based" techniques that are designed to change travel behavior in order to improve the performance of transportation facilities and to reduce the need for additional road capacity. Methods include the use of alternative modes, ride-sharing and vanpool programs and trip-reduction programs and/or ordinances.

Transportation Improvement Program (TIP) — A staged, multiyear (typically three to five years) listing of surface transportation projects proposed for federal, state and local funding within a metropolitan area. MPOs are required to prepare a TIP as a short-range programming document to complement its long-range transportation plan. The TIP contains projects with committed funds over a multiyear period (five years).

Transportation Management Area (TMA) — All urbanized areas over 200,000 in population and any other area that requests such designation. The MPO is responsible for transportation planning with a TMA.

Transportation Planning — A collaborative process of examining demographic characteristics and travel patterns for a given area. This process shows how these characteristics will change over a given period of time and evaluates alternatives for the transportation system of the area and the most expeditious use of local, state and federal transportation funding. Long-range planning is typically done over a period of 25 years; short-range programming of specific projects usually covers a period of 3 to 5 years.

Unified Planning Work Program (UPWP) — The management plan for the (metropolitan) planning program. Its purpose is to coordinate the planning activities of all participants in the planning process.

Update - Making current a long range transportation plan or TIP, through a comprehensive review. Updates require public review and comment, a 20-year horizon year for metropolitan transportation plans, a four-year program period for TIPs, demonstration of fiscal constraint (except for long-range statewide transportation plans), and a conformity determination (for metropolitan transportation plans and TIPs in nonattainment and air quality maintenance areas)

Urbanized Area — Area that contains a city of 50,000 or more population plus incorporated surrounding areas meeting size or density criteria as defined by the U.S. Census.

Vehicle Miles of Travel (VMT) — The sum of distances traveled by all motor vehicles in a specified region.

FY16 Project Timelines**															
CHATS Unified Planning Work Program															
Task	July-15	August	September	October	November	December	Jan-16	February	March	April	May	June-16	Estimated Completion	Tracking Schedule	
1.1 CHATS Administration	Policy Committee Meeting	MPO Certification Review	X	Policy Committee Meeting	Annual list of obligated projects	X	Policy Committee Meeting	X	Update FY17 UPWP	Policy Committee Meeting	X	X	Continuous Annual list of obligated projects: December 2015;	PL Quarterly Report	
1.2 TIP Development and Maintenance	X	X	X	X	X	X	Projects Status Report	X	X	X	X	X	Continuous Semi-annual Status Report to Policy Committee	PL Quarterly Report	
1.3 Transportation Alternatives Program	X	Initiate Process for triennial Project program	X	X	X	X	Annual Status Report	X	X	X	X	X	Continuous Annual Progress Report: January 2016	PL Quarterly Report	
1.4 Technical Assistance	X	X	X	X	Orientation Training Session	X	X	X	X	X	Orientation Training Session	X	Continuous Prepare Comp Plan Transportation elements as requested Facilitate Planning/Zoning Training Semi-annually	PL Quarterly Report	
2.1 Land Use/Socio-Economic Data Collection/Projections	Conduct study of commuting costs	Procure services to improve Travel Demand Model	Procure services to expand online mapping site	Prepare model TOD guidelines and ordinance			Meet with Jurisdictions for development updates	X	X	X	X	X	Continuous Prepare model TOD guidelines and ordinance by January 2016 Procure services to assist with TDModel Improvements: September 2015 Procure services to improve online mapping site: September 2015 Meet with jurisdictions to update development projections: January 2016	PL Quarterly Report	
2.2 System Surveillance	X		Prepare and publish updated Traffic Count Maps (based on 2014 data from SCDOT)			X	X	Report on average commuting costs	X	X	X	X	Continuous Prepare and deliver Traffic Count Maps: December 2015 Issue Report on average commuting costs: February 2016	PL Quarterly Report	
2.3 Census Cooperation	X	X	Publish community profiles	X	X	X	X	X	X	X	X	X	Continuous Publish community profiles for all three counties: September 2015	PL Quarterly Report	
2.4 Air Quality Monitoring	X	Quarterly meeting		X	Quarterly meeting	X	X	Quarterly meeting		X	Quarterly meeting	X	Continuous Quarterly meetings coordinated with DHEC	PL Quarterly Report	
3.1 Congestion/Travel Demand Management	Establish baseline data for TDM initiatives monitoring			X	X	X	X	X	X	X	X	X	Continuous Establish baseline data for measuring TDM Initiatives performance: September 2015 Implement TDM initiatives in approved I-526 study	PL Quarterly Report	
- Alternative Analysis	Complete project analysis and final report for entry in New Starts program				Submit for entry in New Starts Program	X	X	X	X	X	X	X	Complete I-26ALT project: December 2015 Prepare for entry in New Starts program: January 2016	PL Quarterly Reports Technical Memos	
- Comprehensive Review of Congestion Management Plan			Advisory Committee Meeting			Finalize draft CMPlan							Ongoing; Finalize draft in December 2015 based on LRTP input	PL Quarterly Report, Technical Memo	
- Transit Consolidation Implementation			Stakeholder Meeting			Stakeholder Meeting			Stakeholder Meeting			Stakeholder Meeting	Meet quarterly with stakeholders to implement Transit System Consolidation steps	PL Quarterly Reports Documentation of Board actions	
3.2 Intermodal Management	X	X	X	X	X	X	X	X	X	X	X	X	Continuous	PL Quarterly Report	
- Enhance capacity of CHATS travel demand model		X	Review proposals for services to improve TDM	Establish methodology for trucking freight counts	X	X	X	X	X	X	X	X	Ongoing; Implement in September 2016	PL Quarterly Report	
- Regional Bike/Pedestrian Plan Update	Procure Services of Consultant	Bike/Ped Advisory Committee	Plan Development							X	X	X	X		
- I-26 Corridor Analysis	Support SCDOT's study of I-26 corridor												Ongoing	PL Quarterly Report Technical Memo	

Task	July-15	August	September	October	November	December	Jan-16	February	March	April	May	June-15	Estimated Completion	Tracking Schedule
3.3 Transit Service Management/Planning	X	X	X	X	X	X	X	X	X	X	X	X	Continuous	PL Quarterly Report
- Administer/Support FTA funding recipients	X	X	Begin processing of FFY15 5310 Funding in TRAMS		X	X	X	X	X	X	X	X	Ongoing	PL Quarterly Report, Study document
- Coordinate with regional Human Service Providers	Quarterly Meeting	X	X	Quarterly Meeting			Quarterly Meeting			Quarterly Meeting			Ongoing with quarterly meetings	PL Quarterly Reports
- Coordinate development of Regional Transit Framework Plan	Procure Services of Consultant	Conduct regional planning process to establish a Regional Transit Framework Plan											Integration into LRTP Update by September 2016	PL Quarterly Reports
3.4 Complete Streets	X	X	Identify projects for complete streets funding		X	X	X	X	X	X	X	X	Continuous Assessment in Aug/Sept 2015	PL Quarterly Reports
4.1 Plan Review and Development	Procure Services of Consultant		Initiate Steering Committee meetings	Meet with Stakeholders			Public Input meetings			Prepare draft elements		Release draft for public review	Continuous Initiate and conduct extensive public planning process through 2015 Plan and initiate LRTP update	PL Quarterly Reports
4.2 Simulation/Network Modeling of Transportation System	(Note: See 3.2 for model enhancement)		X	X	X	X	X	X	X	X	X	X	Continuous Freight module complete: March 2015	PL Quarterly Report
4.3 Special Studies (Folly Road Corridor)	Complete and adopt multi-jurisdictional plan for improved mobility in Folly Road Corridor						X	X	X	X	X	X	December 2015	PL Quarterly Report, Published Plan
4.4 Outreach and implementation of Regional Plan and Neck Area Master Plan	Coordinate with jurisdictions for alignment of local planning policies with OurRegion OurPlan and Neck Area Master Plan						X	X	X	X	X	X	Continuous	PL Quarterly Reports
5.1 Information to Public (Presentations/Education)	X	X	X	X	X	X	X	X	X	X	X	X	Continuous	PL Quarterly Reports

**This is a depiction of milestones and benchmarks that may or may not be attained. Other tasks and routine activities, for which specific deadlines may not be reasonably anticipated, are expected and continuous. This list is in no way comprehensive as additional projects may evolve.

CHATS Unified Planning Work Program
Fiscal Year 2016 Funding Sources Table

TASK CODE	TASK DESCRIPTION	Consolidated Planning Grant			SECTION 5303			ADDITIONAL FUNDS					TASK FUNDING SUMMARY			
		Transit / Highway			Transit			Local 20%	SCDOT 20%	FHWA 80%	FTA 80%	SCDOT 100%	LOCAL	STATE	FEDERAL	TOTAL
		Local 20%	SCDOT 20%	FHWA 80%	Local 20%	SCDOT	FTA 80%									
Section 1	Program Administration	\$ 127,000	\$ -	\$ 508,000				\$0	\$0	\$0			\$ 127,000	\$ -	\$ 508,000	\$ 635,000
1.1	Admin. & Program Management	50,000		200,000									50,000	-	200,000	250,000
1.2	TIP Development	6,000		24,000									6,000	-	24,000	30,000
1.3	Transportation Enhancement Activities	6,000		24,000									6,000	-	24,000	30,000
1.4	Technical Assistance	65,000		260,000									65,000	-	260,000	325,000
Section 2	Surveillance / Data Collection	\$ 83,000	\$ -	\$ 332,000									\$ 83,000	\$ -	\$ 332,000	\$ 415,000
2.1	Land Use / Socioeconomic Data	50,000		200,000									50,000	-	200,000	250,000
2.2	Transportation System Surveillance	29,500		118,000									29,500	-	118,000	147,500
2.3	Census Cooperation	500		2,000									500	-	2,000	2,500
2.4	Air Quality Monitoring	3,000		12,000									3,000	-	12,000	15,000
Section 3	Congestion Management	\$57,087	\$0	\$228,346				\$0	\$93,601	\$102,914	\$766,058	\$0	\$150,688	\$ 102,914	\$994,404	\$ 1,248,006
3.1	Congestion Management Process	20,087		80,346				\$5,000	102,914	411,654			25,087	102,914	492,000	620,001
3.2	Intermodal Management	7,000		28,000					-	-			7,000	-	28,000	35,000
3.3	Public Transit Management / Planning	25,000		100,000				\$48,601		\$194,404			73,601	-	294,404	368,005
3.4	Complete Streets	5,000		20,000				\$40,000		\$160,000			45,000	-	180,000	225,000
Section 4	Long Range Transportation Planning	\$114,000	\$0	\$456,000				\$155,000	\$0	\$620,000		\$25,000	\$269,000	\$25,000	\$1,076,000	\$1,370,000
4.1	Plan Review & Development	7,000		28,000				\$5,000	-	20,000			12,000	-	48,000	60,000
4.2	Simulation of Transportation System	30,000		120,000									30,000	-	120,000	150,000
4.3	Special Studies / Project Analysis	70,000		280,000				\$150,000		600,000		25,000	220,000	25,000	880,000	1,125,000
4.4	Regional Land Use Plan	7,000		28,000									7,000	-	28,000	35,000
Section 5	Public Participation	\$11,000	\$0	\$44,000									\$11,000	\$ -	\$ 44,000	\$ 55,000
5.1	Public Participation/Education/Involvement	11,000		44,000									11,000	-	44,000	55,000
	Management & Operations															
TOTALS		\$392,087	\$0	\$1,568,346	\$0	\$0	\$0	\$248,601	\$102,914	\$1,386,058	\$0		\$640,688	\$127,914	\$2,954,404	\$3,723,006

CHATS Unified Planning Work Program
Fiscal Year 2017 Funding Sources Table

TASK CODE	TASK DESCRIPTION	Consolidated Planning Grant			SECTION 5303			ADDITIONAL FUNDS					TASK FUNDING SUMMARY			
		Transit / Highway			Transit			Local 20%	SCDOT 20%	FHWA 80%	FTA 80%	SCDOT 100%	LOCAL	STATE	FEDERAL	TOTAL
		Local 20%	SCDOT 20%	FHWA 80%	Local 20%	SCDOT	FTA 80%									
Section 1	Program Administration	\$ 127,000	\$ -	\$ 508,000				\$0	\$0	\$0			\$ 127,000	\$ -	\$ 508,000	\$ 635,000
1.1	Admin. & Program Management	50,000		200,000									50,000	-	200,000	250,000
1.2	TIP Development	6,000		24,000									6,000	-	24,000	30,000
1.3	Transportation Enhancement Activities	6,000		24,000									6,000	-	24,000	30,000
1.4	Technical Assistance	65,000		260,000									65,000	-	260,000	325,000
Section 2	Surveillance / Data Collection	\$ 83,000	\$ -	\$ 332,000									\$ 83,000	\$ -	\$ 332,000	\$ 415,000
2.1	Land Use / Socioeconomic Data	50,000		200,000									50,000	-	200,000	250,000
2.2	Transportation System Surveillance	29,500		118,000									29,500	-	118,000	147,500
2.3	Census Cooperation	500		2,000									500	-	2,000	2,500
2.4	Air Quality Monitoring	3,000		12,000									3,000	-	12,000	15,000
Section 3	Congestion Management	\$57,087	\$0	\$228,346			\$0	\$93,601	\$0	\$374,404			\$150,688	\$ -	\$602,750	\$ 753,438
3.1	Congestion Management Process	20,087		80,346				\$5,000		\$20,000			25,087	-	100,346	125,433
3.2	Intermodal Management	7,000		28,000					-	-			7,000	-	28,000	35,000
3.3	Public Transit Management / Planning	25,000		100,000				\$48,601		\$194,404			73,601	-	294,404	368,005
3.4	Complete Streets	5,000		20,000				\$40,000		\$160,000			45,000	-	180,000	225,000
Section 4	Long Range Transportation Planning	\$114,000	\$0	\$456,000				\$5,000	\$0	\$20,000			\$119,000	\$0	\$476,000	\$595,000
4.1	Plan Review & Development	7,000		28,000				\$5,000		\$20,000			12,000	-	48,000	60,000
4.2	Simulation of Transportation System	30,000		120,000									30,000	-	120,000	150,000
4.3	Special Studies / Project Analysis	70,000		280,000									70,000	-	280,000	350,000
4.4	Regional Land Use Plan	7,000		28,000									7,000	-	28,000	35,000
Section 5	Public Participation	\$11,000	\$0	\$44,000									\$11,000	\$ -	\$ 44,000	\$ 55,000
5.1	Public Participation/Education/Involvement	11,000		44,000									11,000	-	44,000	55,000
	Management & Operations															
TOTALS		\$392,087	\$0	\$1,568,346	\$0	\$0	\$0	\$98,601	\$0	\$394,404	\$0		\$490,688	\$0	\$1,962,750	\$2,453,438

**LOCAL PROJECT AGREEMENT (LPA)
COORDINATION REQUIREMENTS FOR PROCUREMENT OF CONSULTING
SERVICES**

The following process is intended to comply with LPA requirements by ensuring eligibility of planning activities utilizing Federal-Aid funds. Planning activities by definition do not include findings required by National Environmental Policy Act (NEPA), the acquisition of real property, or the management/oversight of construction projects. Federal funds may include PL, SPR, STP, NHS, CMAQ or any other Federal-Aid Program funds. In the event that the MPO, COG or sub-recipient intends to procure consulting services utilizing federal funds to complete tasks outlined in the approved Unified Planning Work Program (UPWP) or Rural Planning Work Program (RPWP), the following steps must be adhered to in sequence in order to ensure federal participation in the project:

STEP 1

- Ensure that the project is included the UPWP or RPWP
- Submit a draft scope of work in sufficient detail to determine that all work elements are eligible under Title 23 USC
- Submit a draft advertisement that will be used in South Carolina Business Opportunities (SCBO)
- Submit an internal estimate of the project cost
- Receive a notice to proceed from SCDOT to advertise the request for proposal

STEP 2

- Include the SCDOT and FHWA as non-voting members of the selection committee
- Submit a recommendation to SCDOT for approval of the selected firm(s) with documentation of the evaluation process
- Submit a copy of the negotiation process
- Receive notice to proceed from SCDOT

STEP 3

- Submit a copy of the draft agreement
- Receive final notice from SCDOT to execute agreement and initiate project

I hereby acknowledge that all procurement activities will follow the above described steps. Any deviation for this process will jeopardize federal reimbursement for the project.

2/27/15
DATE



MPO/COG PLANNING AGENCY DIRECTOR

If applicable:

DATE

SUB-RECIPIENT