

# PROPOSED FFY 2023 UPWP Amendment

## Pioneer Valley MPO Virtual Monthly Meeting

June 27, 2023

1. Call to Order
2. Meeting Topics / Approval of Minutes
3. 2023 Highway TIP Amendment - Endorse
4. Proposed 2023 UPWP - Amendment
5. RTP Release for Public Review
6. FFY 2023 TIP Proposed Amendment
7. Regional Vision Zero Statement
8. District One and District Two Updates
9. PVRTA Update
10. Other Business

An amendment is required for the FFY2023 UPWP to include a \$166,000 Area of Persistent Poverty grant received by PVRTA

- The objective of the project is to reduce the travel cost of transit (in terms of travel time, transfers, convenience, fares, etc.) by evaluating orbital route alignments that would provide direct connections between key neighborhoods and suburban centers without routing through existing city center hubs.
- The process would employ a scenario planning method that considers a wide range of possible futures and equity-focused community outreach in areas of persistent poverty.
- A complete summary of the task description is available on the PVRTA UPWP webpage: <http://pvmpo.pvpc.org/unified-planning-work-program/>



# PROPOSED FFY 2023 UPWP Amendment

PVPC is requesting a modification to the UPWP Funding Profile to add an additional \$20,000 to the FFY2023 Direct Cost Budget.

- Move \$10,000 in PL Funding from Task 3.8 Transit Systems and Route Implementation to Direct Costs.
- Move \$10,000 in PL Funding from Task 3.9 Regional Transit Planning to Direct Costs.
- All direct cost purchases must be approved in advance by MassDOT.

Item	Cost Estimate
Staff Computers	\$3,000.00
Jamar Blackcat Counter	\$5,200.00
Trafx Bicycle and Pedestrian Counters	\$4,205.00
New Traffic Counters and Supplies	\$7,595.00
Total	\$20,000.00

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Pioneer Valley  
Unified Planning Work Program

Fiscal Year 2023  
October 1, 2022 to September 30, 2023

Draft Amendment  
June 2023

Prepared by the  
Pioneer Valley Planning Commission

For the Pioneer Valley  
Metropolitan Planning Organization

**Pioneer Valley MPO Members**

<b>Name</b>	<b>Title</b>
Gina Fiandaca	Secretary and CEO of the Massachusetts Department of Transportation
Jonathan L. Gulliver	Administrator of the Massachusetts Department of Transportation Highway Division
Walter Gunn	Chairman of the Pioneer Valley Executive Committee
Douglas Slaughter	Chairman of the Pioneer Valley Transit Authority Advisory Board
Mayor Joshua Garcia	City of Holyoke
Mayor Domenic Sarno	City of Springfield
Mayor William C. Reichelt	City of West Springfield
Mayor Nicole LaChapelle	City of Easthampton
Roger Fuller	Chesterfield Selectboard
James Barry	Belchertown Selectboard
Rick Sullivan	Economic Development Council of Western Massachusetts
<b>Alternates</b>	
Mayor John Vieau	City of Chicopee
Mayor William Sapelli	Town of Agawam
Mark Gold	Longmeadow Selectboard
<b>Ex-Officio (Non-Voting)</b>	
Joi Singh	Federal Highway Administration
Peter Butler	Federal Transit Administration
Sandra Sheehan	Pioneer Valley Transit Authority Administrator
Tina Cote	Franklin Regional Transit Authority Administrator
William Dwyer	Chair – Pioneer Valley Joint Transportation Committee

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### **Federal Title VI/Nondiscrimination Protections**

The Metropolitan Planning Organization (MPO) operates its programs, services, and activities in compliance with federal nondiscrimination laws including Title VI of the Civil Rights Act of 1964 (Title VI), the Civil Rights Restoration Act of 1987, and related statutes and regulations. Title VI prohibits discrimination in federally assisted programs and requires that no person in the United States of America shall, on the grounds of race, color, or national origin (including limited English proficiency), be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination under any program or activity that receives federal assistance. Related federal nondiscrimination laws administered by the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), or both, prohibit discrimination on the basis of age, sex, and disability. The Pioneer Valley Region MPO considers these protected populations in its Title VI Programs, consistent with federal interpretation and administration. In addition, the Pioneer Valley Region MPO provides meaningful access to its programs, services, and activities to individuals with limited English proficiency, in compliance with U.S. Department of Transportation policy and guidance on federal Executive Order 13166.

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To request additional information about this commitment, or to file a complaint under Title VI or a related nondiscrimination provision, please contact PVPC (413-781-6045), fax (413-732-2593), TTD/TTY (413-781-7168) or by e-mail at [gmroux@pvpc.org](mailto:gmroux@pvpc.org).

English: If this information is needed in another language, please contact the PVPC Title VI Specialist at 413-781-6045.

Portuguese: Caso esta informação seja necessária em outro idioma, favor contar o Especialista em Título VI do PVPC pelo telefone 413-781-6045.

Spanish: Si necesita esta información en otro idioma, por favor contacte al especialista de PVPC del Título VI al 413- 781-6045.

Chinese Simplified: (mainland & Singapore): 如果需要使用其它语言了解信息, 请联系马萨诸塞州交通部 (PVPC) 《民权法案》第六章专员, 电话413-781-6045。

Chinese Traditional: (Hong Kong & Taiwan): 如果需要使用其它語言了解信息, 請聯繫馬薩諸塞州交通部 (PVPC) 《民權法案》第六章專員, 電話413-781-6045。



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# FUNDING PROFILE

**Table 1 - Funding by Task and Source**

	Total	FHWA 3C PL	MassDOT 3C Match	Local Match	PVTA S. 5307	PVTA* S.5307 Match	FTA APP Grant	Federal In-Kind Match
<b>1.0 Management &amp; Certification of the 3C Process</b>								
1.1 Management of the 3C Process	49,300	39,440	9,860					
1.2 Unified Planning Work Program	18,750	15,000	3,750					
1.3 Public Participation Process	40,000	32,000	8,000					
1.4 TIP Development	140,000	112,000	28,000					
1.5 Title VI Planning	40,000	32,000	8,000					
1.6 Environmental Justice and Justice 40 Planning	40,000	32,000	8,000					
<b>Subtotal of Section 1.0</b>	<b>328,050</b>	<b>262,440</b>	<b>65,610</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>2.0 Technical Support &amp; Data Collection</b>								
2.1 Traffic Counting	56,000	44,800	11,200					
2.2 Regional Travel Demand Modeling/Clean Air	90,000	72,000	18,000					
2.3 GIS, Mapping and Graphics	102,000	69,600	17,400		12,000	3,000		
2.4 Information Center	42,000	33,600	8,400					
2.5 Regional Pavement Management System - Data	56,000	44,800	11,200					
<b>Subtotal of Section 2.0</b>	<b>346,000</b>	<b>264,800</b>	<b>66,200</b>	<b>0</b>	<b>12,000</b>	<b>3,000</b>		
<b>3.0 RTP Planning</b>								
3.1 Regional Bicycle, Pedestrian and Complete Sts	78,000	62,400	15,600					
3.2 Bike Share Implementation	19,000	15,200	3,800					
3.3 Regional Freight Planning	30,000	24,000	6,000					
3.4 Regional Congestion Management Process	75,000	60,000	15,000					
3.5 Regional Pavement Management System – Proj.	78,000	62,400	15,600					
3.6 Regional Performance Measures Assessment	15,000	12,000	3,000					
3.7 Regional Safety and Planning Studies	135,000	108,000	27,000					
3.8 Transit System Surveys & Route Implementation	265,000	109,000	27,250		103,000	25,750		
3.9 Regional Transit Planning	286,250	109,000	27,250		120,000	30,000		
3.10 Paratransit Planning Assistance	35,000	15,000	3,750		13,000	3,250		
3.11 Climate Change Implementation	20,000	16,000	4,000					
3.12 Green Streets and Infrastructure	20,000	16,000	4,000					
3.13 2024 Long Range Transportation Plan Update	158,304	126,643	31,661					
<b>Subtotal of Section 3.0</b>	<b>1,214,554</b>	<b>735,643</b>	<b>183,911</b>	<b>0</b>	<b>236,000</b>	<b>59,000</b>		
<b>4.0 Ongoing Transportation Planning</b>								
4.1 Implementing the Regional Land Use Plan	16,000	12,800	3,200					
4.2 Scenic Byways Support	10,000	8,000	2,000					
4.3 Local Pavement Management Program	25,000			25,000				
4.4 Local Technical Assistance	34,000	27,200	6,800					
4.4a Local Technical Assistance – Transportation	30,000	24,000	6,000					
4.4b Local Technical Assistance - Land Use	4,000	3,200	800					
<b>Subtotal of Section 4.0</b>	<b>85,000</b>	<b>48,000</b>	<b>12,000</b>	<b>25,000</b>	<b>0</b>	<b>0</b>		
PVTA Connecting Communities Grant	166,000						150,000	16000
<b>MassDOT 3C Direct Costs</b>	<b>50,000</b>	<b>40,000</b>	<b>10,000</b>					
<b>Program Sum</b>	<b>2,189,604</b>	<b>1,350,883</b>	<b>337,721</b>	<b>25,000</b>	<b>248,000</b>	<b>62,000</b>	<b>150,000</b>	<b>16000</b>

\*MassDOT S. 5303 match is 20% of total program amount. PVTA S. 5307 match is 20% of total program amount.

Funding estimates for FY2023 for federal PL funds were provided to the Pioneer Valley MPO by the MassDOT Office of Transportation Planning. All total, \$1,688,604 in PL funding was programmed in the FY2023 UPWP. This includes a total of \$408,131 in former Section 5303 funds that was transferred from FTA to FHWA. PVPC also receives a total of \$310,000 in Section 5307 funds under contract with PVTA. Local matching funds for the local pavement management program are estimated and not guaranteed.

## FUNDING SUMMARY

**Table 2 - Summary of Annual Funding for the Pioneer Valley Planning Commission**

<b>Transportation Funding</b>	<b>Value</b>	<b>% of Total</b>	<b>Overall Funding</b>	<b>Value</b>	<b>% of Total</b>
FHWA PL (80%)	\$ 1,350,883.00	66.76%	FHWA PL (80%)	\$ 1,350,883.00	15.54%
MassHighway PL (20% match)	\$ 337,721.00	16.69%	MassHighway PL (20% match)	\$ 337,721.00	3.89%
FTA Section 5307 (80%)	\$ 248,000.00	12.26%	FTA Section 5307 (80%)	\$ 248,000.00	2.85%
PVTA Section 5307 (20% match)	\$ 62,000.00	3.06%	PVTA Section 5307 (20% match)	\$ 62,000.00	0.71%
Local Funds (includes in-kind contributions)	\$ 25,000.00	1.24%	Local Funds (includes in-kind contributions)	\$ 25,000.00	0.29%
<b>Total</b>	<b>\$ 2,023,604.00</b>	<b>100.00%</b>			
<b>Other Funding</b>	<b>Value</b>	<b>% of Total</b>			
Other Commonwealth of Massachusetts	\$ 2,050,000.00	30.75%	Other Commonwealth of Massachusetts	\$ 2,050,000.00	23.59%
Massachusetts DEP	\$ 1,537,500.00	23.06%	Massachusetts DEP	\$ 1,537,500.00	17.69%
US Department Health/Human Services	\$ 174,250.00	2.61%	US Department Health/Human Services	\$ 174,250.00	2.00%
US Economic Development Administration	\$ 102,500.00	1.54%	US Economic Development Administration	\$ 102,500.00	1.18%
Other Federal Revenue	\$ 102,500.00	1.54%	Other Federal Revenue	\$ 102,500.00	1.18%
Local Revenue	\$ 2,308,662.00	34.63%	Local Revenue	\$ 2,308,662.00	26.56%
Local Assessments	\$ 111,879.00	1.68%	Local Assessments	\$ 111,879.00	1.29%
Loan Repayment/Recapture	\$ 102,500.00	1.54%	Loan Repayment/Recapture	\$ 102,500.00	1.18%
FTA Areas of Persistent Poverty Grant	\$ 166,000.00	2.49%	FTA Areas of Persistent Poverty Grant	\$ 166,000.00	1.91%
Other	\$ 11,788.00	0.18%	Other	\$ 11,788.00	0.14%
<b>Total</b>	<b>\$ 6,667,579.00</b>	<b>100.00%</b>	<b>Total</b>	<b>\$ 8,691,183.00</b>	<b>100.00%</b>

### TASK 3.8 TRANSIT SYSTEM SURVEYS AND ROUTE IMPLEMENTATION

**OBJECTIVE:**

To work closely with PVRTA to survey, monitor, and evaluate the quality of fixed route and paratransit services with respect to customer satisfaction, operational performance, and compliance with all Federal requirements including ADA and Title VI regulations.

**PREVIOUS WORK:**

1. Fixed route Mystery Rider onboard service quality observations and reports.
2. Paratransit Mystery Rider onboard ADA van service quality field observations and reports.
3. Customer surveys and engagement
4. Survey of Springfield residents for bus stop consolidation project.
5. Production of bus stop signs.

**PROPOSED ACTIVITIES:**

1. Work in cooperation with the PVRTA to develop a fixed route onboard customer survey to identify current trends and route performance. Staff will develop a digital and paper survey in accordance with our Language Access Plan. A summary report will be developed based on the survey results. It is estimated the survey will begin in March of 2023 with a report by the Summer of 2023.
2. Fixed route Mystery Rider onboard service quality observations, including ADA and Title VI compliance. Ongoing task.
3. Route specific analysis based on performance measures to determine any required increase or reduction in service. As necessary.
4. Rider surveys on specific routes, as requested.

**PRODUCTS:**

1. Onboard rider survey data and report. Summer 2023.
2. Fixed route Mystery Rider quarterly reports.
3. Route performance analysis as required.
4. Rider surveys of individual routes. As requested.
5. Other technical assistance for surveys and route implementation. As requested.

<u>Source</u>	<u>Budget</u>	<u>Est. Staff Effort</u>
FHWA PL (80%)	\$109,000	55 weeks
MassDOT (20% match)	\$ 27,250	14 weeks
PVRTA S. 5307	<u>\$128,750</u>	<u>65 weeks</u>
<b>TOTAL</b>	<b>\$265,000</b>	<b>134 weeks</b>
Direct Labor	\$119,128	
Indirect Costs	\$145,872	

## **TASK 3.9 REGIONAL TRANSIT PLANNING**

### **OBJECTIVE:**

To provide transit planning services to the Pioneer Valley Transit Authority (PVTA), the Pioneer Valley Metropolitan Planning Organization (PVMPO), and the member communities of these agencies. Types of services include technical assistance and analysis for transit planning, operations and capital programs; general organizational and technical assistance; assistance with regulatory compliance; and support and facilitation of public and agency participation.

### **PREVIOUS WORK:**

1. Provided PVTA with planning and technical assistance for fixed route services and facilities planning and operations.
2. Produced PVTA's printed fixed route bus schedules, system map, and related products; updated bus operator field guides; managed vendors for printed products.
3. Produced and installed maps and signage for transit facilities. As requested.
4. Provided analysis of operational data from PVTA's ITS systems including as requested.
5. Supported PVTA Advisory Board and subcommittee activities as requested.
6. Provided general coordination among PVTA, PVMPO, PVPC staff, and MassDOT including regular executive level PVTA/PVPC coordination meetings and programming of transit items in the TIP.
7. Assisted PVTA with the preparation of two Federal grants (HOPE, AIM) that were both funded in FFY 2021.
8. Performed public engagement and facilitated public hearings for proposed service and fare changes.
9. Produced fare impact study.
10. Produced Title VI service equity analyses for proposed service changes; assisted with preparation of fare equity analysis.
11. Continued support for regional bus stop consolidation.

### **PROPOSED ACTIVITIES:**

1. Continue to provide general support to PVTA operations and planning for fixed route services and facilities, including: service evaluation and optimization; compliance with ADA regulations, Title VI and environmental justice policies, and other applicable policies, laws, and regulations; updating and maintenance of vital documents; and other tasks as assigned. Ongoing task.
2. Continue to update and produce PVTA's fixed route printed bus schedules, on-line and virtual schedules, bus operator field guides, and related products; and continue to manage print vendors for these products. Ongoing task.
3. Continue to assist PVTA staff with transit grant preparation and submission as applicable. Ongoing task.
4. Continue to produce and install maps and signage at transit facilities and on vehicles as requested. Ongoing task.
5. Continue to attend and participate in relevant public, municipal, regional, and state agency meetings. Ongoing task.
6. Continue to provide analysis of data from PVTA's information systems as requested. Ongoing task.
7. Continue to provide support for meetings of the PVTA Advisory Board and its subcommittees. Ongoing task.
8. Continue to support PVTA Bus Rider Forums and other customer outreach. Ongoing task.

9. Continue to conduct and enhance outreach to transit customers with limited English proficiency, including research on best practices, such as partnering with ESL programs, and assure compliance with requirements of Title VI for PVTA and PVMPO. Ongoing task.
10. Support ongoing implementation of the PVTA public participation plan and language access plan. Ongoing task.
11. Continue to provide support for new transit technologies and services, including bus rapid transit, microtransit, TNC coordination, Mobility as a Service, and mobile/electronic fare collection. Ongoing task.
12. Continue to advance the use and incorporation of GIS, GPS, and online mapping technologies to support PVTA transit route and facilities planning, public engagement, and regulatory compliance. Ongoing task.
13. Continue to support PVTA bus stop consolidation planning. Ongoing task.
14. Continue to provide coordination among PVTA, PVMPO, PVPC staff, and MassDOT for proactive communication and the programming of transit items in the TIP. Ongoing task.
15. Continue to coordinate and participate in transit planning activities of the PVMPO region among PVTA, MassDOT, Franklin Regional Transit Authority, Connecticut Department of Transportation, Capital Regional Council of Governments, Amtrak, intercity bus carriers and other transit service providers, and other stakeholders to enhance inter-regional transit services. Ongoing task.

**PRODUCTS:**

1. PVTA fixed route printed schedules and related digital materials for web posting. As needed.
2. PVTA field operators guide updates. As needed.
3. PVTA Title VI Updates, Public Participation Plan Updates, Safety Plan and any additional FTA required document updates. As needed.
4. PVTA Transit TIP 2023-2027. May 2023.
5. Brochures, public notices, posters, maps, website services, and other print and digital materials. As requested. <http://www.pyta.com/>
6. Updates and translation of “vital documents” in print and electronic formats for LEP persons. Ongoing.
7. Reports, plans, and other documents. Ongoing.

<u>Source</u>	<u>Budget</u>	<u>Est. Staff Effort</u>
FHWA PL (80%)	\$109,000	55 weeks
MassDOT (20% match)	\$ 27,250	14 weeks
PVTA S. 5307	<u>\$150,000</u>	<u>75 weeks</u>
<b>TOTAL</b>	<b><u>\$286,250</u></b>	<b><u>144 weeks</u></b>
Direct Labor	\$128,681	
Indirect Costs	\$157,569	

## TASK 4.5 CONNECTING COMMUNITIES

### OBJECTIVE:

The objective of the Connecting Communities task is to reduce the travel cost of transit (in terms of travel time, transfers, convenience, fares, etc.) by evaluating orbital route alignments that would provide direct connections between key neighborhoods and suburban centers without routing through existing city center hubs. Funded as part of FTA’s Areas of Persistent Poverty Program, this 18 month task would employ a scenario planning method that considers a wide range of possible futures and equity-focused community outreach in areas of persistent poverty (APP). According to the 2014-2018 ACS, 47 of the 129 census tracts in PVTA’s service region are areas of persistent poverty, with a poverty rate greater than 20%.

### PROPOSED ACTIVITIES:

1. **Spatial Interaction Modeling.** This task consists of the definition and analysis of metrics of transit accessibility and equity for the PVTA service area. All defined metrics will be further refined to best apply to the PVTA service area with an emphasis on equity to isolate key indicators and quantify any identified baseline disparities. Scenarios will be developed and tested to minimize any disparities on equity.
2. **Stakeholder Engagement.** Working with existing contacts and committees, stakeholders will be identified to assist in the Connecting Communities project. A series of engagement activities will be developed to involve stakeholders in the scenario planning process and development of recommendations.
3. **Scenario Planning.** The scenario planning strategy and goals will be defined as part of this task for stakeholder review. A major component of the task will be the creation and prioritization of transit specific transformation initiatives. All final scenario recommendations will be summarized and integrated into a document action plan.

### PRODUCTS:

1. Equity Metric Analysis. Estimated completion date September 2023.
2. Stakeholder Engagement Activities. September 2023 – June 2024.
3. Scenario Planning. Estimated completion date February 2024.
4. Final Report. Estimated completion date June 2024.

<u>Source</u>	<u>Budget</u>	<u>Est. Staff Effort</u>
FTA APP	\$150,000	75 weeks
In-Kind Match	<u>\$ 16,000</u>	<u>8 weeks</u>
<b>TOTAL</b>	<b>\$166,000</b>	<b>83 weeks</b>
University of Massachusetts Pioneer Valley Transit Authority	\$110,000 \$ 34,000	
Pioneer Valley Planning Commission	<u>\$ 22,000</u>	
<b>Total</b>	<b>\$166,000</b>	

**Table 3 - Comments Received on the Draft Amendment to the UPWP**

Comment	From	MPO Response