

Federal Highway Administration Quarterly Progress Report

REPORTING AGENCY: Pioneer Valley Planning Commission

FEDERAL FISCAL YEAR: 2022

Quarter: 3rd

Task # / Description	Task Budget	Estimated Q3 Expenses	Estimated Expenditures to Date	% Quarterly Accomplishments	% FFY Accomplishments
1.0 Manage. & Cert. of the 3C Process					
1.1 Management of the 3C Process	\$40,000.00	\$9,079	\$29,586	23%	74%
1.2 Unified Transportation Work Program	\$15,000.00	\$4,470	\$14,980	30%	100%
1.3 Public Participation Process	\$26,000.00	\$6,994	\$19,538	27%	75%
1.4 TIP Development	\$131,250.00	\$28,404	\$96,230	22%	73%
1.5 Title VI & Environmental Justice	\$78,750.00	\$17,472	\$56,389	22%	72%
Subtotal	\$291,000.00	\$66,420	\$216,723	23%	74%
2.0 Technical Support & Data Collection					
2.1 Traffic Counting	\$35,000.00	\$11,185	\$21,585	32%	62%
2.2 Reg. Travel Demand Modeling/Clean Air	\$85,000.00	\$19,347	\$63,160	23%	74%
2.3 GIS, Mapping and Graphics	\$90,000.00	\$21,354	\$60,803	24%	68%
2.4 Information Center	\$37,000.00	\$740	\$34,016	2%	92%
2.5 Region PMS- Data Collection	\$42,000.00	\$9,388	\$31,080	22%	74%
Subtotal	\$289,000.00	\$62,014	\$210,644	21%	73%
3.0 RTP Planning					
3.1 Regional Bicycle and Pedestrian Planning	\$75,000.00	\$16,369	\$54,157	22%	72%
3.2 Bike Share Implementation	\$17,500.00	\$2,899	\$11,854	17%	68%
3.3 Regional Freight Planning	\$30,000.00	\$8,094	\$22,954	27%	77%
3.4 Regional CMS--Project Development	\$106,250.00	\$27,959	\$79,210	26%	75%
3.5 Regional PMS--Project Development	\$50,000.00	\$11,530	\$37,769	23%	76%
3.6 Regional Performance Measures Assessment	\$18,750.00	\$4,772	\$14,074	25%	75%
3.7 Regional Safety and Planning Studies	\$115,872.00	\$28,369	\$91,443	24%	79%
3.8 Transit System Surveys & Route Implementation	\$247,500.00	\$32,238	\$88,230	13%	36%
3.9 Regional Transit Planning	\$268,750.00	\$22,262	\$79,606	8%	30%
3.10 Paratransit Planning Assistance	\$35,000.00	\$3,961	\$13,283	11%	38%
3.11 Climate Change Implementation	\$19,000.00	\$1,822	\$11,301	10%	59%
3.12 Green Streets and Infrastructure	\$19,000.00	\$2,363	\$6,286	12%	33%
Subtotal	\$1,002,622.00	\$162,638	\$510,167	16%	51%
4.0 Ongoing Transportation Planning					
4.1 Implementing the Regional Land Use Plan	\$15,000.00	\$2,806	\$9,480	19%	63%
4.2 Scenic Byways Support	\$7,000.00	\$0	\$3,123	0%	45%
4.3 Local Pavement Management Program	\$25,000.00	\$0	\$0	0%	0%
4.4 Local Technical Assistance	\$34,000.00	\$8,873	\$24,316	26%	72%
Subtotal	\$81,000.00	\$11,679	\$36,919	14%	46%
Direct Costs	\$20,000	\$2,844	\$10,036	14%	50%
TOTAL	\$1,683,622	\$305,595	\$984,488	18%	58%



PVPC 114671 FFY 2022 Activity Progress Report - Quarter 3

Task: 1.1 Management of the 3-C Process

Progress

1. Reviewed Task budgets
2. Developed Monthly staff hour assignments
3. Submitted approval requests to MassDOT
4. Reviewed Task Budgets and developed staff hour assignments
5. Submitted forms to MassDOT for review
6. conducted the annual review for 1 staff member
7. Reviewed task budgets and developed hour assignments for transportation staff
8. Submitted requests to MassDOT for approval
9. Met internally to discuss staffing needs, developed draft budget scenario for FY2023

Products

Meetings

Objectives

Task: 1.2 Unified Planning Work Program

Progress

1. Developed the Draft FY2023 UPWP Report
2. Addressed comments received on the draft UPWP
3. worked on development of the final UPWP

Products

Meetings

Objectives



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Task: 1.3 Public Participation Process

Progress

1. Attended Principles of Leadership Training at Employers Association of the Northeast on 4/5
2. Attended the JTC Meeting on 4/13
3. Corresponded with MassDOT Office of Diversity and Civil Rights to establish timeline for updated Public Participation Plan in 2022
4. Attended JTC Meeting on 5/11
5. Attended the MassDOT Socioeconomic Projections Committee meeting on 5/11
6. Attended the Virtual CIP meeting on 5/24
7. Participated in the MassDOT Long Range Plan Scenario Planning Workshop on 5/23
8. Distributed meeting cancellation notice for JTC Bicycle and Pedestrian and Complete Streets Advisory Committee
9. Contacted ODCR regarding update schedule for MassDOT Public Participation Plan
10. Attended IJJA webinar on 6/17
11. Attended PVPC Commission meeting on 6/9
12. Attended PVPC Executive Committee Meeting on 6/23
13. Reviewed updated PPP plans for inclusion of virtual meetings and outreach

Products

Meetings

1. 4/13
attendees: Roux
topic: JTC
location: Zoom
2. 5/11
attendees: Roux
topic: JTC
location: Zoom
3. 5/11
attendees: Roux
topic: Socio Economic Projections
location: Zoom
4. 5/23
attendees: Roux
topic: Long Range Plan Scenarios
location: Zoom
5. 5/24
attendees: Roux
topic: CIP
location: Zoom
6. 6/17
attendees: Roux
topic: IJJA webinar
location: zoom



PVPC 114671 FFY 2022 Activity Progress Report - Quarter 3

7. 6/23

attendees: Roux

topic: PVPC Executive Committee

location: zoom

8. 6/9

attendees: Roux

topic: PVPC Commission meeting

location: zoom

Objectives

Task: 1.4 Transportation Improvement Program (TIP) Development

Progress

1. Recorded comments received during public review
2. Finalized TIP once endorsed
3. Provided TIP packet to MPO prior to meeting
4. Review final recommendation with JTC
5. Continued to work toward a draft 2023-2027 TIP
6. Finalized FFY 2022 Amendment
7. Prepared for JTC and MPO to release TIP and amendment for public review
8. Reviewed CIM journal for project updates
9. Worked with OTP to identify 5310 funding to be added to Transit TIP
10. Updated project information
11. Updates to TIP web site
12. Meeting with District 2

Products

1. Draft 2023-2027 TIP and web site
2. FFY 2022 TIP Amendment
3. Summary of Public Review comments for the 2023-2027 TIP

Meetings

1. 4/13/22
attendees: Andy, Dana, Gary
topic: TIP (JTC)
location: Zoom
2. 4/26/22
attendees: Andy, Dana, Gary
topic: TIP (MPO)
location: Zoom
3. 5/11/2022
attendees: Andy, Dana, Gary
topic: TIP (JTC)
location: Zoom
4. 5/24/2022
attendees: Andy, Dana, Gary
topic: TIP (MPO)
location: Zoom
5. 6/27/2022
attendees: Andy, Dana
topic: Project Delivery, cooperation
location: District 2

Objectives



PVPC 114671 FFY 2022 Activity Progress Report - Quarter 3

Task: 1.5 Title VI and Environmental Justice

Progress

1. Attended the WMTNA meeting on various transportation related updates.
2. Reviewed draft socio-economic presentation and slides from 4/13 Socio-Economic Projections committee recording
3. Reviewed FHWA revisions to FTA disadvantaged communities census tract designations.
4. Completed training for "Healing Racism."
5. Revised Title VI tasks for the 2023 UPWP
6. Responded to PVTA regarding Title VI inquiries.
7. Attended the virtual Forum on Climate, Transportation, & Equity by Transportation For Massachusetts to advance climate-focused transportation policy
8. Attended the Western Massachusetts Transportation Advocacy Network monthly virtual meeting and listened to a presentation about the status and future of rail transportation in Western Massachusetts. Received updates related to fare free advocacy initiatives by public transit supporters to facilitate equity and access to transportation services by the various regional transportation agencies. I listened to the testimony of a transit dependent user on the inadequacies of paratransit and medical rides services available and current transportation access barriers to medical appointments follow up and to seeking necessary health care
9. Provided PVTA with PVPC_MPO's Title VI updates as related to FTA Tri-annual certification review.
10. Corresponded with MassDOT ODCR regarding Title VI reporting requirement as sub-grantee to PVTA
11. Reviewed and reported on Service Equity Analysis requirements for PVTA service cuts.
12. Summarized PVPC-MPO's equity work for web narrative.
13. Responded to inquiries by bike advocates regarding upcoming Bike Month planning meetings.
14. Discussed inclusive meetings with colleagues and methods to make participants feel valued and heard.
15. Ordered replacement parts for counting equipment
16. Attended webinar on Equity in Transportation Education and Workforce Development by the USDOT Intelligent Transportation Joint Program Office
17. Attended the meeting of the PVPC Equity and Inclusion working group.
18. Assisted Northampton with bicycle mode split data including bikeshare data and bike lane volumes

Products

Meetings

1. 5/11/2022
attendees: Rana
topic: Transportation Advocacy Network
location:

Objectives



PVPC 114671 FFY 2022 Activity Progress Report - Quarter 3

Task: 2.1 Traffic Counting

Progress

1. Responded to traffic count requests.
2. Started work on updating the Regional Traffic Count report
3. Responded to traffic count requests.
4. Certified the automatic traffic recorders
5. Sent results to MassDOT
6. Continued work on the update to the regional traffic count report.
7. Responded to traffic count requests.
8. Performed traffic counts in Holyoke, Springfield, Westfield, and W. Springfield.

Products

Meetings

Objectives

Task: 2.2 Regional Travel Demand Modeling/Clean Air Planning

Progress

1. Attended statewide SEPC meeting to learn about the population and model, how migrations, births, and deaths are incorporated. This included a presentation on the landuse model using zoning maps to represent development capability for future growth.
2. Discussed with colleague steps needed to complete preparations for the 2022 Bike Month Poster and Media coverage efforts. Contacted PVPC's media relation staff for help with Pioneer Valley Bike Month May 2022 events and followed up on press release draft request.
3. Updated the list of priority counts needed for use in the Regional Model Calibration at external station locations and a bridge. Forwarded request to supervisor for scheduling.
4. Reviewed the agenda of the MassDOT's Innovation conference and identified sessions of interest from the two day schedule. Registered for virtual attendance. Attended virtual sessions related to Transportation Planning at the two-day Innovations Conference by MassDOT.
5. Reviewed the Statewide Long Range Transportation Plan and gave feedback related to transportation priorities for the upcoming update.
6. Attended the SEPC May 2022 meeting and received updates on progress related to the population, household, and labor force future estimates based upon 2020 census data. Received a demonstration of the tableau online tool used for comparing change in population categories over the years from 2000 to 2050 for each of the regional planning areas
7. Met virtually with colleague and discussed options for mode choice application in the regional travel demand model.
8. Reviewed data collection plan and proposed surveys of participants and organizers of the 2022 Bike Month event and gave feedback to MassBike representative.
9. Prepared meeting notes for the first 2022 Bike Month Planning virtual meeting for enclosure with the subsequent meeting announcement. Attended weekly Bike Month virtual Meeting.
10. Reviewed the Census and FHWA announcements regarding new criteria for urbanized area designations to determine impacts on the Pioneer Valley region and estimated data release schedule for inclusion in the upcoming RTP update.
11. Contacted colleague regarding most recent count data in the last couple of years and obtained updated counts database.
12. Consolidated PVPC traffic counts made in 2020 and 2021 to the model count database.
13. Attended webinar on solutions to supply chain disruptions by the TRB Freight committee.
14. Attended the Statewide Socioeconomic Projections Committee's monthly meeting and discuss new data revealed regarding population projections and development capacities. Reviewed meeting recording.
15. Reviewed recordings of some of MassDOT Innovation conference sessions.
16. Updated the draft 2022 Bike Month Summary Report with this year's information. Met with colleague to discuss steps leading to finalizing the report.
Contacted MassBike's communications officer to request event and survey data related to this year's Pioneer Valley programs.

Products

Meetings

1. 5/11/2022
attendees: Rana
topic: SEPC May 2022 meeting
location:

Objectives



PVPC 114671 FFY 2022 Activity Progress Report - Quarter 3

Task: 2.3 GIS, Mapping and Graphics

Progress

1. Staff deigned cover for Draft TIP document.
2. Staff initiated design for posters to be used during Baystate Bike Month event in the region.
3. Staff continued updates to online TIPs map data and related information.
4. Staff worked on field work maps to be used in collection of road conditions on dirt roads in Huntington.
5. Staff continued to work with Cartegraph to get pavement data transitioned to Cartegraph Online Management System (OMS).
6. Continue data migration efforts with Cartegraph. Make multi-part segments single features based on unique ID (CSN_ZF) to allow 1:1 relate with Cartegraph pavement segment records.
7. TIP online project mapping updates.
8. Worked on bike infrastructure updates
9. Design and updated Ludlow Pavement Management Report cover and produce hard copies.
10. Install new plugins in WordPress MPO website and began designing multi column format page.
11. Assist in formatting multi pdf pages for Traffic and Transportation Study of Page Boulevard (Route 20) and Bircham Street report
12. Web design - created new formats for web pages in order to create more dynamic page environment
13. Revisions to Ludlow Pavement report including the production of hard copies
14. Continue data migration efforts with Cartegraph. Make multi-part segments single features based on unique ID (CSN_ZF) to allow 1:1 relate with Cartegraph pavement segment records

Products

Meetings

Objectives

Task: 2.4 Information Center

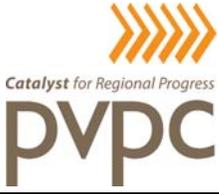
Progress

1. Continued work updating of regional database.
2. Work on business survey regarding remote work and commute impacts.

Products

Meetings

Objectives



PVPC 114671 FFY 2022 Activity Progress Report - Quarter 3

Task: 2.5 Regional Pavement Management System - Data Collection

Progress

1. Completed pavement distress data collection in Huntington and Chester.
2. Pavement distress data collection in Westhampton and Chesterfield.
3. Completed pavement distress data collection in Westhampton and Chesterfield.

Products

Meetings

Objectives

Task: 3.1 Regional Bicycle, Pedestrian, and Complete Streets Planning

Progress

1. Coordinated weekly meeting for Bay State Bike Month
2. Reached out to stakeholders regarding participation in Bay State Bike Month
3. Prepared and distributed draft poster for Bay State Bike Month.
4. Uploaded event information in Statewide Event Calendar for Bay State Bike Month
5. Printed Bay State Bike Month Posters.
6. Compiled list of new bike/ped count locations for 2023
7. Responded to requests for bicycle mode data for Northampton
8. Prepared meeting notice and agenda for JTC Bicycle, Pedestrian and Complete Streets Sub-committee
9. Responded to requests regarding the new designation of the New Haven to Northampton Canal Greenway.
10. Reviewed bike month poster draft. Followed up on the news release draft. Followed up on the social media promotional efforts. Shared Bike month poster with various circles on social media.
11. Followed up with the internal PVPC Public Relations Officer to promote current Pioneer Valley Bike Month events of week. Documented efforts to date and populated the draft report with images from various social media coverage of the activities. Listened to a recording of the public radio interview with a colleague on the Pioneer Valley Bike Month and referenced in the draft report.
12. Updated the PV Bike month report with new images and copies of social media posts highlighting the various events. Followed up with PVPC's Public Relations officer on final promotion efforts. Discussed representation and coverage at events with colleague. Prepared event listing and requested location map from colleague.
13. Attended PV Bike month breakfast event in Northampton
14. Attended PV Bike Month "critical mass" ride
15. Attended Holyoke bike event for Bay State Bike Month
16. Participated in CT Riverwalk Bike Tour for PV _Bay State Bike Month.
17. Ordered replacement parts for trail traffic counters.
18. Coordinated ribbon cutting event for Chicopee River Walk and Bikeway _discussed wayfinding signage
19. Collected bicycle and pedestrian counts on the West Springfield section of the Connecticut River Walk and Bikeway
20. Installed traffic counter on the Haydenville section of the MassCentral Rail Trail.
21. Downloaded usage data from infrared TrafX counter on the Ludlow Mills Riverwalk
22. Reviewed bicycle crash data for Holyoke
23. Provided comments and participated in planning discussions for the Northampton to Hatfield Connecticut River Trail.

Products

Meetings

1. 5/4/2022
attendees: Ran
topic: Bike month stakeholders.
location:

Objectives

Task: 3.2 Bike Share Implementation

Progress

1. Reviewed monthly usage data from Jan, Feb, March for 2022
2. Reviewed and commented on draft ValleyBike data dashboard
3. Attended the ValleyBike Committee Meeting on
4. Met with staff on draft ValleyBike Data dashboard
5. summarized comments received from ValleyBike steering committee on draft data dashboard
6. Met internally to discuss the potential concept of a ValleyBike Consortium
7. Updated monthly ridership information through May 2022

Products

1. draft data dashboard:
https://public.tableau.com/app/profile/pvpc/viz/ValleyBikeShare_202205121720/DB_PRIMARY?publish=yes

Meetings

1. 5/18
attendees: Roux
topic: ValleyBike
location: Zoom

Objectives



PVPC 114671 FFY 2022 Activity Progress Report - Quarter 3

Task: 3.3 Regional Freight Planning

Progress

1. Attended the MPO Meeting on 4/26
2. Attended Principals of Leadership Training on 4/12 at EANE
3. Reviewed options for Freight CMP dashboard using RTIS
4. Attended Pioneer Valley MPO meeting on 5/24
5. Attended the MassDOT Citation Portal Meeting on 5/19
6. Began development of study outline for the Holyoke Railroad Overpass Safety Study - Lyman at Canal
7. Began review of crash data at the intersection of Lyman Street with Canal Street in Holyoke
8. met with District 2 staff on 6/27
9. reviewed detail and information on the Reconnecting Communities Pilot program
10. performed a field visit of the intersection, collected data on existing signal and sign placement

Products

Meetings

1. 4/26
attendees: Roux
topic: MPO
location: Zoom
2. 5/24
attendees: Roux
topic: MPO
location: Zoom
3. 6/27
attendees: Roux
topic: PVPC/District 2 meeting
location: MassDOT District 2

Objectives

Task: 3.4 Regional Congestion Management Process

Progress

1. Participated in CMAQ Consultation on 4/27
2. Began development template for use in monthly summary sheets and congested location summaries
3. Continued to work with RITIS Probe Data analytics suit
4. Attended the Massachusetts Data Users Group meeting on 5/11
5. Reviewed draft data for the Springfield study at Page Blvd and Bircham Street
6. met with the City of Springfield on 5/13 to discuss the Page Blvd and Bircham Street study results
7. began developing written process for extracting and creating monthly congestion summaries
8. Continued to work with RITIS Probe Data Analytics interface
9. Continued to extract RITIS data for analysis
10. Ranked locations based on 2021 RITIS data
11. Extracted data by month for 2022 and began uploading to web site
12. Continued to use Power bi to analyze data
13. Attended the Merit Rating Board Stakeholder Meeting on 6/23 on a proposed Citations Portal
14. Participated in the June DUG meeting on 6/8
15. Reviewed regional projects that could be funded using Mass Gaming Commission funding
16. Attended the TMG meeting on 6/7

Products

1. Monthly Trend Map on MPO website <http://pvmpo.pvpc.org/2022-congestion-scan-pioneer-valley-region/>
2. Template

Meetings

1. 4/27
attendees: Roux
topic: CMAQ
location: virtual
2. 5/11
attendees: Roux
topic: Data Users Group
location: Zoom
3. 5/13
attendees: Roux
topic: Page at Bircham study
location: Zoom
4. 6/23
attendees: Roux
topic: Merit Rating Board - Citation Portal
location: Zoom
5. 6/7
attendees: Roux
topic: TMG
location: CCC



PVPC 114671 FFY 2022 Activity Progress Report - Quarter 3

6. 6/8

attendees: Roux

topic: DUG

location: Zoom

Objectives

Task: 3.5 Regional Pavement Management System-Project Development

Progress

1. Pavement distress data entry for Ware
2. Pavement distress data entry for Holyoke.
3. Continued with pavement distress data entry for Holyoke.

Products

Meetings

Objectives

Task: 3.6 Regional Performance Measures Assessment

Progress

1. Participated in 4/21 Performance Measures Subcommittee Meeting
2. Reviewed MS2 count data for I-91 permanent count stations to identify how traffic is recovering from the pandemic
3. Participated in the Safe Road Users Meeting with Umass Safe on 5/27
4. Reviewed potential changes to fatal crash methodology for PVPC region from Bonnie Polin
5. Reviewed draft populations projections from the June Socio-economic Projections committee
6. Attended Socio Economic projections committee on 6/8
7. Discussed potential TMG agenda topics on 6/28

Products

Meetings

1. 4/21
attendees: Roux
topic: Safety Performance Measures
location: Zoom
2. 5/27
attendees: Roux
topic: Safe Road Users
location: Zoom
3. 6/28
attendees: Roux
topic: TMG agenda
location: Zoom
4. 6/8
attendees: Roux
topic: Population projections
location: Zoom

Objectives



PVPC 114671 FFY 2022 Activity Progress Report - Quarter 3

Task: 3.7 Regional Safety and Planning Studies

Progress

1. Worked on Page Boulevard and Bircham Street Signal Warrant Analysis Study
2. Worked on Draft report for Page Boulevard/Bircham Street Study
3. Worked on Draft Report for St. James Ave/Dartmouth Street Study
4. Met with Springfield City Officials on 6/15 to discuss Page Blvd at Bircham Study
5. Completed a draft report for the intersection for review by the city.
6. Continued work on the draft Route 20 Safety Study for West Springfield
7. Continued work on the Safety study at the intersection of St. James Ave and Worthington Street in Springfield
8. Presented on the PVPC safety planning work and Regional Safety Compass at the 6/8 DUG meeting

Products

1. Draft Page Blvd at Bircham Street report

Meetings

1. 6/15
attendees: Parmar, Roux
topic: Page at Bircham Study
location: Zoom
2. 6/8
attendees: Parmar
topic: DUG Meeting - PVPC Safety Compass
location: Zoom

Objectives

Task: 3.8 Transit System Surveys & Route Impementation

Progress

1. Met with ACT4All group to discuss PVPC ebike project on 5/12
2. Met with MassDOT on 5/26 to discuss the Route 20 Road Diet project in West Springfield.
3. Met with staff to discuss service cut on b7 and b6
4. Northern System Survey - Intern Management
5. Northern System Survey Progress metrics
6. Northern System Survey Intern Hours Tracking
7. Northern System Survey Intern Scheduling
8. Northern System Survey Tablet Configurations
9. Northern System Survey Intern Bag Creation
10. Service Visioning Meeting Notes
11. Northern System Survey Intern Management - Angela
12. Northern System Survey Intern Management - Jared
13. Northern System Survey Intern Management - Geoffrey
14. Northern System Survey Intern Management - Kareem
15. Northern System Survey Intern Management - Charlie
16. TAM Plan and PTASP Performance Metrics for RTP
17. Northern System Survey Weekly Survey Progress Report
18. Bytemark Data Analysis QGIS Processing
19. Northern System Survey Intern Labor Needs Evaluation
20. Northern System Survey Intern Incident Management and Reporting
21. Northern System Survey Intern Incident Report Writing
22. Bytemark Data Analysis in R Studio
23. Northern System Survey Paper Survey Data Entry
24. NTD - March
25. TAM Plan Request from PVTA Administrator
26. Bytemark QGIS Thiessen Polygon Mapping Corrections
27. Bytemark Two-Point Analysis Review
28. Labor Shortage Service Adjustments Analysis sent to Sandra
29. Shared Drive Migration Use Request
30. CPT-HST Plan Links Sent to Becky in Land use for public participation
31. Northern System Survey - App Management
32. Bytemark Map Formatting
33. Northern System Survey Auto Crosstabs
34. Review of CPT-HST Public Participation Plan
35. PTASP Updates due to BIL
36. Reviewed the NOFO for the Safe Streets and Roads for All grant
37. Reviewed draft safety data from MassDOT on summary info by RPA
38. discussed questions on the Safer Streets and Roads grant with the Town of Ware, PVTA and internal staff.
39. Review funding program guidelines from FHWA and participate in webinar training.

Products



PVPC 114671 FFY 2022 Activity Progress Report - Quarter 3

Meetings

1. 4/1/2022
attendees: Peter, Alex, Amelia
topic: PVPC Transit Team Meeting
location: Zoom
2. 4/11/2022
attendees: Peter
topic: Northern System Survey Materials Drop
location: Umass Transit Services
3. 4/11/2022
attendees: Peter, Amelia, PVTA: Tolu
topic: Byteark Data Meeting
location: Zoom
4. 4/13/2022
attendees: Peter, Gary
topic: Northern System Survey Intern Incident Reporting Follow Up
location: Phone
5. 4/13/2022
attendees: Peter, Intern Charlie
topic: Intern Interview
location: Zoom
6. 4/14/2022
attendees: Peter, Intern Prospect Allison
topic: Intern interview
location: Zoom
7. 4/15/2022
attendees: Peter, Alex, Amelia, Dana
topic: Weekly Transit Team Meeting
location: Zoom
8. 4/15/2022
attendees: Peter, PVTA: Tolu
topic: Weekly Check-In Meeting
location: Zoom
9. 4/19/2022
attendees: All Staff
topic: All Staff Meeting
location: Zoom
10. 4/21/2022
attendees: Peter, Alex, PVTA: Administration and Service Providers
topic: Service Review Meeting
location: Zoom
11. 4/27/2022
attendees: Peter
topic: PTASP Safety Risk Assessment with Quantitative Tools Webinar
location: Zoom
12. 4/28/2022
attendees: Peter
topic: FTA TAMPLATE Webinar
location: Zoom



PVPC 114671 FFY 2022 Activity Progress Report - Quarter 3

- 13. 4/29/2022
attendees: Peter, PVTA: Tolu
topic: Weekly Check In Meeting
location: Zoom
- 14. 4/4/2022
attendees: Peter, Alex, PVTA: Paul, Tolu
topic: Northern System Survey Progress Meeting
location: Zoom
- 15. 4/5/2022
attendees: Peter
topic: Northern System Survey Materials Drop
location: Umass Transit Services, VATCo
- 16. 4/5/2022
attendees: Peter, Alex, Amelia, PVTA: Tolu
topic: PVPC-PVTA Fortnightly meeting
location: Zoom
- 17. 4/6/2022
attendees: Peter, PVTA: Tolu
topic: Weekly Check-In Meeting
location: Zoom
- 18. 4/7/2022
attendees: Peter, Amelia
topic: Bytemark Data Meeting
location: Zoom
- 19. 4/8/2022
attendees: Peter, Alex, Amelia, Dana
topic: Weekly PVPC Transit Team Meeting
location: Zoom
- 20. 4/8/2022
attendees: Peter, Amelia
topic: Bytemark Data Meeting
location: Zoom
- 21. 5/12
attendees: Roux
topic: PVPC ebike project
location: Zoom
- 22. 5/26
attendees: Roux
topic: Route 20 Road Diet
location: Zoom

Objectives



PVPC 114671 FFY 2022 Activity Progress Report - Quarter 3

Task: 3.9 Regional Transit Planning

Progress

1. Completed Northern system survey data collection
2. Continued analysis for Northern system survey
3. Coordinated with staff on Title VI assessment of service cuts due to driver shortages.
4. Coordinated with the Appalachian Mountain Club organization regarding transit access to hiking trails in the PVTA service area.

Products

Meetings

Objectives

Task: 3.10 Paratransit Planning Assistance

Progress

1. Attended bus rider appeal hearing, discussed case with appeal committee members, reviewed bus rider recent incident report, drafted decision letter for bus rider appeal, received feedback from bus appeal committee members and emailed final letter of denial to PVTA for processing and mailing to permanently suspended rider.
2. Identified an issue with the PVTA bus schedule website for android devices and provided feedback to PVTA for improved access to current schedule data which currently does not allow viewing without downloading.
3. Responded for paratransit appeal hearing requests.
4. Responded to bus rider appeal decision letter requests.
5. Followed up with Bus Rider Appeal Committee members to schedule a time to review video footage and schedule an appeal hearing.
6. Reviewed Incident reports and coordinated a meeting with members of the Bus Rider Appeals Committee. Arranged for a virtual viewing of the bus camera footage related to an incident that resulted in a suspension of eligibility to ride the bus, for which the rider has sent an appeal request. Scheduled an appeal hearing. Attended a subsequent meeting with members of the Appeals Committee to discuss further incident developments by the same rider.
7. Responded to requests for paratransit appeal meetings.
8. Reviewed paratransit appeal documents. Attended appeal hearings. Drafted decision letter.
9. Reviewed new documentation received in support of the paratransit appeal. Drafted and then finalized appeal decision letter. Coordinate timely mailing of decision letter.

Products

Meetings

1. 5/23/2022
attendees: Rana
topic: Bus rider appeal hearing
location:

Objectives

Task: 3.11 Climate Change Impementation

Progress

1. Added priority culvert for repair or replacement to priority list, pulling from HMPs.
2. Staff and support regional clean energy climate action group
3. Advance regional e-bikes for EJ initiative
4. Attended 4/6 EEA meeting on EJ with public utilities
5. Prepared for and met with West Springfield Mayor on levee and stormwater concerns on 4/6
6. Communications with member municipalities regrading region's clean energy climate action plan and its implementation
7. Attended Georgetown Climate Center Webinar on Regional Resilience - Patty

Products

Meetings

1. 4.13
attendees: 22
topic: overseeing regional clean energy climate action plan
location: zoom
2. 4-6
attendees: 12 or so
topic: MA EEA meeting on EJ with public utilities in region
location: zoom
3. 4-6
attendees: 2
topic: Meeting with West Springfield Mayor on levee and stormwater concerns
location: zoom
4. 6/16
attendees: Patty
topic: Regional Resilience
location: online

Objectives

Task: 3.12 Green Streets and Infrastructure

Progress

1. Met with green infrastructure consulting engineer on 4-6 and provided follow up materials to organize for design of 5 to 7 bmp template for the region
2. Coordinated with consulting engineer to lay groundwork for advisory group meetings on GI
3. Held first GI advisory group meeting with local DPW officials and engineering consultant on 4/26
4. Prep and check in meeting with consulting GI engineer on GI BMPs for CT River communities (2 hours)
5. Attended keynote address at SNEP network event on soon to be issued New England Green Infrastructure Retrofit Manual (1 hour)
6. Check in meeting with consulting GI engineer on GI BMPs for CT River communities (1 hour)
7. Progress check in via zoom with BMPs engineering consultant, Rob Roseen of Waterstone Engineering

Products

- 1.

Meetings

1. 4-26
attendees: 11
topic: 1st GI advisory group meeting
location: Zoom
2. 4-6
attendees: 2
topic: Kick off conversation about process for designing 5 to 7 GI BMPs for region
location: Zoom
3. 5/11
attendees: Patty
topic: GI engineer on GI BMPs for CT River communities
location: Virtual
4. 5/18
attendees: Patty
topic: keynote address at SNEP network
location: Virtual
5. 5/26
attendees: Patty
topic: GI engineer on GI BMPs for CT River communities
location: Virtual
6. 6/23
attendees: Patty
topic: Prep for 6/28 meeting
location: zoom
7. 6/27
attendees: Patty
topic: Prep for 6/28 meeting
location: zoom
8. 6/28
attendees: Patty
topic: Met with GI regional advisory group via zoom to review standard templates layout and GI BMP designs
location: zoom



PVPC 114671 FFY 2022 Activity Progress Report - Quarter 3

Task: 4.1 Implementing the Regional Land Use Plan

Progress

1. Researched and communicated with staff at PVPC and CMRPC regarding updating priority development and priority conservation maps
2. Support and staff regional housing committee that oversees implementation of regional housing plan
3. Communications with Reg Housing Comm chair and DHCD staff regarding a possible presentation at mtg
4. Review and finalize notes from RHC mtg

Products

Meetings

1. 4.11
attendees: 15
topic: oversee implementation of regional housing plan
location: zoom
2. 4.14
attendees: 13
topic: oversee implementation of regional Land use plan
location: zoom

Objectives

Task: 4.2 Scenic Byways Support

Progress

1. No hours charged to task

Products

Meetings

Objectives



PVPC 114671 FFY 2022 Activity Progress Report - Quarter 3

Task: 4.3 Local Pavement Management Program

Progress

1. No hours charged to task

Products

Meetings

Objectives

Task: 4.4 Local Technical Assistance

Progress

1. Participated in MEPA Advisory committee Meetings on 4/1, 4/19 and 4/29
2. Attended PVPC Executive Committee Meeting on 4/28
3. Responded to requests from Southampton regarding funding opportunities for shared use paths.
4. Assisted communities in planning for Bay State Bike Month.
5. Participated in the MEPA Regulations Advisory Committee Meeting on 5/27
6. Attended the PVPC Executive Committee meeting on 5/26
7. Reviewed the DEIR for the Westfield Target Supply Chain Facility
8. 5/17 conferred with Ware on MEPA Notice of Project Change for solid waste facility/construction and demolition (1 hour)
9. Met with the MGC to discuss potential regional projects that could benefit from gaming mitigation money
10. Attended the MEPA Regulations Advisory Committee on 6/10
11. Reviewed and commented on the DEIR for the Westfield Target Supply Center

Products

1. MEPA comment letter on Westfield target Supply Center

Meetings

1. 4/1
attendees: Roux
topic: MEPA Advisory Committee
location: Zoom
2. 4/19
attendees: Roux
topic: MEPA Advisory Committee
location: Zoom
3. 4/28
attendees: Roux
topic: PVPC Executive Committee
location: Zoom
4. 4/29
attendees: Roux
topic: MEPA Advisory Committee
location: Zoom
5. 5/26
attendees: Roux
topic: PVPC Executive Committee
location: Zoom
6. 5/27
attendees: Roux
topic: MEPA
location: Zoom
7. 6/10
attendees: Roux
topic: MEPA Regulations Advisory Committee
location: Zoom



PVPC 114671 FFY 2022 Activity Progress Report - Quarter 3

8. 6/16

attendees: Roux

topic: MGC and MassDOT meeting on potential uses of Gaming Mitigation Funds

location: Zoom

Objectives

Planning Certification Review Action Plan for the Pioneer Valley MPO

Transportation Planning Certification Review of the Pioneer Valley Metropolitan Planning Organization, Final Report – August 19, 2019

FHWA & FTA Recommendations/Corrective Action	MPO Response & Proposed Action	Responsibility	Target Date(s)	Status Update as of 7/21/2022
1. Annual List of Obligated Projects				
The MPO, in coordination with MassDOT and public transit providers shall develop and publish a complete listing of obligated projects within 90 days after the close of the federal fiscal year. The listing should specifically indicate whether each project listed in the TIP was obligated. The listing should also include the approved amount programmed in the TIP, the total amount obligated, and the remaining balance for each project. This will ensure that the list of obligated projects fully meets all the required elements per 23 CFR 450.334.	PVPC, in coordination with MassDOT and PVTA, will develop and publish a complete listing of obligated projects within 90 days after the close of the federal fiscal year. The listing will specify obligated projects, the amount programmed, the amount obligated, and the remaining balance for each project.	MassDOT, PVPC, PVTA	12/31/2019	Complete
2. TIP				
In future TIP updates, the MPO should identify and discuss the funding programs and investments that the MPO is programming to help the region make progress toward achieving performance targets.	The TIP process typically begins in February. PVPC with assistance from MassDOT and the PVTA will identify all funding programs and investments as part of the development of the FFY 2021 – 2025 TIP.	MassDOT, PVPC, PVTA	May 2020	Complete
3. Financial Planning				
The TIP financial plan can be improved by addressing the source and amount of match for anticipated federal funds. It should also provide a clear comparison of programmed funds against funds anticipated to be available, for both highway and transit.	These changes will be implemented as part of the FFY 2021 – 2025 TIP.	MassDOT, PVPC, PVTA	May 2020	Complete
4. Congestion Management Process				
To ensure travel time data collection efforts are met, the MPO should coordinate with MassDOT on existing	MassDOT recently entered into an agreement with the CATT lab and INRIX to have access to real-time and historical	MassDOT, PVPC	Summer 2020	Complete PVPC has developed a shapefile for the

Planning Certification Review Action Plan for the Pioneer Valley MPO

FHWA & FTA Recommendations/Corrective Action	MPO Response & Proposed Action	Responsibility	Target Date(s)	Status Update as of 7/21/2022
statewide data collection efforts, training or software acquisition needs.	traffic data for the state. PVPC anticipates having access to the new data in October of 2019. PVPC plans on updating the regional CMP and CMP bottlenecks using the INRIX data for the region			data MassDOT has provided PVPC with access to. PVPC developed a new list of congested roadway segments. PVPC will release a new listing and of congested roadway segments and bottlenecks as part of the 2021 UPWP
5. Performance Based Planning and Programming				
Coordination among the PVTA, MassDOT and MPO should influence transportation funding investment decisions. Future planning documents and amendments should reference the Transit Asset Management (TAM) plan for State of Good Repair and link investment opportunities to the performance targets. This should increase the potential that transit needs are programmed, committed to, and funded as part of the planning process.	PVPC included additional language on the TAM Plan as part of the recent update to the RTP. We will continue to work with MassDOT and the PVTA to incorporate information on regional investment decisions in all future amendments and versions of the RTP, TIP, and UPWP.	MassDOT, PVPC, PVTA	May 2020	Complete.
6. MPO Organizational Structure				
The MPO should review membership of its current MOU to determine whether Franklin Regional Transit Authority should be added as a non-voting, ex-officio member of the MPO as reflected in current practice, added to the JTC, or actively included in the decision-making process another way.	PVPC will propose a modified MOU to incorporate the FRTA as a non-voting, ex-officio member of the MPO at its next meeting. Similarly, this topic will be placed on the agenda for the September 2019 JTC meeting.	MassDOT, PVPC, FRTA	February 2020	Complete
7. MPO Organizational Structure				

Planning Certification Review Action Plan for the Pioneer Valley MPO

FHWA & FTA Recommendations/Corrective Action	MPO Response & Proposed Action	Responsibility	Target Date(s)	Status Update as of 7/21/2022
<p>The MOU should clarify the role of the Administrator for Pioneer Valley Transit Authority based on the existing MPO membership, either as an additional ex-officio representative or an alternate for the PVTA Advisory Board representative.</p>	<p>PVPC will propose a modified MOU to clarify the role of the Administrator for the PVTA at the next MPO meeting.</p>	<p>PVPC/PVTA</p>	<p>February 2020</p>	<p>Complete</p>
8. Public Participation Plan				
<p>The MPO should formalize its Public Participation Plan (PPP) evaluation for effectiveness and develop a timeline and cycle for when and how often an evaluation will occur; the written evaluation should assess the public involvement strategies and techniques employed both quantitatively and qualitatively, and describe what worked and what could be improved with recommendations for future efforts.</p>	<p>PVPC is working with MassDOT and the JTC to evaluate the effectiveness of the current PPP. An online survey to assess the effectiveness of the current public participation process was performed in the Spring of 2020. PVPC will review and incorporate the current update of MassDOT's PPP planned in 2021 to include language as appropriate to address virtual public participation. The PVPC began an update of its JTC Bylaws in 2020 and expects to finalize in 2021.</p>	<p>MassDOT, PVPC</p>	<p>Ongoing</p>	<p>Ongoing PVPC has begun discussions on the update of the PPP for the region. Our original plan was to wait to complete an update of the regional PPP until MassDOT complete the update to the statewide PPP in order to use similar language as MassDOT. Our new plan will be to introduce a new draft PPP for the Pioneer Valley MPO at the September or October (2022) MPO meeting this year for release for the required 45 day public comment period. This would</p>

Planning Certification Review Action Plan for the Pioneer Valley MPO

FHWA & FTA Recommendations/Corrective Action	MPO Response & Proposed Action	Responsibility	Target Date(s)	Status Update as of 7/21/2022
				allow endorsement of the updated PPP at a November or December (2022) MPO meeting.
9. Title VI Notice and Complaint Procedures				
<p>The Title VI information on the MPO's website is outdated. The MPO should update the website to include a list of Title VI accomplishments and strategic goals for the upcoming year. The website should be updated annually. At a minimum, the complaint form and procedures should reflect current procedures.</p>	<p>Updates to the PVPC webpage are a work in progress. PVPC has started to develop Title VI content in WordPress to provide better products on our website. An updated website is expected soon and the Title VI accomplishments and strategic goals for the upcoming year will be added. Similarly, PVPC will update the complaint to reflect current procedures. A complete evaluation of PVPC's agency website was completed in Fall/Winter of 2021.</p>	PVPC	Summer 2021	<p>Mostly Complete Changes have been made to the MPO website and is accessible through this link: http://pvmpo.pvpc.org/ Website has been integrated into the PVPC website. We are still making some updates as needed</p>
10. Consultation and Coordination				
<p>The MPO should determine whether the Stockbridge-Munsee Tribe should be included in their environmental consultation efforts during the development of the Metropolitan Transportation Plan (MTP) and other relevant planning documents.</p>	<p>PVPC has begun to include the Stockbridge-Munsee Tribe as part of our public participation process. This included an invitation to the Stockbridge-Munsee Tribe to participate in the environmental consultation on the 2020 RTP Update. We have also include the Stockbridge-Munsee Tribe on our regional mailing list and will notify them of all MPO meetings and opportunities to review and comment on major planning documents.</p>	PVPC	ongoing	<p>Complete – The Stockbridge Munsee Tribe has requested that PVPC remove the Tribe from their contact list. The Tribe's preference is to be included at the State level.</p>

Planning Certification Review Action Plan for the Pioneer Valley MPO

FHWA & FTA Recommendations/Corrective Action	MPO Response & Proposed Action	Responsibility	Target Date(s)	Status Update as of 7/21/2022
11. Consultation and Coordination				
<p>The MPO should consider updating their MTP consultation contact list to include private freight providers including but not limited to trucking industry representation and regional logistic carriers.</p>	<p>PVPC worked with the JTC to identify several private freight providers as part of the development of the regional freight plan. This list will be used for future MTP consultation. PVPC will continue to work with MassDOT and the JTC to develop a recommended representative from the freight community to add as a voting member to the JTC.</p>	<p>PVPC</p>	<p>2021</p>	<p>Complete - PVPC has performed extensive outreach and had discussion with the JTC on the need for additional representation from the freight community. To date there has been no interest in participation on the JTC from the freight community. Staff will revisit in the future with the JTC as needed.</p>