



2014 - 2015 Unified Planning Work Program

April 22, 2014



Rogue Valley Metropolitan Planning Organization

The RVMPO is staffed by the Rogue Valley Council of Governments

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RVMPO Vision

We envision a future for the Rogue Valley MPO region in which transportation and land use planning are fully integrated and equally considered in all regional planning decisions. The planning process is conducted **openly and cooperatively at all jurisdictional levels**, and marked by a high level of **public participation**.

As a result, the Rogue Valley of the future is a vibrant region whose economy is balanced and diverse, attractive to young and old because of its distinct, thriving communities surrounded by beautiful open space and productive farmland. Individual communities feature compact downtowns with a well-integrated system of **safe** and appropriate **transportation options** connecting residential with a variety of activity nodes, including schools, libraries, stores, parks, services and employment. In many areas, mixed use development has brought residential and commercial into close proximity to create pedestrian friendly environments.

In a conscious shift from a focus on road expansions in and near communities, RVMPO policy encourages **connectivity** and **works to identify and enhance funding opportunities** for ride sharing, alternate energy vehicles, pedestrian, equestrian and bicycle paths, transit, rail system, a world class airport, and well maintained public streets.

RVMPO Policy Committee
Oct. 27, 2009

Resolution 2014 - 1

Metropolitan Planning Organization - Policy Committee

Adoption of the FY 2015 Unified Planning Work Program

Whereas, the Metropolitan Planning Organization was formed in 1982 to coordinate transportation planning in the greater Rogue Valley.

Whereas, the Metropolitan Planning Organization Policy Committee is a designated committee of the Rogue Valley Council of Governments.

Whereas, the Metropolitan Planning Organization must prepare an annual Unified Planning Work Program (UPWP) that identifies program activities and expenditures.

Whereas, the Policy Committee oversees Transportation Planning Activities for the Rogue Valley Metropolitan Planning Organization.

Whereas, the Metropolitan Planning Organization Policy Committee did review and comment on the UPWP for Fiscal Year 2015 on April 22, 2014

Whereas, the RVMPO held a 30-day public comment period and public hearing to secure input and comment on the adoption of the FY 2015 UPWP.

NOW THEREFORE, BE IT RESOLVED BY THE ROGUE VALLEY METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE:

That the attached RVMPO Fiscal Year 2015 Unified Planning Work Program is hereby adopted, and the Rogue Valley Council of Governments is hereby requested to prepare and submit the documents required to secure the funding identified in the UPWP for the RVMPO activities, and

That the RVMPO Resolution No. 82-1-MPO designating RVCOG as the MPO (UPWP Exhibit B), and the RVMPO Self-Certification (Exhibit C) have been reviewed by the RVMPO Policy Committee and are affirmed as included in the UPWP.

ADOPTED by the Policy Committee of the Rogue Valley Metropolitan Planning Organization on the 22nd day of April, 2014.



Michael G. Quilty
RVMPO Policy Committee Chair

Rogue Valley Metropolitan Planning Organization

Policy Committee

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ODOT	Kelli Sparkman: Region 3
ODOT	Ian Horlacher: Region 3
ODEQ	Wayne Kauzlarich
DLCD	Josh LeBombard
White City Urban Renewal	Kelly Madding

Non-voting Members:

FHWA	Jazmin Casas
RVMPO (staff)	Jonathan David

Public Advisory Council

David Chapman	Ashland
Mike Montero	Central Point
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Glen Anderson	East Medford
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Thad Keys	Talent
Eric Heesacker	Talent
Al Willstatter	Mass Transit
Ed Danehy	Seniors



2014 -2015 Unified Planning Work Program

Adopted by the RVMPO Policy Committee April 22, 2014

RVMPO Staff

RVCOG Planning & Community Development Program

Jonathan David
Dan Moore

Dick Converse
Sue Casavan

Pat Foley
Andrea Napoli

Administration

Michael Cavallaro, Rogue Valley Council of Governments, Executive Director

Published by:

Rogue Valley Council of Governments
155 N. First St.
P. O. Box 3275
Central Point, OR 97502
Telephone: 541.664.6674

On the web: www.rvmppo.org; www.rvcog.org

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This document and other RVMPO plans, reports and committee materials are available from RVCOG office and online at www.rvmppo.org

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Purpose of Federal Metropolitan Planning

To improve regional transportation planning and give communities a stronger voice in addressing transportation concerns while avoiding duplication of planning efforts, the U.S. Department of Transportation (USDOT) has established policy guidelines to: 1) integrate modal planning at the metropolitan level; 2) achieve intermodal planning and coordination, and 3) relate these activities to comprehensive planning. The current transportation act, Moving Ahead for Progress in the 21st Century, signed in 2012, maintain support for planning elements should be considered by the MPO's planning process:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users
4. Increase the accessibility and mobility options available to people and for freight.
5. Protect and enhance the environment, promote energy conservation, and improve quality of life;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation; and
8. Emphasize the preservation of the existing transportation system.

Pursuant federal, state and local guidance, the Rogue Valley Metropolitan Planning Organization's (RVMPO) 2014 – 2015 UPWP identifies all transportation and related planning activities that will be undertaken by the RVMPO during the project year from July 1, 2014 to June 30, 2015. The work program was developed to serve these specific objectives:

1. Define work activities to meet the needs of local, state, and federal agencies in accordance with applicable transportation requirements.
2. Identify funding sources for work to be completed.
3. Coordinate work activities and relationships (both internal and external).
4. Promote the wise use of public resources through sound decision-making and interagency coordination.

Overview of 2014 - 2015 UPWP

The Unified Planning Work Program (UPWP) is adopted by the RVMPO Policy Committee and incorporates all transportation planning and supporting comprehensive planning activities in the Medford Metropolitan Area by the Rogue Valley Metropolitan Planning Organization during the state fiscal year 2015¹ and serves as a means to satisfy 23 *CFR* 450.308. It identifies work proposed by major activity and task and includes summary details about expected products. Funding for all projects is identified. The UPWP is intended to provide a framework for the coordination of transportation planning efforts for and within the region. It may be amended by the Policy Committee as needed to reflect changes in work tasks and funding. The amendment process is similar to the adoption process,

¹ The State of Oregon fiscal year runs from July 1st to June 30th and is the functional year for the UPWP. It is numbered according to its second half i.e. the year beginning July 1, 2014 is numbered FY 2015. The RVMPO fiscal year is the same. The federal fiscal year 2015 begins October 1, 2014, and runs through September 30, 2015.

in that public and agency comment is sought and a public hearing held prior to Policy Committee action.

This plan consists of three parts: Part I, tasks 1 through 5, represents the federally mandated and federally funded portion of the program to be fulfilled by the RVMPO, plus state and locally funded work to fulfill state as well as federal requirements; and Part II, task 6, which details additional work that is not federally mandated and is funded by other sources. Part III are ODOT planning projects within the RVMPO planning area that the agency expects to occur during the fiscal year. Additionally, UPWP Exhibit C is the RVMPO's annual self-certification for metropolitan transportation planning.

Transportation is an important issue for people across our nation. Concerns about increasing demands on the transportation system in an environment of decreasing funding available for capacity expansion, congested roadways, air quality, and the preservation of "quality of life" have prompted debates at all levels of government. In southern Oregon, rapid population growth and development has increased the importance of deliberate transportation planning.

Role of Rogue Valley Council of Governments (RVCOG)

RVCOG is an association of local governments that provides a forum for coordinated problem solving and regional planning for Jackson and Josephine Counties. Membership in RVCOG is strictly voluntary; the COG has received active participation from local jurisdictions in the Jackson/Josephine region for many years. RVCOG's mission is *"to be a catalyst to promote quality of life, effective and efficient services, and leadership in regional communication, cooperation, planning and action in Southern Oregon."*

The UPWP builds upon the RVCOG's mission by linking regional land use concerns, transportation priorities, transit opportunities, environmental concerns, and economic development; to enhance the quality of life in the region. Transportation planning in Southern Oregon is a multi-jurisdictional and multi-faceted process that defines the best vision and planning mechanism for the region. RVCOG addresses the needs of both the local agencies and those specifically related to the RVMPO geographic area. Areas of particular interest for the RVCOG and its Transportation Planning Program in the two county area include staff support for the Rogue Valley Area Commission on Transportation (RVACT). RVCOG places special emphasis on assisting its member jurisdictions in implementing the Transportation Planning Rule (TPR), and is preparing to assist in state measures to reduce greenhouse gas emissions from light-duty vehicles (less than 10,000 lbs.).

Organizational Structure of RVMPO

The Governor of Oregon designated RVCOG as the Rogue Valley Metropolitan Planning Organization (RVMPO) on July 27, 1982. The RVCOG Board of Directors delegated responsibility for RVMPO policy functions to a committee of elected and appointed officials from Ashland, Talent, Jacksonville, Central Point, Medford, Phoenix, Eagle Point, Jackson County, the Oregon Department of Transportation, and the Rogue Valley Transportation District. The RVMPO planning boundary and Air Quality Maintenance Area (AQMA) are shown on the planning area map, Appendix A. Federal and state legislation for MPOs can generally be summarized as follows:

- Develop and maintain a long-range Regional Transportation Plan (RTP).
- Develop and maintain a short-range project programming document, the Metropolitan Transportation Improvement Program (MTIP).
- Coordinate transportation decisions among local jurisdictions, state agencies, and area transit operators.

- Develop an annual work program (UPWP).
- House and staff the regional travel demand model for the purposes of assessing, planning, and coordinating regional travel demand impacts.

Additionally, due to local circumstances, RVMPO has responsibility under the Clean Air Act (and corresponding state law) for the following:

- Perform regional air quality conformity analyses and demonstrate regional transportation conformity for carbon monoxide (CO) and particulate matter (PM₁₀).

The Rogue Valley Council of Governments staffs the RVMPO. The RVMPO Policy Committee makes final RVMPO planning decisions. It is composed of elected and appointed officials from Central Point, Medford, Phoenix, Ashland, Talent, Jacksonville, Eagle Point, Rogue Valley Transportation District (RVTD), Jackson County and ODOT. The Policy Committee considers public comment and recommendations from two standing advisory committees. Those committees are:

- **RVMPO Technical Advisory Committee (TAC)**

The TAC is primarily made up of technical staff from the public works and planning departments of member jurisdictions, local agencies and state planning officials. Because of their technical expertise, TAC members are mostly involved with the transportation planning process. TAC advises the Policy Committee on technical transportation issues and reviews all of the transportation documents presented to the Policy Committee.

- **RVMPO Public Advisory Council (PAC)**

The RVMPO PAC consists of residents from geographic and special-interest areas within the RVMPO, appointed by the Policy Committee. Members make recommendations from the public's perspective on proposed long-range transportation plans, project plans, priorities for state and federal funding and other transportation issues.

The standing advisory committees also receive public comment. In addition to these two committees, the Policy Committee from time to time authorizes the formation of ad hoc committees to provide input on specific planning issues and projects.

RVMPO Mission, Vision and Goals

The Policy Committee in October 2009 adopted a Vision for the organization, printed on page 2, based on discussion from a series of meetings and workshops. The committee also adopted a Mission Statement and Goals, shown below.

RVMPO Mission: *to be a strong and unifying leader for the creation of sustainable, livable communities through regional cooperation and integrated land use and transportation planning.*

RVMPO Goals are presented below with milestones achieved in FY2014 to implement the goal, and work anticipated this year that contributes toward reaching the goal.

1. Increase citizen participation and involvement in RVMPO.

- In 2014: Documents were posted on the RVMPO website pertaining to 2016 – 2018 discretionary funding project solicitation. PAC meetings were held. The Annual Listing of Obligated Projects was published in January 2014.

- In 2015: Will foster public discussion of the allocation of the region's transportation funds for 2016-18. Will update Citizens Guide to Transportation Planning, and continue using website to present information. The RVMPO will maintain the PAC as a standing advisory committee.
2. *Continue to work toward more fully integrating transportation and land use planning.*
- In 2014: Received a TGM grant to conduct the 2010 Alternative Measures Benchmark Analysis to comply with Transportation Planning Rule (TPR) requirements. Continued using land use that benefit urban form as criteria in awarding regional discretionary funds; Research and analysis program is looking at ways to model land use changes such as a shift to transit oriented development.
 - In 2015: Review land-use criteria in project selection; address state land use planning requirements for metro areas and RVMPO contribution and role. Will continue to develop ways to model land-use changes, and continue coordination on RPS. Participate in jurisdiction Transportation System Plan updates.
3. *Increase integration and availability of transportation options.*
- In 2014: Worked with TPAU to integrate transit into the regional travel demand model, so that the model will reflect the benefits of transit to the regional transportation system.
 - In 2015: Will review project selection criteria for effectiveness; begin developing evaluation and measurement procedures for new RTP performance indicators. Will address state land use planning requirements for metro areas and RVMPO contribution and role.
4. *Expand planning scope to include consideration of the wider transportation-shed.*
- In 2014: Participated in Oregon MPO Consortium and other statewide advisory activities; coordinated with formation of new MPO for neighboring Grants Pass area. Continued coordination with state on greenhouse gas reduction planning.
 - In 2015: Continued coordination with state on greenhouse gas reduction planning. Continue participation in state-wide committees; review of Oregon Household Activity Survey (OHAS) and U.S. Census data to examine impacts of travel origins and destination outside the planning area on RVMPO-area travel.
5. *Strategically use RVMPO funding to pursue RVMPO goals.*
- In 2014: Continued implementing new processes for allocating discretionary funds that reflect RVMPO goals in RTP.
 - In 2015: Will review goals as they relate to project selection for next MTIP and implementation of RTP's new performance indicators. Continue development of Safety Survey.
7. *Evaluate potential processes based on best practices in other MPOs.*
- In 2014: Provided information to other MPOs reviewing public participation and project selection process. Coordinated with Oregon MPOs and ODOT on updates to RVMPO travel demand model and use of Oregon Household Activity Survey data. Generally review state and national reports on best practices.
 - In 2015: Continue development of Safety Survey and strategic plan for model improvements. Continue work with ODOT/MPOs on use of OHAS data in planning. Review procedures elsewhere on shifting from census to survey data for environmental

justice and other planning. Consulting with Metro on implementing MOVES for conformity. Will continue reviews of best practices studies nationwide.

Other Regional Transportation Planning Organizations

Other committees and boards within the RVMPO planning area also address regional transportation issues. Those panels typically consult with the RVMPO and keep the RVMPO informed of their activities. They include:

- **Middle Rogue Metropolitan Planning Organization (MRMPO)**
The MRMPO was created in March 2013. The MRMPO Policy Committee is responsible for conducting a continuing, cooperative and comprehensive transportation planning process for the Grants Pass Urbanized Area. As designated, the MRMPO includes the cities of Gold Hill, Grants Pass, Rogue River, and adjacent parts of Jackson and Josephine Counties which are anticipated to become urbanized over the 20 year planning horizon. RVCOG staffs the MRMPO.
- **Rogue Valley Transportation District (RVTD)**
RVTD was created in 1975 to provide public transportation services within the district's boundaries. Its seven-member Board is elected and RVTD has its own planning staff.
- **Rogue Valley Area Commission on Transportation (RVACT)**
RVACT is composed of officials from jurisdictions within Jackson and Josephine County. The primary mission of RVACT is to advise the Oregon Transportation Commission (OTC) on state transportation investments in Jackson and Josephine counties.

RVMPO Agreements

Agreements in force among the participating agencies relative to the metropolitan transportation planning process include:

- Resolution No. 82-1-MPO adopted June 30, 1982, designating the Rogue Valley Council of Governments as the appropriate local agency to assume MPO responsibilities.
- RVCOG Charter Agreement that prescribes the voting authority on RVMPO policies and activities being held exclusively by participating RVMPO agencies.
- The July 26, 1982, concurrence letter from the Governor on designation of the Rogue Valley Council of Governments as the MPO;
- Annual planning funds agreements between ODOT and RVCOG;
- An Intergovernmental Agreement (IGA) between ODOT Transportation Planning Analysis Unit (TPAU) and RVCOG for the provision of modeling services to the RVMPO
- An agreement with ODOT for FTA 5303 funds.
- A planning agreement between the RVMPO and the Rogue Valley Transportation District (RVTD) describing responsibility and roles for the regional transportation planning process; April 27, 1999.

- Intergovernmental Agreement (IGA) for Transportation Planning in the Rogue Valley Metropolitan Planning Area among the RVMPO, RVTD and ODOT, pursuant to 23 CFR 450.314, indentifying each organization's responsibilities in carrying out the metropolitan transportation planning process; June 2008.
- Intergovernmental Agreement (IGA) for the Development of Financial Plans in the Rogue Valley Metropolitan Planning Area among the RVMPO, RVTD and ODOT, pursuant to 23 CFR 450.314, identifying each organization's responsibilities for cooperation; June 2010.

Regional Transportation Priorities for Fiscal Year 2015

The Citizen Guide to Transportation Planning has been well received but is outdated, so preparing a new guide is required. RVMPO will track rulemaking and other developments relating to MAP-21. Similarly, RVMPO will coordinate on a process to consider appropriate activities relating to state requirements including greenhouse gas reduction and support for alternatives to single-occupant vehicle travel.

Through the Research and Analysis Program the RVMPO is working toward being better able to respond to increasingly complex planning issues including planning for Climate Change regulation (state and federal), new transportation demands resulting from implementation of the Regional Problem Solving plan. RVMPO staff will continue to coordinate efforts with ODOT and jurisdictions to begin scoping the re-calibration of the travel demand model in advance of the next RTP update in 2017. This will include implementing new OHAS and transit data and compiling updated traffic data. Also, the shift from census to survey data for Title VI/Environmental Justice Plan will have to be addressed.

Jurisdictions are expected to begin implementing the region's long-range land-use Regional Problem Solving plan, and this will include addressing the RVMPO's role in coordinating the transportation aspects of the regional plan.

Also, the RVMPO will begin developing criteria and tools to implement performance measures in the 2038 Regional Transportation Plan.

Specific major work products include:

- Updating and revising the 2015-2018 Metropolitan Transportation Improvement Program
- Maintaining the 2038 Regional Transportation Plan
- Begin scoping of 2017 – 2042 RTP
- Coordination with ODEQ on Limited Maintenance Plans (LMPs)
- Updating the RVMPO Safety Survey with follow-up as necessary
- Analyze long-range plan performance measures
- Integrated Land Use and Transportation Planning
- Data collection/analysis for addressing future travel demand, transit demand, land use and Title VI/Environmental Justice.
- Maintain Intelligent Transportation Systems (ITS) Operations and Implementation Plan Coordination
- Jurisdiction planning assistance
- RVACT coordination

Status of Core RVMPO Planning Documents

The table below lists the core work products of the RVMPO, the adoption date, planning horizon and the time when the next update is due. The 2015-18 MTIP is scheduled in coordination with the Statewide Transportation Improvement Program, so the update is estimated based on information from ODOT. Generally, ODOT updates the STIP every two years and has set the next update for June 2014.

Table of Core Documents

Item	Date Adopted	Time Span	Update Due
2013-2038 Regional Transportation Plan	March 26, 2013	Four Years	March 2017
Air Quality Conformity Determination	March 26, 2013	Four Years	March 2017
2012-2015 Transportation Improvement Program	Jan. 24, 2012	Two Years	June 2014
Annual Listing of Obligated Projects - 2013	Dec. 30, 2013	One Year	Dec. 30, 2014
2013-2014 Unified Planning Work Program	April 23, 2013	One Year	April 2014
RVMPO Public Participation Plan	June 2014	Two Years	June 2016
RVMPO Title 6 / EJ Plan	June 2014	Two Years	June 2016

Timing of the RTP update is determined by the timing of USDOT's Air Quality Conformity Determination on the current plan. Such determinations in air quality attainment and maintenance areas such as Medford (for carbon monoxide) and the RVMPO planning area (for PM₁₀) must be made every four years, based on updated planning assumptions for a 20-year horizon. The 2013-2038 RTP was completed and adopted by the Policy Committee on March 26, 2013, along with the Air Quality Conformity Determination.

The RTP is routinely amended to include new projects, reflect changes in project funding and other reasons as considered appropriate by the Policy Committee. It can be updated provided the RVMPO conducts public outreach on the amendment, advertising a 30-day public comment period and the Policy Committee conducts a public hearing and votes to approve the change. The RTP must maintain conformity with the state and federal air quality conformity requirements, including the State Implementation Plans for carbon monoxide in the Medford area and particulates (10 microns and smaller) in the entire planning area. The current RTP conforms to both federal and state transportation requirements and other comments received from USDOT over time.

RVMPO maintains funds to update the RTP and air quality conformity determination as necessary. It is possible in FY 2015 that a new MAP-21 transportation act rulemaking by USDOT will require updates to the regional plan.

Summary of Projected Deliverables and Products in the 2014 – 2015 UPWP

This section presents an outline of the organization UPWP work tasks, noting some key activities and projected deliverables. Tasks, activities and funding are described in detail in Part 1- RVMPO Functions, following these introductory sections.

The core RVMPO planning functions are presented in five major task sections, with specific deliverables and activities attached to each.

Task 1.0 Program Management – Record-keeping and information retrieval, training, participation in regional planning activities, and support for RVMPO's standing committees occur within this task. Other activities and deliverables include:

- Public Participation Activities (as described in RVMPO Public Participation Plan) including maintaining website www.rvmppo.org

- Organize files and library materials, including records of monthly Policy Committee and Technical Advisory Committee meetings and bimonthly Public Advisory Council meetings
- Monthly and quarterly activity reports
- UPWP updates and draft and final 2014-15 document
- Self-Certification

Task 2.0 Short Range Planning – Activities associated with project programming, including all air quality conformity obligations occur within this task. Specifically:

- Annual listing of obligated projects
- MTIP amendments
- Coordination and management of CMAQ and STP funding and project selection
- Management of the 2015-2018 MTIP, including participating in statewide STIP/TIP coordinators meetings.
- Assist with transit and other jurisdiction planning
- Implementation of EPA MOVES for air quality conformity, and staying up to date on changing conformity rules and related air quality concerns.

Task 3.0 Long Range Planning – Maintenance and updates of the Regional Transportation Plan and planning to implement RVMPO's long-term goals occur in this task, including:

- ITS Plan coordination / implementation
- Integration of RVMPO long-range planning with Regional Problem Solving plan
- Coordination of process examining RVMPO role in state metro area requirements
- Implementation of RTP performance measures
- 2010 Alternative Measures benchmark analysis

Task 4.0 Data Collection/Analysis – Specific continuing tasks related to data base maintenance and analysis, including:

- Title VI & environmental justice planning and compliance report
- Maintenance of GIS maps and data
- Travel demand modeling, model maintenance and improvement
- Application of Oregon Household Activity Survey and Census/Survey data in transportation planning

Task 5.0 Transit – Coordination with RVTB on Hwy 99 bus rapid transit study

Funding for RVMPO Planning

The RVMPO's planning program is funded by federal, state, local funds and in-kind matching funds, totaling \$552,173, including a \$20,000 carryover of FTA funds and RVTB local funds, reserved by the Policy Committee for a RVTB transit study (seen Task 5). Figure 2, on the following page, shows planning resources anticipated by the RVMPO in the coming fiscal year, and their proportion of total revenue.

The largest funding source is FHWA, which provides MPO Planning Funds through ODOT to the RVMPO by formula that consists of 89.73% federal funds with a 10.27% local match required. ODOT has traditionally met the full local match requirements with state planning funds. Other resources are FTA 5303 funds, also through ODOT, for metropolitan planning related to transit (requiring a 20 percent local match), and RVMPO member dues. RVMPO will use \$68,000 in TGM funds to conduct

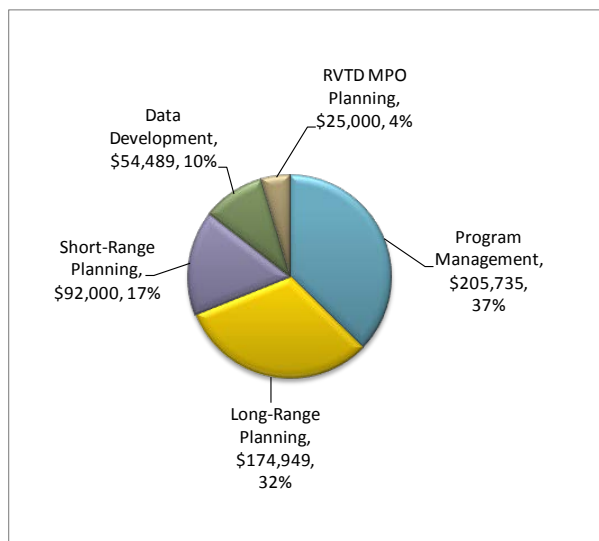
a regional Alternative Measures Benchmark analysis. A summary of how funds are to be distributed among the various RVMPO planning tasks is on page 28. Funding commitments are formalized through specific IGAs with ODOT. The RVMPO and its subcontractors (if any) will carry out the tasks described in this UPWP.

RVMPO is dependent on USDOT funding for UPWP activities. Funds had been static at 2009 levels until FY2014, when FHWA funding declined by 4 percent. Effective FY2015, a new statewide distribution formula has been established for up to two years, to provide planning funds to two newly designated Oregon MPOs (Grants Pass and Albany). With this adjustment, RVMPO total revenues will decline by 9 percent from previous years. Further negotiation on federal funding distribution among Oregon MPOs is anticipated in FY2015. For this work program, federal sources provide about 92 percent of RVMPO funding. Member dues provide the match for FTA funds and Policy Committee political activities (organization dues, travel, support) and some general project expenses – primarily public involvement and website support.

Summary of Projected FY 2015 Funding Allocation

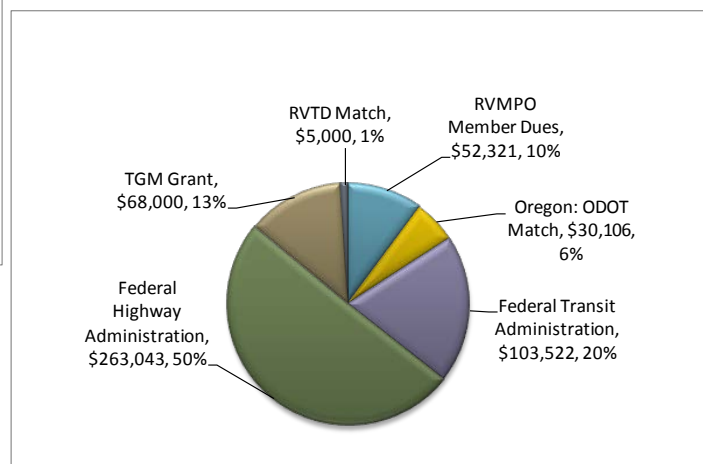
Figure 1, below, summarizes how anticipated resources will be allocated among the major UPWP work tasks. RVMPO planning activities are anticipated to be funded with a total of \$552,173 in federal, state, local funds and in-kind matching funds, an increase from \$431,866 in FY2014. A carryover of \$20,000 in FTA 5303 funds will help support transit planning on Hwy. 99 (see Task 5). A summary of funding sources appears in Figure 2, on the following page.

Figure 1: Allocation of RVMPO Resources, FY 2015



In addition to funding described above, RVMPO relies on travel demand modeling services provided by ODOT's Transportation Planning Analysis Unit. TPAU provides up to \$20,000 in modeling services to the RVMPO annually. TPAU maintains and updates the model for no additional charge. Although RVMPO beginning in FY 2010 has invested in expanding analysis capacity in-house (see Subtask 4.1 on page 23) the organization does not have the ability to maintain and run the travel demand model.

Program management and long-range planning projects will take the largest share of funds. A summary budget breakdown by all work tasks and sub-tasks is on page 28, following the detailed task descriptions in Part I.



The UPWP, Title VI and Environmental Justice

The RVMPO recognizes that environmental justice must be considered in all phases of planning. Although Environmental Justice concerns are frequently raised during project development, Title VI applies equally to the plans, programs and activities the RVMPO undertakes.

The RVMPO UPWP integrates Environmental Justice considerations and Title VI requirements through the Public Participation Plan, the Environmental Justice Plan, and UPWP work tasks. Both the Public Participation Plan and Environmental Justice Plan contain strategies to reach minority and low-income groups. The RVMPO adopted Title VI discrimination complaint procedure is part of the Environmental Justice Plan.

Environmental justice is considered as RVMPO selects projects to receive discretionary funds (Congestion Mitigation and Air Quality and Surface Transportation Program). Target populations living in the vicinity of a proposed project are identified through Census data. Environmental Justice Plan maps were consulted to assess project impact on target populations. Resulting funding decisions were incorporated into the 2012-2015 MTIP. A similar process will be conducted for the 2015-2018 MTIP. Also specialized outreach to Hispanic community was conducted to gather travel information for the OHAS travel survey project.

For FY2015, RVMPO will update environmental justice data. The current plan was based on Census data that is no longer gathered in the same fashion. U.S. Census Bureau has shifted to survey for its minority and low-income data. This will require RVMPO to adapt to the new data source. Through this effort RVMPO expects to strengthen analytical capability, and enhance capacity to assess impacts to minority and low-income populations.

The RVMPO's Public Participation Program is an integral part of the regional transportation planning process. The USDOT Order (5610.2) on Environmental Justice specifies that minority populations and low-income populations be provided with greater access to information on, and opportunities for public participation in transportation decision-making. The RVMPO has public-involvement policies and procedures that provide for consideration of Environmental Justice. These policies and procedures provide an inclusive, representative, and equal opportunity for two-way communication.

PART I - RVMPO Functions

Task 1.0 Program Management

Budget: \$205,735

Funding Source: FHWA MPO Planning Funds, \$172,000
FTA 5303 Metropolitan Planning Funds, \$15,988
RVMPO Dues, \$13,750
In-Kind Match, \$3,997

Description: This task involves the coordination of all MPO activities necessary for day-to-day operations such as; program oversight, coordination of the Policy Committee, Public Advisory Council and Technical Advisory Committee, public participation, and RVMPO participation in statewide planning efforts. Also included are organizational activities that provide for in-house program management, financial accounting, and informational updates for RVMPO committees, member jurisdictions, agencies and the public. Day-to-day activities such as purchases of materials and services, staff management and training are also included here.

Per Federal laws and policies, MPOs are prohibited from lobbying with Federal Funds. In order to permit comments by the RVMPO to legislators on relevant transportation legislation and policies, MPO dues are used. These activities are more fully described in Subtask 1.1 (j) below.

Objective: *Produce a well-defined planning and operational process that is deliberate, regional in scope, and is cooperative, coordinated and continuing.*

Lead Agency: RVCOG. Agencies to Coordinate: RVMPO member jurisdictions and associated agencies, ODOT, DEQ, DLCD, and USDOT (FHWA and FTA)

Subtask 1.1 *Office and Personnel Management; Fiscal and Grant Administration*
Work Task Budget: \$146,235
FHWA MPO Planning Funds, \$120,000
FTA 5303 Metropolitan Planning Funds, \$10,988
RVMPO Dues, \$12,500
In-Kind Match, \$2,747

A large percentage of the MPO management and staff time is spent on task relating to program oversight and fulfilling the administrative requirements of government grants. Many tasks not specifically identified below fall into this subtask, including responding to requests for a variety of RVMPO data and files.

Tasks also include preparation and maintaining records for the Policy and advisory committees, and formation and management of other committees and work groups as necessary, and all costs associated with RVMPO meetings. This portion of the UPWP includes budget line items such as budget audit, staff travel and training, training needs analyses, and memberships in professional organizations. Work items include contract and records management, monthly review of expenditures, personnel and team management, needs analyses for future project work areas, Interagency Agreement review, etc. These

activities are ongoing. Each work item is listed below with descriptions provided for select work items. RVMPO compliance with any USDOT rulemaking for MAP-21 would be addressed at least initially in this task.

a) **Personnel Team Management**

Deliverables: Self-directed work teams, job performance reviews, and trained, competent staff

Timeframe: Ongoing July – June

Lead Agency: RVCOG

b) **Budget / Expenditures / Grant Research & Writing**

Deliverables: Timesheets (RVCOG), UPWP Activity Timesheets, and Monitoring Materials, Grant Matching Funds, Grant Research & Writing and Services Expenditures

Timeframe: Ongoing July – June

Lead Agency: RVCOG

c) **Interagency Agreement Review**

- UPWP Intergovernmental Agreement (May)
- Other agreements as necessary

Deliverables: Updated/Finalized agreements, project-level agreements on cooperation

Timeframe: Ongoing July – June

Lead Agency: RVCOG; *Supporting Agencies:* RVTD, ODOT, FHWA & FTA

d) **Annual Audit**

Deliverables: Final report

Timeframe: First Quarter

Lead Agency: RVCOG

e) **Training and Conferences**

Deliverables: Attendance at appropriate seminars, conferences and training sessions.

Timeframe: Ongoing July – June

Lead Agency: RVCOG

f) **Meeting Preparation**

Deliverables: Meeting materials, Policy Committee, TAC

Timeframe: Ongoing July – June

Lead Agency: RVCOG

g) **Operations**

Deliverables: An efficiently operated and well-managed MPO

Timeframe: Ongoing July – June

Lead Agency: RVCOG

h) Data/Information Requests

Jurisdictions within the MPO frequently request specific transportation data. This task is included because a considerable amount of time can be spent fulfilling requests. Information requests can be in the form of creating GIS maps, attending meetings, providing information on planning topics and TPR requirements, and providing technical assistance (operations analysis, modeling assistance, etc.).

Deliverables: Completed information requests

Timeframe: Ongoing July – June

Lead Agency: RVCOG; *Supporting Agencies:* MPO Member Jurisdictions

i) Records Management

Deliverables:

- Organized hard files
- Organized computer files
- Organized library materials

Timeframe: Ongoing July – June

Lead Agency: RVCOG

j) RVMPO Policy Committee Travel; Association Dues

Policy Committee Chair and other members participate in state, regional and national boards including the Oregon MPO Consortium and the Association of Metropolitan Planning Organizations. Participation is considered important and necessary to furthering regional planning goals. A portion of RVMPO dues totaling \$10,000 is dedicated to this activity. These funds also are used to pay dues to organizations such as the Association of Metropolitan Planning Organizations (AMPO) and West Coast Corridor Coalition. Staff support for these activities also is funded in this task.

Deliverables:

- Regional policy-makers participation in state, regional and national organizations and events.
- Membership in organizations as authorized by the Policy Committee
- Legislative issues/Positions

Timeframe: As required, July – June

Lead Agency: RVCOG; *Supporting Agencies:* OMPOC, AMPO, NARC, State & Federal Legislators

Subtask 1.2 UPWP Development and Management Process

Work Task Budget: \$13,500

FHWA MPO Planning Funds, \$12,000

FTA 5303 Metropolitan Planning Funds, \$1,000

RVMPO Dues, \$250

In-Kind Match, \$250

The UPWP is an annual work program that outlines MPO planning activities. Its adoption every year (or optional every two years) is required by Federal law. Its implementation is monitored by the

funding agencies (USDOT and ODOT). It is a "unified" program that includes all transportation planning activities that are taking place within the RVMPO geographic planning boundary (Exhibit A). It is written and developed by RVMPO staff and reviewed, amended and adopted by the RVMPO Policy Committee. Most "Subtasks" of the UPWP have been delegated to a Team Leader and that leader must formulate a more detailed work program that will guide in the implementation and completion of each subtask. Subtasks will be monitored to assess progress. Progress information is provided as reports and proposals for action to the Policy Committee and advisory committees. Summary progress reports are provided as part of quarterly reporting process. The annual Self Certification Statement will also be prepared. Development of the Certification Statement will consider the RVMPO's effectiveness in fulfilling federal requirements regarding the 3-C (Comprehensive, Continuing and Coordinated) and multimodal urban transportation planning processes. Deliverables associated with this subtask include an adopted UPWP, Quarterly reports, UPWP amendments, monthly time sheets with task and subtask tracking.

Amendments to the UPWP are required when there is a change to either the work program, an addition to the work program and a budget revision resulting in changes to the work program. The RVMPO Policy Committee must approve all amendments to the UPWP.

a) Monthly Reports

Deliverables: Monthly reports

Timeframe: Monthly July – June

Lead Agency: RVCOG

b) Quarterly Reports

Deliverables: Quarterly reports, quarterly meeting with USDOT and ODOT (as needed)

Timeframe: Each Quarter

Lead Agency: RVCOG; *Supporting Agencies:* ODOT, USDOT

c) Daily RVMPO Task Tracking

Deliverables: Monthly task/subtask timesheets

Timeframe: Monthly July – June

Lead Agency: RVCOG

d) UPWP Development

Deliverables: 2015 UPWP document; amendments as necessary

Timeframe: Draft in February; Adoption by May

Lead Agency: RVCOG

e) Annual MPO Self-Certification

Deliverables: Self-Certification statement

Timeframe: Draft by February; Adoption by May

Lead Agency: RVCOG

Subtask 1.3 ***Public Education and Participation***
Work Task Budget: \$20,500
FHWA MPO Planning Funds, \$19,000
FTA 5303 Metropolitan Planning Funds, \$1,000
RVMPO dues, \$250
In-Kind Match, \$250

The RVMPO recognizes the importance and need for providing an active public involvement process, which supplies complete information, timely public notice (45 days for amendments to the Public Participation Plan), full public access to key decisions, and supports early and continuing involvement of the public in all RVMPO planning and program activities. The purpose of this work element is to improve, strengthen and fulfill all these needs. A good public participation program includes public education, public involvement and public relations. The RVMPO adopted a Public Participation Plan and Citizen's Guide to Transportation Planning (see <http://rvmpo.org/SectionIndex.asp?SectionID=16>) to fulfill MAP-21 obligations and the RVMPO's commitment to actively engaging the public in the transportation planning process.

a) Implementation of Public Participation Plan

MAP-21 calls for a "proactive public involvement process that provides complete information, timely public notice (45 days for amendments to the Public Participation Plan), full public access to key decisions, and support early and continuing involvement of the public in developing plans." In FY 2014, the RVMPO strengthened public participation in all of its planning activities through an update of its *Public Participation Plan*. Under this plan, the RVMPO seeks to increase opportunities for all segments of the community, including low-income, minority and disabled citizens, to participate in the metropolitan planning process. Implementation has included efforts to develop new visualization techniques for MTIP project selection including greater use of photographs in discussion of site locations and conditions, and posting on the web all applications and descriptive materials, and evaluation criteria and procedures. All applicants for RVMPO discretionary funds are asked to make presentations with visuals to each of the RVMPO's three committees. Presentation materials are posted on the RVMPO website. This use of the web represents an investment in expanded public involvement that will continue in FY2015.

Also in FY2015, RVMPO will research successful public engagement activities that could be used during the 2017-2042 RTP development. RVMPO historically relied on Open House events, but with only about 25 attendees these have become an expensive means of reaching a very small minority of RVMPO population. More effective outreach will be sought out and implemented.

Deliverables:

- Ongoing implementation of the RVMPO Public Participation Plan.
- Fact sheets, project progress reports, newsletters, new visualization techniques and up-to-date website, and other activities as identified.

Timeframe: Ongoing July to June

Lead Agency: RVCOG

b) **Public Advisory Council**

The RVMPO Public Advisory Council (PAC), which was formed in 2000, consists of appointed residents from nine Citizen Involvement Areas (CIAs) and special interest representatives for mass transit and low-income and minority families. The PAC makes recommendations to the RVMPO Policy Committee from the public's perspective on proposed long-range transportation plans, project plans, and priorities for state and federal funding and other transportation issues. The objective of this work element is to maintain and improve the function of the PAC. In FY 2015, the RVMPO will continue efforts to support the PAC, and expand public attendance at all RVMPO meetings. The PAC meets bi-monthly, on the 3rd Tuesday from 5:30 p.m. to 7:30 p.m.

Deliverables:

- Staff support for PAC
- Bi-monthly PAC meetings

Timeframe: Ongoing July to June

Lead Agency: RVCOG

c) **Citizens Guide to Metropolitan Planning**

The RVMPO published a guide for the public in 2001. The publication not only is out of date, but stands to be improved to reflect enhanced mapping, analysis and other capacities within the RVMPO. Staff has produced partial updates, anticipating a more formal update with enactment MAP-21 guidance. Final changes to the guide will occur in FY2015.

Deliverables:

- Updated Citizens Guide

Timeframe: Ongoing July to June

Lead Agency: RVCOG

Subtask 1.4 Interagency and Interjurisdictional Coordination

Work Task Budget: \$22,500

FHWA MPO Planning Funds, \$18,000

FTA 5303 Metropolitan Planning Funds, \$3,000

RVMPO dues, \$750

In-Kind Match, \$750

The RVMPO must maintain a continuing, cooperative and comprehensive planning process that results in plans that are consistent with other transportation planning activities in the Rogue Valley and in the state. There is a growing demand for MPO participation and resources for state and regional planning as well as assistance locally. RVMPO participates in technical advisory committees locally and at the state level, passing on information, providing local input and coordinating with member jurisdictions at key decision points. RVMPO also coordinates with ODOT on projects including statewide multimodal and modal/topic planning, and most recently state greenhouse gas reduction planning. RVMPO participates on statewide committees, such as the Oregon Model Steering Committee. The RVMPO also is involved in RVTD regional planning efforts.

Coordination with other agencies also requires participation in local task forces, steering committees, project teams, advisory committees and subcommittees associated with transportation planning efforts

in the Rogue Valley, including the Rogue Valley Area Commission on Transportation (RVACT) and the Middle Rogue MPO.

a) Continuing, Cooperative and Comprehensive Planning Process

Deliverables:

- Attendance and participation at appropriate meetings
- Comprehensive and coordinated projects

Timeframe: Ongoing July – June

Lead Agency: RVCOG

b) State and Federal Legislation and Policy Review

The RVMPO will focus efforts in FY2015 on keeping the key planning products, programs and activities consistent with state and federal requirements.

Deliverables:

- Updated information for MTIP update, RTP maintenance and other planning needs.
- Informed/knowledgeable staff

Timeframe: Ongoing July – June

Lead Agency: RVCOG

Subtask 1.5 Grant Writing

Work Task Budget: \$3,000

FHWA MPO Planning Funds, \$3,000

RVMPO planning funds will augment RVCOG administrative recourses to increase grant application activities. Particular targets for grant searches likely will be TGM funds and assisting local jurisdictions with grant applications. Grants have helped RVMPO pursue planning projects that are beyond the scope of MPO funding. Such grants have in past years enabled RVMPO to undertake a freight planning project, which included formation of a freight stakeholders' committee, a land use and transportation study focusing on planning needs resulting from the Regional Problem Solving project, and development of a transportation options/TDM plan.

Deliverables:

- Grant applications.
- Research, information to support grant applications
- Assist local jurisdictions with grant applications

Timeframe: Ongoing July – June

Lead Agency: RVCOG

Task 2.0 Short Range Planning

Budget: \$92,000

Funding Source: FHWA MPO Planning Funds, \$51,000
FTA 5303 Metropolitan Planning Funds, \$21,000
RVMPO Dues, \$14,750
In-Kind Match, \$5,250

Description: This task relates to near term activities such as federal Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) project prioritization and programming, air quality conformity activities, maintenance and update of the Metropolitan Transportation Improvement Program, which is a financially-constrained list of transportation improvements for the RVMPO area, and development of the annual list of obligated projects.

Objective: *Undertake activities associated with short-term project programming within a five-year horizon.*

Agencies to Coordinate: RVMPO member jurisdictions and agencies, ODOT, DEQ, DLCD, and USDOT

Subtask 2.1 *Metropolitan Transportation Improvement Program (MTIP); Annual Projects Listing*
Work Task Budget: \$26,500
FHWA MPO Planning Funds \$15,000
FTA 5303 Metropolitan Planning Funds, \$8,000
RVMPO Dues, \$1,500
In-Kind Match, \$2,000

Maintenance of the 2012-15 MTIP, and adoption and maintenance of the 2015- 2018 MTIP are the main elements in this task. Also, staff will develop and publish the Annual Listing of Obligated Projects, maintaining the expanded format initiated in FY2010. RVMPO coordinates with member jurisdictions and state and federal agencies to keep the program current and develop the annual obligations report. MTIP amendments generally are initiated by sponsoring agencies. Amendments are reviewed by the public and the TAC and PAC. The advisory committees forward recommendations to the Policy Committee, which is responsible for approving the MTIP and any changes to it (beyond minor, “administrative modifications,” which RVMPO manager is authorized to make under 23 CFR 450 to address project changes such as phase costs and minor shifts in fund sources). All amendments are forwarded to the ODOT STIP coordinator. RVMPO coordinates the amendment process so member jurisdictions will be aware of the progress of projects. Example of instances that trigger the amendment process include re-scheduling CMAQ and STP projects, Federal Transit Administration fund changes, and project costs or other scheduling changes.

In some instances, MTIP amendments can trigger requirements for a new air quality conformity determination. Conformity activities will be determined through interagency consultation conducted by RVMPO (see Task 2.2: Air Quality Conformity for details). Consultation occurs on all full MTIP amendments.

Adoption of the 2015-2018 MTIP is determined by ODOT's STIP cycle. Currently, the anticipated deadline for MTIP projects to the STIP is August 2015. Any necessary amendments to the 2038 RTP are addressed in Subtask 3.2.

Deliverables:

- Amended/Updated 2012-2015 MTIP
- Adopted 2015-2018 MTIP
- Annual Listing and Status of Federally-funded projects

Timeframe:

- MTIP and Amendments - Ongoing July – June
- 2015-2018 MTIP - October – June.
- Obligated Funds Report – December 2014

Lead Agency: RVCOG; *Supporting Agencies:* Member jurisdictions, ODOT, USDOT

Subtask 2.2 *Air Quality Conformity/SIP Implementation*

Work Task Budget: \$43,000

FHWA MPO Planning Funds, \$23,000

FTA 5303 Metropolitan Planning Funds, \$6,000

RVMPD Dues, \$12,500

In-Kind Match, \$1,500

Air quality conformity determinations are a required component of the RTP and MTIP and all amendments that expand vehicular capacity (non-exempt projects). The RVMPD will prepare air quality conformity determinations as needed to respond to plan and program amendments. The most recent air quality conformity determination was made in April 2013 for the 2013-2038 RTP and amended 2012-2015 MTIP. This updates the prior RTP conformity on April 27, 2009. Funds for this task reflect the additional amount of staff time required to implement new EPA emission-estimating software, MOVES. Because MOVES is required for conformity determinations made after March 2, 2012, any conformity required beyond the RTP conformity will necessitate the shift to MOVES. RVCOG retained a consultant, Sierra Research to develop data and run MOVES. Carryover MPO dues are proposed to be used to pay for consultant costs (estimated to cost \$20,000 to \$40,000). All data files from current conformity determinations will have to be altered, amended or developed for MOVES. Conformity training and practice as well as other air-quality-related training will occur under this task.

A PM₁₀ State Implementation Plan (SIP) is in place for the region, setting a regional emissions budget for on-road sources. A Carbon Monoxide SIP is in place in Medford, which sets a CO emissions budget for Medford on-road source emissions. The RVMPD will continue to coordinate with DEQ, ODOT, EPA, FTA and FHWA to maintain transportation conformity status, including any coordination and consultation necessary. RVCOG is in discussions with DEQ on developing Limited Maintenance Plans (LMPs) for the RVMPD.

As a related air quality issue, but not currently part of RVMPD's conformity process, RVMPD will continue monitoring and coordinating on ozone and PM_{2.5} standards. EPA could announce new and possibly more stringent standards for ozone. The RVMPD area could exceed new standards, which would add to requirements for transportation conformity.

a) MTIP / RTP Conformity Document

Deliverables: Air Quality Conformity Determination documents acceptable to USDOT for 2015-2018 MTIP.

Timeframe: December through June

Lead Agency: RVCOG; *Supporting Agencies:* Member jurisdictions, ODOT, USDOT, and DEQ

b) Interagency Consultation

Deliverables: Coordination with DEQ, ODOT, EPA, FHWA and FTA on conformity issues; Conformity consultation, training, reporting.

Timeframe: July - June as needed

Lead Agency: RVCOG; *Supporting Agencies:* ODOT, USDOT, EPA and DEQ

c) Staff Training

Deliverables: Staff trained to assist in running MOVES for conformity documents; maintain currency on conformity-related matters

Timeframe: July – June

Lead Agency: RVCOG

Subtask 2.3 Local Jurisdiction Technical Assistance (state Transportation System Plan/Other)

Work Task Budget: \$5,500

FHWA MPO Planning Funds, \$3,000

FTA 5303 Metropolitan Planning Funds, \$2,000

In-Kind Match, \$500

RVMPO staff will give technical assistance to member jurisdictions as requested by supplying data, participating in committees, and helping the agencies in their efforts to be consistent with the RTP.

The objective under this element is to ensure consistency between the RTP and local plans such as TSPs, and to maximize the efficiency of the transportation system by helping communities integrate transportation and land use planning principles. Duplication of effort can also be minimized through communication and coordination provided in this task.

Deliverables: Provision of technical assistance, as needed/requested.

Timeframe: Ongoing July – June

Lead Agency: RVCOG; *Supporting Agencies:* Member jurisdictions

Subtask 2.4 *Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) Program Funds Management*

Work Task Budget: \$17,000

FHWA MPO Planning Funds, \$10,000

FTA 5303 Metropolitan Planning Funds, \$5,000

RVMPD Dues \$750

In-Kind Match, \$1,250

Subtask consists of maintaining regular accounting of fund balances, staying current on fund rules and eligibility, participating statewide in allocation of funds.

Primary task will be review of project selection criteria and application materials.

Also, funds programmed in the current MTIP will be monitored. RVMPD coordinates with ODOT to track fund balances. Subsequent changes to projects through FY2015 will need to be tracked to maintain fund balances to ensure that funds are programmed appropriately. Administrative duties will be performed as needed. RVMPD participation in statewide discussion of funding allocations is part of this subtask. MAP-21 could also bring changes to these funds that will have to be addressed.

Deliverables:

- Administration of STP and CMAQ funds
- Updating criteria, evaluation matrices, applications and support documents for allocation of future STP and CMAQ funds.

Timeframe: Ongoing July - June

Lead Agency: RVCOD; *Supporting Agencies:* Member jurisdictions, ODOT

Task 3.0 Long Range Planning

Budget: \$174,949

Funding Source: FHWA MPO Planning Funds, \$46,149
FTA 5303 Metropolitan Planning Funds, \$29,000
RVMPD Dues, \$15,250
TGM Funds, \$68,000
In-Kind Match, \$16,550

Description: The RVMPD is committed to maintaining and updating the RTP to conform to federal transportation planning requirements as set forth in MAP-21, the Oregon Transportation Plan, Oregon Highway Plan, and other statewide modal plans, and the Oregon Transportation Planning Rule for urbanized metropolitan planning organizations. Additionally, RVMPD will continue participating in committees, conducting research and other work to be ready to comply with anticipated state and/or federal requirements for long-range performance measures and greenhouse gas emission reductions.

Objective: *To complete the work necessary to maintain 2013-2038 RTP that meets both federal and state transportation planning requirements under MAP-21 and the 3C Planning process and planning factors.*

Agencies to Coordinate: RVMPO member jurisdictions, ODOT, DEQ, DLCD, and USDOT

Subtask 3.1 *Intelligent Transportation System Operations & Implementation Plan Coordination*
Work Task Budget: \$12,000
FHWA MPO Planning Funds, \$3,000
FTA 5303 Metropolitan Planning Funds, \$7,000
RVMPO Dues, \$250
In-Kind Match, \$1,750

The RVMPO will continue to maintain the 2004 ITS Deployment Plan and Architecture (see online, <http://rvmpo.org/Page.asp?NavID=26>) and coordinate its implementation. The Rogue Valley ITS committee will meet to review plan updates, ITS developments, funding opportunities and other issues identified by the committee. Staff will continue making software and format updates in coordination with FHWA. Additionally, the plan will be reviewed to determine whether an update is needed.

Deliverables:

- Up-to-Date RVITS plan and architecture
- ITS project grant research and applications, other implementation assistance
- RVITS Working Group consultations/meetings; agendas, minutes, meeting materials
- Maintain ITS project record
- Staff training
- Create an ITS action plan (for updating the plan)

Timeframe: Ongoing July to June

Lead Agency: RVCOG; *Supporting Agencies:* Member jurisdictions, ODOT, FHWA

Subtask 3.2 *2013 – 2038 RTP Implementation/Safety, Regional Problem Solving Integration*
Work Task Budget: \$17,250
FHWA MPO Planning Funds, \$8,000
FTA 5303 Metropolitan Planning Funds, \$7,000
MPO Dues, \$500
In-Kind Match, \$1,750

The Regional Transportation Plan (RTP) for the Rogue Valley Metropolitan Planning Organization was adopted effective April 26, 2013 (date of USDOT RTP conformity determination). This task will implement and maintain the plan. The updated RTP introduces performance indicators, which will require additional elaboration consistent with any new MAP-21 requirements, as well as development of measurement matrices, all of which would be addressed here. Continuation of other long-range planning, including the RVMPO's Safety Profile and integration of MPO planning with the Regional Problem Solving plan would occur here. Safety planning was initiated in FY2014 with publication of a Safety Profile. RVMPO will work with jurisdictions to continue the effort with additional data and analysis. The availability of crash data relevant to the region will support other planning, particularly the project selection process identified in Task 2.4.

RVMPO will continue participating with jurisdictions in the implementation of the RPS plan. The plan requires development of master plans for future urban areas. Those plans must include transportation, and RVMPO will continue to contribute in this planning.

Deliverables and Timeframe:

- Amended 2038 RTP, as needed, July-June
- Update Safety Profile with another crash analysis
- Add a transit safety section to the Safety Profile in relation to future RPS growth areas
- RPS Integration, as needed, July-June

Subtask 3.3 ***2017-2042 RTP Development***

Work Task Budget: \$24,750

FHWA MPO Planning Funds, \$15,000

FTA 5303 Metropolitan Planning Funds, \$7,000

RVMPO Dues, \$1,000

In-Kind Match, \$1,750

The RVMPO RTP is updated every four years. The deadline for the next RTP update is April 26, 2017. This task is to develop the work plan and timeline for the 2017-2042 RTP.

Deliverables and Timeframe:

- RTP work plan and timeline, June – July

Lead Agency: RVCOG

Subtask 3.4 ***RVMPO Freight Plan Update***

Work Task Budget: \$17,250

FHWA MPO Planning Funds, \$7,500

FTA 5303 Metropolitan Planning Funds, \$7,000

RVMPO Dues, \$1,000

In-Kind Match, \$1,750

The last update to the RVMPO Freight Plan was in 2009. This task will involve a review of the current freight plan to determine what projects have been completed, and what data needs to be updated. The work will be coordinated with the MPO TAC, Freight Advisory Committee, and ODOT Freight Division.

Deliverables and Timeframe:

- Updated freight plan, June – July

Lead Agency: RVCOG; *Supporting Agencies:* Member jurisdictions, ODOT

Subtask 3.5 *PM₁₀ & CO Limited Maintenance Plans*
Work Task Budget: \$33,899
FHWA MPO Planning Funds, \$12,649
FTA 5303 Metropolitan Planning Funds, \$7,000
RVMPD Dues, \$12,500
In-Kind Match, \$1,750

RVCOG and Oregon DEQ are in discussions about developing Limited Maintenance Plans (CO & PM₁₀) for the RVMPD Area². This task will develop an Inventory Preparation Plan (IPP) and LMPs for the RVMPD Area in consultation with RVCOG, Sierra Research, DEQ, EPA and ODOT. The IPP will detail the data and methodologies to be used in developing the LMPs. DEQ will take the lead in developing the LMPs with assistance from RVCOG, ODOT and Sierra Research. This task will require MOVES modeling.

Deliverables and Timeframe:

- Coordinate with ODEQ on timing for LMPs
- Inventory Preparation Plan (IPP) FY2014 (depending on whether or not DEQ decides to move forward with LMPs)
- Possible Limited Maintenance Plans (LMPs) July-June

Lead Agency: RVCOG; *Supporting Agencies:* USDOT, ODOT, EPA, DEQ

Subtask 3.6 *Alternative Measures Benchmark Analysis*
Work Task Budget: \$77,300
TGM Funds, \$68,000
In-Kind Match, \$9,300

In 2002 RVMPD adopted Alternative Measures to meet state transportation planning requirements through 2020. The MPO completed the 2005 Alternative Measures Benchmark analysis in 2007. The 2010 benchmark analysis was delayed due to lack of funding. The RVCOG was awarded a TGM grant in 2013 to complete the 2010 benchmark analysis. The work plan is already developed for this project.

Deliverables:

- Completed 2010 Benchmark Analysis

Timeframe: Ongoing July – June

Lead Agency: RVCOG; *Supporting Agencies:* Member jurisdictions, ODOT, DLCD

² Since for transportation conformity purposes, EPA would be concluding that emissions in areas with limited maintenance plans need not be capped for the maintenance period, a regional emissions analysis and associated "budget test" (40 CFR 93.118 and 93.119) would not be required. However, since these areas are still maintenance areas, transportation conformity determinations are still required for transportation plans, programs, and projects. Transportation plans, TIPs, and projects must still meet the criteria for consultation and TCMs in the conformity rule (40 CFR 93.112 and 93.113). In addition, projects in CO areas with limited maintenance plans would still have to meet the criteria for CO hot spots (40 CFR 93.116 and 93.123), and projects in PM-10 areas would have to meet the criteria for PM-10 hot spots (40 CFR 93.116 and 93.123) and PM-10 control measures (40 CFR 93.117).

4.0 Data Collection/Analysis

Budget: \$54,489

Funding Source: FHWA MPO Planning Funds, \$24,000;
FTA 5303 Metropolitan Planning Funds, \$17,534
RVMPO Dues, \$8,571
In-Kind Match, \$4,384

Description: This work task involves the collection and analysis of data in support of all regional transportation planning studies and associated planning undertaken by RVMPO. It includes support for RVMPO's ongoing collaboration with ODOT Transportation Planning and Analysis Unit on the regional travel demand model and development of new planning tools, such as scenario planning software. In FY 2015, this task will support incorporation of data from Oregon Household Activity Survey and Census/American Community Survey in planning tasks.

Objective: *Data collected will be used to identify relationships among social, economic, development and transportation system factors that affect traveler decisions, and the travel patterns that result. Data collection and analysis can also be helpful in determining identifying and addressing Title VI and Environmental Justice considerations as well as contribute to other planning efforts.*

Agencies to Coordinate: RVMPO and funding agencies, ODOT, DEQ, DLCD, and USDOT.

Subtask 4.1 *Research and Analysis Program; Travel Demand Model Support & Development*
Work Task Budget: \$45,892
FHWA MPO Planning Funds, \$21,000
FTA 5303 Metropolitan Planning Funds, \$16,534
RVMPO Dues, \$4,224
In-Kind Match, \$4,134

This task continues work to strengthen analysis capacity within the RVMPO. It will address improvements to the region's travel demand model, using new statewide household activity survey and U.S. Census data, and related needs. This work implements goals identified in a Policy Committee visioning process conducted in FY 2010.

The RVMPO has a cooperative agreement with ODOT Transportation Planning and Analysis Unit (TPAU) for travel demand modeling. TPAU originally built and now runs the model. In FY 2008 and 2009, RVMPO staff worked with TPAU to update the model for the entire RVMPO area and the updated model was calibrated to 2006 and became fully functional with adoption of the 2034 RTP in April 2009. Land use updates were made in 2012 and the model was recalibrated to 2006 for the 2038 RTP update. A major update will have to be made prior to the next RTP update (2017) so that the model can be recalibrated to a more current calibration year. This is necessary to meet Clean Air Act requirements for regional conformity. Tasks to achieve this will be established in collaboration with TPAU. During this process RVMPO will examine the potential for linking Census and existing RVMPO TAZ data through Census data programs.

The model is a state of the practice, peer reviewed model that is regional in scope. The structure and data of the model support regional and project specific analysis, in addition to long range planning and air quality analysis. However, the RVMPO is facing planning tasks of ever increasing complexity, such as greenhouse gas analysis and transit analysis. Although the existing RVMPO travel demand model features a structure that supports detailed analysis such as this, considerable data assembly and integration will be required to implement additional analytical capability. Local decision makers have expressed interest in developing additional analytical capability to help them make more informed decisions. Consideration of any specific model changes will require the RVMPO to identify the analysis priorities of the Policy Committee as well as the funding and other resources needed. Upgrade options could range from adding capacity in small increments as existing funding (federal MPO planning money, FHWA PL and FTA 5303) permits, or identifying additional funds (Surface Transportation Program funds are one source) for expanded upgrades. This task will include completing development and then the implementation of a strategic plan for short-, medium- and long-range model improvement. Of highest priority to RVMPO are improvements to enable transit forecasting and development of ability to detect travel changes brought about by changes to land use policy. Work will include scoping the range of options available, and training in developing and using travel demand model outputs and close collaboration with TPAU. In FY2014, TPAU has been updating the model to make changes to improve its utility, especially for forecasting transit mode share.

This work task also will include continued training and analysis work with the state version of the Highway Economic Requirements System (HERS-ST), and developing and coordinating a regional response to state greenhouse gas emission reduction targets, and working with TPAU and other Oregon MPOs to use new data from Oregon Household Activity Survey (OHAS), which was completed in the RVMPO area in early FY2012. This provides important data for all RVMPO planning as well as planning at the jurisdiction level. When completed, the RVMPO will be the keeper of the survey data and will provide assistance to jurisdictions wanting information. RVMPO also is participating in the OHAS data storage project at Portland State University, which will provide access to data from across the state. This is the first time in many years that the RVMPO region has had reliable and up-to-date travel information from a large and statistically valid sampling of residents (900).

Also in this task will be the continuing work to development and maintain a traffic count data base in advance of re-calibration of the model. The cost to RVMPO to participate in a statewide data program was found to be prohibitive, but RVMPO will coordinate with TPAU and develop a plan for gathering, storing and working with the count data necessary to update the travel demand model. It's anticipated that such a data base would be useful to member jurisdictions and even the general public wanting to gain an understanding of traffic flow in the region.

GIS activities are addressed here as well. RVMPO GIS is an important resource tool for planning as well as being critical to complying with visualization requirements in public participation. Maps and data need to be updated periodically with new information to better inform the public about the attributes of the regional transportation system and factors affecting its performance. During FY2015, the RVMPO will update project maps and databases to be consistent with current GIS information and create new maps for the 2015-2018 MTIP. Funding includes software license purchases for RVMPO staff, and management and storage of GIS files.

Deliverables: Technical memos, data and information for RVMPO and jurisdiction projects, outreach, consultation with RVMPO committees, ODOT TPAU, Oregon Model Steering Committee, Oregon MPOs, Oregon Household Activity Survey, USDOT, EPA.

- Travel Demand Model Maintenance and Support (assisting and coordinating with TPAU on all tasks including:
 - Updates to area travel model
 - Model Validation reports
 - Updates to model documentation
 - Project and policy analyses modeling
 - Travel forecasts for air quality analyses
 - Traffic volume and level-of-service maps as requested
 - Other model outputs as requested, including percent change in VMT, VHT, mode-split, ridership numbers
 - Staff and equipment needed to complete projects in a timely manner
 - Staff training, consultation, coordination with TPAU
- Oregon Household Activity Survey
 - Coordination on application of survey data
 - Explore use of data to inform other planning efforts
 - Collate and disseminate survey results
- HERS-ST Analysis
 - Staff training, consultation, coordination with TPAU
 - Application of HERS-ST analysis in MPO planning
- 2010 U S Census/American Community Survey
 - Participate in Census training, orientation
 - Apply data in MPO planning
- Traffic Count Program
 - Identification of traffic count needs for 2017 RTP update and develop plan to obtain them (including coordination with member jurisdictions on data availability, formats and timelines).
 - Review available traffic count database software.
 - Develop draft budget for in-house traffic count program.
- Coordination and planning for Oregon greenhouse gas reduction requirements.
- RVMPO GIS
 - Updated RVMPO GIS data and maps
 - GIS data management, file storage
 - GIS user licenses

Timeframe: Ongoing July – June

Lead Agency: RVCOG; *Supporting Agencies:* Member jurisdictions, TPAU

Subtask 4.2 *Data Collection/Analysis for Addressing Title VI/Environmental Justice in the Long-range Planning Process*

Work Task Budget: \$8,597

FHWA MPO Planning Funds, \$3,000

FTA 5303 Metropolitan Planning Funds, \$1,000

RVMPD Dues, \$4,347

In-Kind Match, \$250

This task implements RVMPD Public Participation Plan and the Environmental Justice and Title VI Plan, which was developed and adopted in FY 2011, to maintain compliance with Title VI and Environmental Justice considerations. Information contained in the plan about locations and numbers of target populations has become a reference for RVMPD project funding decisions. In evaluating project applications, RVMPD considers impacts on EJ populations as identified in the Plan. Therefore it is important for the plan to contain up to date information. For FY2015, this task will support RVMPD's transition from Census data to American Community Survey data for Title VI and other planning. The Title VI-Environmental Justice Plan is based on Census data from 2000. Since compiling data for the plan, the Census Bureau has shifted to data based on sampling. Data in the current plan no longer is supported by new Census data, so use of valid samples is required.

This task also maintains the Title VI officer, environmental justice reporting and plan-approval requirements, and Civil Rights complaint process as required by state and federal law. Task provides for continuing education of TITLE VI officer in legal requirements, strategies and best practices relative to maintaining compliance with state and federal laws and guidance. Outreach and planning relating to locations of protected populations will be coordinated through the Title VI officer.

Deliverables:

- RVMPD Title VI/EJ report
- Outreach to protected populations for 2015-2018 MTIP development
- Plan implementation including maintaining data base of contacts and sources,
- maintain Title VI officer position, and
- Develop GIS maps of distribution of minority and low-income populations.

Timeframe: Ongoing July - June

Lead Agency: RVCOG; *Supporting Agencies:* Member jurisdictions, TPAU, ODOT, FHWA

5.0 Highway 99 Transit Service Conceptual Development

Budget: \$25,000

Funding Source: FTA 5303 Metropolitan Planning Funds, \$20,000
RVTD Match, \$5,000

Description: This multi-year project will develop a plan to improve transit service along the Hwy 99 corridor. This corridor is approximately 25 miles in length, serves five cities and currently supports nearly 4,500 passengers per day with regular bus service. This plan will develop preliminary concepts through design charettes with the community. The plan will also address stop locations, routing, level of service (frequency), transit signal priority, exclusive transitways, fare collection and unique branding. Data collection and analysis will include existing schedule adherence, passenger activity, passenger origin and destination and forecasted travel demand. The results of this plan should provide RVTD with several concepts for continuing more refined work funded by a New Starts Planning grant.

Deliverables:

- Completed work products identified in work plan

Timeframe: July – June

Lead Agency: RVTD

Figure 3: Summary RVMPO 2015 Budget – Transportation Planning Funds by Source & Activity

RVMPO FY 2015 UPWP BUDGET						
Transportation Planning Funds by Source and Activity						
	FHWA MPO Planning Funds (1)	FTA 5303 (2)	MPO Dues (3)	TGM (4)	In-Kind Match (2)	Total Budget (5)
Work Tasks						
1. Program Management						
1.1 Office & Personnel Mgmt: Fiscal & Grant Admin.	\$120,000	\$10,988	\$12,500	\$0	\$2,747	\$146,235
1.2 UPWP Development & UPWP Progress	\$12,000	\$1,000	\$250	\$0	\$250	\$13,500
1.3 Public Education and Involvement Program	\$19,000	\$1,000	\$250	\$0	\$250	\$20,500
1.4 Interagency & Jurisdictional Coordination	\$18,000	\$3,000	\$750	\$0	\$750	\$22,500
1.5 Grant Writing	\$3,000	\$0	\$0	\$0	\$0	\$3,000
Totals	\$172,000	\$15,988	\$13,750	\$0	\$3,997	\$205,735
2. Short Range Planning						
2.1 TIP Activities	\$15,000	\$8,000	\$1,500	\$0	\$2,000	\$26,500
2.2 Air Quality Conformity	\$23,000	\$6,000	\$12,500	\$0	\$1,500	\$43,000
2.3 Local Jurisdiction Technical Assistance	\$3,000	\$2,000	\$0	\$0	\$500	\$5,500
2.4 STP & CMAQ Project Funds Management	\$10,000	\$5,000	\$750	\$0	\$1,250	\$17,000
Totals	\$51,000	\$21,000	\$14,750	\$0	\$5,250	\$92,000
3. Long Range Planning						
3.1 ITS Operations & Implementation Plan Coordination	\$3,000	\$7,000	\$250	\$0	\$1,750	\$12,000
3.2 RTP Implementation/Safety, Regional Problem Solving Integration	\$8,000	\$7,000	\$500	\$0	\$1,750	\$17,250
3.3 2017 - 2042 RTP Development	\$15,000	\$7,000	\$1,000	\$0	\$1,750	\$24,750
3.4 RVMPO Freight Plan Update	\$7,500	\$1,000	\$1,000	\$0	\$250	\$9,750
3.5 PM10 & CO Limited Maintenance Plans	\$12,649	\$7,000	\$12,500	\$0	\$1,750	\$33,899
3.6 Alternative Measures Benchmark Analysis	\$0	\$0	\$0	\$68,000	\$9,300	\$77,300
Totals	\$46,149	\$29,000	\$15,250	\$68,000	\$16,550	\$174,949
4. Data Development						
4.1 Research & Analysis Program	\$21,000	\$16,534	\$4,224	\$0	\$4,134	\$45,892
4.2 Data collection/analysis for Title 6 & EJ	\$3,000	\$1,000	\$4,347	\$0	\$250	\$8,597
Totals	\$24,000	\$17,534	\$8,571	\$0	\$4,384	\$54,489
5. Transit						
5.1 Highway 99 Transit Service Conceptual Development	\$0	\$20,000	\$0	\$0	\$5,000	\$25,000
Totals	\$0	\$20,000	\$0	\$0	\$5,000	\$25,000
Totals	\$293,149	\$103,522	\$52,321	\$68,000	\$35,181	\$552,173

(1) FHWA MPO Planning funds are allocated to the RVMPO by formula and consist of 89.73% federal funds and 10.27% state match. Federal Share: \$263,043; Oregon Match: \$30,106; Total \$293,149 for FY 2014.

(2) FTA Section 5303 funds are provided for metropolitan planning activities. Total 2015 allocation consists of 80% federal (\$66,818) and a required 20% local share (\$16,704) provided by RVMPO member in-kind contributions (meetings & technical document reviews). Task 5 includes \$20,000 in carryover from FY2014.

(3) MPO annual dues are paid by MPO member jurisdictions: Ashland, Talent, Jacksonville, Eagle Point, Medford, Central Point, Phoenix, Jackson County. Includes \$25,000 estimated carryover.

4) RVCOG received TGM grant funds to do Alternative Measures Benchmark Analysis.

5) RVCOG acting on behalf of the the RVMPO will apply for and otherwise obtain these funds. RVCOG will carry out the tasks described in this UPWP.

Note: The revenues contained in the UPWP represent the best estimates of expected funding and planning priorities at this time. These priorities and funding levels may change over time. Actual ODOT funding commitments are finalized through specific IGAs. The identified dollar amounts may include subcontracted activities.

Exhibit A: RVMPO Transportation Planning Area

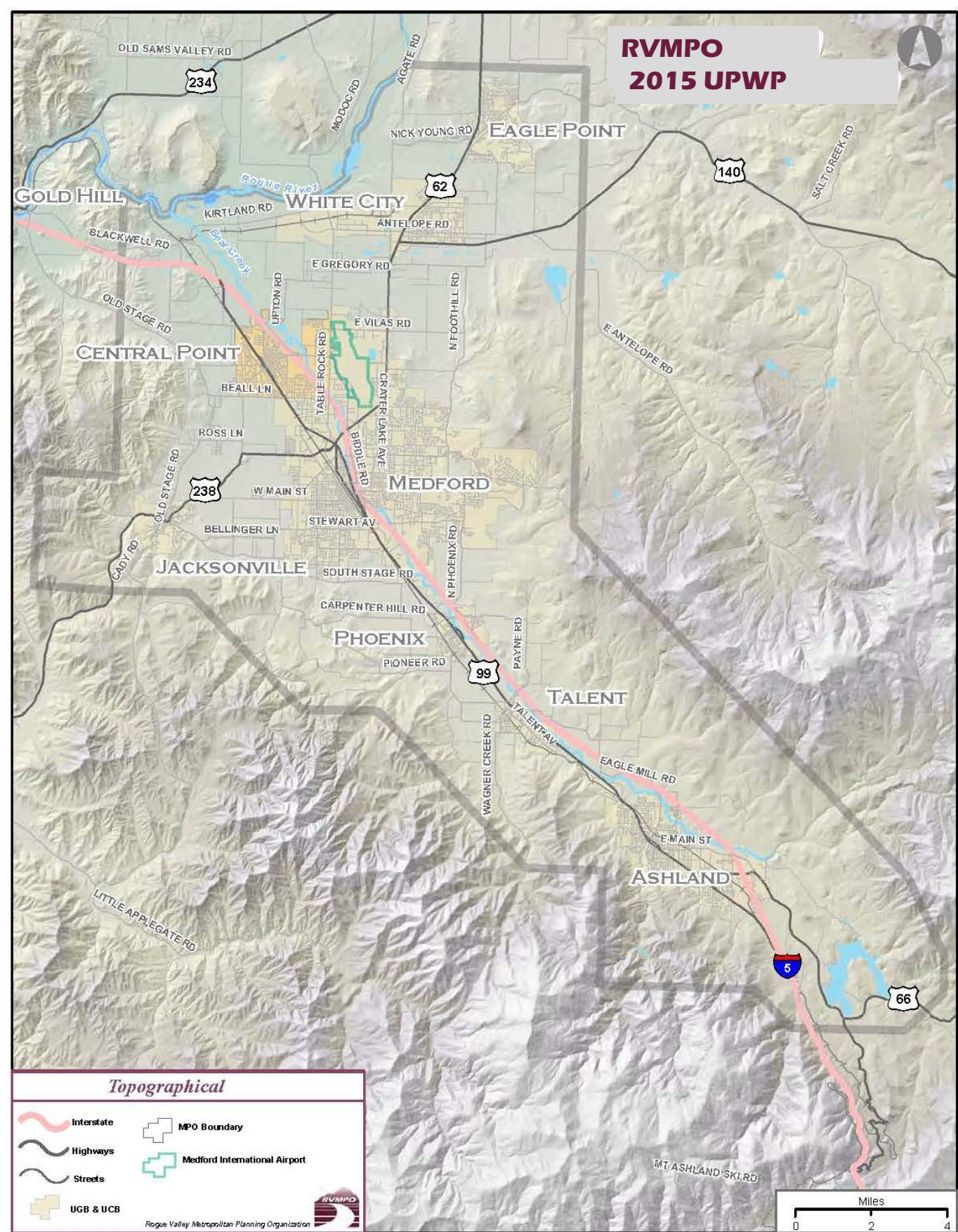


Exhibit B: RVMPO Designation Resolution

RESOLUTION NO. 82-1-MPO

A RESOLUTION relating to the designation of the ROGUE VALLEY COUNCIL OF GOVERNMENTS (RVCOG), by the Governor of the State of Oregon, as the METROPOLITAN PLANNING ORGANIZATION (MPO) for the Greater Medford urbanized area.

WHEREAS, the Greater Medford urbanized area has been designated, on the basis of the 1980 Census, a Metropolitan Statistical Area; and

WHEREAS, multi-jurisdictional transportation planning within the urbanized area will involve, at least, the City of Medford, the City of Central Point, Jackson County, Rogue Valley Transportation District, and the State of Oregon; and

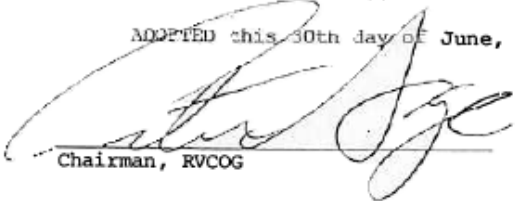
WHEREAS, the ROGUE VALLEY COUNCIL OF GOVERNMENTS is the appropriate agency to coordinate and perform areawide planning functions within the urbanized area;

NOW, THEREFORE, BE IT RESOLVED BY THE ROGUE VALLEY COUNCIL OF GOVERNMENTS:

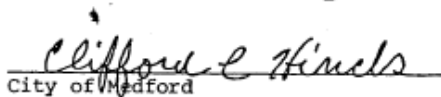
That it is willing to assume the role and responsibilities of a Metropolitan Planning Organization (MPO) for the Greater Medford urbanized area, as designated by the Governor, PROVIDED that the financial resources needed to carry out such a role and responsibilities are available and contributed by all parties involved, as appropriate, and

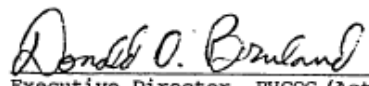
That the Executive Director of RVCOG be authorized to execute the necessary contracts and memorandums of understanding with the State upon completion of legal reviews, and upon approval of the Council.

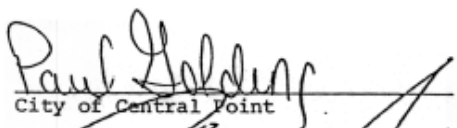
ADOPTED this 30th day of June, 1982.


Chairman, RVCOG

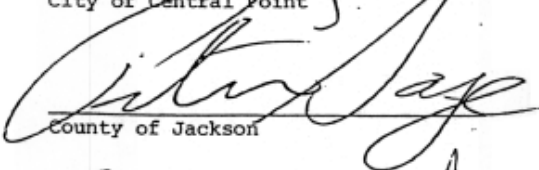
ATTEST:

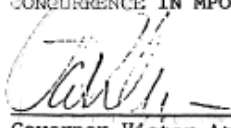

Clifford E. Hinkle
City of Medford

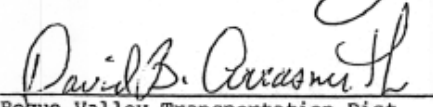

Donald O. Brumland
Executive Director, RVCOG (Acting)


Paul Holding
City of Central Point

CONCURRENCE IN MPO DESIGNATION:


County of Jackson


Governor Victor Atiyeh
State of Oregon


David B. Arason
Rogue Valley Transportation Dist.

7-27-82

Exhibit C

450.334

METROPOLITAN TRANSPORTATION PLANNING SELF-CERTIFICATION

For the

ROGUE VALLEY METROPOLITAN PLANNING ORGANIZATION

Fiscal Year 2014

1. Rogue Valley Metropolitan Planning Organization (RVMPO)

(Ref: 23 USC 134(b) and 23 CFR 450.310)

The Rogue Valley Council of Governments (RVCOG) is designated as the MPO for the Medford Urbanized Area. The MPO designation was made by Oregon Governor Vic Atiyeh on July 26, 1982. Participating agencies in the transportation planning process are: RVCOG, Jackson County, City of Ashland, City of Talent, City of Jacksonville, City of Eagle Point, City of Medford, City of Phoenix, City of Central Point, Rogue Valley Transportation District (RVTD), and the Oregon Department of Transportation (ODOT). An elected or appointed official from each of the local agencies, and an official from ODOT and RVTD, comprise the MPO Policy Committee which sets policy for the transportation planning program in the urbanized area. Technical advice to the planning process is provided by the staffs of the various participating local and state agencies through a Technical Advisory Committee (TAC).

2. Geographic Scope *(Ref: 23 USC 134(c) and 23 CFR 450.312)*

Governor Kulongoski approved the updated RVMPO Planning Area Boundary on November 20, 2003. The planning area boundary includes all lands within the urban growth boundaries of the cities of Ashland, Talent, Jacksonville, Eagle Point, Medford, Central Point and Phoenix as well as the White City Urban Containment Area and some rural county lands outside of these boundaries. The boundary is consistent with and includes entirely the 2010 US Census boundary for the Medford urbanized area. (See map on page 31)

3. Agreements *(Ref: 23 USC 134(d) and 23 CFR 450.314)*

A. Agreements in force among the participating agencies relative to the transportation planning process include:

1. Resolution No. 82-1-MPO adopted June 30, 1982, designating the Rogue Valley Council of Governments as the appropriate local agency to assume MPO responsibilities.
2. RVCOG Charter Agreement that prescribes the voting authority on MPO policies and activities being held exclusively by participating MPO agencies.
3. Intergovernmental Agreement describing basic roles and responsibilities among RVMPO, ODOT and RVTD for regional transportation planning within the RVMPO area and establishing a process for identifying roles and responsibilities in future planning projects, June 2008.
4. Intergovernmental Agreement for the development of financial plans in the

Rogue Valley Metropolitan Planning Area among the RVMPO, RVTD and ODOT, identifying each organization's responsibilities for cooperation, June 2010.

B. Agreements between the State and RVMPO include:

1. The July 26, 1982, concurrence letter from the Governor on designation of the Rogue Valley Council of Governments as the MPO;
2. Annual planning funds agreements between the ODOT and RVCOG;
3. An Intergovernmental Agreement (IGA) between ODOT Transportation Planning Analysis Unit (TPAU) and RVCOG for the provision of modeling services and support among the two organizations.
4. An agreement with ODOT for FTA 5303 funds; and

C. Agreements between the MPO and other entities include:

1. A planning agreement between the RVMPO and the Rogue Valley Transportation District (RVTD) describing responsibility and roles for the regional transportation planning process. Executed April 27, 1999.

4. **Responsibilities, Cooperation, & Coordination** (Ref: 23 CFR 450.306)

1. Cooperative Metropolitan Planning Process

The RVMPO works in cooperation with the State and RVTD to carry out the metropolitan planning process. This cooperative process includes State and RVTD participation in the decision-making processes of RVMPO TAC and Policy Committee. ODOT, DLCD and DEQ designate staff to serve on the TAC. Each state agency designee is a voting member. ODOT is a voting member on the Policy Committee. In addition, ODOT stations a senior transportation planner in the RVMPO offices to serve as liaison and to provide technical assistance.

The metropolitan planning process includes:

1. Development and maintenance of the Regional Transportation Plan (RTP)
2. Development and Maintenance of a Transportation Improvement Program (TIP)
3. Performance of regional air quality conformity analyses for carbon monoxide (CO) and particulate matter (PM₁₀)
4. Review of specific transportation and development proposals for consistency with the RTP
5. Coordination of transportation decisions among local jurisdictions, state agencies, and RVTD
6. Development of an annual work plan.

5. Metropolitan Transportation Planning Products

A. Unified Planning Work Program (UPWP) (Ref: 23CFR 450.308)

A draft UPWP for 2015 - 2015 has been reviewed by ODOT and USDOT (FHWA and FTA). Final Draft is posted on the web, with copies distributed to RVMPO committee members and offices. It is reviewed by the public and RVMPO advisory committees and a public hearing is held before adoption. The RVMPO is committed to the continuation of a UPWP on an annual basis.

The UPWP provides a complete description of transportation related activities anticipated during FY2014- 2015. A brief summary is included in the draft UPWP under Local Transportation Issues for Fiscal Year 2015. Major RVMPO activities for FY 2014-2015 include:

1. Updating and revising the 2015-2018 Metropolitan Transportation Improvement Program
2. Maintaining the 2038 Regional Transportation Plan
3. Begin scoping of 2017 – 2042 RTP
4. Coordination with ODEQ on Limited Maintenance Plans (LMPs)
5. Updating the RVMPO Safety Survey with follow-up as necessary
6. Analyze long-range plan performance measures
7. Integrated Land Use and Transportation Planning
8. Data collection/analysis for addressing future travel demand, transit demand, land use and Title VI/Environmental Justice.
9. Maintain Intelligent Transportation Systems (ITS) Operations and Implementation Plan Coordination
10. Jurisdiction planning assistance
11. RVACT coordination

B. Regional Transportation Plan (RTP) (Ref: 23 USC 134(g) and 23 CFR 450.322)

The MPO Policy Committee adopted the 2013 – 2038 RTP in March 2013. USDOT issued an air quality conformity determination on April 26, 2013. The RTP is compliant with state and federal transportation planning requirements.

C. Transportation Improvement Program (TIP) (Ref: 23 USC 134(h) and 23 CFR 450.324)

The MPO Policy Committee adopted the 2012-2015 Transportation Improvement Program (TIP) and Air Quality Conformity Determination March 26, 2013; USDOT issued an air quality conformity determination April 26, 2013.

6. MAP-21 Planning Factors (Ref: 23 USC 134(F) and 23 CFR 450.306(a))

The RVMPO planning process addresses the eight planning factors established in SAFETEA-LU and carried forward in the current MAP-21 through its projects and policies. Subsequent USDOT rulemaking to implement MAP-21 will be addressed through this work program.

The following is a description of the planning factors, and a brief explanation of how they are addressed in the RTP.

1. *Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;*

The RVMPO transportation program and its deliverables support the economic vitality of the region by planning for a balanced transportation system that supports the economy of the Rogue Valley urbanized area and provides for the movement of goods and services into, out of, and through the area. A goal of the RVMPO is to plan a transportation system that effectively meets the current and project employment needs of the area.

2. *Increase the safety of the transportation system for motorized and non-motorized users;*

The RVMPO RTP contains goals, policies and projects to improve safety. Also, the RVMPO addresses safety through the project selection process, in which safety became specific project evaluation criteria in FY2012. Through this step, RVMPO considers the relative safety needs of projects seeking RVMPO discretionary funds. RVMPO is strengthening the safety connection through developing of the Safety Survey compilation of crash data in the region. The RVMPO is working with the ODOT Traffic Safety Division on analysis of accidents in the RVMPO area. Additionally, all jurisdictions have safety programs. Safety concerns are addressed for all bicycle and pedestrian projects. Transit safety is being addressed by the addition of shelters, lights and uniform light standards. Expansion of transit service into the evening hours, funded by RVMPO in FY2012, is providing safe transport on week nights. RVMPO cities focus on implementing school sidewalk construction programs that improve the safety of children that walk to school.

3. *Increase the security of the transportation system for motorized and non-motorized users;*

The RVMPO addresses security in the RTP. RVMPO has participated in emergency management planning with all member jurisdictions and continues to do so through the Rogue Valley Intelligent Transportation System (RVITS) planning.

4. *Increase the accessibility and mobility options available to people and for freight;*

Freight issues are addressed in the RVMPO Freight Study (<http://rvmpo.org/Page.asp?NavID=24>) in FY2008 and in a 2012 update, and through projects in the RTP. The street improvement list included in the RTP identifies projects that will benefit the movement of freight. Benefit to freight movement is considered in awarding discretionary funds in the MTIP.

The RTP supports development of integrated bicycle and pedestrian networks to make it more convenient for people to bike and walk. The RVMPO agreed to dedicate 50% of its STP funds, over the next 20 years, to help RVTD increase transit service within the MPO area. The RVMPO adopted Alternative Measures, to comply with the Oregon Transportation Planning Rule (TPR), which commits the RVMPO member jurisdictions to increasing the sidewalks and bike lanes over the next 20 years.

5. *Protect and enhance the environment, promote energy conservation, and improve*

quality of life;

The transportation planning process of the RVMPO includes minimizing adverse impacts to the environment. All regional projects must meet air quality standards. Planning for a multi-modal transportation system helps promote energy conservation and improves the quality of life in the area.

RVTD's TDM programs help to reduce vehicle trips, which in turn, helps to improve air quality by reducing vehicle emissions. A multi-modal transportation system helps to improve the region's quality of life by providing area residents with transportation choices that consume less energy and reduce pollution.

It is anticipated that work initiated in Oregon to reduce greenhouse gas emissions from all sectors including transportation (the Oregon Sustainable Transportation Initiative, focusing on MPO areas) will bring greater efficiencies in land use and transportation services, reducing energy consumption and improving general air quality. RVMPO is a participant in OSTI planning.

6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;

Integration and connectivity of the various modes is provided through the park-and-ride lots, pedestrian access to transit, connectivity among modes (such as bikes on buses), and freight transfer facilities.

The RVMPO is working with the Oregon Modeling Steering Committee to explore ways to improve the regional travel demand model to more accurately project the benefits of mixed-use pedestrian friendly developments, bicycling and transit usage. This will help the RVMPO project the benefits of mixed-use, pedestrian friendly development in terms of reducing reliance on the automobile.

7. Promote efficient system management and operations;

Medford has signal timing plans for many of the major corridors in the city, which RVMPO has support through awards of CMAQ grants. The RVMPO developed and maintains an Intelligent Transportation Systems (ITS) Plan that identifies projects to increase safety and efficiency in the area. Both the MTIP and RTP include transportation system management projects to improve traffic flow and enhance safety.

The RTP promotes a multi-modal transportation system. This approach helps to maximize the transportation investment by providing options to travelers, which enhances access to areas through other modes of transportation. This reduces the demand on the highway system, which increases roadway capacity and reduces maintenance costs.

8. Emphasize the preservation of the existing transportation system.

The RTP contains goals and policies that put a high priority on maintaining and enhancing the existing system. Further, RVMPO project selection processes favor projects that can show they will help preserve the existing transportation system.

In addition, the RVMPO addresses the Planning Factors through its Livability and Economic Opportunities project selection criteria. The selection criteria are used to rank and prioritize regional projects. Regional projects included in the RVMPO Transportation Improvement Program (TIP) and State Transportation Improvement Program (STIP) must address seven regional goals and several evaluation criteria. All projects are evaluated on the extent to which they support the economy, increase safety, improve mobility and accessibility, protect the environment, promote energy conservation, improve the quality of life, enhance connectivity, promote efficient system management and operations, and emphasize the preservation of the existing transportation system.

7. **Public Involvement** (Ref: 23 CFR 450.316)

a. **MPO Public Involvement Process**

The RVMPO has a proactive public involvement process that includes providing a public comment period of at least 30 days in advance of proposed TIP amendments. The public is allotted time on RVMPO meeting agenda, and committee chairs encourage public input during discussions. RVCOG coordinates with ODOT to facilitate meetings for the Rogue Valley Area Commission on Transportation (RVACT), an advisory committee to the Oregon Transportation Commission, which are advertised and open to the public.

All plans, draft and final reports and other work products and meetings identified in the UPWP are posted on the RVMPO website (www.rvmppo.org)

b. **Last Update and Adoption**

The RVMPO Policy Committee adopted a SAFETEA-LU compliant Public Participation Plan on January 23, 2007. The Public Participation Plan is being updated in FY2014, and scheduled for adoption before the end of the fiscal year. The plan provides for a proactive public involvement process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing involvement of the public in developing plans.

The RVMPO published a Citizen's Guide to Transportation Planning in January 2001. The document is intended to provide an overview of the transportation planning process in order to improve resident awareness and promote resident involvement. Portions of the guide have been updated; this work program supports a major update of the guide consistent with MAP-21.

RVMPO offers a variety of opportunities for public involvement during the various phases of planning, including resident committees, public meetings, public hearings, workshops and public information programs.

8. **Title VI** (Ref: Title VI of the Civil Rights Act of 1964 as amended (42 U.S.C), 49 CFR Part 21, and Title VI assurance executed by the State of Oregon under 23 USC 324 and 29 USC 794)

1. Title VI Requirements

RVCOG adopted a formal Title VI complaint procedure in FY 2003. It was updated and incorporated into the RVMPO *Environmental Justice & Title VI Plan*, adopted in November 2010.

In addition, the RVMPO regularly conducts analyses as well as outreach to address Title VI and Environmental Justice requirements as part to the Metropolitan Planning process. Project evaluation for discretionary funds for the 2012-2015 MTIP included an examination of impacts on targeted populations as identified in the 2010 EJ plan. A similar evaluation will occur for the 2015-2018 MTIP.

9. **Disadvantaged Business Enterprise (DBE)** (Ref: Section 1101(b) of MAP-21 (Pub. L. 112-141) and 23 USC 104(a), 140(b)-(c), 504(e))

1. DBE Program Requirements

RVCOG has adopted a DBE policy and adopted by reference ODOT's DBE Program (RVCOG Resolution #99-6).

10. **Americans with Disabilities Act (ADA)** (Ref: Americans with Disabilities Act of 1990, Pub. L. 101-366, 104 Stat. 327, as amended, and 49 CFR 27, 37, and 38)

1. ADA Program Requirements

The Rogue Valley Transportation District came into full compliance with ADA in June 1996.

The RVMPO participates in ODOT's sidewalk ramp improvement program and all new sidewalks in the RVMPO are constructed to ADA standards. The RTP contains goals and policies that emphasize the importance of mobility for all users, which includes those with disabilities.

All RVMPO member jurisdictions and RVCOG (site of RVMPO meetings) provide handicapped-access to public buildings and offices and reserved on- and off-street parking spaces downtown and at other selected locations. Enforcement of handicapped parking is provided through city, county and state codes. Public transit service is available (within 2 blocks) for RVMPO committee meetings.

11. **Air Quality** (Ref: 40 CFR 93; OAR 340-252)

1. Regional Air Quality Status

The Rogue Valley has two air quality maintenance areas. The Medford Urban Growth Boundary was established as the boundary for carbon monoxide (CO) in 1978, and the Medford-Ashland Air Quality Maintenance Area (AQMA) was designated for particulate matter (PM₁₀) in 1987. The CO Maintenance Plan was adopted by the Environmental Quality Commission, and approved by the Environmental Protection Agency in 2002. The PM₁₀ Attainment and Maintenance Plan was approved by EPA in 2006.

Federal Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds are focused on transportation projects that will improve air quality, often by paving unpaved travel surfaces. Several CMAQ-funded projects are programmed in the 2015 MTIP. These projects include paving projects in Central Point, Ashland, Medford and Jackson County, a diesel retrofit center for commercial trucks operated by a non-profit organization, sidewalks near several schools in the region, and expanded transit service. Recently, regional funding has enable completion of diesel retrofit projects to reduce emissions from older model local-service trucks and school buses.

Other recent uses of CMAQ funding include:

1. RVTB diesel bus replacements
2. Jackson County East Pine St., I-5 to Peninger Rd. intersection improvements
3. Jacksonville paving projects
4. Adaptive signal timing
5. Street sweeper purchases in Phoenix, Ashland, Medford and Jackson County.
6. Feasibility study on conversion of landfill gas to compressed natural gas as fuel for transit district and other public agencies.
7. Clean Air Campaign

Each of these projects helps the region continue to meet State and Federal air quality requirements.

2. Conformity status of RTP and MTIP

The 2013– 2038 Regional Transportation Plan was adopted by the RVMPO Policy Committee on March 26, 2013, as was an amended 2012-15 TIP. The associated air quality conformity determination for both documents was adopted by the Policy Committee at the same time. USDOT issued a conformity determination on April 26, 2013.

Resolution 2014 - 2

METROPOLITAN TRANSPORTATION PLANNING PROCESS SELF-CERTIFICATION

THE ROGUE VALLEY METROPOLITAN PLANNING ORGANIZATION FOR THE MEDFORD URBANIZED AREA HEREBY CERTIFIES THAT THE TRANSPORTATION PLANNING PROCESS IS ADDRESSING THE MAJOR ISSUES IN THE METROPOLITAN PLANNING AREA AND IS BEING CARRIED OUT IN ACCORDANCE WITH ALL APPLICABLE REQUIREMENTS INCLUDING:

1. 23 U.S.C 134, 49 U.S.C. 5303, and 23 CFR 450 (c);
2. Sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d) and 40 CFR part 93;
3. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
4. 49 U.S.C. 5332 prohibiting discrimination on the basis of race, color, creed, national origin, sex or age in employment or business opportunity;
5. Section 1101(b) of MAP-21 (Pub. L. 112-141) and 23 USC 104(a), 140(b)-(c), 504(e) regarding involvement of disadvantaged business enterprises in USDOT funded projects;
6. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
7. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37 and 38;
8. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
9. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

ADOPTED by the Policy Committee of the Rogue Valley Metropolitan Planning Organization on the 22nd day of April, 2014.



Michael G. Quilty
RVMPO Policy Committee Chair

PART II -- RVCOG Transportation Functions

Task 6 Support to ODOT Region 3

Total Budget: \$20,000

Funding Source: Region 3 Planning Funds (ODOT)

The Rogue Valley Council of Governments provides staff support to ODOT for administrative support to the Rogue Valley Area Commission on Transportation (RVACT).

Task 6.1 Rogue Valley Area Commission on Transportation (RVACT)-Support

Description: RVACT was chartered by the Oregon Transportation Commission (OTC) in March of 1997 and is an advisory committee to the OTC and ODOT. It represents the Jackson and Josephine County geographic area. RVACT is comprised of elected officials and local residents. RVACT's mission is to:

1. Provide a forum for communicating, learning and understanding transportation issues as they effect the two counties' economic opportunities and livability;
2. Prioritize state transportation infrastructure and capital investments through the development of an implementation strategy that supports transportation plans related to the Rogue Valley Area; and
3. Advise the Oregon Transportation Commission on state and regional policies affecting the Area's transportation systems.

Key tasks: Coordination with Region 3 and District 8 ODOT staff in the Statewide Transportation Improvement Program (STIP), preparing monthly agenda materials, meeting notices and correspondence for RVACT meetings. Also, RVCOG staff assists in the preparation of Southern Oregon region Oregon Transportation Commission (OTC) meetings.

Deliverables: Agenda materials, information packets, public notices, technical reports and other documents as requested by ODOT.

Timeframe: Ongoing July-June

Lead Agency: RVCOG; *Supporting Agencies:* Member jurisdictions, ODOT

PART III—ODOT Planning Projects

The projects listed below will be worked by ODOT in FY2015. They are listed for informational purposes and to coordinate this work among ODOT, the RVMPO and RVTD. This coordination is in accordance with *CFR §450.314 Metropolitan transportation planning process: Unified planning work programs and §450.318.*

Project	Description	Total Budget (Estimate)	Funding	Project Start (Estimated)	Project Finish (Estimated)
IAMP for Interchange 33 (E. Pine)	Project to identify long-range needs and recommend improvements and management actions.	\$265,000	State Planning & Research (Federal)	March 2010	September 2014
IAMP for Interchange 21 (Talent)	Project to identify long-range needs and recommend improvements and management actions.	\$150,000	State Planning & Research (Federal)	September 2013	March 2015
Facility Plan for OR-99 between Ashland NCL and Medford SCL	Project extends from the north city limits of Ashland to south city limits of Medford and will cover capacity, operations, and safety. The project will also incorporate a gateway concept for N. Phoenix and lane reductions for the City of Talent.	\$345,000	State Planning & Research (Federal)	August 2010	June 2014
I-5 Medford Viaduct Study	Project to analyze deficiencies and identify future improvements.	\$250,000	State Planning & Research (Federal)	July 2014	January 2017
Medford TSP Analysis	Project to help analyze the Internal and External Study Areas, as well as the possibility of Alternative Mobility standards for the City.	\$100,000	State Planning & Research (Federal)	March 2014	June 2015
Transportation System Plan for City of Phoenix	TSP Update	\$150,000	State Planning & Research (Federal)	April 2013	June 2015
Transportation system Plan for City of Talent	TSP Update	\$150,000	State Planning & Research (Federal)	April 2013	June 2015
Transportation system Plan for Jackson County	TSP Update	\$250,000	State Planning & Research (Federal)	May 2014	May 2016

*IAMP: Interchange Area Management Plan

The Public can access information about these projects on ODOT's website:

<http://www.oregon.gov/ODOT/HWY/REGION3/pages/index.aspx>

PART IV – RVTD Planning Projects

The projects listed below will be completed by RVTD in FY2015. They are listed for informational purposes and to coordinate this work among the RVMPO and ODOT. This coordination is in accordance with *CFR §450.314 Metropolitan transportation planning process: Unified planning work programs and §450.318.*

Project	Description	Total Budget (Estimate)	Funding	Project Start (Estimated)	Project Finish (Estimated)
Mobility Management	Activities include an update to RVTD's ADA Plan and providing planning assistance to the local special transportation providers. Deliverables will be an updated ADA Plan and handbook.	\$38,230	FTA 5310	July 2014	June 2015

The Public can access information about this project on RVTD's website: <http://www.rvtd.org/>

Transportation Planning Acronyms

ACT:	Area Commission on Transportation.
ADA:	Americans with Disabilities Act.
ADT:	Average Daily Traffic.
AQMA:	Air Quality Maintenance Area.
CAAA:	Clean Air Act Amendments.
CMAQ:	Congestion Mitigation & Air Quality (federal funding program).
CO:	Carbon Monoxide.
DLCD:	Department of Land Conservation and Development
EPA:	Environmental Protection Agency
FHWA:	Federal Highway Administration
FTA:	Federal Transit Administration
GIS:	Geographic Information Systems
IAMP	Interchange Area Management Plan
ITG	Intergovernmental Agreement
ITS:	Intelligent Transportation Systems.
LOS:	Level of Service, a range of operating conditions for each type of road facility.
MAP-21	Moving Ahead for Progress in the 21 st Century, 2012 transportation act
MOU:	Memorandum of Understanding.
MPO:	Metropolitan Planning Organization, a planning body in an urbanized area over 50,000 population which has responsibility for developing transportation plans for that area.
MTIP:	Metropolitan Transportation Improvement Program.
NAAQS:	National Ambient Air Quality Standards.
NHS:	National Highway System.
NTI:	National Transit Institute
OAR:	Oregon Administrative Rules.
ODFW:	Oregon Department of Fish and Wildlife.
ODOT:	Oregon Department of Transportation.
OHP	Oregon Highway Plan
ORS:	Oregon Revised Statutes.
OSTI:	Oregon Sustainable Transportation Initiative
OTC:	Oregon Transportation Commission, ODOT's governing body.
OTP:	Oregon Transportation Plan.
PL112:	Public Law 112, Federal Planning Funds.
PM ₁₀ :	Particulate Matter of less than 10 Micrometers.
PM _{2.5} :	Particulate Matter of less than 2.5 Micrometers.
RPS:	Regional Problem-Solving – RVCOG study examining how to plan for double the current population.
RTP:	Regional Transportation Plan.
RVACT:	Rogue Valley Area Commission on Transportation.
RVCOG:	Rogue Valley Council of Governments.
RVITS:	Rogue Valley Intelligent Transportation System
RVTD:	Rogue Valley Transportation District.
SAFETEA-LU	Safe, Accountable, Flexible, Equitable, Transportation Efficiency Act – A Legacy for Users
SIP:	State Implementation Plan (refers to DEQ air quality plans).

SOV:	Single Occupancy Vehicle.
STA:	Special Transportation Area.
STIP:	Statewide Transportation Improvement Program.
STP:	Surface Transportation Program.
TAC:	Technical Advisory Committee.
TAZ:	Transportation Analysis Zones.
TCM:	Traffic Control Measures.
TDM:	Transportation Demand Management.
TIP:	Transportation Improvement Program.
TOD:	Transit Oriented Development.
TPAU:	Transportation Planning Analysis Unit.
TPR:	Transportation Planning Rule.
TSP:	Transportation System Plan.
UGB:	Urban Growth Boundary.
UPWP:	Unified Planning Work Program.
USDOT:	U.S. Department of Transportation (includes all modal agencies)
V/C:	Volume to Capacity
VMT:	Vehicle Miles Traveled