



# **UNIFIED PLANNING WORK PROGRAM**

**FY2025**

**DURHAM - CHAPEL HILL  
- CARRBORO  
METROPOLITAN  
PLANNING  
ORGANIZATION**

**Adopted March 26, 2024**

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**Durham-Chapel Hill-Carrboro Metropolitan Planning Organization FY2024  
Unified Planning Work Program**

July 1, 2024 to June 30, 2025

Anticipated Adoption Date: March 26, 2024

Prepared by the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization for its  
member jurisdictions

**MPO Board Members 2024**

<b>Name</b>	<b>Affiliation</b>	<b>Member/Alternate</b>
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<b>Javiera Cabellero (Vice Chair)</b>	<b>City of Durham</b>	<b>Member</b>
<b>Jamezetta Bedford</b>	<b>Orange County</b>	<b>Member</b>
<b>Carl Rist</b>	<b>City of Durham</b>	<b>Member</b>
<b>Camille Berry</b>	<b>Town of Chapel Hill</b>	<b>Member</b>
<b>Wendy Jacobs</b>	<b>Durham County</b>	<b>Member</b>
<b>Valerie Jordan</b>	<b>NC Board of Transportation</b>	<b>Member</b>
<b>Michael Parker</b>	<b>GoTriangle</b>	<b>Member</b>
<b>Danny Nowell</b>	<b>Town Of Carrboro</b>	<b>Member</b>
<b>Mark Bell</b>	<b>Town Of Hillsborough</b>	<b>Member</b>
<b>Mike Fox</b>	<b>NC Board of Transportation</b>	<b>Alternate</b>
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<b>Nate Baker</b>	<b>City of Durham</b>	<b>Alternate</b>
<b>Catherine Fray</b>	<b>Town of Carrboro</b>	<b>Alternate</b>
<b>Melissa McCullough</b>	<b>Town of Chapel Hill</b>	<b>Alternate</b>
<b>Mike Dasher</b>	<b>Chatham County</b>	<b>Alternate</b>
<i>Vacant</i>	<i>Federal Highway Administration</i>	<i>Non-Voting Member</i>

Prepared in cooperation with the North Carolina Department of Transportation, and the Federal Highway Administration, and the Federal Transit Administration - U.S. Department of Transportation. The views and opinions of the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization expressed herein do not necessarily state or reflect those of the U.S. Department of Transportation.

## INTRODUCTION

This document is the DCHC MPO's annual Unified Planning Work Program (UPWP) for the fiscal year beginning on July 1, 2024 and ending on June 30, 2025. It is intended to meet federal regulations implementing transportation planning and policy required by 23 CFR §450.308. The UPWP is the foundation for all DCHC MPO staff work, transportation planning partners' work, grant applications, and financial passthrough arrangements in North Carolina's western Triangle region.

This UPWP contains:

- A summary of proposed planning activities,
- Framework for interaction with other DCHC MPO USDOT certification activities,
- Regional metropolitan transportation and required federal planning factors,
- Funding resource descriptions,
- Key initiatives and special studies,
- Specific planning delivery unit tasks and budgets for DCHC MPO,
- Specific planning delivery unit tasks and budgets for pass-through agencies, and
- Appendices for required supporting documentation.

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) annually provide funding allocations for the DCHC MPO's continuing, cooperative, and comprehensive (3-C) transportation planning activities. The UPWP identifies MPO planning tasks that use federal transportation funds including highway and transit programs. The UPWP categorizes work program elements and delivery units by alphanumeric task codes and descriptions. The MPO's 5-year Prospectus for Continuing Transportation Planning, most recently approved by the MPO Board on November 10, 2021, guides annual UPWP development.

The UPWP contains special projects and FTA project descriptions. The responsible passthrough member agencies provide special project descriptions. The UPWP also includes FTA planning project task descriptions, FTA Disadvantaged Businesses Contracting Opportunities forms, and FTA funding source tables.

The funding source tables reflect available federal planning fund sources and the amounts of non-federal matching funds. The match is provided through either local or state funds or both. Section 104(f) funds are designated for MPO planning and are used by the DCHC MPO staff to support MPO planning functions. Section 133(b)(3)(7) funds are the portion of STBG-DA funds identified in the UPWP for MPO planning. The DCHC MPO and its jurisdictions use these funds to support the MPO planning functions and regional special projects, such as corridor studies, CommunityViz update, Regional Freight Plan implementation and update, transportation performance measurement, data collection geo-database enterprise update, regional model update and enhancement, travel behavior surveys and onboard transit survey, etc.

The Federal Transit Administration's Section 5303 is a source of funds for transit planning for Chapel Hill Transit (CHT), GoDurham, and the DCHC MPO staff. These funds are allocated by NCDOT's Public Transportation Division (PTD). Transit agencies may also use portions of their Section 5307 funds for planning. These funds must be approved by the MPO Board as part of the UPWP approval process.

## FEDERAL CERTIFICATION REVIEW

Every four years, FHWA and FTA are required to review, in full, the planning processes of any MPO covering a UZA that contains a population over 200,000 (also known as a Transportation Management Area or TMA). The certification review was conducted for the DCHC MPO in the fall of 2021 and evaluated whether the MPO complied with Federal regulations. FHWA completed its certification review report in June 2022.

Ultimately, the review team found the transportation planning process for the MPO's transportation management area meets the requirements of 23 CFR 450 Subpart C and 49 U.S.C. 5303 and is, in effect, certified. Furthermore, the DCHC MPO received one commendation for noteworthy practices from the review team and three recommendations for process or program improvements.

The following is a noteworthy practice that the DCHC MPO is doing well in the transportation planning process:

1. The MPO has excelled in obtaining public participation in its Board (formerly TAC) meetings and the Board uses this feedback to guide its decision-making.

The recommendations received by DCHC MPO were:

2. It is recommended that the MPO update its MOU.
3. While using STBG-DA funds to fund salaries and staff operations are eligible activities, it is recommended the Unified Planning Work Program (UPWP) provide greater detail on the planning tasks being performed by the staff and the products being developed, particularly for staff not directly employed by the Lead Planning Agency.
4. It is recommended that the next Metropolitan Transportation Plan (MTP) provide additional details on the assumptions made for toll roadway, local, and private revenue forecasts.

## METROPOLITAN PLANNING FACTORS & FEDERAL REQUIREMENTS

Federal transportation regulations (23 CFR 450.306(b)) require MPOs to consider specific planning factors when developing transportation plans and programs in the metropolitan area. Current legislation calls for MPOs to conduct planning that:

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 accessibility and mobility of people and freight.
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns.
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.
8. Emphasize the preservation of the existing transportation system.
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

## **FHWA AND FTA PLANNING EMPHASIS AREAS AND THE FY2025 UPWP**

The FHWA and FTA jointly issued new Planning Emphasis Areas in December 2021. These Planning Emphasis Areas are:

Tackling the Climate Crisis – Transition to a Clean Energy Resilient Future – help to ensure the national greenhouse gas reduction goals of 50-52% below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from climate change.

Equity and Justice<sup>40</sup> in Transportation Planning – advance racial equity and support for underserved and disadvantaged communities to help ensure public involvement in the planning process and that plans reflect various perspectives, concerns, and priorities from affected areas.

Complete Streets – review current policies, rules, and procedures to determine their impact on safety for all road users, including providing provisions for safety in future transportation infrastructure, particularly those outside automobiles. To be considered complete, roads should include safe pedestrian facilities, safe transit stops, and safe crossing opportunities on an interval necessary for accessing destinations.

Public Involvement - conduct early, effective, and continuous public involvement that brings diverse viewpoints into the decision-making process, including by integrating virtual public involvement tools while also ensuring access to opportunities for individuals without access to computers and mobile devices.

Strategic Highway Network (STRAHNET) / US Department of Defense (DOD) Coordination – coordinate with US Department of Defense representatives in transportation planning and programming processes on infrastructure and connectivity needs for STRAHNET routes and other roads that connect to DOD facilities.

Federal Land Management Agency (FLMA) Coordination – coordinate with FLMAs in transportation planning and programming processes on infrastructure and connectivity needs related to access routes and other public roads that connect to Federal lands, including exploring opportunities to leverage transportation funding to support access and transportation needs of FLMAs before projects are programmed into the TIP.

Planning and Environment Linkages – implement Planning and Environment linkages as part of the overall transportation planning and environmental review process.

Data in Transportation Planning – incorporate data sharing and consideration into the transportation planning process through developing and advancing data sharing principles among the MPO, state, regional, and local agencies.

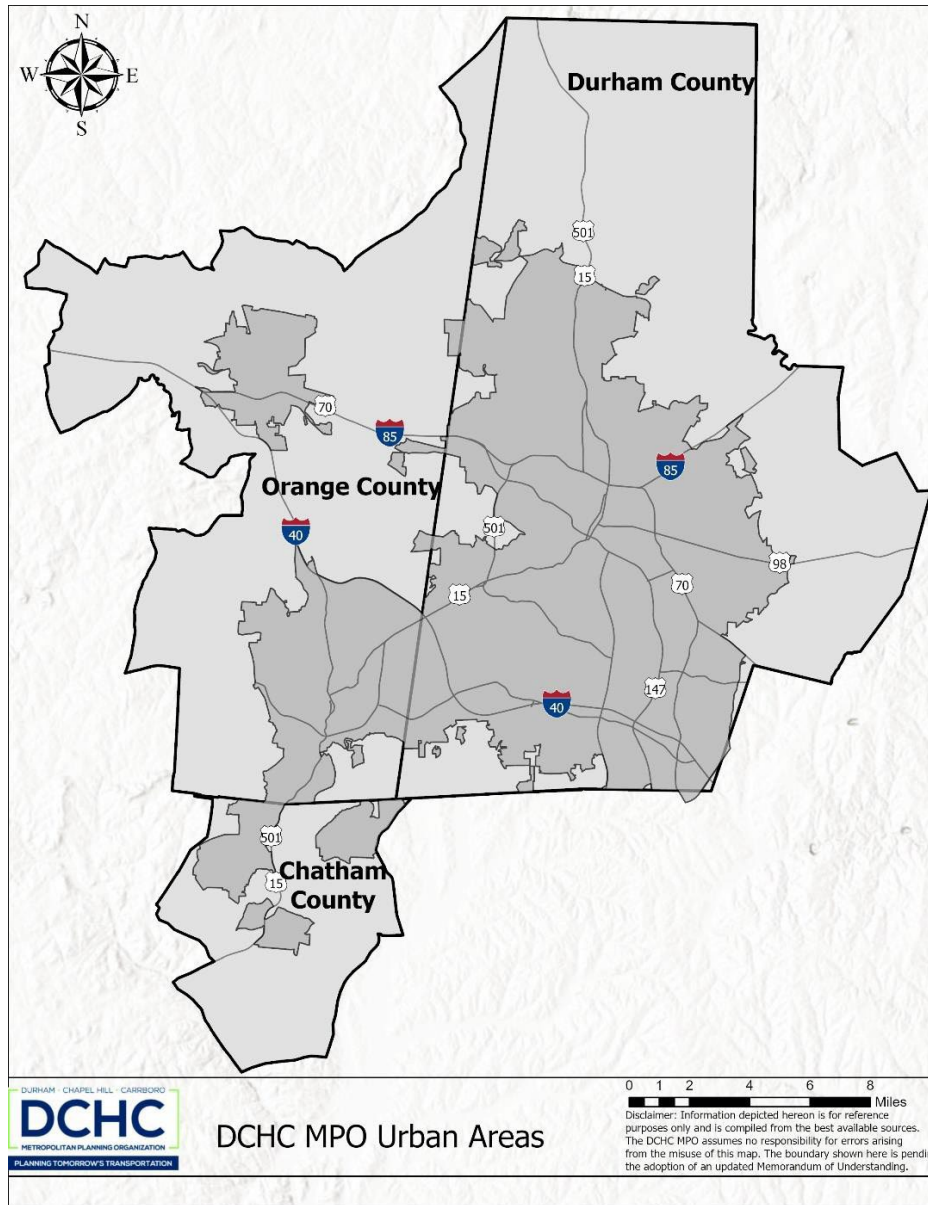
The planning work of the DCHC MPO endeavors to consider each of these areas thoughtfully and thoroughly.

## DEFINITION OF SERVICE AREA

Based on the 2020 Census, the U.S. Census Bureau defined a boundary for the Durham Urbanized Area (UZA), which encompasses the western part of the Research Triangle area in North Carolina.

The DCHC urbanized area includes:

- Durham County (entire county)
- a portion of Orange County including the Towns of Chapel Hill, Carrboro, and Hillsborough
- Northeast Chatham County



## FY2025 FUNDING SOURCES

FY2025 UPWP funding levels and descriptions of funding sources are summarized below. The full budget table by task code can be found on page 25.

### FEDERAL HIGHWAY ADMINISTRATION FUNDS (FHWA)

Metropolitan Planning (PL) Section 104(f) – These urbanized area funds are administered by NCDOT and require a 20% local match. The proposed Section 104(f) funding level is based on the FAST-ACT Section 104(f) allocation. The statewide section 104(f) funds are distributed among all MPOs with a population- based formula.

Local Match (20%)	Federal Match (80%)	Total (100%)
\$117,925	\$471,700	\$589,625

Safe & Accessible Transportation Options – Metro Planning (Y-410) – In 2022, the Infrastructure Investment and Jobs Act has added a new Metro Planning set-aside for Increasing Safe & Accessible Transportation Options. The Act requires each MPO to use at least 2.5% of its PL funds on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities. [§ 11206(b)]. The 2.5% set aside is provided by a separate allocation of PL funds (federal program code Y-410).

Local Match	Federal (100%)	Total (100%)
n/a	\$12,700	\$12,700

STBG-DA – These funds are the portion of the federal Surface Transportation Block Grant Program (STBG- DA) funds provided through FHWA to Transportation Management Areas (TMAs) over 200,000 in population. By agreement with the DCHC MPO and NCDOT, a portion of these funds are used for MPO transportation planning activities. Below is the STBG-DA request by and for MPO staff and member agency planning activities.

Local Match (20%)	Federal Match (80%)	Total (100%)
\$855,980	\$3,423,920	\$4,279,900



## FEDERAL TRANSIT ADMINISTRATION FUNDS (FTA)

Two types of funds are used for transit planning by the DCHC MPO; Section 5303 Metropolitan Transportation Planning Program and Section 5307 Urbanized Area Formula Program funds administered by the Federal Transit Administration (FTA) and the NCDOT Public Transportation Division (PTD).

Section 5303 funds – Section 5303 funds provide assistance to urbanized areas for transit planning and technical studies related to urban public transportation. They are provided by the FTA through NCDOT to DCHC MPO local transit operators and DCHC MPO (80% from FTA, 10% from NCDOT, and 10% local match). The MPO supports the 5303 program through administrative processes. The full budget table by task code can be found on page 26.

Agency	Local Match (10%)	NCDOT/State Match (10%)	Federal Match (80%)	Total (100%)
MPO	\$1,121	\$1,121	\$8,970	<b>\$11,212</b>
GoDurham	\$28,018	\$28,018	\$224,144	<b>\$280,180</b>
Chapel Hill Transit	\$26,919	\$26,919	\$215,355	<b>\$269,194</b>
<b>TOTAL</b>	<b>\$56,059</b>	<b>\$56,059</b>	<b>\$448,469</b>	<b>\$560,586</b>

Section 5307 funds – Section 5307 funds may be used for planning as well as other purposes and are distributed through a formula by FTA. GoDurham, Chapel Hill Transit, Orange Public Transit, and GoTriangle are eligible to use Section 5307 funds from the FTA for assistance with a wide range of planning activities. These funds require a 20% local match, which is provided by the transit agencies.

Section 5309 funds – Section 5309 funds are a discretionary Capital Investment Grant (CIG) program that provides funding for fixed guideway investments such as new and expanded rapid rail, commuter rail, light rail, streetcars, bus rapid transit, and ferries, as well as corridor-based bus rapid transit investments that emulate the features of rail. The Town of Chapel Hill Transit Department will receive federal funding under FTA's 5309: Fixed Guideway Capital Investment Grants (CIG) FAST Act section 3005(b) Expedited Project Delivery Pilot Program allocations, to reimburse planning expenditures related to the North-South Bus Rapid Transit (NSBRT) project. The project and budget are described in Appendix C.

Section 5310 Areas of Persistent Poverty Projects funds – Section 5310 Areas of Persistent Poverty Program funds support initiatives to mobilize American ingenuity to build modern infrastructure and an equitable, clean energy future. The Town of Chapel Hill Transit Department will receive federal funding under 5310 to financially plan and design a new, app-based, on-demand micro-transit system to serve a two-mile corridor of the planned North-South bus rapid transit route. The project and budget are described in Appendix H.

## SUMMARY OF FEDERAL FUNDING PROGRAMMING BY AGENCY

This table indicates the amount of federally reimbursable funds by agency.

Agency	FHWA			FTA	TOTAL
	STBG-DA (80%)	PL (80%)	Y-410 (100%)	5303 (80%)	
MPO	\$2,783,920	\$471,700	\$12,700	\$8,970	<b>\$3,277,290</b>
Chapel Hill Transit	\$240,000	\$-	\$-	\$215,355	<b>\$455,355</b>
GoDurham	\$-	\$-	\$-	\$224,144	<b>\$224,144</b>
Orange County*	\$-	\$-	\$-	\$-	<b>\$-</b>
Durham County	\$400,000	\$-	\$-	\$-	<b>\$400,000</b>
<b>TOTAL</b>	<b>\$3,423,920</b>	<b>\$471,700</b>	<b>\$12,700</b>	<b>\$448,469</b>	<b>\$4,356,789</b>

\*Local match for special study provided by Orange County, federal reimbursement to MPO.

## MPO LOCAL MATCH AND COST SHARING

### MPO Match Contribution

To receive the aforementioned federal funds through FHWA, the MPO must provide the local match associated with its total budget. The DCHC MPO member agencies contribute to the local match requirement through annual local cost sharing, and the proportionate share of the local match is determined on an annual basis during the UPWP development. The DCHC MPO Memorandum of Understanding (MOU) guides the required local match shares for member agencies.

The Direct Reserve Pro Rata creates a small fund that the MPO can use for direct expenses not eligible for federal funding.

Member	% UZA Population *	FY 24-25 Member Share Pro Rata	FY 24-25 Direct Reserve Pro Rata	Anticipated July 2024 Invoice
City of Durham	58.38%	\$442,505	\$8,144	\$522,287
Durham County	11.15%	\$84,514	\$1,555	\$99,656
Chapel Hill	12.33%	\$93,458	\$1,720	\$111,235
Carrboro	4.22%	\$31,987	\$589	\$37,516
Hillsborough	1.98%	\$15,008	\$276	\$17,754
Orange County	7.03%	\$53,286	\$981	\$62,912
Chatham County	4.91%	\$37,217	\$685	\$44,077
<i>Community Member (93% gross)</i>	<i>100.00%</i>	<i>\$757,974</i>	<i>\$13,950</i>	<i>\$895,437</i>
GoTriangle (7% gross)		\$57,052	\$1,050	\$67,399
*NC Demographer's Office 01-24	TOTALS:	\$815,026	\$15,000	\$962,836

## FY2025 UPWP DEVELOPMENT SCHEDULE

The FY2025 UPWP development schedule provides for the coordination of the UPWP development with the local government budget process and NCDOT deadlines. Amendments to the UPWP after adoption are administered as needed.

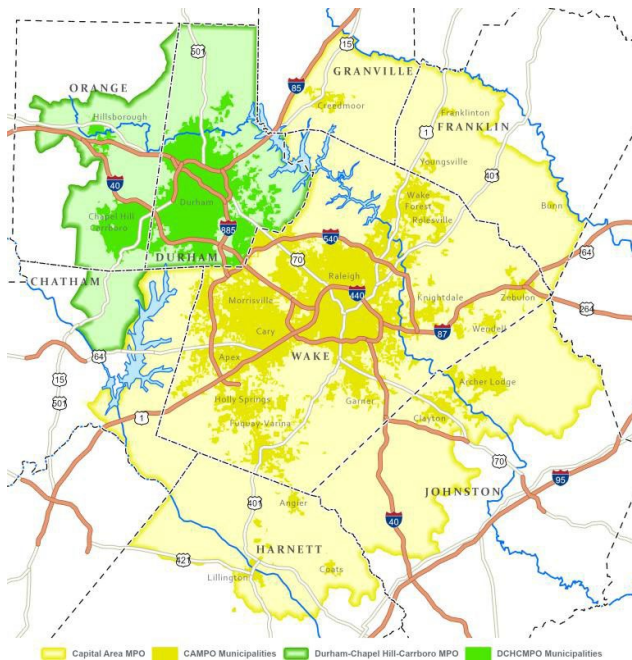
Dates	Actions
August 23, 2023	Schedule of FY2025 Call for Projects presented to the Technical Committee
October 10, 2023	Call for Projects Training
November 1, 2023	Formal Call for Projects announcement
November 2023	Individual project scoping meetings and discussions as needed
December 1, 2023	Project applications with all supporting materials due to MPO Staff
Dec. 2023/Jan. 2024	MPO Staff scores projects and develops funding recommendations.
January 9, 2024	Technical Committee reviews draft FY2025 UPWP and recommends Board release for public comment
January 23, 2024	MPO Board reviews draft FY2025 UPWP and releases for public comment
January 31, 2024	Draft FY2025 UPWP due to NCDOT
February 27, 2024	MPO Board holds a public hearing on draft FY2025 UPWP
March 12, 2024	Technical Committee receives final FY2025 UPWP and recommends Board approval
March 26, 2024	MPO Board approves final FY2025 UPWP including approval of self-certification process and local match
March 28, 2024	Adopted FY2025 UPWP due to NCDOT

## FY2025 KEY INITIATIVES

### 2055 Metropolitan Transportation Plan (MTP)

The DCHC MPO and CAMPO are working collaboratively to develop Destination 2055, the next Metropolitan Transportation Plan (MTP) for the Triangle Region. Destination 2055 will be a long-range plan for transportation improvements across the region, including roadway, transit, rail, bicycle, pedestrian, and other transportation projects over the next 30 years.

MTPs – which are fiscally constrained – are developed by Metropolitan Planning Organizations (MPOs) to guide decision-making about future investments in transportation projects within the MPOs' respective planning areas. The areas covered by this plan include Durham and Wake Counties and portions of Chatham, Franklin, Granville, Harnett, Johnston, and Orange Counties as shown in the map below. Areas shown in green are part of the DCHC MPO, while those shown in yellow are part of CAMPO.



### Comprehensive Transportation Plan (CTP)

The DCHC MPO CTP is a 20 to 30-year long-range multimodal transportation plan that is not fiscally constrained. The recommendations within the CTP are needs-based and developed for roadway, public transportation, rail, bicycle, and pedestrian facilities within the DCHC MPO urbanized area. Most importantly, it analyzes deficiencies in the transportation networks and provides recommendations for new facilities and improvements for current facilities. This information helps citizens and planners know whether to reserve right-of-way for future roadways and passenger rail during the development review process and how to budget for future facilities. The DCHC MPO, in coordination with NCDOT, will be developing a new CTP in tandem with the development of the 2055 MTP.

### Transportation Improvement Program (TIP)

The DCHC MPO is responsible for developing a Transportation Improvement Program (TIP) with a ten-year time horizon in cooperation with the State, MPO member agencies, and local transit operators. The TIP is produced through a planning process that involves the region's local governments, the NCDOT, local jurisdictions, and residents of the metropolitan area. The TIP must include the following:

- A list of proposed federally supported projects and strategies to be implemented during the TIP period;
- Proactive public involvement process;
- A financial plan that demonstrates how the TIP can be implemented; and
- Descriptions of each project in the TIP.

### **Air Quality Conformity Process**

Currently, the DCHC MPO is designated as attainment for the National Ambient Air Quality Standards (NAAQS). On February 16, 2018, there was a decision from the D.C. Circuit Court in the South Coast Air Quality Management District v. EPA. Per the Circuit Court decision. The Raleigh-Durham-Chapel Hill area is considered an orphan maintenance area and based on the EPA guidance of November 2018, the area will need to demonstrate transportation conformity for transportation plans and TIPs for the 1997 ozone NAAQS. This conformity can be demonstrated without a regional emission analysis (REA) pursuant to 40 CFR 93.109(c). Though not required, the Triangle region air quality partners have decided to continue to implement activities including an air quality regional analysis on its MTP and TIP. NCDOT and Central Pines Regional Council will assist the MPOs in performing this REA on MTP projects.

### **Locally Administered Projects Program (LAPP)**

The Locally Administered Projects Program is used by DCHC MPO to prioritize and program local transportation projects in the region that utilize federal funding including STBG-DA and Congestion Mitigation for Air Quality (CMAQ) funds. LAPP is a competitive funding program managed by DCHC MPO that prioritizes locally administered projects in the urbanized area. These projects are funded using federal funding sources directly attributed to the region with a minimum 20% local match.

### **Congestion Management Process (CMP) and Mobility Report Card (MRC)**

The CMP, which is required by Federal law, is a systematic approach to managing new and existing transportation systems for relieving congestion and maximizing the safety and mobility of people and goods. The measured system performance and defined strategies should be incorporated into the process of the MTP and the TIP.

As part of the CMP, the MPO works to identify and manage congestion in a multi-modal manner. A Mobility Report Card helps with this effort by providing detailed performance, safety and activity data on the specific vehicle, transit, bicycle and pedestrian facilities in the MPO planning area. The Report Card provides a trend analysis in cases where historical data is available.

### **Regional Transit and Rail Coordination**

DCHC MPO supports the regional discussion around transit through coordination and planning. This work is guided by the work program outlined in the Durham and Orange Transit Plans, Staff Work Group (SWG) activities, identified needs through special studies and public engagement, and discussion at committee meetings with regional partners including Capital Area MPO (CAMPO), GoTriangle, NCDOT Divisions, and DCHC MPO member jurisdictions.

### **Safety / Safe Streets for All**

The DCHC MPO was awarded funding under the FY2022 Safe Streets and Roads for All Program. This project will help fund the development of a Comprehensive Safety Action Plan (CSAP) for regional improvements covering the Durham urbanized area in partnership with its member jurisdictions, which

include four municipalities and three Counties: The City of Durham; the Towns of Chapel Hill, Carrboro, and Hillsborough; and the Counties of Chatham, Durham, and Orange. All jurisdictions share a commitment to moving towards a Vision Zero goal and planning for low-cost, high-impact safety improvements, and the development of CSAP will help advance regional goals of preventing death and serious injuries on roads and streets.

The DCHC MPO is committed to safety and equity as demonstrated in the adopted Connect 2050 Plan, some of the foundations of which include investments in safer streets, user-focused transit services, and greater access to job hubs from traditionally under-represented neighborhoods. As a regional effort led by the MPO, the project will lead with an equity focus to promote investment in underserved communities in the region. A diverse group of public and private stakeholders will be engaged to promote regional buy-in for the CSAP such as the North Carolina Department of Transportation, County Health Departments, and others such as local universities, community groups, and large employers in the region.

## **SPECIAL STUDIES**

### **FY2025 Special Studies**

#### **Locally Managed Transportation Planning Studies**

Locally managed transportation planning studies are projects that use DCHC MPO funds but are managed by member jurisdictions. The member jurisdiction – or project sponsor – is responsible for the 20% local match. The following summarizes the locally managed transportation planning studies included in the FY2025 UPWP.

#### **Chapel Hill Transit High-Capacity Transit Corridor Feasibility Study**

This study will identify and assess options and develop an action plan for enhanced, high-capacity transit connections (including but not limited to express bus service, bus rapid transit, bus on-shoulder access, transit queue jumps, etc.) in Chapel Hill Transit’s service area. The Study will prioritize corridors connecting to regional destinations including Durham County, Chatham County, and Alamance County, a stated priority of all regional stakeholders. To help with this effort a consultant will be procured for this study.

The total cost of the project is \$300,000, with \$240,000 coming from federal funds (STBG-DA) and \$60,000 as a local match provided by Chapel Hill Transit. The study will be managed by Chapel Hill Transit.

#### **Orange County Bicycle & Pedestrian Plan**

Orange County currently has several bicycle and pedestrian projects throughout the County in various plans, and this study intends to create a single plan to incorporate all of them into one document. Additionally, Orange County’s adoption of its Complete Street and Vision Zero policy in October 2022, its participation in two MPO Safety Action Plans currently in progress (DCHC MPO and BG MPO), and Orange County Transportation Service’s collaboration with the Department of Environment, Agriculture, Parks and Recreation (DEAPR) to improve non-highway infrastructure throughout rural Orange County will help inform this study and contribute to its success.

The total cost of the project is \$250,000, with \$200,000 coming from federal funds (STBG-DA) and \$50,000 as a local match provided by Orange County. The study will be managed by Orange County with consultant procurement and administrative support provided by the MPO.

## **Durham-to-Roxboro Rail Trail Feasibility Study in Durham County**

The proposed Durham-to-Roxboro Rail Trail is a multi-county corridor that encompasses Durham and Person counties. For this study, Durham County will focus on the southern portion of the trail that resides within Durham County, which will help support the current feasibility study underway for the northern portion of the rail corridor within Person County. The planning study will analyze the corridor to determine the rail trail project's feasibility along with any potential environmental and human impacts to be caused by its construction. The study will address potential design options that will not only make this trail an effective transportation corridor but also a cultural and community resource that resembles its adjacent communities.

The overall project promotes multimodal and affordable travel choices by creating a regional bicycle and pedestrian facility connecting Person County and Northern Durham to the City of Durham and the subsequent network of greenways that stem from Downtown Durham. This project also supports connecting people, as rural residents in unincorporated Durham County would have access to education, job, and business opportunities closer to City limits, and residents within a historically disadvantaged portion of the City of Durham would be able to access job opportunities within the Treyburn Corporate Park as well as cultural and recreational resources farther north. The planning study will analyze the corridor to determine the rail trail project's feasibility along with any potential environmental and human impacts to be caused by its construction. The study will address potential design options that will not only make this trail an effective transportation corridor but also a cultural and community resource that resembles its adjacent communities. To help with this effort a consultant will be procured for this study.

The total cost of the project is \$500,000, with \$400,000 coming from federal funds (STBG-DA) and \$100,000 as a local match made up of \$33,334 in Durham County funds, \$33,333 in City of Durham funds, and \$33,333 in funding from the East Coast Greenway Alliance. The study will be managed by Durham County.

## **MPO Managed Transportation Planning Studies**

MPO managed transportation planning studies are regionally focused projects, use MPO funds, and are managed by MPO staff. The 20% local match requirement for these studies is provided by MPO members as part of their annual member dues. The following summarizes the MPO managed transportation planning studies included in the FY2025 UPWP.

### **Joint MPO Rail Strategic Plan Study**

As a result of recent work by the CAMPO and DCHC MPO Rail Subcommittees, the two MPO's will collaborate on a strategic rail study to explore an implementation strategy that will move the region closer to delivering increased frequency passenger rail, including developing a vision for future passenger rail services. The study will identify TIP projects and planning efforts that are in place and will develop a strategy for targeting investment through the County transit plans, the SPOT process, and grant opportunities to facilitate the implementation of infrastructure projects that can be used to leverage other funds or otherwise further delivery of the passenger rail goals of the region. To help with this effort a consultant will be procured for this study.

The budget for this project is \$100,000, with \$80,000 coming from federal funds (STBG-DA, \$40,000 each from DCHC MPO and CAMPO) and \$20,000 as a local match (\$10,000 each from DCHC MPO and CAMPO).

## **FAST 2 Study**

NCDOT's Integrated Mobility Division (IMD) will manage the study in conjunction with regional partners. Contributions to the FAST 2 Study will be a coordinated effort among regional partners including DCHC MPO, Durham County, Orange County, Wake County, Chatham County, Johnston County, Town of Cary, Town of Chapel Hill, City of Durham, City of Raleigh, CAMPO, GoTriangle, RDU Airport, RTA (Regional Transportation Alliance) and NCDOT. The DCHC MPO proposes a \$50,000 contribution (80% STBG-DA funds + 20% local match) to the overall \$800,000 project budget from our work program.

The regional Freeway, Arterial, Street, and Tactical (FAST) transit study is a follow-up initiative to the original FAST study conducted in 2020-21. FAST is a scalable approach for quickly integrating "transit advantage" infrastructure along the roadway system to support enhanced transit service. The FAST approach prioritizes transit efficiency and reliability while improving universal mobility. The objectives of the FAST 2.0 transit study are to make our freeways and regional boulevards "transit-ready", elevate and identify one or more BRT corridors that directly link with RDU Airport, and advance SMART (Systematic Management of Adaptable Roadways through Technology) freeway corridors.

The FAST 2 Study was originally amended into DCHC MPO's FY2024 UPWP, though this request proposes the study be moved to the FY2025 UPWP as no funds are expected to be expended until FY2025. The budget for this project is \$50,000, with \$40,000 coming from federal funds (STBG-DA) and \$10,000 as a local match.

## **US 15-501 Corridor Study**

The DCHC MPO completed a detailed study of the US 15-501 corridor from Ephesus Church Road in Chapel Hill to University Drive in Durham in 2021. The project team analyzed existing conditions, proposed recommendations, and created a final report and conceptual design. However, the MPO Board determined the study's recommended improvements did not meet the Board's adopted Goals and Objectives and declined to adopt the study. The MPO Board updated the Metropolitan Transportation Plan project description for the corridor from a freeway conversion to a boulevard conversion and modernization in 2022. As part of this study, DCHC MPO will procure a consultant to collaborate with stakeholders to create a multimodal corridor solution that supports the MPO's adopted Metropolitan Transportation Plan's goals and objectives. This study seeks a recommended corridor alternative that provides access for all users, decreases energy consumption and emissions, improves safety, increases operational efficiency, and respects the natural and built environments. The budget for this project is \$500,000, with \$400,000 coming from federal funds (STBG-DA) and \$100,000 as a local match. The study will be administered by MPO staff.

## **Local Project Delivery Study**

The DCHC MPO prioritizes supporting its members in advancing and delivering local projects. To help with this effort, a consultant will be procured to study the DCHC MPO project delivery process from MPO approval to project closeout for the MPO's members and partners. The consultant will report on the findings and propose actions to improve project delivery in the MPO area. The budget for this project is \$100,000, with \$80,000 coming from federal funds (STBG-DA) and \$20,000 as a local match. The study will be administered by MPO staff.



Agency	FY2025 New Study	Local Match (20%)	Federal Match (80%)	Total (100%)	CAMPO
MPO*	Joint MPO Rail Strategic Plan Study	\$10,000	\$40,000	\$50,000	\$50,000
MPO	FAST 2 Study	\$10,000	\$40,000	\$50,000	n/a
MPO	US 15-501 Corridor Study	\$100,000	\$400,000	\$500,000	n/a
MPO	Local Project Deliver Study	\$20,000	\$80,000	\$100,000	n/a
MPO**	Orange County Bicycle & Pedestrian Plan	\$50,000	\$200,000	\$250,000	n/a
Chapel Hill Transit	Chapel Hill Transit High-Capacity Transit Corridor Feasibility Study	\$60,000	\$240,000	\$300,000	n/a
Durham County	Durham-to-Roxboro Rail Trail Feasibility Study in Durham County	\$100,000	\$400,000	\$500,000	n/a
<b>TOTAL</b>		<b>\$350,000</b>	<b>\$1,400,000</b>	<b>\$1,750,000</b>	<b>\$50,000</b>

\*CAMPO's funds are programmed in their FY2025 UPWP and are not part of DCHC MPO's funding request

\*\*Local match and management provided by Orange County. DCHC MPO provides project oversight, and administration and is the fiduciary agent. Contract agreements, invoicing, and payments are to be handled by the Central Pines Regional Council.

### FY2024 Ongoing Special Studies

The following table lists special studies programmed in the FY2024 UPWP that have carried over into FY2025 due to ongoing planning work. The funds and details for these studies – including consultant procurement - are reflected in the FY2024 UPWP budget only.

Agency	FY2024 Ongoing Study	Local Match (20%)	Federal Match (80%)	Total (100%)
MPO*	Durham City/County Bicycle and Pedestrian Plan	\$72,000	\$288,000	\$360,000
MPO	US 70 East Corridor Study: Phase 2	\$16,000	\$64,000	\$80,000
Town of Hillsborough	Downtown Hillsborough Parking Study	\$15,000	\$60,000	\$75,000
Orange County	Orange County Short Range Transit Plan	\$46,000	\$184,000	\$230,000
Orange County	Orange County Multimodal Transportation Plan	\$30,000	\$120,000	\$150,000
City of Durham	Durham Freeway (NC 147) Corridor Study	\$90,000	\$360,000	\$450,000
<b>TOTAL</b>		<b>\$269,000</b>	<b>\$1,076,000</b>	<b>\$1,345,000</b>

\*Local match and co-management provided by the City of Durham and Durham County. DCHC MPO provides project oversight, and administration and is the fiduciary agent. Contract agreements, invoicing, and payments are to be handled by the Central Pines Regional Council.

## MPO TASK DESCRIPTIONS AND NARRATIVES

This section describes the general work being undertaken by the MPO in FY2025.

### II-A: Data and Planning Support

#### II-A-1: Networks and Support Systems

This task, through a variety of methods, creates and maintains data about the DCHC MPO transportation networks and the networks' functionality. This data and information support transportation decision-making for MPO Staff, the Technical Committee, and the MPO Policy Board. A firm or consultant would be procured to assist with data collection. The methodology includes:

- **Vehicle Miles Traveled (VMT):** The MPO monitors targets and annual VMT growth and will compare them to MTP and other performance measure targets.
- **Street System Changes:** The MPO supports land-use mapping like aerial photography, street centerlines, and property addresses. MPO and TRM Service Bureau accurately geocode buildings and employers to Transportation Analysis Zones (TAZ) and other geographic areas. The MPO will update the transportation network and major street traffic signals for accurate input to the TRM.
- **Traffic Crashes and Safety Data:** The MPO will collect, tabulate, and analyze route traffic crash data and prepare a summary and analysis of high crash locations. The MPO's Safe Streets for All (SS4A) funding award will enhance this methodology to include a comprehensive and publicly driven regional safety evaluation and plan.
- **Central Area Parking Inventory:** The MPO will collect parking data for the Central Business Districts (CBD), major generators, and universities. Parking data supports TRM calibration and maintenance.
- **Bicycle and Pedestrian Facilities & Counts Inventory:** MPO staff will continue to participate in bicycle and pedestrian planning in the region and provide technical assistance/coordination to regional partners and stakeholders. The MPO will inventory bicycle and pedestrian facilities as part of the CMP.
- **Network Data Collection:** The MPO will continue to update transportation/model network data through traffic Count data, StreetLight Data, travel time and speed, Transit APC, transportation performance measures, and transit performance targets.
- **Capacity Deficiency Analysis:** MPO staff will undertake a systemwide planning level capacity deficiency analysis will be made to determine existing and projected street deficiencies. Link capacities will be calculated according to the latest HIGHWAY CAPACITY MANUAL edition and other resources.
- **Land Use, Socio-Economic, Environmental Data Analysis:** The MPO supports member jurisdictions' local comprehensive plan processes. The MPO also provides guidance to NCDOT Project Development/ NEPA on land use and zoning issues affecting project development.

#### II-A-2: Travelers and Behavior

This task, through a variety of methods, creates and maintains data about the people and goods that rely on DCHC MPO transportation networks. This data and information support transportation decision-making for MPO Staff, the Technical Committee, and the MPO Policy Board. The Streetlight Data subscription will be utilized to assist with data collection and analysis. The methodology includes:

- **Dwelling Unit, Population, and Employment Changes:** The MPO supports land use mapping activities like aerial orthoimagery for geographically accurate data. The MPO maintains dwelling units, population, and employment inventories to compare with planning documents and technical tools.
- **Vehicle Occupancy Rates:** The MPO will collect vehicle occupancy counts across the service area to measure the effectiveness of transportation investments and operations. The information demonstrates Clean Air Act compliance. Vehicle occupancy is an important input into the travel modeling phase and other parts of the Metropolitan Transportation Plan.
- **Travel Time Studies:** The MPO will study BIG Data, travel time, and speed data. HERE, INRIX, and TREDIS data provide travel times/speeds within the MPO. These products supply information for CMP, Mobility Report Card, CTP, MTP, corridor studies, and feasibility studies.
- **Annual Continuous Travel Behavior Survey (Household Survey):** The MPO will tabulate and analyze the continuous household survey data.

The DCHC MPO funds additional user data collection through our partnerships with ITRE and CPRC. II-A-

### 3: Transportation Modeling

The DCHC MPO will review and analyze travel demand and air quality models to determine feasible enhancements to the procedures that are used in the TRM area. DCHC MPO will perform regional travel demand and microsimulation model runs for transportation projects. The MPO, ITRE, and regional stakeholders will develop TRM tools and enhancements to support transportation decision-making. The procurement of a firm or modeling consultant will assist with these efforts. In addition, the Rapid Policy Analysis Tool (RPAT) will be utilized to assist with the evaluation of the potential effect of growth policies on regional travel. The methodology includes:

- **Forecast of Data to Horizon Year:** The MPO will provide the approved socioeconomic forecasts as well as continue to generate and update socio-economic and demographic projections and forecasts. CTP and MTP forecasts are continuously evaluated and refined for local land use plans as well as State and regional land use policy consistency.
- **Financial Planning:** The MPO will generate and update travel demand forecasts for future years included in the MTIP, SPOT, CMP, MRC, etc., and use these forecasts to project expenditures and financial needs for the processes.
- **FTA STOPS and CIG Technical Analysis & Planning:** The MPO, along with TRM partners, will update, maintain, and enhance regional transit modeling capacity that supports Capital Investment Grant modeling for FTA capital projects.
- **Community Viz:** The MPO, CAMPO, and CPRC will update and enhance the Community Viz tool. Results from the model help develop the DCHC MPO's next socio-economic forecasts and the Metropolitan Transportation Plan.

## **II-B: Planning Process**

### II-B-1: Targeted Planning

MPO staff undertake and support targeted planning efforts for specific study criteria to provide outcome data applicable to defined processes. This targeted planning supports vital MPO work and other regional and local initiatives. The methodology includes:

- **Air Quality Planning/Conformity Analysis:** The MPO makes determinations as to whether the MTP and TIP conform to the intent of the State Implementation Plan (SIP). Staff will begin

building the land use and travel demand modeling, and transportation networks needed for travel conformity determination in FY 2026.

- **Alternative Fuels/Vehicles:** The MPO supports transportation projects that reduce mobile source emissions and fuel supply vulnerability, and enhance fuel security in times of extreme weather events or other reasons for petroleum scarcity.
- **Congestion Management Process:** The MPO must undertake a congestion management process because it is a transportation management area exceeding 200,000 people. After CMP completion, we will plan, coordinate, and educate the public about congestion management strategies.
- **Climate Change Planning:** The MPO, in partnership with CAMPO and CPRC, will assess resilience with the MTP. DCHC will also work to identify strategies for incorporating climate mitigation planning into required planning and standalone activities.
- **Environmental Planning:** The MPO supports the implementation of transportation planning that addresses and mitigates environmental concerns. The MPO will work collaboratively with regional stakeholders to evaluate existing infrastructure that intersects wildlife corridors and insert recommendations into new plans to support wildlife crossings and reduce vehicle collisions.

CPRC will conduct activities in this line item as described in Appendix B of this document. An ITS consultant may be selected by CPRC or the DCHC MPO.

#### II-B-2: Regional Planning

One of DCHC's core functions is guiding effective and efficient transportation infrastructure investment. The MPO advises its local, regional, state, and federal stakeholders to align their policies and actions through the North Carolina Comprehensive Transportation Plan (CTP) process and the USDOT required long-range Metropolitan Transportation Plan (MTP) process. The methodology is as follows:

- **Comprehensive Transportation Plan (CTP):** The MPO will conduct periodic reviews, amend, and monitor progress on CTP. The MPO will also work with NCDOT and regional partners to update the CTP to new NCDOT requirements.
- **Metropolitan Transportation Plan (MTP):** The MPO will conduct periodic reviews, amend, and monitor progress on the adopted 2050 MTP. The MPO will also work with regional partners to provide continuous feedback loops on the 2055 MTP process. As part of the 2055 MTP process, the MPO will work with the Capital Area MPO (CAMPO) and Central Pines Regional Council to develop and publish a deficiency analysis and assessment of the region's transportation system. The MPO will subsequently create transportation scenarios and further develop some of these scenarios as alternatives for addressing the identified deficiencies. These MTP steps will include public engagement. The MPO will also begin identifying the transportation system costs and revenues through the 2055 horizon year to develop the MTP financial plan.
- **Planning Project Development:** The MPO will develop planning project elements of regional significance using its staff, or with the assistance of qualified consultants who have unique expertise in the project's focus area.

#### II-B-2: Target Planning (Safe & Accessible Transportation Options)

In 2022, the Infrastructure Investment and Jobs Act added a new Metro Planning set-aside for increasing Safe & Accessible Transportation Options. The Act requires each MPO to use at least 2.5% of its PL funds on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities. [§ 11206(b)]. The 2.5% set aside is provided by a separate allocation of PL funds (federal program code Y410).

Planning work related to these funds includes the adoption of Complete Streets standards or policies; development of a Complete Streets prioritization plan that identifies a specific list of Complete Streets

projects to improve the safety, mobility, or accessibility of a street; regional and megaregional planning (i.e., multi-jurisdictional transportation planning that extends beyond MPO and/or State boundaries) that address travel demand and capacity constraints through alternatives to new highway capacity, including through intercity passenger rail; and the development of transportation plans and policies that support transit-oriented development.

### II-B-3: Special Studies

See narratives for FY2025 Special Studies starting with page 14. II-

### B-3A: Administration of Special Studies

Administrative operations and project management are conducted by MPO staff to support the many facets of special studies outlined in the FY2025 UPWP. Work includes providing support to and oversight of consultants hired to conduct special studies.

## **III-A: Unified Planning Work Program**

### III-A-1: Unified Planning Work Program

DCHC MPO, in cooperation with the State of North Carolina, MPO member agencies, operators of publicly owned transit, and under the guidance of the Technical Committee, will develop an annual UPWP to meet the *requirements of 23 CFR Part 420 A*. *The UPWP will present the proposed planning work program for the next year and review recent planning process accomplishments.* The UPWP will be cross-referenced to the Prospectus to minimize repetitive documentation. The UPWP will be reviewed and approved by the MPO Policy Board, the North Carolina Department of Transportation, and Federal agencies providing planning funds for continuing transportation planning. The MPO will amend the UPWP as necessary.

### III-A-2: Metrics and Performance Measures

Tracking the region's transportation system performance through data collection, analysis, outreach, and education including data sharing and management in support of FTA/FHWA planning emphasis areas. The MPO will coordinate transportation system performance metric targets with State and transit agencies. The MPO will integrate into the metropolitan planning process, directly and by reference, the goals, objectives performance measures, and targets described in other State transportation plans and processes, as well as any public transportation provider plans required as part of a performance-based program.

## **III-B: Transportation Improvement Program**

### III-B-1: Project Prioritization

The MPO will evaluate projects in development and the MPO's priorities regarding the funding schedule on already programmed projects, the acceleration of long-term projects into the program, and the addition of new projects to the STIP. This process will include a competitive call for local projects for MPO members.

### III-B-2: Metropolitan TIP

This task objective manages a list of fiscally constrained capital improvement and technical study projects including STBG-DA, CMAQ, and other transportation funding resources. This task conforms to current North Carolina and federal legislation to effectively implement the Metropolitan Transportation Plan. The TIP also includes an additional five (5) years of projects that are committed but not assigned funding. This process assembles a capital and technical priority project list with identified funding resources and recognition in the Metropolitan Transportation Plan. The MPO will help merge the Comprehensive

Transportation Plan (CTP) and other adopted plans to efficiently address travel demand, energy conservation, government budgets, and physical, social, and environmental impacts. The MPO will coordinate TIP and STIP alignment with NCDOT. Each project description in the TIP includes a project name, scope, boundary, cost estimate, cost share by funding resource, justification, project phase, and construction year. Each TIP requires an inclusive public input process according to the MPO's Public Involvement Policy.

### III-B-3: Merger/Project Development

Not programmed for FY2025. III-

## **C: Regulatory Compliance III-**

### C-1: Title VI

The MPO will work with NCDOT and all member governments to ensure that MPO projects and programs meet the intent of all applicable Title VI legislation. The MPO will update related policies regularly, as well as maintain and implement these policies. The MPO will also continue to improve connections and coordination related to public participation with federal, state, regional, and local partners.

### III-C-2: Environmental Justice

The MPO will use its Environmental Justice report in cooperation with an analysis of transportation-disadvantaged communities to evaluate and avoid disparate transportation system impacts. This report will also be updated regularly alongside policies pertaining to Title VI and Limited English Proficiency. Project rosters will be evaluated periodically to ensure that a proportionate share of projects are taking place either within or for the benefit of historically marginalized communities.

### III-C-3: Minority Business Enterprise Planning

The MPO will engage with and encourage participation from MBEs for potential transportation services. III-C-

### 4: Planning for the Elderly and Disabled

The MPO will continue to evaluate and prioritize the planning, development, evaluation, and reevaluation of transportation facilities and services for the elderly and disabled, consistent with ADA. These activities include managing the FTA's Section 5310 grant and regularly updating the regional Coordinated Public Transit-Human Services Plan.

### III-C-5: Safety/Drug Control Planning

The MPO will continue to plan funds for transit operators for use in performing safety audits and in the resulting development of safety/security improvement and in alcohol/drug control planning, programming, and implementation.

### III-C-6: Public Participation

The MPO will update and enhance the MPO website and provide early, proactive, and meaningful public participation and input throughout the transportation planning process. The MPO will regularly assess and update the MPO's Public Involvement Policy to ensure continuous improvement of processes. The MPO will also continue to provide process support, such as developing and preparing informational materials for the MPO website, conducting public outreach, managing the MPO website, preparing and distributing the MPO's newsletter, implementing other social media (Twitter, YouTube, and Facebook),

placing engagement opportunities in local newspapers, and maintaining mailing lists and email lists. A firm or consultant would be procured to help with public engagement.

### **III-D: Statewide and Extra Regional Planning**

The MPO will continue to coordinate and plan with state and federal agencies involved in transportation planning activities on the regional, state, and national levels. This involvement will include but is not limited to collection and compilation of data; participation in related workshops, conferences, and meetings; and review and administrative approval or endorsement of documentation.

CPRC will conduct activities in this line item as described in Appendix B of this document.

### **III-E: Board Support, Member Services and Administration**

The MPO will assist and facilitate an open Comprehensive, Cooperative, and Continuing (3-C) transportation planning process according to applicable federal and state requirements as described in the 3-C Memorandum of Understanding.

This work includes attending monthly committee meetings, preparing agendas and minutes of these meetings, training, preparing quarterly progress reports, documenting expenditures for planning work items, and filing for reimbursement of expenditures from the PL and STBG-DA funds account and other Federal funds. The MPO will consult with other agencies involved within 3-C planning activities; liaison activities between the MPO and NCDOT and ongoing coordination with CAMPO; and communication with other regional groups. Other activities include the day-to-day oversight of, and reporting on, the progress of projects listed in the UPWP, and establishing MPO work priorities. The MPO is committed to adequate resources for training and professional development for staff to provide high-level technical and administrative service to its member agencies.

DCHC MPO STAFF AND MEMBER AGENCY BUDGET TABLE BY SOURCE AND TASK CODE

FTA Code	Task Code	Task Description	STBG-DA - 133(b)(3)(7)			MPO Planning and Admin (PL104)			Safe & Acc Transp Options PL104 set aside (Y410)	Section 5303 Highway/Transit				Task Funding Summary			
			Local 20%	FHWA 80%	Total 100%	Local 20%	FHWA 80%	Total 100%	Federal 100%	Local 10%	NCDOT 10%	FTA 80%	Total 100%	Local	NCDOT	Federal	TOTAL
	<b>II-A</b>	<b>Data and Planning Support</b>															
44.24.00	II-A-1	Networks and Support Systems	\$ 44,460	\$ 177,840	\$ 222,300	\$ 20,000	\$ 80,000	\$ 100,000	\$ -	\$ 2,140	\$ 2,140	\$ 17,120	\$ 21,400	\$ 66,600	\$ 2,140	\$ 274,960	\$ 343,700
44.23.01	II-A-2	Travelers and Behavior	\$ 43,460	\$ 173,840	\$ 217,300	\$ -	\$ -	\$ -	\$ -	\$ 2,339	\$ 2,339	\$ 18,715	\$ 23,394	\$ 45,799	\$ 2,339	\$ 192,555	\$ 240,694
44.23.02	II-A-3	Transportation Modeling	\$ 74,460	\$ 297,840	\$ 372,300	\$ 24,000	\$ 96,000	\$ 120,000	\$ -	\$ 960	\$ 960	\$ 7,680	\$ 9,600	\$ 99,420	\$ 960	\$ 401,520	\$ 501,900
	<b>II-B</b>	<b>Planning Process</b>															
44.23.02	II-B-1	Targeted Planning/CMP	\$ 39,700	\$ 158,800	\$ 198,500	\$ -	\$ -	\$ -	\$ -	\$ 1,780	\$ 1,780	\$ 14,240	\$ 17,800	\$ 41,480	\$ 1,780	\$ 173,040	\$ 216,300
44.23.01	II-B-2	Regional Planning	\$ 66,820	\$ 267,280	\$ 334,100	\$ 13,925	\$ 55,700	\$ 69,625	\$ -	\$ 1,340	\$ 1,340	\$ 10,720	\$ 13,400	\$ 82,085	\$ 1,340	\$ 333,700	\$ 417,125
		Y410 - Safe & Accessible Transportation Options	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,700	\$ 12,700
44.27.00	II-B-3	Special Studies (not subject to indirect rate)	\$ 350,000	\$ 1,400,000	\$ 1,750,000	\$ -	\$ -	\$ -	\$ -	\$ 28,018	\$ 28,018	\$ 224,144	\$ 280,180	\$ 378,018	\$ 28,018	\$ 1,624,144	\$ 2,030,180
44.27.00	II-B-3A	Administration of Special Studies (staff time) (see below for specific studies)	\$ 32,180	\$ 128,720	\$ 160,900	\$ 16,000	\$ 64,000	\$ 80,000	\$ -	\$ 4,200	\$ 4,200	\$ 33,600	\$ 42,000	\$ 52,380	\$ 4,200	\$ 226,320	\$ 282,900
	<b>III-A</b>	<b>Planning Work Program</b>															
44.21.00	III-A-1	Planning Work Program	\$ 18,660	\$ 74,640	\$ 93,300	\$ -	\$ -	\$ -	\$ -	\$ 440	\$ 440	\$ 3,520	\$ 4,400	\$ 19,100	\$ 440	\$ 78,160	\$ 97,700
44.24.00	III-A-2	Metrics and Performance Measures	\$ 5,520	\$ 22,080	\$ 27,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,520	\$ -	\$ 22,080	\$ 27,600
	<b>III-B</b>	<b>Transp. Improvement Plan</b>															
44.25.00	III-B-1	Prioritization	\$ 17,640	\$ 70,560	\$ 88,200	\$ -	\$ -	\$ -	\$ -	\$ 1,160	\$ 1,160	\$ 9,280	\$ 11,600	\$ 18,800	\$ 1,160	\$ 79,840	\$ 99,800
44.25.00	III-B-2	Metropolitan TIP	\$ 17,960	\$ 71,840	\$ 89,800	\$ -	\$ -	\$ -	\$ -	\$ 4,180	\$ 4,180	\$ 33,440	\$ 41,800	\$ 22,140	\$ 4,180	\$ 105,280	\$ 131,600
44.25.00	III-B-3	Merger/Project Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>III-C</b>	<b>Civil Rights Compliance (Title VI) and Other Regulatory Requirements</b>															
44.27.00	III-C-1	Title VI	\$ 2,160	\$ 8,640	\$ 10,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,160	\$ -	\$ 8,640	\$ 10,800
44.27.00	III-C-2	Environmental Justice	\$ 10,240	\$ 40,960	\$ 51,200	\$ -	\$ -	\$ -	\$ -	\$ 1,620	\$ 1,620	\$ 12,960	\$ 16,200	\$ 11,860	\$ 1,620	\$ 53,920	\$ 67,400
44.27.00	III-C-3	Minority Business Enterprise Planning	\$ 920	\$ 3,680	\$ 4,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 920	\$ -	\$ 3,680	\$ 4,600
44.27.00	III-C-4	Planning for the Elderly & Disabled	\$ 3,260	\$ 13,040	\$ 16,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,260	\$ -	\$ 13,040	\$ 16,300
44.27.00	III-C-5	Safety/Drug Control Planning	\$ 16,000	\$ 64,000	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,000	\$ -	\$ 64,000	\$ 80,000
44.27.00	III-C-6	Public Involvement/ Equitable Comm. Engag.	\$ 15,240	\$ 60,960	\$ 76,200	\$ 20,000	\$ 80,000	\$ 100,000	\$ -	\$ 2,360	\$ 2,360	\$ 18,880	\$ 23,600	\$ 37,600	\$ 2,360	\$ 159,840	\$ 199,800
44.27.00	III-C-7	Private Sector Participation	\$ 340	\$ 1,360	\$ 1,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 340	\$ -	\$ 1,360	\$ 1,700
44.27.00	<b>III-D</b>	<b>Statewide &amp; Extra-Regional Planning</b>															
44.27.00	III-D	Statewide & Extra-Regional Planning	\$ 32,140	\$ 128,560	\$ 160,700	\$ -	\$ -	\$ -	\$ -	\$ 1,720	\$ 1,720	\$ 13,760	\$ 17,200	\$ 33,860	\$ 1,720	\$ 142,320	\$ 177,900
44.27.00	<b>III-E</b>	<b>Board Support, Member Services and Administration</b>															
44.27.00	III-E	Board Support, Member Services and Administration	\$ 64,820	\$ 259,280	\$ 324,100	\$ 24,000	\$ 96,000	\$ 120,000	\$ -	\$ 3,801	\$ 3,801	\$ 30,410	\$ 38,012	\$ 92,621	\$ 3,801	\$ 385,690	\$ 482,112
		<b>Totals</b>	\$ 855,980	\$ 3,423,920	\$ 4,279,900	\$ 117,925	\$ 471,700	\$ 589,625	\$ 12,700	\$ 56,059	\$ 56,059	\$ 448,469	\$ 560,586	\$ 1,029,964	\$ 56,059	\$ 4,356,789	\$ 5,442,811
			Local	Federal	Total	Local	Federal	Total	Federal	Local	State	Federal	Total	Local	State	Federal	TOTAL
			STBG-DA			PL104			Y410	Section 5303 Transit Planning				Subtotals			TOTAL

Special Studies

Subtotal for Special Studies contracts (not subject to LPA's indirect rate)

			STBG-DA - 133(b)(3)(7)		
			Local 20%	FHWA 80%	Total 100%
44.27.00	II-B-3	Special Studies			
44.27.00	II-B-3	Joint MPO Rail Strategic Plan Study	\$ 10,000	\$ 40,000	\$ 50,000
44.27.00	II-B-3	FAST 2 Study	\$ 10,000	\$ 40,000	\$ 50,000
44.27.00	II-B-3	15-501 Corridor Study	\$ 100,000	\$ 400,000	\$ 500,000
44.27.00	II-B-3	Local Project Delivery Study	\$ 20,000	\$ 80,000	\$ 100,000
44.27.00	II-B-3	Orange County Bicycle & Pedestrian Plan	\$ 50,000	\$ 200,000	\$ 250,000
44.27.00	II-B-3	Chapel Hill Transit High-Capacity Transit Study	\$ 60,000	\$ 240,000	\$ 300,000
44.27.00	II-B-3	Durham-to-Roxboro Rail Trail Feasibility Study in Durham County	\$ 100,000	\$ 400,000	\$ 500,000
			\$ 350,000	\$ 1,400,000	\$ 1,750,000



MPO STAFF FUNDING BUDGET TABLE BY SOURCE AND TASK CODE

FTA Code	Task Code	Task Description	Indirect Costs 51.29%	STBG-DA			Metropolitan Planning (PL104)			Safe & Acc Transp Options PL104 set aside (Y410)	Section 5303 Highway/Transit				Task Funding Summary			
				Local 20%	FHWA 80%	Total 100%	Local 20%	FHWA 80%	Total 100%	Federal 100%	Local 10%	NCDOT 10%	FTA 80%	Total 100%	Local	NCDOT	Federal	TOTAL
	II-A	<b>Data and Planning Support</b>																
44.24.00	II-A-1	Networks and Support Systems	\$ 65,530	\$ 44,460	\$ 177,840	\$ 222,300	\$ 20,000	\$ 80,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 64,460	\$ -	\$ 257,840	\$ 322,300
44.23.01	II-A-2	Travelers and Behavior	\$ 25,526	\$ 43,460	\$ 173,840	\$ 217,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43,460	\$ -	\$ 173,840	\$ 217,300
44.23.02	II-A-3	Transportation Modeling	\$ 108,560	\$ 74,460	\$ 297,840	\$ 372,300	\$ 24,000	\$ 96,000	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 98,460	\$ -	\$ 393,840	\$ 492,300
	II-B	<b>Planning Process</b>																
44.23.02	II-B-1	Targeted Planning/CMP	\$ 38,179	\$ 39,700	\$ 158,800	\$ 198,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,700	\$ -	\$ 158,800	\$ 198,500
44.23.01	II-B-2	Regional Planning	\$ 117,875	\$ 66,820	\$ 267,280	\$ 334,100	\$ 13,925	\$ 55,700	\$ 69,625	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,745	\$ -	\$ 322,980	\$ 403,725
		Y410 - Safe & Accessible Transportation Options	\$ 4,296	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,700	\$ 12,700
44.27.00	II-B-3	Special Studies (not subject to indirect rate)		\$ 190,000	\$ 760,000	\$ 950,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 190,000	\$ -	\$ 760,000	\$ 950,000
44.27.00	II-B-3A	Administration of Special Studies (staff time) (see below for specific studies)	\$ 81,663	\$ 32,180	\$ 128,720	\$ 160,900	\$ 16,000	\$ 64,000	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 48,180	\$ -	\$ 192,720	\$ 240,900
	III-A	<b>Planning Work Program</b>																
44.21.00	III-A-1	Planning Work Program	\$ 31,263	\$ 18,660	\$ 74,640	\$ 93,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,660	\$ -	\$ 74,640	\$ 93,300
44.24.00	III-A-2	Metrics and Performance Measures	\$ 9,007	\$ 5,520	\$ 22,080	\$ 27,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,520	\$ -	\$ 22,080	\$ 27,600
	III-B	<b>Transp. Improvement Plan</b>																
44.25.00	III-B-1	Prioritization	\$ 29,885	\$ 17,640	\$ 70,560	\$ 88,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,640	\$ -	\$ 70,560	\$ 88,200
44.25.00	III-B-2	Metropolitan TIP	\$ 30,433	\$ 17,960	\$ 71,840	\$ 89,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,960	\$ -	\$ 71,840	\$ 89,800
44.25.00	III-B-3	Merger/Project Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	III-C	<b>Civil Rights Compliance (Title VI) and Other Regulatory Requirements</b>																
44.27.00	III-C-1	Title VI	\$ 3,644	\$ 2,160	\$ 8,640	\$ 10,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,160	\$ -	\$ 8,640	\$ 10,800
44.27.00	III-C-2	Environmental Justice	\$ 17,329	\$ 10,240	\$ 40,960	\$ 51,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,240	\$ -	\$ 40,960	\$ 51,200
44.27.00	III-C-3	Minority Business Enterprise Planning	\$ 1,539	\$ 920	\$ 3,680	\$ 4,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 920	\$ -	\$ 3,680	\$ 4,600
44.27.00	III-C-4	Planning for the Elderly & Disabled	\$ 5,512	\$ 3,260	\$ 13,040	\$ 16,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,260	\$ -	\$ 13,040	\$ 16,300
44.27.00	III-C-5	Safety/Drug Control Planning	\$ 27,121	\$ 16,000	\$ 64,000	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,000	\$ -	\$ 64,000	\$ 80,000
44.27.00	III-C-6	Public Involvement/ Equitable Comm. Engag.	\$ 59,031	\$ 15,240	\$ 60,960	\$ 76,200	\$ 20,000	\$ 80,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,240	\$ -	\$ 140,960	\$ 176,200
44.27.00	III-C-7	Private Sector Participation	\$ 566	\$ 340	\$ 1,360	\$ 1,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 340	\$ -	\$ 1,360	\$ 1,700
44.27.00	III-D	<b>Statewide &amp; Extra-Regional Planning</b>																
44.27.00	III-D	Statewide & Extra-Regional Planning	\$ 20,282	\$ 32,140	\$ 128,560	\$ 160,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,140	\$ -	\$ 128,560	\$ 160,700
44.27.00	III-E	<b>Board Support, Member Services and Administration</b>																
44.27.00	III-E	Board Support, Member Services and Administration	\$ 88,976	\$ 64,820	\$ 259,280	\$ 324,100	\$ 24,000	\$ 96,000	\$ 120,000	\$ -	\$ 1,121	\$ 1,121	\$ 8,970	\$ 11,212	\$ 89,941	\$ 1,121	\$ 364,250	\$ 455,312
		<b>Totals</b>	\$ 766,215	\$ 695,980	\$ 2,783,920	\$ 3,479,900	\$ 117,925	\$ 471,700	\$ 589,625	\$ 12,700	\$ 1,121	\$ 1,121	\$ 8,970	\$ 11,212	\$ 815,026	\$ 1,121	\$ 3,277,290	\$ 4,093,437

To determine the amount of indirect costs to be billed per CPRC's agreement, direct salaries and wages and related fringe benefits should be summed and multiplied by the rate. All other program costs should be eliminated from the calculation.

Special Studies			STBG-DA		
Subtotal for Special Studies contracts (not subject to LPA's indirect rate)					
44.27.01	II-B-3	Special Studies			
44.27.00	II-B-3	Joint MPO Rail Strategic Plan Study	\$ 10,000	\$ 40,000	\$ 50,000
44.27.00	II-B-3	FAST 2 Study	\$ 10,000	\$ 40,000	\$ 50,000
44.27.00	II-B-3	15-501 Corridor Study	\$ 100,000	\$ 400,000	\$ 500,000
44.27.00	II-B-3	Local Project Delivery Study	\$ 20,000	\$ 80,000	\$ 100,000
44.27.00	II-B-3	Orange County Bicycle & Pedestrian Plan	\$ 50,000	\$ 200,000	\$ 250,000
			\$ 190,000	\$ 760,000	\$ 950,000

SECTION 5303 BUDGET TABLE AND TASK NARRATIVES

FTA Code	Task Code	Task Description	MPO 5303				GoDurham 5303				Chapel Hill Transit 5303				TOTAL 5303			
			Local	NCDOT	FTA	Total	Local	NCDOT	FTA	Total	Local	NCDOT	FTA	Total	Local	NCDOT	FTA	Total
			10%	10%	80%	100%	10%	10%	80%	100%	10%	10%	80%	100%	10%	10%	80%	100%
	II-A	Data and Planning Support																
44.24.00	II-A-1	Networks and Support Systems	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,140	\$ 2,140	\$ 17,120	\$ 21,400	\$ 2,140	\$ 2,140	\$ 17,120	\$ 21,400	
44.23.01	II-A-2	Travelers and Behavior	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,339	\$ 2,339	\$ 18,715	\$ 23,394	\$ 2,339	\$ 2,339	\$ 18,715	\$ 23,394	
44.23.02	II-A-3	Transportation Modeling	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 960	\$ 960	\$ 7,680	\$ 9,600	\$ 960	\$ 960	\$ 7,680	\$ 9,600	
	II-B	Planning Process																
44.23.02	II-B-1	Targeted Planning/CMP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,780	\$ 1,780	\$ 14,240	\$ 17,800	\$ 1,780	\$ 1,780	\$ 14,240	\$ 17,800	
44.23.01	II-B-2	Regional Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,340	\$ 1,340	\$ 10,720	\$ 13,400	\$ 1,340	\$ 1,340	\$ 10,720	\$ 13,400	
		Y410 - Safe & Accessible Transportation Options	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
44.27.00	II-B-3	Special Studies	\$ -	\$ -	\$ -	\$ -	\$ 28,018	\$ 28,018	\$ 224,144	\$ 280,180	\$ -	\$ -	\$ -	\$ -	\$ 28,018	\$ 28,018	\$ 224,144	\$ 280,180
44.27.00	II-B-3A	Administration of Special Studies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,200	\$ 4,200	\$ 33,600	\$ 42,000	\$ 4,200	\$ 4,200	\$ 33,600	\$ 42,000	
	III-A	Planning Work Program																
44.21.00	III-A-1	Planning Work Program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 440	\$ 440	\$ 3,520	\$ 4,400	\$ 440	\$ 440	\$ 3,520	\$ 4,400	
44.24.00	III-A-2	Metrics and Performance Measures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	III-B	Transp. Improvement Plan																
44.25.00	III-B-1	Prioritization	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,160	\$ 1,160	\$ 9,280	\$ 11,600	\$ 1,160	\$ 1,160	\$ 9,280	\$ 11,600	
44.25.00	III-B-2	Metropolitan TIP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,180	\$ 4,180	\$ 33,440	\$ 41,800	\$ 4,180	\$ 4,180	\$ 33,440	\$ 41,800	
44.25.00	III-B-3	Merger/Project Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	III-C	Civil Rights Compliance (Title VI) and Other Regulatory Requirements																
44.27.00	III-C-1	Title VI	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
44.27.00	III-C-2	Environmental Justice	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,620	\$ 1,620	\$ 12,960	\$ 16,200	\$ 1,620	\$ 1,620	\$ 12,960	\$ 16,200	
44.27.00	III-C-3	Minority Business Enterprise Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
44.27.00	III-C-4	Planning for the Elderly & Disabled	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
44.27.00	III-C-5	Safety/Drug Control Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
44.27.00	III-C-6	Public Involvement/ Equitable Comm. Engag.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,360	\$ 2,360	\$ 18,880	\$ 23,600	\$ 2,360	\$ 2,360	\$ 18,880	\$ 23,600	
44.27.00	III-C-7	Private Sector Participation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
44.27.00	III-D	Statewide & Extra-Regional Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,720	\$ 1,720	\$ 13,760	\$ 17,200	\$ 1,720	\$ 1,720	\$ 13,760	\$ 17,200	
44.27.00	III-E	Board Support, Member Services and Administration	\$ 1,121	\$ 1,121	\$ 8,970	\$ 11,212	\$ -	\$ -	\$ -	\$ 2,680	\$ 2,680	\$ 21,440	\$ 26,800	\$ 3,801	\$ 3,801	\$ 30,410	\$ 38,012	
		Totals	\$ 1,121	\$ 1,121	\$ 8,970	\$ 11,212	\$ 28,018	\$ 28,018	\$ 224,144	\$ 280,180	\$ 26,919	\$ 26,919	\$ 215,355	\$ 269,194	\$ 56,059	\$ 56,059	\$ 448,469	\$ 560,586
			Local	State	Federal	Total	Local	State	Federal	Total	Local	State	Federal	Total	Local	State	Federal	Total
			Section 5303 Transit Planning				Section 5303 Transit Planning				Section 5303 Transit Planning				Section 5303 Transit Planning			

**MPO 5303 Funds and Work Program**

<b>MPO</b>	<b>DCHC MPO</b>	
<b>FTA Code</b>	<b>44.27.00</b>	
<b>Task Code</b>	<b>III-E</b>	
<b>Title of Planning Task</b>	<b>Board Support, Member Services and Administration</b>	<b>TOTALS</b>
<b>Task Objective</b>	Support DCHC MPO 5303 recipients with the administration of awarded grant funds and to comply with NCDOT IMD and FTA reporting and reimbursement processes.	
<b>Tangible Product Expected</b>	MPO member reimbursements, and quarterly reports submitted to NCDOT IMD and FTA.	
<b>Expected Completion Date of Product(s)</b>	6/30/2025	
<b>Previous Work</b>	Administration of the 5303 program for DCHC MPO member agencies.	
<b>Prior FTA Funds</b>		
<b>Relationship To Other Activities</b>	Supports all other transit planning activities MPO- wide.	
<b>Agency Responsible for Task Completion</b>	MPO	
<b>Section 5303 Local 10%</b>	\$1,121	\$1,121
<b>Section 5303 NCDOT 10%</b>	\$1,121	\$1,121
<b>Section 5303 FTA 80%</b>	\$8,970	\$8,970
<b>TOTAL</b>	\$11,212	\$11,212

### Anticipated DBE Contracting Opportunities for 2024-2025

**Name of MPO:** Durham-Chapel Hill-Carrboro MPO

Check here if no anticipated DBE opportunities

**Person Completing Form:** Madeline Galliano

**Telephone Number:** (919) 503-4120

Prospectus Task Code	Prospectus Description	Name of Agency Contracting Out	Type of Contracting Opportunity (Consultant, etc.)	Federal Funds to be Contracted Out	Total Funds to be Contracted Out

**Note:** This form must be submitted to NCDOT-IMD even if no DBE Contracting Opportunities are anticipated. Note “No contracting opportunities” on the table if you do not anticipate having any contracting opportunities.

**GoDurham 5303 Funds and Work Program**

<b>MPO</b>	<b>DCHC MPO</b>	
<b>FTA Code</b>	<b>44.27.00</b>	
<b>Task Code</b>	<b>II-B-3</b>	
<b>Title of Planning Task</b>	<b>Special Studies</b>	<b>TOTALS</b>
<b>Task Objective</b>	<b>Service Planning Support</b> - Bus stop consolidation, Service Change development and implementation, on-time performance analysis <b>Update Service Standards</b> - Set GoDurham service goals, determine appropriate levels of service, establish minimum performance requirements, ensure equitable delivery of transit service	
<b>Tangible Product Expected</b>	Recommendations of bus stop consolidation, public engagement, report on real-time prediction accuracy, establish goals for GoDurham service, provide monitoring of performance standards	
<b>Expected Completion Date of Product(s)</b>	6/30/2025	
<b>Previous Work</b>		
<b>Prior FTA Funds</b>	N/A	
<b>Relationship To Other Activities</b>	Guides the Short Range Transit Plan amendments for GoDurham, provides a superior level of service for GoDurham riders	
<b>Agency Responsible for Task Completion</b>	City Of Durham	
<b>Section 5303 Local 10%</b>	\$28,018	\$28,018
<b>Section 5303 NCDOT 10%</b>	\$28,018	\$28,018
<b>Section 5303 FTA 80%</b>	\$224,144	\$224,144
<b>Total</b>	\$280,180	\$280,180

## Anticipated DBE Contracting Opportunities for 2024-2025

**Name of MPO:** Durham-Chapel Hill-Carrboro MPO \_\_\_\_\_ Check here if no anticipated DBE opportunities

**Person Completing Form:** Tom Devlin                      **Telephone Number:** (919) 560-3699 x36507

Prospectus Task Code	Prospectus Description	Name of Agency Contracting Out	Type of Contracting Opportunity (Consultant, etc.)	Federal Funds to be Contracted Out	Total Funds to be Contracted Out
44.27.00	Special Studies	City of Durham	Public Engagement, graphic design, analysis	Goal of 14% awarded to DBE	Approx \$40,000

**Note:** This form must be submitted to NCDOT-IMD even if no DBE Contracting Opportunities are anticipated. Note “No contracting opportunities” on the table if you do not anticipate having any contracting opportunities.

MPO	DCHC MPO	DCHC MPO	DCHC MPO	DCHC MPO	DCHC MPO	DCHC MPO	DCHC MPO	DCHC MPO	DCHC MPO	DCHC MPO	DCHC MPO	DCHC MPO	DCHC MPO	
FTA Code	44.21.00	44.23.01	44.23.02	44.23.02	44.23.01	44.27.00	44.21.00	44.25.00	44.25.00	44.27.00	44.27.00	44.22.00	44.27.00	
Task Code	II-A-1	II-A-2	II-A-3	II-B-1	II-B-2	II-B-3	III-A-1	III-B-1	III-B-2	III-C-2	III-C-6	III-D-2	III-E-1	
Title of Planning Task	Networks and Support Systems	Travelers and Behaviors	Transportation Modeling	Targeted Planning	Regional Planning	Special Studies	Planning Work Program	Prioritization	Metropolitan TIP	Environmental Justice	Public Involvement/ Equitable Community Engagement	Statewide & Extra Regional Planning	Board & TC Support and Liaison	TOTALS
Task Objective	Collect data on traffic volumes, transit systems, parking, bicycle and pedestrian inventory and counts, crashes, and street system changes to inform transit route planning. Utilize data to streamline traffic calming policy and implement best practices to make streets safer for vulnerable road users. Provide annual TAM and State of Good Repair target inventories. Utilize the Town-wide traffic model and evaluate the TIA process to include transit and regional implications.	Participate with MPO in further development of regional GIS database; prepare mapping to support local and regional activities; travel time studies related to transit planning; other data collection and mapping tasks as requested by LPA.	Monitor implementation of adopted Financial Plan for 2050 MTP. Monitor implementation of the Orange County Transit Plan and participate in annual work plan development. Participate in modeling exercises for other plans/projects. Develop cost estimates and budgets for LAP submissions and monitor project budgets.	Support the MPO CMP and Mobility Report Card activities. Coordinate with Triangle Regional TDM program to implement regionwide TDM program. Review development TIAs and evaluate impacts on transit and other vulnerable road users. Update the CHT Short Range Transit Plan, support transit elements of the Climate Action Plan, and explore micromobility connections to transit.	Support annual work plan development and implementation of the Orange County Transit Plan and evaluation of other regional transit projects, including BRT activities. Support development and creation of the regional CTP and MTP; identify transit projects and policies to address transportation deficiencies and improve safety for vulnerable road users.	Prepare special studies to support ongoing transit operations, Safe Routes to School, Complete Community, and Chapel Hill's Vision Zero program. Continue to participate in NS-BRT planning, equitable TOD studies, Land Use Management Ordinance update, Everywhere-to-Everywhere Greenways feasibility study, and other MPO-related studies.	Develop FY26 UPWP, process amendments to the FY25 UPWP as necessary, and prepare quarterly invoice and reimbursement requests.	Participate in SPOT 7.0 process - local point assignment and public involvement for various phases of the process.	Project development and data for the LAP program, monitor and implement the adopted TIP, and prepare information for amendments to TIP. Manage planning and design of STIP projects	Activities that focus on complying with Executive Order 12898 and principles of environmental justice. Develop and implement policies and programs to ensure that all people and groups are invited to participate and are involved in transit-planning decisions. Ensure equitable investment in transportation planning and projects.	Ensure equitable public participation and input throughout the transportation planning process; build relationships with community leaders and use new and innovative strategies for public involvement.	Support regional and statewide planning projects, including Vision Zero, Triangle Bikeway, and Safe Routes to School; coordinate projects with B-G MPO, TARPO and statewide Vision Zero Coalition	Support of advisory and governing bodies, including maintenance of membership and appointments, meeting planning, agenda preparation, conducting meetings & hearings, minutes preparation, and compliance with Open Meetings & Public Records statutes.	
Tangible Product Expected	Traffic speed/ volume, transit systems, and parking data. Bike-ped facilities inventory and counts. Crash data and GIS street systems changes. TAM and SGR data.	MPO Regional GIS database and CMP database. Crash reports and online dashboard, webpage with traffic speed/volume map, traffic calming requests, sidewalk prioritization.	Refinements to the 2050 MTP financial plan, quarterly reports and annual work plan for the OC Transit Plan, other budgets and workplans for transit, TIP, and LAPs	DCHC MPO CMP, Mobility Report Card, and other congestion mitigation plans and projects. Development of TDM program, developments with appropriate traffic mitigation and accommodation for vulnerable road users, GIS files of routes, and proposed changes to CHT	Updated projects and GIS files to support; public engagement related to MTP; data to support transportation deficiencies	Participation in 60% design for BRT, 15-501 Corridor Study, Safe Streets for All, Chapel Hill Vision Zero, and Everywhere-to-Everywhere Greenways feasibility study. Work on other special studies as needed	Draft and final FY26 UPWP, quarterly invoices and reports, amend UPWP as necessary, transmittal of documentation, work products/deliverables highlighted elsewhere to the LPA	Participation in MPO sub-committee meetings, and internal Town staff meetings. Evaluation of candidate projects for SPOT.	Competitive projects for the LAP program, budgets and progress reports for ongoing TIP projects, amendments as needed	Summary of outreach to and engagement with vulnerable and/or underserved populations in Chapel Hill. Communities of concern data and maps.	Summary of public involvement activities, relationships with community leaders, policies to ensure equitable participation and benefit, new task forces to support programs and projects	Participation in regional, statewide, and local planning initiatives. High- capacity transit plans for regional corridors, Vision Zero program	Prepare for and attend MPO Board, TC, and subcommittee meetings. Prep Board Reps before Board meetings, support Town advisory boards and other Town/regional elected or appointed bodies.	
Expected Completion Date of Product(s)	6/30/2025	6/30/2025	6/30/2025	6/30/2025	6/30/2025	6/30/2025	6/30/2025	6/30/2025	6/30/2025	6/30/2025	6/30/2025	6/30/2025	6/30/2025	
Previous Work	Collection of traffic speed/ volumes, transit systems, parking, bike-ped inventory and crashes, and street systems.	Extensive GIS datasets, multimodal maps, and communities of concern. Maintained current transit GIS data	2045 & 2050 MTP financial element, OC Transit Plan update and budget monitoring, and CHT's Financial Sustainability Plan	2019 Mobility Report Card, previous years' TDM programs and reports, CHT Short Range Transit Plan	Development of 2045 & 2050 MTP transit projects, Orange County Transit Plan inputs, BRT alternatives analysis	Connected Roads Plan and Policy, Mobility and Connectivity Plan, N-S Corridor Study Alternatives Analysis	Development and management of previous years' UPWPs	Project development for previous SPOT processes, submissions, public involvement, and local point assignments.	SPOT 4.0-7.0 project submissions, current TIP/STIP, monitoring and implementing past TIP projects	MPO Environmental Justice Plan, communities of concern mapping, Vision Zero neighborhood outreach	Public meetings for 2045 & 2050 MTP and CTP, meetings and surveys for SRTP and BRT, TOD and LUMO outreach, Planning Ambassadors program	US 15-501 Corridor Study, NC 54 Corridor Study, Great Trails State, Triangle Bikeway	Management of transit planning activities	
Prior FTA Funds														
Relationship To Other Activities	Supports development and implementation of MTP, Orange County Transit Plan, Mobility and Connectivity Plan, Vision Zero and other MPO- related activities	Supports development and implementation of MTP, Orange County Transit Plan, Vision Zero, and other MPO- related activities	Supports development and implementation of MTP, Orange County Transit Plan, and other MPO- related activities	Supports development of CMP. Supports implementation of regional TDM programs, climate action plan, Connected Roads Plan and Policy, and CHT Short Range Transit Plan	Supports development and implementation of MTP, CTP, Orange County Transit Plan, NS-BRT planning, and other MPO-related activities	Supports implementation of adopted MTP, TIP, and other state/federally funded projects, Future Land Use Map, Vision Zero, Safe Routes to School	Supports implementation of annual work program	Supports implementation of MTP and TIP, Mobility and Connectivity Plan, Connected Roads Plan, Vision Zero	Supports implementation of adopted MTP and TIP, Mobility and Connectivity Plan, Connected Roads Plan, Vision Zero	Supports all local and MPO activities	Supports all MPO and Town transportation planning activities	Supports the implementation of the 2050 MTP, CTP, TIP, and Chapel Hill Short Range Transit Plan.	Supports all other transit planning activities MPO-wide.	
Agency Responsible for Task Completion	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	Town of Chapel Hill	
Section 5303 Local 10%	\$2,140	\$2,339	\$960	\$1,780	\$1,340	\$4,200	\$440	\$1,160	\$4,180	\$1,620	\$2,360	\$1,720	\$2,680	\$26,919
Section 5303 NCDOT 10%	\$2,140	\$2,339	\$960	\$1,780	\$1,340	\$4,200	\$440	\$1,160	\$4,180	\$1,620	\$2,360	\$1,720	\$2,680	\$26,919
Section 5303 FTA 80%	\$17,120	\$18,715	\$7,680	\$14,240	\$10,720	\$33,600	\$3,520	\$9,280	\$33,440	\$12,960	\$18,880	\$13,760	\$21,440	\$215,355
Total	\$21,400	\$23,394	\$9,600	\$17,800	\$13,400	\$42,000	\$4,400	\$11,600	\$41,800	\$16,200	\$23,600	\$17,200	\$26,800	\$269,194

### Anticipated DBE Contracting Opportunities for 2024-2025

Name of MPO: Durham-Chapel Hill-Carrboro MPO        x   Check here if no anticipated DBE opportunities

Person Completing Form: Bergen Watterson      Telephone Number: 919-969-5064

Prospectus Task Code	Prospectus Description	Name of Agency Contracting Out	Type of Contracting Opportunity (Consultant, etc.)	Federal Funds to be Contracted Out	Total Funds to be Contracted Out

**Note:** This form must be submitted to NCDOT-IMD even if no DBE Contracting Opportunities are anticipated. Note “No contracting opportunities” on the table if you do not anticipate having any contracting opportunities.



## Appendix A: Commonly Used Acronyms

<b>3-C</b> Comprehensive, Cooperative, and Continuing	<b>CO</b> Certificate of Occupancy	<b>FTE</b> Full-Time Equivalent
<b>ACS</b> American Community Survey	<b>CPRC</b> Central Pines Regional Council	<b>FY</b> Fiscal Year
<b>ADA</b> Americans with Disabilities Act (1990)	<b>CTP</b> Comprehensive Transportation Plan	<b>GIS</b> Geographic Information Systems
<b>ADT</b> Average Daily Traffic	<b>CTPP</b> Census Transportation Planning Package	<b>HOT</b> High-Occupancy Toll (Lane)
<b>AGOL</b> ArcGIS Online	<b>DBE</b> Disadvantaged Business Enterprise	<b>HOV</b> High-Occupancy Vehicle (Lane)
<b>APC</b> Automatic Passenger Counter	<b>DCHC MPO</b> Durham Chapel-Hill Carrboro Metropolitan Planning Organization	<b>HPMS</b> Highway Performance Monitoring System
<b>AQ</b> Air Quality	<b>DEIS</b> Draft Environmental Impact Statement	<b>IDAS</b> ITS Deployment Analysis System
<b>AVL</b> Automatic Vehicle Location	<b>DOLRT</b> Durham-Orange Light Rail Transit	<b>ITRE</b> Institute for Transportation Research and Education
<b>Bike/Ped</b> Bicycle and Pedestrian	<b>DTAG</b> Durham Trails and Greenway	<b>ITS</b> Intelligent Transportation System
<b>BOT</b> Board of Transportation	<b>EJ</b> Environmental Justice	<b>KML</b> Keyhole Markup Language
<b>BRT</b> Bus Rapid Transit	<b>EPA</b> Environmental Protection Agency	<b>LEP</b> Limited English Proficiency
<b>CAMPO</b> Capital Area Metropolitan Planning Organization	<b>ESRI</b> Environmental Systems Research Institute	<b>LOS</b> Level of Service
<b>CBD</b> Central Business District	<b>E-TIP</b> Electronic-Transportation Improvement Program	<b>LPA</b> Lead Planning Agency
<b>CFR</b> Code of Federal Regulations	<b>FAST Act</b> Fixing America's Surface Transportation Act	<b>MAP-21</b> Moving Ahead for Progress in the 21st Century Act
<b>CHT</b> Chapel Hill Transit	<b>FHWA</b> Federal Highway Administration	<b>MBE</b> Minority Business Enterprise
<b>CMAQ</b> Congestion Mitigation and Air Quality Improvement Program	<b>FTA</b> Federal Transit Administration	<b>MLI</b> Minority and Low Income
<b>CMP</b> Congestion Management Process		<b>MOVES</b> Motor Vehicle Emission Simulator
<b>CMS</b> Congestion Management System		<b>MPA</b> Metropolitan Planning Area

**MPO**  
Metropolitan Planning Organization

**MRC**  
Mobility Report Card

**MTP**  
Metropolitan Transportation Plan

**MTIP**  
Metropolitan Transportation  
Improvement Program

**NAAQS**  
National Ambient Air Quality  
Standards

**NCDEQ**  
North Carolina Department of  
Environmental Quality

**NCDOT**  
North Carolina Department of  
Transportation

**NEPA**  
National Environmental Policy Act  
(1969)

**NHS**  
National Highway System

**NPRM**  
Notice of Proposed Rule Making

**N-S BRT**  
North-South Bus Rapid Transit

**NTD**  
National Transportation Database

**OC**  
Orange County

**OPT**  
Orange Public Transportation

**PIP**  
Public Involvement Policy

**PL**  
Metropolitan Planning (Funds)

**PMP**  
Program Management Plan

**PMT**  
Person Miles of Travel

**PTD**  
Public Transportation Division

**PUMS**  
Public Use Microdata Sample

**QC**  
Quality Control

**RDU**  
Raleigh-Durham International  
Airport

**REA**  
Regional Emissions Analysis

**RFP**  
Request for Proposal

**SE**  
Socio-Economic

**SHSP**  
Strategic Highway Safety Plan

**SIP**  
State Implementation Plan

**SPOT**  
Strategic Planning Office of  
Transportation

**SRTP**  
Secure Real-time Transportation  
Protocol

**TBS**  
Travel Behavior Survey

**TDM**  
Transportation Demand  
Management

**TIA**  
Traffic Impact Analysis

**TIM**  
Traffic Incident Management

**TIMS**  
Transportation Injury Mapping  
System

**TIP**  
Transportation Improvement Program

**TMA**  
Transportation Management Area

**TRM**  
Triangle Regional Model

**TSM**  
Transportation Systems  
Management

**UPWP**  
Unified Planning Work Program

**VMT**  
Vehicle Miles Traveled

**VOC**  
Volatile Organic Compound

## **Appendix B: Central Pines Regional Council Task Narrative**

### **II-B-1: Targeted Planning/CMP**

Facilitate and manage the Regional ITS Working Group and coordinate Regional ITS planning efforts.

#### **Objectives**

To manage and support the Regional ITS Working Group and procure consultant assistance to coordinate regional ITS planning efforts including but not limited to evaluation of regional ITS projects and strategies, prioritization of ITS projects, peer evaluation, and technical implementation planning work.

#### **Previous Work**

Central Pines Regional Council planning staff has provided administrative support to the Regional ITS Working Group since the adoption of the Triangle Region ITS Strategic Deployment Plan Update in 2020.

#### **Requested Activities**

- Host quarterly Regional ITS Working Group meetings.
- Procure services of a consultant to provide technical assistance to the Working Group, including assistance with facilitation of the Working Group.
- Support for Intelligent Transportation Systems (ITS) activities, including coordination of activities related to the Regional ITS Plan.

#### **Products**

- Administration of the ITS Working Group.
- Regional ITS Working Group meeting agendas and summaries.
- Coordination of process to procure technical assistance for Regional ITS coordination and oversight of consultant work.
- Prioritization of ITS strategies, identification of specific implementation tasks and schedules, and work on designated tasks.
- Status reporting on ITS Plan recommendations.

#### **Relationship to other plans and MPO activities**

This work is a key component in the development and implementation of the Congestion Management Process (CMP).

#### **Proposed budget and level of effort**

This work will be performed partly by Central Pines Regional Council staff and partly by consultants. The CPRC staff time component is budgeted at \$4,811 for approximately 0.1 FTE of staff time split between the Transportation Director and a Planner position. The remaining \$20,000 is budgeted for consultant time and expenses. The total budget for this task is \$24,811.

### **III-D: Statewide & Extra-Regional Planning**

Facilitate and manage joint activities and undertake analysis work in land use, transportation, and air quality planning that involve multiple MPO, RPO, local government, transit agencies, state and federal agencies and anchor institution partners.

#### **Objectives**

To ensure that activities that have a scope or scale that transcends any single MPO are done in coordinated, timely, effective, and cost-efficient ways.

#### **Previous Work**

Facilitation and preparation of Joint Metropolitan Transportation Plans (MTPs); MTP and TIP air quality conformity coordination and determination report preparation; Triangle Regional Model (TRM) executive committee support; facilitation of joint MPO technical team meetings, joint MPO executive committee meetings, and joint MPO Policy Board meetings; participation in GoTriangle and county transit plans, MPO area plans and project prioritization; facilitation of joint MPO Policy Priorities documents; development and coordination of CommunityViz growth allocation model; participation in MPO committees.

#### **Requested Activities**

Major activities include the following:

- General regional planning tasks related to the development of the 2055 MTP, including coordination of joint MPO policy board, technical staff, and TRM-related committees, air quality-related tasks, and general technical support of the plan's development;
- Participation in DCHC-specific projects and committees as needed, as a representative for region-wide perspectives;
- Data and GIS tasks related to work on the MTP, including growth forecasts, development tasks on the CommunityViz land use model, and other tasks to develop socioeconomic data for the Triangle Regional Model;
- Focused work on metrics and performance measure tracking, synthesis, and reporting as related to the 2055 MTP.

Tasks will include continued development work on the 2055 MTP; support for any amendments to MTPs or TIPs requiring air quality conformity documentation; support of the TRM executive committee and technical team; facilitation of joint MPO technical, executive committee, and policy board meetings and deliverables, including any revisions to the Joint MPO Policy Priorities; hosting, maintenance, and distribution of CommunityViz, Employment Analyst and Network Analyst data and technical documentation. Central Pines Regional Council will continue to participate in local and regional projects and work related to transportation investments (e.g. RTA and NCDOT activities/efforts) and in selected projects of statewide or national impact.

#### **Products**

- CommunityViz model and data updates, including scenarios for use in 2055 MTP development.
- Work on documents, materials, and online resources related to the development of the 2055 MTP, including any necessary coordination on air quality conformity.
- Meeting support and documentation for the Joint MPO technical coordination meetings, Joint MPO Executive Committee meetings, and Joint MPO Board meetings, including any revisions to the Joint MPO policy priorities.
- Meeting support and documentation for the Triangle Regional Model (TRM) Executive Committee and Technical Team.
- Presentations on CPRC work tasks as needed to the MPO technical and policy boards.
- Documentation of performance metrics for use in the 2055 MTP, in coordination with the MTP goals and objectives, and creation of a web-based metrics dashboard.

- Note: the budget includes costs for maintenance of necessary software licenses to support this work (ArcGIS and CommunityViz) and the acquisition of data from external sources when needed (e.g. Woods & Poole economic forecast data, CoStar multi-family housing and commercial development data, etc.).

**Relationship to other plans and MPO activities**

This work relates to several MPO core responsibilities, including MTP and TIP updates and amendments, air quality conformity determinations, development of data used in modeling and analysis, performance measurement, and incorporation of results from small area, corridor, and modal plans.

**Proposed budget and level of effort**

This work will be performed by Central Pines Regional Council staff (approximately 1.9 FTEs of staff time split between the Transportation Director, GIS Analyst, Senior Program Analyst, and Planner positions). The total budget for this task is \$100,814.

## Appendix C: Chapel Hill Transit 5309: Fixed Guideway Capital Investment Grant

### Task and Description

The Town of Chapel Hill Transit Department will receive federal funding under FTA's 5309: Fixed Guideway Capital Investment Grants (CIG) FAST Act section 3005(b) Expedited Project Delivery Pilot Program allocations, to reimburse planning expenditures related to the North-South Bus Rapid Transit (NSBRT) project.

### Objectives

The funds will reimburse expenses related to the design and engineering for NSBRT.

### Previous Work

- NSBRT alternative analysis
- NSBRT 30% design and engineering
- NSBRT National Environmental Protection Act (NEPA) documented categorical exclusion (DCE)

### Proposed activities

- Reimburse for previous work performed
- 60% design and engineering
- Perform public engagement
- Station design
- Final design and engineering

### Products

Final design and engineering plans with construction bid documents.

### Relationship to other plans and MPO activities

Ongoing development of Chapel Hill Transit's North-South BRT plan

### Proposed budget and level of effort (staff or consulting)

Funding Source	Local	Federal	Total
5309	\$1,620,000	\$8,100,000	\$9,720,000
<b>Total</b>	<b>\$1,620,000</b>	<b>\$8,100,000</b>	<b>\$9,720,000</b>

Appendix D: Approval Resolution

Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) Resolution Approving the FY2025 Unified Planning Work Program of the DCHC MPO for FTA and FHWA

Upon motion made by Michael Parker and seconded by Wendy Jacobs, for the following resolution and upon being put to a vote was duly adopted.

**Whereas**, a comprehensive and continuing transportation planning program must be carried out cooperatively in order to ensure that funds for transportation projects are effectively allocated to the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO); and

**Whereas**, the Central Pines Regional Council has been designated as the recipient of Federal Transit Administration (FTA) Metropolitan Planning Program funds; and

**Whereas**, the Central Pines Regional Council has been designated as the recipient of Section 104(f) Planning and Technical Studies Planning grant funds; and

**Whereas**, members of the DCHC MPO Board agree that the Unified Planning Work Program will effectively advance transportation planning for FY2025.

Now therefore, be it resolved that the MPO Board hereby endorses the FY2025 Unified Planning Work Program for the DCHC MPO Urban Area on this the 26<sup>th</sup> day of March, 2024.

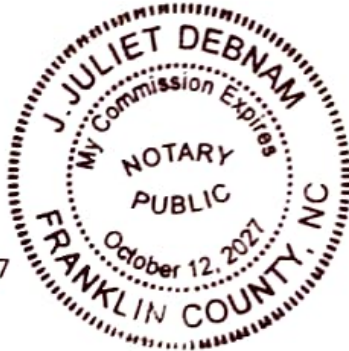
Karen A. Howard  
Karen Howard, Chair DCHC  
MPO Board

Durham County, North Carolina

I certify that Board Chair, Karen Howard personally appeared before me this day acknowledging to me that she signed the foregoing document.

Date: 3-26-24

J. Juliet Debnam  
J. Juliet Debnam, Notary Public  
My commission expires: October 12, 2027



**Appendix E: Certification Resolution**

**Resolution Certifying the Durham Chapel-Hill Carrboro Metropolitan Planning Organization Transportation Planning Process for FY2025**

Upon motion made by Michael Parker and seconded by Wendy Jacobs, for the following resolution and upon being put to a vote was duly adopted.

**Whereas**, the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) Board has found that the MPO is conducting transportation planning in a continuous, cooperative, and comprehensive manner in accordance with 23 U.S.C. 134 and 49 U.S.C. 1607;

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

**Whereas**, the MPO Board has found the transportation planning process to be in full compliance with Title VI of the Civil Rights Act of 1964 and the Title VI Assurance executed by each State under 23 U.S.C. 324 and 29 U.S.C. 794;

**Whereas**, the MPO Board has considered how the transportation planning process will affect the involvement of Disadvantaged Business Enterprises in the FHWA and the FTA-funded planning projects (Sec. 105(f), Pub. L. 97-424, 96 Stat. 2100, 49 CFR part 23);

**Whereas**, the MPO Board has considered how the transportation planning process will affect the elderly and the disabled per the provision of the Americans with Disabilities Act of 1990 (Pub. L. 101- 336, 104 Stat. 327, as amended) and the U.S. DOT implementing regulations (49 CFR parts 27, 37, and 38);

**Whereas**, the DCHC MPO Metropolitan Transportation Improvement Program is a subset of the currently conforming Metropolitan Transportation Plan (MTP);

**Whereas**, the MTP has a planning horizon year of 2050, and meets all the requirements for an adequate MTP,

Now therefore, be it resolved that the DCHC Urban Area MPO Board certifies the transportation planning process for the DCHC Metropolitan Planning Organization on this the 26th day of March, 2024.

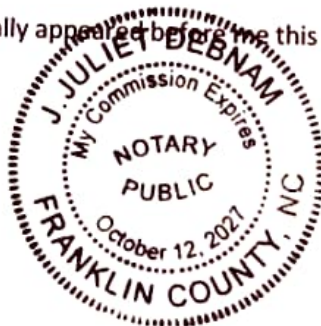
Karen Howard  
Karen Howard, Chair DCHC  
MPO Board

Durham County, North Carolina

I certify that Board Chair, Karen Howard personally appeared before me this day acknowledging to me that she signed the foregoing document.

Date: 3-26-24

J. Juliet Debnam  
J. Juliet Debnam, Notary Public  
My commission expires: October 12, 2027





## Appendix F: DCHC MPO Title VI Assurances

### Durham-Chapel Hill-Carrboro Metropolitan Planning Organization Title VI Assurances

The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) (hereinafter referred to as the "Recipient") HEREBY AGREES THAT as a condition to receiving any Federal financial assistance from the North Carolina Department of Transportation and the US Department of Transportation it will comply with the Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-42 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation. Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the Regulations) and other pertinent directives, to the end that in accordance with the Act, Regulations, and other pertinent directives, no person in the United States shall, on the grounds of race, color, sex, age, national origin or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from the Department of Transportation, including the Federal Highway Administration, and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This assurance is required by subsection 21.7(a) (1) of the Regulations.

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurances with respect to its Federal-Aid Highway Program:

1. That the Recipient agrees that each "program" and each "facility" as defined in subsections 21.23 (b) and 21.23 (e) of the Regulations, will be (with regard to a "program") conducted, or will be (with regard to a "facility") operated in compliance with all requirements imposed by, or pursuant to, the Regulations.
2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations made in connection with the Federal-Aid Highway Program and, in adapted form in all proposals for negotiated agreements:

The DCHC MPO in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.
3. That the Recipient shall insert the clauses of Appendix A of this assurance in every contract subject to the Act and the Regulations.
4. That the Recipient shall insert the clauses of Appendix B of this assurance, as a covenant running with the land, in any deed from the United States effecting a transfer of real property, structures, or improvements thereon, or interest therein.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the assurance shall extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the assurance shall extend to rights to space on, over or under such property.

7. That the Recipient shall include the appropriate clauses set forth in Appendix C of this assurance, as a covenant running with land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under the Federal-Aid Highway Program; and (b) for the construction or use of or access to space on, over or under real property acquired, or improved under the Federal-Aid Highway program.
8. That this assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property or interest therein or structures or improvements thereon, in which case the assurance obligates the Recipient or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or (b) the period during which the Recipient retains ownership or possession of the property.
9. The Recipient shall provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he delegates specific authority to give reasonable guarantee that it, other recipients, sub-grantees, contractors, subcontractors, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations and this assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this assurance.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts, or other Federal financial assistance extended after the date hereof to the Recipient under the Federal-Aid Highway Program and is binding on it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest and other participants in the Federal-Aid Highway Program. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Recipient.

  
Karen Howard  
DCHC MPO Board Chair

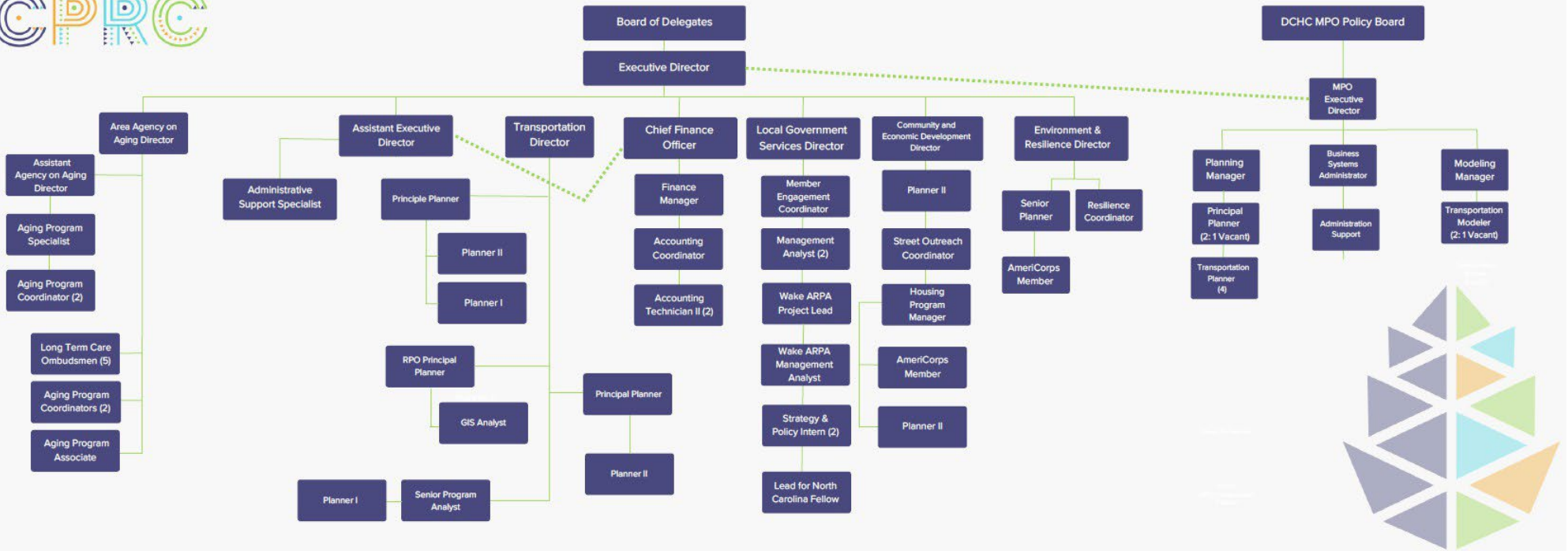
3/26/24  
Date

  
Doug Plachcinski  
DCHC MPO Executive Director

3/28/2024  
Date

## Appendix G: DCHC MPO Organizational Chart

### Central Pine Regional Council Organizational Chart



## Appendix H: Chapel Hill Transit 5310 AOPP Grant Award

### TOWN OF CHAPEL HILL TASK DESCRIPTION & NARRATIVE

#### Task and Description:

The town of Chapel Hill will receive funding to financially plan and design a new, app-based, on-demand micro-transit system to serve a two-mile corridor of the planned North-South bus rapid transit route. The proposed service would provide fast, efficient transportation for economically disadvantaged people and provide easy access to an area with numerous medical, employment, and shopping opportunities.

#### Objectives:

The funds will reimburse expenses related to the exploration of financial sustainability and the design of a micro-transit project.

#### Proposed activities:

- Financial sustainability review of on-demand, app-based mobility options for residents living within two miles of Chapel Hill Transit’s planned North-South Bus Rapid Transit (NSBRT) corridor.
- Study existing fixed route service and eliminate duplication of service following the launch of NSBRT through micro transit options.
- Developing or procuring a web-based application for same-day on-demand micro-transit access.
- Using the Town’s existing fleet of battery-electric vehicles for micro-transit service.

#### Products:

Financial sustainability of micro transit project.  
Designed concept for app-based ride scheduling.

#### Relationship to other plans and MPO activities:

Ongoing development of Chapel Hill Transit’s North-South BRT plan as micro-transit will feed into the BRT route.

#### Proposed budget and level of effort (staff or consulting):

Funding Source	Local	NCDOT	Federal	Total
5310	\$87,500	\$0	\$350,000	\$437,500
<b>Total</b>	<b>\$87,500</b>	<b>\$0</b>	<b>\$350,000</b>	<b>\$437,500</b>

## Appendix I: DCHC Self-Certification

### Self-Certification Checklist Responses

CFR 450.334 - The State and MPO shall annually certify to FHWA and FTA that the planning process is addressing the major issues facing the area and is being conducted in accordance with all applicable requirements of:

- Section 134 of title 23 U.S.C., section 8 of the Federal Transit Act (49 U.S.C. app. 1607) and;
- Section 174 and 176 (c) and (d) of the Clean Air Act (42 U.S.C. 7504, 7506 (c) and (d));
- Title VI of the Civil Rights Act of 1964 and Title VI assurance executed by each state under 23 U.S.C. 324 and 29 U.S.C. 794;
- Section 103(b) of the Intermodal Surface Transportation Efficiency Act of 1991 (Public Law 102- 240) regarding the involvement of disadvantaged business enterprises in the FHWA and the FTA funded planning projects; and
- The provisions of the Americans with Disabilities Act of 1990 (Public Law 101-336, 104 Stat. 327, as amended) and U.S. DOT regulations “Transportation for Individuals with Disabilities” (49 CFR parts 27, 37, and 38).

In addition, the following checklist should help guide the MPO as they review their processes and programs for self-certification.

1. Is the MPO properly designated by agreement between the Governor and 75% of the urbanized area, including the central city, and in accordance in procedures set forth in state and local law (if applicable)? [23 U.S.C. 134 (b); 49 U.S.C. 5303 (c); 23 CFR 450.306 (a)].

Yes. The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) is properly designated by agreement between the Governor and 75% of the urbanized area, including the central city, and in accordance in procedures set forth in state and local law to manage a continuing, cooperative, and comprehensive (“3-C”) transportation planning process for all of Durham County, a portion of Orange County including the Towns of Chapel Hill, Carrboro, and Hillsborough, and Northeast Chatham County.

2. Does the policy board include elected officials, major modes of transportation providers and appropriate state officials? [23 U.S.C. 134 (b); 49 U.S.C. 5303 (c); 23 CFR 450.306 (i)]

Yes, the policy board includes elected officials/representatives of Durham City, Durham County, Town of Carrboro, Town of Chapel Hill, Town of Hillsborough, Orange County, Chatham County, NCDOT BOT and GoTriangle (regional transit representative).

3. Does the MPO boundary encompass the existing urbanized area and the contiguous area expected to become urbanized within the 20-yr forecast period? [23 U.S.C. 134 (c), 49 U.S.C. 5303 (d); 23 CFR 450.308 (a)]

Yes. The metropolitan area boundary (MAB) encompasses the existing urbanized area and the contiguous area expected to become urbanized within the 20-yr forecast period.

4. Is there a currently adopted Unified Planning Work Program? [23 CFR 450.314]

- a. Is there an adopted prospectus?
- b. Are tasks and products clearly outlined?
- c. Is the UPWP consistent with the MTP?
- d. Is the work identified in the UPWP completed in a timely fashion?

Yes. The DCHC MPO has a currently adopted FY24 Unified Planning Work Program (adopted April 12, 2023) that is designed to outline and discuss the planning priorities of the MPO within a one-year planning period. The DCHC MPO also has an adopted prospectus that provides more detail on individual work tasks, defines roles and responsibilities, and is intended to minimize the required documentation annually. The DCHC MPO uses the adopted prospectus to solicit planning tasks and products from the MPO member participants for the upcoming year; and either does the task for the member jurisdiction using internal staff resources or makes Federal planning funds (PL or STBG-DA) available to accomplish the work task itself in a timely fashion. The UPWP is consistent with the Metropolitan Transportation Plan (MTP) in that tasks outlined in the MTP's 30-year planning horizon are carried out within the UPWP until the required four-year update of the MTP. In general, all UPWP tasks are performed in a timely manner using DCHC MPO staff and the assistance of its partnering entities. However, depending upon local resources and federal funding availability, outside contractors may be hired to perform needed studies or engineering analyses. Studies are completed within the fiscal year of the active UPWP, unless the project scope has been identified to cover more than one year.

5. Does the area have a valid transportation planning process? Response: Yes [23 U.S.C. 134; 23 CFR 450]

Yes. The DCHC MPO has a valid transportation planning process.

- a. Is the transportation planning process continuous, cooperative and comprehensive? Yes
- b. Is there a valid MTP? Yes
- c. Did the MTP have at least a 20-year horizon at the time of adoption? Yes
- d. Does it address the eight planning factors? Yes
- e. Does it cover all modes applicable to the area? Yes
- f. Is it financially constrained? Yes
- g. Does it include funding for the maintenance and operation of the system? Yes
- h. Does it conform to the State Implementation Plan (SIP) (if applicable)? Yes
- i. Is it updated/reevaluated in a timely fashion (at least every 4 or 5 years)? Yes

6. Is there a valid TIP? [23 CFR 450.324, 326, 328, 330, 332]

- a. Is it consistent with the MTP?
- b. Is it fiscally constrained?
- c. Is it developed cooperatively with the state and local transit operators?
- d. Is it updated at least every 4-yrs and adopted by the MPO and the Governor?

Yes. The current (2024-2033) Transportation Improvement Program (TIP) was adopted by DCHC MPO on August 9, 2023. The NC Board of Transportation had approved the FY 2024-2033 Statewide Transportation Improvement Program (STIP) on June 6, 2023. Federal law requires that DCHC MPO approve a FY 2024-2033 Transportation Improvement Program (TIP) that is the region's equivalent to the STIP. The TIP is fiscally constrained, updated every two years; and adopted by the MPO and the Governor. The transit portion of the STIP and TIP is developed cooperatively with the state and local transit operators; but updated through a slightly different process. The TIP also matches project programming funds as found within the fiscally constrained 2050 MTP, which has been adopted by the DCHC MPO Policy Board. The TIP is amended as needed to account for changes in project schedules and/or budgets.

The North Carolina Department of Transportation and the DCHC MPO will begin working in FY24 to develop the FY 2026-2035 STIP and TIP. The DCHC MPO and the NC Board of Transportation are scheduled to approve the FY 2026-

2035 STIP and TIP in the summer of 2025. It is anticipated that FHWA will certify the FY 2026-2035 STIP in the fall of 2025.

7. Does the area have a valid CMP? (TMA only) [23 CFR 450.320]

- a. Is it consistent with the MTP? [Yes](#)
- b. Was it used for the development of the TIP? [Yes](#)
- c. Is it monitored and reevaluated to meet the needs of the area? [Yes](#)

8. Does the area have a process for including environmental mitigation discussion in the planning process?

[Yes. The DCHC MPO includes environmental mitigation discussions in the planning process.](#)

a. How: [Through periodic meeting with environmental resource agencies and involving the agencies in the MTP process.](#)

9. Does the planning process meet the following requirements:

- a. 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
- b. In nonattainment and maintenance areas, 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;
- c. Title VI of the Civil Rights Act of 1964, as amended 42 U.S.C. 2000d-1 and 49 CFR part 21;
- d. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- e. MAP-21/FAST Act and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- f. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- g. The provisions of the Americans with Disabilities Act of 1990 Sections 42 U.S.C. 12101 et seq. and 49 CFR parts 27, 37, and 38;
- h. 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;
- i. Section 324 title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- j. Section 504 of the Rehabilitation Act of 1973 29 U.S.C. 794 and 49 CFR part 27 regarding discrimination against individuals with disabilities.
- k. All other applicable provisions of Federal law. (i.e. Executive Order 12898)

[Yes. The planning process for the DCHC MPO meets the requirements as noted for items A through E, and G through K. The DCHC MPO encourages and promotes the safe and efficient management, operation, and development of surface transportation systems that will serve the mobility needs of people and freight and foster economic growth and development that benefits the region and the state. Furthermore, the DCHC MPO funds transit elements through the inclusion of 5303 and 5307 funds in the Unified Planning Work Program \(UPWP\). The North Carolina Department of Transportation maintains sole responsibility of Item F regarding the implementation of an equal employment program on federal and Federal-aid highway construction contracts.](#)

The DCHC MPO complies with federal regulations regarding the involvement of disadvantaged business enterprises in USDOT fund projects; particularly when awarding contracts to consultants performing area and/ or corridor studies. The DCHC MPO also complies with federal regulations that prohibit the discrimination of persons based on age, disability, or gender. DCHC MPO (through its recognition of the City of Durham as the “Designated Recipient”) utilizes funding under the federal Elderly Persons and Persons with Disabilities Funding Program (aka Section 5310). The Section 5310 Program provides capital and operating grants to assist private non-profit corporations and public agencies to provide coordinated transportation services that are planned, designed and carried out to meet the needs of elderly persons and persons with disabilities. DCHC MPO has conducted a funding Call for Projects that utilize Section 5310 projects, and the Policy Board approved three of the submitted projects. This process will recur every two years.

10. Does the area have an adopted PIP/Public Participation Plan? [23 CRR 450.316 (b)(1)]?

- a. Did the public participate in the development of the PIP?
- b. Was the PIP made available for public review for at least 45-days prior to adoption?
- c. Is adequate notice provided for public meetings?
- d. Are meetings held at convenient times and at accessible locations?
- e. Is public given the opportunity to provide oral/written comment on planning process?
- f. Is the PIP periodically reviewed and updated to ensure its effectiveness?
- g. Is PIP employ visualization and interactive mapping?
- h. Are plans and documents available in an electronic accessible format, i.e. MPO website?

Yes. The DCHC MPO has an adopted Public Involvement Policy (PIP) that was last revised and adopted on February 10, 2021. An update to the PIP is anticipated to begin in 2024 as well. Public review on the PIP was available for over 45 days prior to adoption. Adequate notice is provided through local newspapers; as well as the DCHC MPO website and social media channels for public meetings; and the public is given an opportunity to provide oral and/or written comments during TC and/or Policy Board meetings. DCHC MPO TC and Policy Board meetings are conveniently held in person while also offering the option to view and participate remotely. All plans and program documents associated with public input are posted on the DCHC MPO website, including links from the homepage. The PIP is reviewed and periodically updated as needed.

11. Does the area have a process for including environmental, state, other transportation, historical, local land use and economic development agencies in the planning process?

Yes. The DCHC MPO has a series of processes for including environmental, state, other transportation, historical, local land use and economic development agencies in the metropolitan planning process. These processes are associated with the core functions conducted by, and/or the products developed by the DCHC MPO.

- a. How: The DCHC MPO utilizes inter-agency coordination and collaboration.



**Appendix J: 5307 FY25 Split Letter**

Hold for Split Letter

**Appendix K: 5339 FY25 Split Letter**

Hold for 5339 Split Letter

## Appendix L: Amendments

**RESOLUTION**

**TO APPROVE AMENDMENT #1 TO THE FY2025 UNIFIED PLANNING WORK PROGRAM OF THE DURHAM-CHAPEL HILL-CARRBORO METROPOLITAN PLANNING ORGANIZATION (DCHC MPO)**

**August 27, 2024**

A motion was made by Board Member Michael Parker and supported by Board Member Karen Howard for the adoption of the following resolution, and upon being put to a vote was duly adopted.

**WHEREAS**, A comprehensive and continuing transportation planning program must be carried out cooperatively in order to ensure that funds for transportation planning projects are effectively allocated to the DCHC MPO; and

**WHEREAS**, The Durham-Chapel Hill-Carrboro MPO requests an amendment to the FY2025 UPWP as outlined on the attached tables; and

**WHEREAS**, Members of the Board agree that the Unified Planning Work Program amendment effectively advances transportation planning for FY2025.

**Now, therefore, be it resolved that the Board hereby endorses Amendment #1 of the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization's FY2025 Unified Planning Work Program as described in the attached sheets.**

I, Karen Howard, MPO Board Chair, do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the Durham-Chapel Hill-Carrboro MPO Board, duly held on the 27<sup>th</sup> day of August 2024.

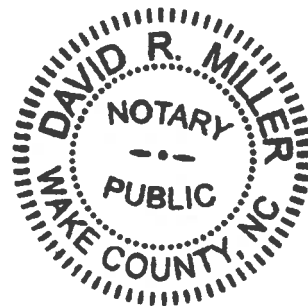
Karen J. Howard  
Karen Howard, DCHC MPO Board Chair

Durham County, North Carolina

I certify that Karen Howard personally appeared before me this day to affix her signature to this document.

Date: August 27, 2024

David R. Miller  
David R. Miller, Notary Public  
My commission expires: February 13, 2027



4307 Emperor Boulevard • Durham, NC 27703 • Phone (919) 503-4123

# MEMORANDUM

TO: DCHC MPO Technical Committee  
FROM: Thomas Porter, Transportation Planner  
DATE: August 13, 2024  
RE: **FY2025 UPWP AMENDMENT #1**

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## SUMMARY

To approve an amendment to the FY2025 Unified Planning Work Program (UPWP) that programs the Town of Hillsborough's Downtown Parking Study, the City of Durham and Durham County Bicycle and Pedestrian Plan, and DCHC MPO staff expenses into the DCHC MPO staff budget table. These three items were all approved and programmed into the FY2024 UPWP and are being requested to be incorporated into the FY2025 UPWP as they are all ready to begin.

## BACKGROUND

The Town of Hillsborough's Downtown Parking Study was programmed into the FY2024 UPWP and was approved by the MPO Policy Board on April 12, 2023. This amendment is being requested because the Town of Hillsborough is now positioned to commence the special study. The programmed amount of this special study, which remains unchanged, is \$75,000. The total entails a 20% local match of \$15,000 and an 80% STBG-DA reimbursable amount of \$60,000.

The City of Durham and Durham County Bicycle and Pedestrian Plan study was programmed into the FY2024 UPWP, which was approved by the MPO Policy Board on April 12, 2023, and amended as a part of Amendment #5 approved by the MPO Policy Board on January 23, 2024. This amendment is being requested because the City of Durham and Durham County are now positioned to commence the special study. The programmed amount of this special study, which remains unchanged, is \$360,000. The total entails a 20% local match of \$72,000 and an 80% STBG-DA reimbursable amount of \$288,000.

The DCHC MPO requested the addition of strategic and organizational planning work for task code III-A-I: Planning Work Program as part of FY2024 UPWP Amendment #5, which was approved by the MPO Policy Board on January 23, 2024. The MPO will procure technical expertise to lead its members and staff through a strategic planning process. The process will reinforce the agency's identity and establish member priorities over the next several years. The planning will unfold into an organizational assessment that identifies capacity necessary for priority task completion, including gaps in the existing staffing program. This amendment is being requested because DCHC MPO staff are now positioned to commence this planning work. The programmed amount, which remains unchanged, is \$92,000. The total entails a 20% local match of \$18,400 and an 80% STBG-DA reimbursable amount of \$73,600.

**Table 1: STBG-DA**

Agency	Task Code	Proposed Additional Funds		
		Local Match (20%)	Federal (STBG-DA) (80%)	Total (100%)
LPA	II-B-3: Downtown Hillsborough Parking Study	\$15,000	\$60,000	\$75,000
LPA	II-B-3: Durham City/County Bicycle and Pedestrian Plan	\$72,000	\$288,000	\$360,000
LPA	III-A-I: Planning Work Program	\$18,400	\$73,600	\$92,000
<b>Total</b>		<b>\$105,400</b>	<b>\$421,600</b>	<b>\$527,000</b>

**FINANCIAL IMPACT**

This amendment seeks to program additional FY2025 STBG-DA funds for the Town of Hillsborough’s Downtown Parking Study, the City of Durham and Durham County Bicycle and Pedestrian Plan, and DCHC MPO staff strategic and organizational planning work. This amendment increases the total STBG-DA amount in FY2025 by \$527,000 (\$421,600 federal amount). The unused funds in FY2024 will be available for future use by the MPO when they are finished invoicing all FY2024 STBG-DA expenditures and MPO staff notifies NCDOT to close out the FY2024 project account.

**REQUESTED MOTION**

**TC Action:** To recommend the MPO Board approve FY2025 UPWP Amendment #1

**Board Action:** To approve FY2025 UPWP Amendment #1

Engage a consultant to undertake a parking study for the downtown area. The scope will include adequacy of current facilities, turnover during peak times, estimated demand under a variety of redevelopment scenarios, adequacy of current ordinance requirements, and access for deliveries and unloading. The data collection needs to be done during peak tourist seasons (i.e. October) to understand the high demand events place on downtown.

### **Objectives**

1. Update inventory of public, private, and semi-public parking.
2. Inventory of delivery and loading locations
3. Document peak turnover and event impact
4. Robust public engagement to evaluate safety and convenience
5. Inform potential redevelopment opportunities and inquiries

### **Previous Work**

None. The town is pursuing its first consultant-prepared parking study.

### **Requested Activities**

- Re-evaluate existing conditions with current land uses, and post-COVID business practices, including supply, peak turnover, pedestrian safety and access, and delivery and unloading.
- Evaluate current development requirements and recommend any needed adjustments.
- Evaluate impact of different redevelopment scenarios on adequacy, convenience, and safety.
- Evaluate impact of current enforcement activities.
- Identify recommended actions for redevelopment scenarios.

### **Products**

- Inventory of public, private, and semi-public parking in a geodatabase.
- Documentation of outreach activities and results.
- Report document including recommendations and implementation schedule.

### **Relationship to other plans and MPO activities**

A downtown parking study for Hillsborough supports the 2050 MTP goals of Manage Congestion & System Reliability and Stimulate Inclusive Economic Vitality for the DCHC MPO. An objective for managing congestion is to allow people and goods to move with reliability. Within the town's confined downtown area, congestion occurs rapidly with simple left turn ques or blocked driveways. Understanding and identifying improvements to the parking network along with the loading opportunities will allow improvement managements of a very constrained resource in a congested urban setting. Coordinating land use with transportation and cost-effective transportation reliability are components of inclusive economic vitality. This study will help identify measures the town can take from a variety of viewpoints to maintain and improve the vitality and access to our downtown.

# TOWN OF HILLSBOROUGH

## II-B-3: SPECIAL STUDIES

### Proposed budget and level of effort

This work will be predominately completed by a consultant following an RFLOI process with oversight by staff. This project will be completed in FY24.

\$75,000 Total project cost  
\$60,000 STBG-DA funds  
\$15,000 Local match – Town of Hillsborough general fund and/or special tax revenues  
Local staff support – not included in project budget

<b>Funding Source</b>	<b>Local</b>	<b>NCDOT</b>	<b>Federal</b>	<b>Total</b>
STBG-DA	\$15,000	\$0	\$60,000	\$75,000
<b>Total</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$60,000</b>	<b>\$75,000</b>



### II-B-3B Durham City/County Bicycle and Pedestrian Plan

*This study was incorporated into the LPA's budget through Amendment #5. The require local match remains the responsibility of the City of Durham and Durham County.*

**Description:** This task includes mode-specific plans and special studies that do not fall under Operational Planning.

**Objectives:** City of Durham and Durham County will develop a Durham City/County Bicycle and Pedestrian Plan. The plan will focus on several deliverables to meet the City and County's short- and long-term needs related to bicycle and pedestrian planning.:

- **Comprehensive pedestrian and bicycle network plans:** The study will develop a comprehensive pedestrian and bicycle network for the entire County, which will include recommendations to be included in an amendment to the MPO's Comprehensive Transportation Plan (CTP). These recommendations may include sidewalks, multi-use paths, in-street bicycle facilities, and newer facility types such as neighborhood bike routes and traffic calming streets.
- **City of Durham prioritization and implementation recommendations:** This portion of the study will consist of an update to the City's 2017 Bike+Walk Implementation Plan and will focus on bicycle and pedestrian infrastructure within City of Durham limits. The plan will build upon work that the City of Durham has done to emphasize race and equity in the project prioritization process. The plan will also incorporate new best practices in bicycle infrastructure that have been developed since the Bike+Walk Implementation Plan was adopted in 2017. These updates will result in a priority list of projects for implementation guide the City's future implementation of bicycle and pedestrian infrastructure projects, as well as cross sections and concept designs for priority projects. The priority list is intended to provide short-range projects to begin planning, design, and construction work over the next five years.
- **Durham County policy and implementation recommendations:** This portion of the study will consist of recommendations for new policy and implementation strategies for pedestrian and bicycle facilities. The study will include research and documentation of existing maintenance responsibilities for facilities outside of municipal boundaries, an evaluation of different funding and maintenance models for the County including staff and resource needs, and a recommendation for funding and maintenance for future bicycle, pedestrian, and greenway facilities. The plan will include both infrastructure and policy recommendations for Durham County. Specific project types to be considered include:
  - **Sidewalk and bicycle facilities for areas of the County that are outside of municipal boundaries:** The study will consider how the updated NCDOT Complete Streets Policy and Guidance will apply to these projects. The study will document existing facilities and maintenance responsibilities and determine if these precedents can and should be applied to future projects.
  - **Regional greenway planning:** The plan will include evaluation, prioritization, and recommendations for regional greenways. The study would establish a definition of a regional greenway, which is anticipated to be those greenways that connect to areas outside of municipal boundaries, cross county boundaries, and/or are part of the NC Great Trails State Plan network.
  - **Safe Routes to School:** The plan will include an evaluation of Safe Routes to School infrastructure needs. Consideration will be given to the upcoming County-funded Durham Public School capital projects as well as schools with many students within walking/biking distance. The plan would identify

and prioritize needs and recommend funding and implementation strategies.

**Previous Work:** The City of Durham and Durham County coordinated on the 2006 Comprehensive Bicycle Plan and 2011 Durham Trails and Greenways Master Plan. There have been many changes since then on preferred bicycle facility designs, NCDOT's Complete Streets Policy, and the shifting of greenway planning from the City-County Planning Department to the City's Parks and Recreation Department. While the City of Durham has developed and adopted several other bicycle, pedestrian, and greenway plans since then, Durham County has not, and there is a need to update County pedestrian, bicycle, and greenway plans and policies to reflect these changes.

This plan will build upon extensive bicycle and pedestrian planning efforts that the City of Durham has completed in the past, including the 2017 Bike+Walk Implementation Plan, the 2018 Neighborhood Bicycle Route Concept Plan, and an in-depth internal planning exercise completed and presented to City Council in 2021 to re-evaluate pedestrian projects with a race/equity lens. The plan will also build upon recommendations from the Better Bus Project Access to Transit Study, completed in 2022.

**Requested Activities:** The study would employ a consultant to provide staff support for development of the study. A scope of work is in development.

**Products:** Durham City/County Bike and Pedestrian Plan report, report, presentation, GIS files, etc.

**Relationship to other plans and MPO activities:** The plan will develop recommendations that would then be requested to be included in the DCHC MPO's Comprehensive Transportation Plan and Metropolitan Transportation Plan. The study will develop recommendations for how projects should be funded including the potential for federal and state funding through the Transportation Improvement Program and MPO funding opportunities.

**Proposed budget and level of effort:**

It is proposed that DCHC MPO staff administer the project, with a technical lead identified for each phase of study identified from the City and County. An intergovernmental staff advisory committee would provide guidance for the development of each phase of study. Participation would be tailored to each phase, and could include staff from DCHC MPO, NCDOT, GoTriangle, Durham Public Schools, Research Triangle Foundation, and neighboring jurisdictions outside of the County as applicable.

The proposed budget for the project is \$360,000.

### II-B-3B Durham City/County Bicycle and Pedestrian Plan

*This study was incorporated into the LPA's budget through Amendment #5. The require local match remains the responsibility of the City of Durham and Durham County.*

This task includes mode-specific plans and special studies that do not fall under Operational Planning.

#### **Objectives:**

City of Durham and Durham County will develop a Durham City/County Bicycle and Pedestrian Plan. The plan will focus on several deliverables to meet the City and County's short- and long-term needs related to bicycle and pedestrian planning.:

- **Comprehensive pedestrian and bicycle network plans:** The study will develop a comprehensive pedestrian and bicycle network for the entire County, which will include recommendations to be included in an amendment to the MPO's Comprehensive Transportation Plan (CTP). These recommendations may include sidewalks, multi-use paths, in-street bicycle facilities, and newer facility types such as neighborhood bike routes and traffic calming streets.
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**Proposed budget and level of effort:**

It is proposed that DCHC MPO staff administer the project, with a technical lead identified for each phase of study identified from the City and County. An intergovernmental staff advisory committee would provide guidance for the development of each phase of study. Participation would be tailored to each phase, and could include staff from DCHC MPO, NCDOT, GoTriangle, Durham Public Schools, Research Triangle Foundation, and neighboring jurisdictions outside of the County as applicable.

The proposed budget for the project is \$360,000.

MPO Wide Budget Table

FTA Code	Task Code	Task Description	LPA Indirect Cost Costs 51.29%	STBG-DA - 133(b)(3)(7)			MPO Planning and Admin (PL104)			Safe & Acc Transp Options PL104 set aside (Y410)	Section 5303 Highway/Transit				Task Funding Summary				
				Local	FHWA	Total	Local	FHWA	Total		Federal	Local	NCDOT	FTA	Total	Local	NCDOT	Federal	TOTAL
				20%	80%	100%	20%	80%	100%		100%	10%	10%	80%	100%				
	II-A	<b>Data and Planning Support</b>																	
44.24.00	II-A-1	Networks and Support Systems	\$ 65,530	\$ 44,460	\$ 177,840	\$ 222,300	\$ 20,000	\$ 80,000	\$ 100,000	\$ -	\$ 2,140	\$ 2,140	\$ 17,120	\$ 21,400	\$ 66,600	\$ 2,140	\$ 274,960	\$ 343,700	
44.23.01	II-A-2	Travelers and Behavior	\$ 25,526	\$ 43,460	\$ 173,840	\$ 217,300	\$ -	\$ -	\$ -	\$ -	\$ 2,339	\$ 2,339	\$ 18,715	\$ 23,394	\$ 45,799	\$ 2,339	\$ 192,555	\$ 240,694	
44.23.02	II-A-3	Transportation Modeling	\$ 108,560	\$ 74,460	\$ 297,840	\$ 372,300	\$ 24,000	\$ 96,000	\$ 120,000	\$ -	\$ 960	\$ 960	\$ 7,680	\$ 9,600	\$ 99,420	\$ 960	\$ 401,520	\$ 501,900	
	II-B	<b>Planning Process</b>																	
44.23.02	II-B-1	Targeted Planning/CMP	\$ 38,179	\$ 39,700	\$ 158,800	\$ 198,500	\$ -	\$ -	\$ -	\$ -	\$ 1,780	\$ 1,780	\$ 14,240	\$ 17,800	\$ 41,480	\$ 1,780	\$ 173,040	\$ 216,300	
44.23.01	II-B-2	Regional Planning	\$ 117,875	\$ 66,820	\$ 267,280	\$ 334,100	\$ 13,925	\$ 55,700	\$ 69,625	\$ -	\$ 1,340	\$ 1,340	\$ 10,720	\$ 13,400	\$ 82,085	\$ 1,340	\$ 333,700	\$ 417,125	
		Y410 - Safe & Accessible Transportation Options	\$ 4,296	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,700	\$ 12,700	
44.27.00	II-B-3	Special Studies (not subject to indirect rate)	\$ 437,000	\$ 1,748,000	\$ 2,185,000	\$ -	\$ -	\$ -	\$ -	\$ 28,018	\$ 28,018	\$ 224,144	\$ 280,180	\$ 465,018	\$ 28,018	\$ 1,972,144	\$ 2,465,180		
44.27.00	II-B-3A	Administration of Special Studies (staff time) (see below for specific studies)	\$ 81,663	\$ 32,180	\$ 128,720	\$ 160,900	\$ 16,000	\$ 64,000	\$ 80,000	\$ -	\$ 4,200	\$ 4,200	\$ 33,600	\$ 42,000	\$ 52,380	\$ 4,200	\$ 226,320	\$ 282,900	
	III-A	<b>Planning Work Program</b>																	
44.21.00	III-A-1	Planning Work Program	\$ 31,263	\$ 37,060	\$ 148,240	\$ 185,300	\$ -	\$ -	\$ -	\$ -	\$ 440	\$ 440	\$ 3,520	\$ 4,400	\$ 37,500	\$ 440	\$ 151,760	\$ 189,700	
44.24.00	III-A-2	Metrics and Performance Measures	\$ 9,007	\$ 5,520	\$ 22,080	\$ 27,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,520	\$ -	\$ 22,080	\$ 27,600	
	III-B	<b>Transp. Improvement Plan</b>																	
44.25.00	III-B-1	Prioritization	\$ 29,885	\$ 17,640	\$ 70,560	\$ 88,200	\$ -	\$ -	\$ -	\$ -	\$ 1,160	\$ 1,160	\$ 9,280	\$ 11,600	\$ 18,800	\$ 1,160	\$ 79,840	\$ 99,800	
44.25.00	III-B-2	Metropolitan TIP	\$ 30,433	\$ 17,960	\$ 71,840	\$ 89,800	\$ -	\$ -	\$ -	\$ -	\$ 4,180	\$ 4,180	\$ 33,440	\$ 41,800	\$ 22,140	\$ 4,180	\$ 105,280	\$ 131,600	
44.25.00	III-B-3	Merger/Project Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	III-C	<b>Civil Rights Compliance (Title VI) and Other Regulatory Requirements</b>																	
44.27.00	III-C-1	Title VI	\$ 3,644	\$ 2,160	\$ 8,640	\$ 10,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,160	\$ -	\$ 8,640	\$ 10,800	
44.27.00	III-C-2	Environmental Justice	\$ 17,329	\$ 10,240	\$ 40,960	\$ 51,200	\$ -	\$ -	\$ -	\$ -	\$ 1,620	\$ 1,620	\$ 12,960	\$ 16,200	\$ 11,860	\$ 1,620	\$ 53,920	\$ 67,400	
44.27.00	III-C-3	Minority Business Enterprise Planning	\$ 1,539	\$ 920	\$ 3,680	\$ 4,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 920	\$ -	\$ 3,680	\$ 4,600	
44.27.00	III-C-4	Planning for the Elderly & Disabled	\$ 5,512	\$ 3,260	\$ 13,040	\$ 16,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,260	\$ -	\$ 13,040	\$ 16,300	
44.27.00	III-C-5	Safety/Drug Control Planning	\$ 27,121	\$ 16,000	\$ 64,000	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,000	\$ -	\$ 64,000	\$ 80,000	
44.27.00	III-C-6	Public Involvement/ Equitable Comm. Engag.	\$ 59,031	\$ 15,240	\$ 60,960	\$ 76,200	\$ 20,000	\$ 80,000	\$ 100,000	\$ -	\$ 2,360	\$ 2,360	\$ 18,880	\$ 23,600	\$ 37,600	\$ 2,360	\$ 159,840	\$ 199,800	
44.27.00	III-C-7	Private Sector Participation	\$ 566	\$ 340	\$ 1,360	\$ 1,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 340	\$ -	\$ 1,360	\$ 1,700	
44.27.00	III-D	<b>Statewide &amp; Extra-Regional Planning</b>																	
44.27.00	III-D	Statewide & Extra-Regional Planning	\$ 20,282	\$ 32,140	\$ 128,560	\$ 160,700	\$ -	\$ -	\$ -	\$ -	\$ 1,720	\$ 1,720	\$ 13,760	\$ 17,200	\$ 33,860	\$ 1,720	\$ 142,320	\$ 177,900	
44.27.00	III-E	<b>Board Support, Member Services and Administration</b>																	
44.27.00	III-E	Board Support, Member Services and Administration	\$ 88,976	\$ 64,820	\$ 259,280	\$ 324,100	\$ 24,000	\$ 96,000	\$ 120,000	\$ -	\$ 3,801	\$ 3,801	\$ 30,410	\$ 38,012	\$ 92,621	\$ 3,801	\$ 385,690	\$ 482,112	
		<b>Totals</b>	\$ 766,215	\$ 961,380	\$ 3,845,520	\$ 4,806,900	\$ 117,925	\$ 471,700	\$ 589,625	\$ 12,700	\$ 56,059	\$ 56,059	\$ 448,469	\$ 560,586	\$ 1,135,364	\$ 56,059	\$ 4,778,389	\$ 5,969,811	
				Local	Federal	Total	Local	Federal	Total	Federal	Local	State	Federal	Total	Local	State	Federal	TOTAL	

Special Studies			STBG-DA - 133(b)(3)(7)		
Subtotal for Special Studies contracts (not subject to LPA's indirect rate)			Local	FHWA	Total
			20%	80%	100%
44.27.00	II-B-3	Special Studies	Agency		
44.27.00	II-B-3	Joint MPO Rail Strategic Plan Study	LPA	\$ 10,000	\$ 40,000
44.27.00	II-B-3	FAST 2 Study	LPA	\$ 10,000	\$ 40,000
44.27.00	II-B-3	15-501 Corridor Study	LPA	\$ 100,000	\$ 400,000
44.27.00	II-B-3	Local Project Delivery Study	LPA	\$ 20,000	\$ 80,000
44.27.00	II-B-3	Orange County Bicycle & Pedestrian Plan	LPA	\$ 50,000	\$ 200,000
44.27.00	II-B-3	Chapel Hill Transit High-Capacity Transit Study	Chapel Hill	\$ 60,000	\$ 240,000
44.27.00	II-B-3	Durham-to-Roxboro Rail Trail Feasibility Study in Durham County	LPA	\$ 100,000	\$ 400,000
44.27.00	II-B-3	Durham City/County Bicycle and Pedestrian Plan	LPA	\$ 72,000	\$ 288,000
44.27.00	II-B-3	Downtown Hillsborough Parking Study	LPA	\$ 15,000	\$ 60,000
				\$ 437,000	\$ 1,748,000





### **III-A-I: Planning Work Program**

III-A-1: Unified Planning Work Program DCHC MPO, in cooperation with the State of North Carolina, MPO member agencies, operators of publicly owned transit, and under the guidance of the Technical Committee, will develop an annual UPWP to meet the requirements of 23 CFR Part 420 A. The UPWP will present the proposed planning work program for the next year and review recent planning process accomplishments. The UPWP will be cross-referenced to the Prospectus to minimize repetitive documentation. The UPWP will be reviewed and approved by the MPO Policy Board, the North Carolina Department of Transportation, and Federal agencies providing planning funds for continuing transportation planning. **The MPO will also procure technical expertise to lead its members and staff through a strategic planning process to support these efforts.** The MPO will amend the UPWP as necessary.