



243 High Street Room 110  
Morgantown, WV 26505  
(304) 291-9571  
[www.plantgether.org](http://www.plantgether.org)

### **Agenda**

MPO Citizens Advisory Committee Meeting  
Conference Room  
MPO Offices  
243 High Street Room 110  
Morgantown WV  
June 14, 2018

6 PM

1. Call To Order
2. Approval of Minutes
3. TIP Amendments
4. Highway Performance Measures
5. Pedestrian Plan RFP
6. Morgantown Industrial Park Access Study Scope of Work
7. Ongoing Project Update
8. Other Business
9. Meeting Adjournment



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**Memorandum**

**Date:** June 5, 2018  
**To:** Citizens Advisory Committee Members  
**From:** Bill Austin, AICP  
**Subject:** June 14, 2018 CAC Meeting Agenda Items

This memorandum is to inform you of the action items for the June 11<sup>th</sup> CAC Meeting.

**-2018 Transportation Improvement Program Amendments-**The West Virginia Department of Transportation-Division of Highways and Mountain Line Transit have requested the following TIP Amendments:

**WVDOH**

**FY 2019 Add:**

**-Monongahela Boulevard US 19-Patteson Drive to 8<sup>th</sup> Street-Upgrade Lighting-**Project NHHS0019467D Total Cost \$111,000 Federal Funds \$100,000 (Split Funded)

**-Monongahela Boulevard US 19-Patteson Drive to 8<sup>th</sup> Street-Upgrade Lighting-**Project NHHS0019467D Total Cost \$639,000 Federal Funds \$511,200 (Split Funded)

**FY 2020 Add:**

**-I-79/Chaplin Hill Road Interchange Reconstruction milepost 155-**Project NFA2317029D Total Cost \$40,000,000 Federal Funds \$0 General Obligation Bond Funded

**Mountain Line Transit**

**FY 2019 Add**

**-Section 5307-**Increase total funding to \$1.878.9 million-See table included with the agenda

**-Highway Performance Measures-**Please find enclosed correspondence from State Highway Engineer Aaron Gillespie documenting the West Virginia Department of Transportation's targets for the five federally required performance measures. The areas covered by these performance measures are interstate highway pavement condition, bridge conditions, Interstate and Non-interstate performance, freight movement, and traffic congestion and on-road mobile source emissions for the Congestion Mitigation and Air Quality (CMAQ) program. The attached documentation explains the State's goals for this program.

It is Staff's recommendation that the MPO adopt the State's goals initially and that the MPO monitor practices for performance monitoring nationwide to determine if the MPO would like to adopt different standards in the future.

**-Pedestrian and Bicycle Plan Request for Proposals-**CAC members may recall that the MPO's Unified Planning Work Program calls for MPO staff to conduct an update of the Urban Area's pedestrian plan during the current fiscal year and an update of the bicycle plan during the upcoming fiscal year. As mentioned at the last CAC meeting, the recent pedestrian safety initiative jointly sponsored by WVDOH District 4, WVU, the City of Morgantown and the MMMPO has led to an understanding that the bicycle and pedestrian planning effort should be significantly intensified to create a much more comprehensive plan for these modes of transportation than a staff led update of existing plans could accomplish.

MPO staff has been working with WVDOH, WVU, and the Bicycle and Pedestrian Boards to develop a request for proposals to develop a more comprehensive project. Please find attached the draft request for proposals developed for this study. MPO staff would appreciate any recommendations the CAC may have to improve this RFP. MPO staff would also appreciate the CAC's recommending approval of the release of the RFP to

**-Morgantown Industrial Park Access Study-**The Monongalia County Commission and the Morgantown Industrial Park approached MPO staff about concerns with the access to the Industrial park. These concerns are partially the result of the ongoing difficulties with River Road and in part to the Industrial Park's expected growth. One option the Industrial Park would like to explore is access to I-79 via a new interchange at Master Graphics Road. The MPO Policy Board agreed that the MPO should conduct a Study of the improving the access to the Industrial Park including the new interchange alternative. The purpose of this study is to determine if the Metropolitan Transportation Plan should be amended to include additional access for the Morgantown industrial park.

MPO staff has developed the Scope of Work for this project included in the agenda packet for this work. MPO staff would appreciate any comments the CAC may have to improve this scope of work. Staff would also appreciate the CAC recommending approval of the proposed scope of work to the MPO Policy Board.



82 Hart Field Road Suite 105  
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## **MINUTES**

MPO Citizens Advisory Committee  
MMMPO Conference Room  
243 High St. Room 110, Morgantown, WV  
March 8, 2018, 6 PM

### **Members Present**

Bill Rice, Kyle Haugh, Matthew Cross, Ed Sneckenberger, Chip Wamsley, Christiaan Abildso

### **Others Present**

Bill Austin-MMMPO, Jing Zhang-MMMPO, Jim Bissett-the Dominion Post

### **1. Call to Order**

With a quorum present, Chairman Rice called the meeting of the CAC to order at 6:00 PM.

### **2. Approval of the Minutes**

Chairman Rice noted that the minutes of the last meeting were included in the agenda packet. Mr. Sneckenberger moved to approve the minutes as presented, seconded by Mr. Wamsley. With no discussion, the motion was unanimously approved.

### **3. TIP Amendments**

Mr. Austin noted that the WV DOH requested that the MPO amend the TIP to include changes to one of the projects. The amendments are related to the WV 7/I-79 new interchanges and construct project starting from 2021 to 2024. It is anticipated that the environmental work for the I-79 Access project may not be completed in time for the project to be included in the general obligation bonds to be issued in the next four years. It is assumed that if that work is completed in time, the project will be funded through the general obligation bonds as previously proposed by WVDOH. If the environmental studies are not completed in time these TIP Amendments will provide for the use of federal funds to construct the project.

Mr. Cross asked if the project will connect WV 7 to I-79. Mr. Austin noted that the project is recommended as a part of the I-79 Access Study and it will be a full interchange connecting WV 7 to I-79. Mr. Rice asked when the public involvement process of the I-79 access bridge project will be started. Mr. Austin noted the MPO is not directly involved in the NEPA process for this project. The WV DOH is drafting the scope of work for hiring a consulting firm to work on it. Currently, it is not clear when the public involvement process will take place. Mr. Austin also noted that various alternatives will be considered in the NEPA process and public input will constitute an important part of it.

Mr. Sneckenberger noted that the amendment does not specify the project stage for different years. Mr. Austin noted that the project process is not specified by year, because DOH may use funds that are available in each year for different types of work in the project. Mrs. Smith asked about the purpose of the public meeting. Mr. Austin noted that the purpose will be identify a corridor with a buffer of approximately 2 miles. It is unlikely that the final alignment of the connecting road to the proposed bridge will follow Bakers Ridge Rd, because of the relatively high residential density in the Bakers Ridge Corridor.

Mr. Walmsley moved to recommend approval of the TIP Amendment to the Policy Board as presented, seconded by Mr. Haugh. With no further discussion, the motion was unanimously approved.

#### **4. Draft Unified Planning Work Program & 5. Update on Pedestrian Plan**

Mr. Austin noted that the agenda item 4 and 5 are closely related, and he suggested to combine these two items. The Committee agreed. Mr. Austin noted that the committee has reviewed the draft UPWP in the January meeting and since then, no substantial changes have been made. Aside from normal operations the draft UPWP includes: working with the Bike Board to update the regional bike plan; preparing an operational analysis at the intersection of Willey Street and Richwood Avenue for the City of Morgantown; developing a guidebook for working with the MPO; and developing an ongoing bicycle and pedestrian data collection program.

Mr. Austin noted that in responding to the recent pedestrian crashes near the WVU campus, the MPO is working with the DOH, the City of Morgantown, and WVU to establish a working group to improve the pedestrian safety in the area. The MPO will reconstruct the scope of work for the pedestrian safety plan update. The new work scope will have significant emphasis on public involvement and education programs for both pedestrians and motorists. Mr. Austin noted that the WV DOH indicated that additional funding may be available to hire a consultant for the pedestrian study. Mr. Austin also noted that the MPO is preparing for pedestrian traffic counts and the map of count locations is included in the agenda package for review.

Mrs. Smith asked what agency will be the hiring the consultant. She noted that in addition to the WVU campus, the study should include pedestrian safety issues in the downtown and in the local neighborhoods. Mr. Austin agreed and noted that it has not been decided which agency will be the hiring agency. Mr. Sneckenberger suggested adding some locations to the pedestrian counts, including the Oakland St and University Ave intersection, and the University Ave and Patteson Dr intersection. Mr. Abildso noted that it is crucial to identify the causes of pedestrian crashes. He also noted that it might be helpful to look into the behaviors of motorists and pedestrians and to develop educational programs to promote pedestrian safety.

Mr. Cross moved to recommend approval of the UPWP to the Policy Board as presented, seconded by Mr. Haugh. With no further discussion, the motion was unanimously approved.

#### **6. Other Business**

Mr. Austin noted that the MPO Freight Advisory Committee meeting is on March 8, 2018. The manager of the Freight Planning SW Pennsylvania Commission will make a presentation on US Army Corp of Engineers Upper Ohio River System Study.

#### **7. Meeting Adjournment**

The meeting adjourned at 7:15 PM.



243 High Street Room 110  
Morgantown, WV 26505  
(304) 291-9571

Wednesday, May 30, 2018

Please run the following legal advertisement on or before June 4, 2018.

### Public Notice

**The Morgantown Monongalia Metropolitan Planning Organization Policy Board will meet on June 21, 2018 at 6 PM at Morgantown City Hall 389 Spruce Street.**

The MPO Policy Board will consider amending the urban area's Transportation Improvement Program for the projects below on June 21<sup>st</sup> at 6 PM at the City of Morgantown City Hall, 389 Spruce Street, Morgantown WV. The proposed amendments and adjustments are available at the MMMPO's website:

[www.planttogether.org](http://www.planttogether.org)

The proposed TIP Amendments are as follows:

### Mountain Line Transit Authority

#### TIP Amendments

The Mountain Line Transit Authority has requested the following TIP amendment to FY 2019 as shown on the table:

	Note #	Source	2018		2019		2020		2021		2022		2023		Total
			Federal (1000's)	Local (1000's)											
Operating Assistance	1	\$5307	1,530.1	1,530.1	1,380.3	1,380.3	1,380.3	1,380.3	1,380.3	1,380.3	1,272.8	1,272.8	1,272.8	1,272.8	16,433.2
Preventative Maintenance	1	\$5307	330.0	82.5	330.0	82.5	330.0	82.5	330.0	82.5	330.0	82.5	330.0	82.5	2,475.0
Security	1	\$5307	18.8	4.7	17.3	4.3	17.3	4.3	17.3	4.3	16.2	4.1	16.2	4.1	128.9
Monongalia County	2	Levy	-	1,900.0	-	2,000.0	-	2,100.0	-	2,200.0					8,200.0
Capital Improvement Door Locks	3	\$5307	13.1	3.3											16.4
Bus Shelters and bicycle route project	3	\$5307	59.9	15.0											74.9
Federal 5311(f)	4	\$5311(f)	285.4	285.4	285.4	285.4	285.4	285.4	285.4	285.4	285.4	285.4	285.4	285.4	3,424.8
Bus & Bus Facilities	5	\$5339	605.1	151.3	128.1	32.0	150.0	37.5	150.0	37.5	150.0	37.5	150.0	37.5	1,666.5
Bus Purchases	5	\$5307	433.5	108.4											541.9
Mobility Management	6	\$5307	40.9	10.2	22.2	5.6									78.9
CMAQ	7	\$5307	8.0	-	14.7	-									22.7

**Notes on above by number showing Transit Asset Management goals jointly developed with the State of West Virginia**

1. These are operating funds making rides more affordable. The preventative maintenance portion helps in funding the care and upkeep of the buses. The security portion is a Federal requirement on these funds to help keep the population more secure.
2. Local levy funds provide for operations, service expansion, capital improvements, bus purchases and matching of Federal Funds
3. These Federal funds allocated by the State are helping replace the outdated the locks on the main facility to make the facility more secure. These Federal funds were allocated by the State to help provide shelter for bus and bicycle riders to facilitate coordination of bicycle and bus riding modes.
4. These Federal funds were allocated through the State to help provide lower cost interstate rides from Clarksburg, WV to Pittsburgh, PA
5. These Federal funds were allocated by the State to help with the funding of facilities improvements and bus purchases which is needed in this service expansion.
6. Mobility coordination Federal funds allocated by the State are from a program designed coordinate riders who need assistance with existing bus routes.
7. These funds are used to mitigate traffic congestion and improve air quality by forming vanpools.

According to the MPO Citizen Participation Plan, any changes to the TIP requires a fifteen (15) day public comment period. The proposed TIP Amendment will be available for review from today until June 21, 2018 at the MPO at the address shown below. The MPO Policy Board will consider this item at a regularly scheduled meeting on June 17<sup>th</sup> at 6 PM at the City of Morgantown Council Chambers 389 Spruce Street Morgantown WV. More information may be found on these items by contacting the MPO Offices at the address and number below.

Mountain Line Transit Authority relies on the MPO's Public Participation Process to satisfy its public participation requirements for the Transportation Improvement Program (TIP) and this notice serves as invitation for public involvement, review and comments for the TIP relative to Mountain Line Transit Authority participation in this process.

Questions or comments? Details of the proposed amendments are available at the MPO Office at 243 High Street Room 110 Morgantown WV 26505 or call (304) 291-9571. Written comments should be received on or before June 15, 2018.

# **Morgantown Monongalia MPO Industrial Park I-79 Access Planning Analysis**

## **Scope of Work (Draft)**

### **BACKGROUND**

The Morgantown Industrial Park has approached the Monongalia County Commission and the City of Westover to discuss the need for better access to the Industrial Park. The Industrial Parks concerns are based on the Industrial Parks plans to expand and the problems the Division of Highways has been having with maintaining River Road. The current closure of River Road has led to increased industrial traffic on DuPont Road in Westover. The closure also raises concerns about emergency services access to the industrial park in the event of an emergency.

The County Commission and the City of Westover have asked MPO staff to study ways to improve access to the Industrial Park. It is anticipated that this study will ultimately lead to the amendment of the MPO's transportation plan to accommodate secondary access to the industrial park. While the Industrial Park has proposed gaining access to I-79 at Master Graphics Road, MPO staff is proposing to identify other possible ways to access the industrial park to ensure that as many cost effective means for addressing the concerns above are provided to future decision makers.

### **ANALYSIS DESCRIPTION**

The interstate system typically serves as the backbone of the transportation network, and access to this facility can have significant impact on local and regional traffic circulation. The purpose of the analysis is to evaluate the viability of including a Morgantown Industrial Park I-79 Access project in the MPO's Metropolitan Transportation Plan and recommending the project for further interstate access studies to ensure its safety, operational, and engineering acceptability as specified by the FHWA.

The primary components of the analysis are:

- Provide a venue for coordination and discussion among stakeholders relating to Morgantown Industrial Park accessibility issues.
- Use the MPO's Travel Demand Model to conduct an operational evaluation on the transportation network impact of proposed alternatives.
- Conduct a planning level analysis on the impact of proposed alternatives on land use, socioeconomics, and natural environment.

### **SCOPE OF ANALYSIS**

#### **1. Stakeholders Coordination**

Stakeholders are individuals, groups, and organizations who may be concerned by the proposed new access. Early discussions with stakeholders can identify issues related to the project and determine the direction of the analysis. It is expected that there will be three stakeholders meetings during the study process. The MPO staff will also conduct one-to-one interviews with stakeholders as appropriate.

Preliminary stakeholders include the following entities and agencies:

- The City of Westover
- Monongalia County Planning Commission

- Monongalia County Development Authority
- Morgantown Industrial Park
- Mountain Line Transit Authority
- WV DOH District 4 Office
- WV DOH Planning Division
- FHWA Division Office

## **2. Public Review and Comments**

It is expected that the MPO will hold at least two public open house events for the study, which will provide opportunities for public review and comment on the following planning analysis topics:

- Purpose of a new I-79 access for the Morgantown Industrial Park.
- Opportunities and constraints
- Alternative development
- Proposed alternatives and mitigation strategies

## **3. Travel Demand Model Analysis**

The MPO's Travel Demand Model will be used to conduct operational and safety analysis on the operation of the proposed access to I-79 and on the local street network based on both the current and the planned future traffic projections.

Major tasks relating to the travel demand model include:

- Identify future land use under the influence of proposed alternatives.
- Update the model's socioeconomic data for areas which will be impacted by proposed alternatives.
- Modify pertinent Transportation Analysis Zones (TAZs) in the model.
- Use to model project future traffic on the interstate and the local street network.

## **4. Non-Travel Demand Model Analysis**

Non-travel demand model analysis includes the following factors:

- Identify major existing natural and social environment constraints of proposed alternatives.
- Evaluate potential land use impacts of proposed alternatives.
- Evaluate the consistency of proposed alternatives with existing local and regional transportation and land use plans.

## **5. Cost estimation**

The MPO will work with the WV DOH to make planning level cost estimates for proposed alternatives.

## **STUDY TIMEFRAME**

The planning analysis is expected to take 6 months, starting from August 2018 to January 2019.



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION  
**Division of Highways**

1900 Kanawha Boulevard East • Building Five • Room 110  
Charleston, West Virginia 25305-0430 • (304) 558-3505

Thomas J. Smith, P. E.  
Secretary of Transportation/  
Commissioner of Highways

May 18, 2018

Mr. Bill Austin  
Executive Director  
Morgantown Monongalia Metropolitan  
Planning Organization (MMMPO)  
243 High Street, Room 110  
Morgantown, West Virginia 26505

Dear Mr. Austin:

Enclosed are the West Virginia Department of Transportation's (WVDOT) performance targets within the following five performance areas consistent with the measures and requirements identified in 23 CFR 490 for State DOTs to carry out the National Highway Performance Program:

1. Assess the condition of Pavements on the Interstate System and on the Non-Interstate National Highway System (NHS) (23 CFR 490 Subpart A and C);
2. Assess the condition of bridges carrying the Non-Interstate National Highway System (NHS) (23 CFR 490 Subpart A and D);
3. Assess the performance of the Interstate and Non-Interstate National Highway System (NHS) (23 CFR 490 Subpart A and E);
4. Assess freight movement on the Interstate System (23 CFR 490 Subpart A and F); and
5. Assess traffic congestion and on-road mobile source emissions for carrying out the Congestion Mitigation and Air Quality Improvement (CMAQ) Program. (23 CFR 490 Subpart A, G and H).

Please be advised that May 18, 2018 commences the 180 days period defined in the Memorandum of Understanding for the Transportation System Performance-Based Planning Process established between Morgantown Monongalia Metropolitan Planning Organization (MMMPO) and the WVDOT.

Should you have any questions or require additional information, please feel free to contact Ms. Gehan Elsayed, Acting Section Head, with our System Performance and Research Section, within our Planning Division at 304-558-9626 or by email at [gehan.m.elsayed@wv.gov](mailto:gehan.m.elsayed@wv.gov).

Sincerely,

A handwritten signature in blue ink that reads "Aaron C. Gillispie".

Aaron C. Gillispie, P. E.  
State Highway Engineer

TJS:EI

Enclosure

Performance Measure & Target Setting Rationale	Recommended State Targets		Target Frequency
	2-yr	4-yr	
<b>National Performance Management Measures for Assessing Pavement Condition</b> 23 CFR 490 (Subpart A & C)			
<b>1. Interstate Pavement Condition</b> (2,414 applicable lane miles) <b>Non-Interstate NHS Pavement Condition</b> (6,609 applicable lane miles)			
Percent of pavements on the <u>Interstate</u> system in GOOD condition	<b>75.0%</b>		4-year (2018-2021) performance
Rationale: 4-year average is 78.5%, with 2017 condition at 73.4% GOOD. The trendline and confidence in the maintenance and preservation program, plus the opportunity created through Roads to Prosperity, support a % GOOD target consistent with trend condition.			
Percent of pavements on the <u>Interstate</u> system in POOR condition	<b>4.0%</b>		
Rationale: 4-year average is 0.9%, with 2017 condition at 0.1% POOR. FHWA set a minimum standard of 5% - if this is exceeded in any year, State must obligate NHPP funds to improve pavement. The % POOR target assumes some reprioritization of resources to bridge projects while still maintaining a high-performing condition of Interstate pavements.			
Percent of pavements on the <u>non-Interstate</u> NHS in GOOD condition	<b>40.0% 45.0%</b>		2-year (2018-2019) and 4-year (2018-2021) performance
Rationale: 4-year average is 47.3%, with 2017 condition at 40.9% GOOD. The trendline and confidence in the maintenance and preservation program, plus the opportunity created through Roads to Prosperity, support a 2-year % GOOD target consistent with current condition and a 4-year % GOOD target showing an achievable improvement in performance.			
Percent of pavements on the <u>non-Interstate</u> NHS in POOR condition	<b>5% 5%</b>		
Rationale: 4-year average is 1.3%, with 2017 condition at 1.2% POOR. The % POOR target assumes some reprioritization of resources to bridge projects while still maintaining a high-performing condition of non-Interstate NHS pavements (note, there is no minimum standard for this measure).			
<b>National Performance Management Measures for Assessing Bridge Condition</b> 23 CFR 490 (Subpart A & D)			
<b>2. NHS Bridge Condition</b> (1,146 bridges, 152 culverts)			
Percent of NHS bridge deck area classified as in GOOD condition	<b>14.0% 16.0%</b>		2-year (2018-2019) and 4-year (2018-2021) performance
Rationale: 5-year average (including 2018 National Bridge Inventory submission) is 23%, with 2017 condition at 13.9% GOOD. Targets reflect benefits of programmed investments to arrest the trend in 2-years and increase performance back to 20% GOOD in 4 years based on the benefits of Roads to Prosperity projects and an overall higher commitment to bridge maintenance and preservation (as noted in pavement measures).			
Percent of NHS bridge deck area classified as in POOR condition	<b>10.0% 10.0%</b>		
Rationale: 5-year average (including 2018 National Bridge Inventory submission) is 9%, with 2017 condition at 11.9% POOR. FHWA set a minimum standard of 10% - if this is exceeded over a 3-year period, the State must obligate NHPP funds to improve bridges. 10% POOR and better is attainable through ongoing and planned projects plus new planning tools within the TAMP, including a bridge management system.			

Performance Measure & Target Setting Rationale	<u>Recommended State Targets</u> 2-yr    4-yr		Target Frequency (WVDOT)
<b>National Performance Management Measures to Assess Performance of the National Highway System</b> 23 CFR 490 (Subpart A & E)			
<b>3. System Performance</b>			
<b>Percent of person miles traveled on the Interstate system that are reliable (Level of Travel Time Reliability, LOTTR)</b>	<b>98.0% 96.0%</b>		2-year (2018-2019) and 4-year (2018-2021) performance
<b>Rationale: 5-year average is over 99.5%, with 2017 at 99.8%.</b> Roads to Prosperity and STIP projects over the next 2- and 4-years are anticipated to reduce the share of reliable travel as a result of work zones while only marginally benefiting reliability. Given the extent of construction planned and other factors, including vehicle miles traveled and incidents, a <b>98% 2-year target and 96% 4-year target</b> are conservative, but still indicative of high-performance.			
<b>Percent of person miles traveled on the non-Interstate NHS that are reliable (Level of Travel Time Reliability, LOTTR)</b>	<b>87.0%</b>		
<b>Rationale: 2017 performance is 91.9%.</b> Trend data is low-confidence given data vendor changes and recent expansion of data coverage. Roads to Prosperity and STIP projects over the next 2- and 4-years are anticipated to reduce the share of reliable travel as a result of work zones. Given the extent of construction planned and other external factors, including development, access control, and events/incidents, a <b>4-year target of 86%</b> is conservative, but still indicative of high-performance.			
<b>National Performance Management Measures to Assess Freight Movement on the Interstate System</b> 23 CFR 490 (Subpart A & F)			
<b>4. Freight Movement</b>			
<b>Travel time reliability of trucks on the Interstate System (Truck Travel Time Reliability = average ratio of 95<sup>th</sup> percentile travel time to 50<sup>th</sup> percentile travel time)</b>	<b>1.25    1.30</b>		2-year (2018-2019) and 4-year (2018-2021) performance
<b>Rationale: 4-year average is 1.23, with 2017 at 1.21.</b> Roads to Prosperity and STIP projects over the next 2- and 4-years are anticipated to reduce the share of reliable travel as a result of work zones. Given the extent of construction planned and other external factors, including truck volume growth, shifting logistic patterns, and economic development, a <b>2-year target of 1.25 and 4-year target of 1.30</b> is conservative, but still indicative of high-performance.			

Performance Measure & Target Setting Rationale	Recommended State Targets		Target Frequency (WVDOT)
	2-yr	4-yr	
<b>National Performance Management Measures for Assessing the Congestion Mitigation and Air Quality Improvement Program 23 CFR 490 (Subpart A, G &amp; H)</b>			
<b>5. Congestion Mitigation and Air Quality (CMAQ) Measures</b>			
<b>Annual hours of peak-hour excessive delay per capita</b>	<b>Not applicable for West Virginia</b>		
<b>Percent of non-single occupant vehicle travel</b>			
Note: For the first performance period (2018 – 2021) these measures are only applicable to urbanized areas with population over 1 million and in an air quality non-attainment or maintenance area consistent with current National Ambient Air Quality Standards.			
<b>On-Road Mobile Source Emissions – CMAQ Emissions Reduction</b>	<b>PM<sub>2.5</sub>: 0.092 kg/day</b> <b>PM<sub>10</sub>: 0.000 kg/day</b>		2-year (2018-2019) and 4-year (2018-2021) performance
<b>Description:</b> For CMAQ funded projects within air quality non-attainment or maintenance areas, WVDOT, through collaboration with the applicable MPOs, developed 2-year and 4-year target emission reductions associated with project emissions reduction trends in the CMAQ Public Access System for applicable pollutants (PM2.5 for Charleston and Steubenville/Weirton PM2.5 maintenance areas, and PM10 for the Weirton maintenance area). Note, there are no CMAQ funded projects in the Weirton PM10 maintenance area with PM10 reductions, therefore at this time, the emissions target is set equal to 0.000.			



# **Morgantown Monongalia MPO Bike and Pedestrian Transportation Plan**

## **Request for Qualifications**

### **BACKGROUND**

Morgantown West Virginia is home to a diverse population focused on West Virginia University, two major hospitals, and several large commercial and governmental employers. According to the American Community Survey, the urban area has the highest percentage of pedestrian commuters in the State with 6% of commuting trips being made by pedestrians with another 10% of commute trips being made by something other than the single occupant automobile.

Both the City of Morgantown and Greater Morgantown have recently adopted area-wide pedestrian (2010) and bicycle (2012) plans. However, implementation of these plans has been spotty because of a lack of resources dedicated to and tangible processes their implementation. The Morgantown Monongalia Metropolitan Planning Organization (MPO) had begun the process of updating the pedestrian plan when recent incidents caused the community to focus on pedestrian needs. This community emphasis has convinced the area's agencies that greater resources are needed to create an implementable plan that will maintain the momentum for creating a safe non-motorized network to serve the entire community.

### **PROJECT DESCRIPTION**

The Morgantown Monongalia MPO is to develop a master plan to improve cycling and walking in the greater Morgantown urban area. The study area includes the City of Morgantown, the WVU Campuses, the Star City, the Town of Granville, the City of Westover, and urbanized areas within Monongalia County proper.

The plan is a joint effort with West Virginia University, the City of Morgantown, and the WV Division of Highways. It will serve as an important implementation document for programming and designing pedestrian and bicycle facilities and for improving the overall walking and cycling environment in the area.

The plan will be developed through the following key elements:

- Conduct a thorough and effective community engagement process, including both West Virginia University and the neighborhoods in the area.
- Innovative and data-driven approaches, which are adapted to the built and natural environment, as well as demography, of the Morgantown area.
- Identify a network of cycling and walking facilities in the areas. The network should be safe, efficient, and comfortable, and be usable by all people of all ages and capabilities.
- Identify safety issues, including hazardous pedestrian behaviors, and develop strategies for safety education and countermeasures for crash prevention.
- Make feasible operation recommendations on support facilities, programs, and policies to enhance overall walking and cycling environment in the area.
- Provide operational guidance to the City of Morgantown and WVU on capital improvement projects and on major land use decisions.
- Provide practical and effective information for programming and designing Transportation Improvement Program projects.
- Incorporate transportation equity, public health, and economic impact into the planning process.

- Work closely with the Morgantown Pedestrian Safety Board on pedestrian related issues, and the Morgantown Bicycle Board on bicycle related issues.

## **SCOPE OF SERVICE**

### **1. Understand the Current and Future Conditions**

The consultant should conduct a thorough evaluation of the current condition of non-motorized transportation in the area and project future conditions based on known factors relating to the built environment in the area.

Required tasks:

- Document the need for walking and biking infrastructure by creating a GIS based demand and supply model for non-motorized transportation in the area. The model should reflect both existing and future conditions.
- Document the current connectivity of non-motorized facilities in the area, including gap analysis and level-of-comfortability analysis for bicycling and walking.
- Evaluate the condition of the existing sidewalks and complete the MPO's GIS-based pedestrian infrastructure inventory.
- Conduct a safety analysis based on observed crashes and known risk factors.
- Assess the relationship between existing and future land use patterns and non-motorized transportation improvements in the area.
- Review adopted plans and documents related to pedestrians and bicycling in the area, and from that create an inventory of past recommendations.
- Analyze and document the accessibility of pedestrians and cyclists to transit service.
- Identify, collect, and analyze demographic, health, and social equity data related to bicycling and walking.

### **2. Engage the Community**

The purpose of this work is to introduce the community and stakeholders to the planning process as well as to gather input on challenges and opportunities for bike and pedestrian network improvements. Through the outreach process, the consultant should be able to identify community priority and major public concerns as well as setting the vision, goals, and objectives for the plan.

Public engagement should include both key agencies and user groups.

- Key agencies: The City of Morgantown (including the Municipal Bicycle Board and the Municipal Pedestrian Safety Board), West Virginia University (including the WVU Student Government Association), Monongalia County, the WV Division of Highways, the Board of Education, the Mountain Line Transit Authority, Mon River Trails Conservancy and neighborhood associations.
- User group: Recreational and commuting walkers, cyclists, seniors, persons with disabilities, minorities/low income population, and transit users.

Required tasks:

- Seek creative ways to reach the population most affected.
- Steering Committee meetings (minimum 3): decision making meetings to provide guidance on the development of the plan.
- Community workshops (minimum 2): working sessions on network and design related issues.
- Public open house (minimum 3): general information sessions for reviewing key documents and collect public inputs.
- Focus Group Meetings (various): key stakeholder meetings and interviews with pertinent agencies and user group representatives.

- Workshop on walking and cycling best practices to build consensus in the community.
- Additional Outreach: These include, but are not limited to, a project website, surveys, and online/mobile mapping tools.

### **3. Recommendations**

Based on the input from the community engagement and the analysis of existing and future conditions, the consultant is required to make recommendations including the following components:

#### *Vision, Goals, and Objectives*

- Identify a vision for walking and bicycling in the Morgantown area.
- Develop a set of coherent goals and objectives for the area. The Plan should specify how other recommendations relate to goals and objectives identified.

#### *Network Projects*

Network projects should consider closing gaps, transit access, and neighborhood service access. Each recommendation should include proposed infrastructure elements, starting locations, ending locations, distance, cost estimates, estimated potential impact on traffic, health, economy, and other pertinent aspects. The facility types should consider at least the following:

- Sidewalks
- Middle block crossings
- Alternative sidewalks
- Multi-use paths
- On-street bikeways
- Intersection/spot improvements
- Repaving and walking/bicycling project coordination (overlay)
- Projects requiring future studies

#### *Safety Projects*

Projects that address immediate safety needs that should be addressed separately from network projects. Safety project recommendations should include all the elements that network project recommendations have and, in addition, should include:

- a description of identified safety concerns
- the expected effectiveness of suggested countermeasures

#### *Support Facility Projects*

Support facilities are practical and necessary elements to enhance the overall walking and biking experience. They are needed to create a network that is convenient and comfortable to use from the beginning and to the end of a trip. They include but are not limited to:

- Seating
- Lighting
- Drinking fountains
- Public art
- Storefront awnings
- Bus stops
- Bike racks on buses
- Bike parking/storage
- Bike oriented wayfinding
- Ped-oriented wayfinding
- Changing rooms/locker facilities/showers

### *Programs and Policies*

The Plan should provide an evaluation of current policies and make recommendations on maintaining existing programs/policies, enhancing existing programs/policies, creating new programs/policies, and updating existing programs/policies.

Potential programs include:

- Public safety education
- Law enforcement
- Walking and cycling events
- Bicycle user map
- Pedestrian map

Potential policies include:

- Policies to increase and/or secure funding for non-motorized transportation infrastructure improvements.
- Land use regulations supporting non-motorized transportation infrastructure improvements.
- Policies to encourage the participation both non-motorized transportation advocates and cycling and walking experts in the decision-making for transportation planning and design.
- Updating the City of Morgantown's sidewalk maintenance and construction policy.

## **4. Implementation**

The Plan should prioritize recommended projects based on objective criteria such as need, expected benefit, cost, and subjective criteria such as community comments and stakeholder input. The Plan shall provide an Implementation and Capital Improvement Plan including the following components:

- Capital improvement programs for the City of Morgantown. The programs shall outline capital improvements for next 5 years including priorities, cost estimations, right-of-way information, phases, and maintenance.
- Area-wide infrastructure improvement plan including estimated cost, expected outcomes, implementation time frame, and clearly identifiable implementation steps that are actionable and can be operationalized.
- A comprehensive list of matching and major funding sources for implementation of the plan at local, regional, state, and federal level, as well as strategies for applying those funds.
- Identification of capital projects for Star City, Westover, and Granville.
- A comprehensive list of key action steps for recommended policies.
- A comprehensive list of key action steps for recommended programs.
- Documentation of the criteria development process and the project prioritization process.
- Documentation of the estimated project impact on the MPO's performance measures, land use, transportation equities, and/or community health.
- Create a database management tool to track project progress over time.

## **DELIVERABLES**

Below is a list of the minimum deliverables required for the Plan. If additional deliverables are to be created, please list them in your proposal. All deliverables must be included in the budget.

- Bicycle + Pedestrian Master Plan, including executive summary, introduction, recommendations, and implementation steps.
- Documentation of existing condition and needs assessment.
- Documentation of all meetings including key findings and stakeholder comments.
- Documentation of the project identification and priority process.
- One MMMPO Policy Board presentation.
- Up to two additional presentations to WVU and the City of Morgantown respectively.

- A database of bicycle and pedestrian counts that can be maintained and updated by the MPO on annual or biannual basis.

## **ANTICIPATED PROJECT SCHEDULE**

June 23, 2018	RFP distributed
July 10, 2018	Proposals due
July 31, 2018	Three finalists informed
August 14, 2018	Consultant interviews
August 31, 2018	Contract award
March/April 2019	Preliminary safety recommendations
July/August 2019	Draft Plan Submittal

## **SUBMITTAL FORMAT AND REQUIREMENTS**

Proposers shall submit five (5) bound sets and one electronic PDF format copy. Bound proposal sets shall not exceed 11" x 17" in size. Proposers should provide the following:

- The project team
- Statement of understanding
- Scope of work
- Relevant examples of previous work
- Cost proposal
- Proposed schedule

## **EVALUATION**

RFP Evaluation Criteria (maximum points):

1. The demonstrated understanding of the project and the study's intended outcome. (20)
2. The proposed overall project approach, methodology, and the degree of creativity displayed. (20)
3. The qualifications of the project team and their experience with similar projects (20)
4. Anticipated fit and effective communication between the consultant and the MPO (20)
5. The proposer's effective allocation of time and resources (20)

## **NOTICE TO PROPOSERS**

This Request for Proposals does not constitute a contract or offer of employment. All proposals, whether accepted or rejected, shall become the property of the MMMPO. The MMMPO reserves the right to reject any and all proposals. Elements and/or tasks may be added or deleted at the discretion of the MMMPO pending negotiation of the scope of work and compensation. Questions about the proposal may arise as proposers are preparing their responses. Inquiries are to be made in writing prior to June 28, 2018 and answers thereto will be emailed to all firms who have received or requested copies of the RFP.

Interested firms or teams are invited to submit their proposals and statements of qualifications as described above in sealed envelopes to:

Bill Austin  
Executive Director  
Morgantown Monongalia MPO, 243 High St. Room 110  
Morgantown, WV 26505  
Office 304-291-9571

Proposals must be submitted no later than 5:00 PM on Tuesday, July 17, 2018