

FY 2008

Rural Transportation Planning Assistance Program

SCOPE OF WORK

for the

Roanoke Valley-Alleghany Regional Commission

(July 1, 2007 – June 30, 2008)

Approved by the Roanoke Valley-Alleghany Regional Commission – February 22, 2007

Prepared by the Roanoke Valley-Alleghany Regional Commission staff through a cooperative process involving the city of Covington, the town of Clifton Forge, the counties of Botetourt, Craig, Franklin and Roanoke, the Virginia Department of Transportation, and the Federal Highway Administration.

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The 22nd day of February, 2007

RESOLUTION

Approval of the FY 2008 Rural Transportation Planning Assistance Program Scope of Work

WHEREAS, the FY 2008 Rural Transportation Planning Assistance Program Scope of Work will serve as the basis for all federal Department of Transportation (DOT) and/or Virginia Department of Transportation (VDOT) funding participation and will be included in all requests for DOT/VDOT planning funds; and

WHEREAS, this Planning Assistance Program Scope of Work details all transportation and transportation-related planning activities anticipated within the rural area of the district during the coming fiscal year.

NOW, BE IT THEREFORE RESOLVED, that the Roanoke Valley-Alleghany Regional Commission does hereby approve and adopt the FY 2008 Rural Transportation Planning Assistance Program Scope of Work, as presented.

Bradley E. Grose
Chairman

INTRODUCTION

The Virginia Department of Transportation (VDOT) has allocated part of the State Planning and Research (SPR) money made available under the Transportation Equity Act for the 21st Century (TEA-21) and continued under the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) to provide transportation planning assistance for non-urbanized portions of the State, including those within the Roanoke Valley-Alleghany region. Also, as part of this SPR funding allocation, VDOT has established a pool of funds available for *additional* transportation planning projects through a competitive grant application process. These programs aid the State in fulfilling the requirements of the State Planning Process to address the transportation needs of non-metropolitan areas. Funds appropriated under 23 U.S.C. 307(c) (SPR funds) are to be used in cooperation with the Department of Transportation and Commonwealth of Virginia, for transportation planning as required by Section 135, Title 23, U.S. Code. These federal funds provide 80% financing and require 20% local match.

At a minimum, the scope of work shall address the following activities:

- Review of statewide transportation plans and compilation of local government comments relative to plan updates.
- Review of the annual Statewide Transportation Improvement Program.
- Development of regional consensus on priorities of highway and transit programs for consideration by the Commonwealth Transportation Board.
- Identification of major regional issues pertaining to transportation safety, road capacity, and accessibility.
- Identification of methods to expand and enhance transit services and to increase the use of such services.

In addition, the scope of work shall include other specific activities as requested by VDOT and/or the Federal Highway Administration. The scope of work may also include activities or studies addressing other transportation planning related issues that may be of specific interest to the region. However, the cost to carry out the entire program must be kept within the financial assistance being provided unless additional local funds are made available to finance the additional work. The criteria for the determination of eligibility of studies for inclusion as part

of this document are based upon 23 U.S.C. 307(c), State Planning and Research.

Agencies and/or governments participating in the selection of projects for the Rural Transportation Planning Assistance Program – Scope of Work include the Federal Highway Administration, the Virginia Department of Transportation, the Town of Clifton Forge, the City of Covington, and the counties of Alleghany, Botetourt, Craig, Franklin and Roanoke.

I. PROGRAM ADMINISTRATION

A. Rural Transportation Program Management

Description: This activity includes all ongoing department-wide management and administrative activities, not attributable to specific program activities. There are two objectives for this work task: (1) the administration of transportation planning work program activities; and (2) the completion of necessary contracts, invoices, progress reports, correspondence, and grant applications in support of the work program.

Deliverable End Product: The primary result of this task will be a well functioning transportation program.

- Preparation of Commission agendas, notices, minutes and memorandums.
- Preparation of quarterly financial progress reports.
- Purchase of professional reports, materials, equipment, and services as needed to assist staff in work activities.

B. Rural Transportation Planning Assistance Program – Scope of Work

Description: This task provides for the annual preparation of the Rural Transportation Planning Assistance Program – Scope of Work for the upcoming fiscal year (i.e. July 1, 2007 to June 30, 2008). Any amendments or revisions to the existing scope of work are also a part of this element.

Deliverable End Product: The *FY 2007 Rural Transportation Planning Assistance Program – Scope of Work*, which documents the activities to be accomplished by the Roanoke Valley-Alleghany Regional Commission staff in the upcoming fiscal year. It will

also include any amendments or revisions to the existing scope of work.

II. PROGRAM ACTIVITIES

A. Regional Long-Range Transportation Plan – Phase II

Description: The purpose of this program is to create a regional long-range plan in the rural portion of the Roanoke Valley-Alleghany Regional Commission (RVARC) to complement the long-range transportation plan developed by the Roanoke Valley Area Metropolitan Planning Organization (RVAMPO) for the metropolitan area. This program is broken up into four phases across a multi-year effort that will result in a “safety conscious, GIS based long-range multimodal plan (highways, bicycle/pedestrian, freight, aviation and transit) for the RVARC. The four phases are: Phase I – Goals and Data Collection (FY 2007); Phase 2 – Analysis and Problem Identification (FY 2008); Phase 3 Public Outreach and Recommendation Development (FY 2009); and Phase 4- Public Endorsement and Regional Adoption (FY 2010)

Subtasks:

1. Complete all unfinished tasks from Phase I
2. Identify current and future demand
3. Review performance measures
4. Identify current and future year deficiencies

Deliverable End Product: SPS Phase II database containing corrections/modifications to traffic forecasts and corridors flagged as having capacity and/or safety deficiency. A list of deficient intersections based on review of detailed consultant analysis. Maps showing corridors at-risk for significant development/growth. Summaries of interviews with local/regional transit providers and existing transit expansion plans. Overlay map of existing regional and local transit services and concentrations of elderly and low-income populations with corridors/areas to consider expanding transit services.

B. Safe Routes to School Program Development

Description: Safe Routes to School (SRTS) is a national program that encourages children to bike or walk to school. VDOT has established a SRTS grant program to help Virginia

schools development their own Safe Routes programs and to improve safety of bicyclist or pedestrians through improvements to public infrastructure. The Regional Commission will assist the Towns of Covington and Rocky Mount in the development of Safe Routes to School Programs for eligible K-8 schools; including application to VDOT SRTS Program and Project grants, and possible development of SRTS Comprehensive Plans.

Deliverable End Product: Application to VDOT Safe Routes to School Program Grant. Maps showing the existing condition in and around the proposed schools and identifying potential walking or biking routes within a two-mile radius of the school.

C. Roadway and Intersection Improvements to Clifton Forge Chessie Development Site

Description: In 2002, CSX Transportation transferred ownership of a 28-acre Clifton Forge Railyard to the Alleghany Highlands Economic Development Authority, who in turn transferred ownership to the Town of Clifton Forge. A *Feasibility Analysis and Development Strategy* for the property was completed in 2000 and it is now proposed as the Chessie Work Station Rail Park development site. RVARC will assist the Town of Clifton Forge and VDOT in identifying the off-site access road and intersection improvements needed to Routes 696 (Selma-Low Moor Rd.) and 1002 (Richmond St.), which are the primary routes into the proposed. This project is identified for earmarked funds in SAFETEA-LU.

Deliverable End Product: Coordination with VDOT and the Town on hiring a consultant to identify geometric improvements needed to Routes 696 and 1002, and fund improvements through established federal earmark and additional grant sources.

D. Update to Craig Valley Scenic Trail Development Proposal

Description: RVARC will assist Craig County in updating the Scenic Trail Development Proposal to reflect changes in the project length and terminus in Craig County. Staff will evaluate the feasibility of an alternative trailhead location; including right-of-way and parking analysis, and evaluation of other off-site access improvements. This project is identified for earmarked funds in SAFETEA-LU.

Deliverable End Product: Update to the 2001 Craig Valley Scenic Trail Development Proposal.

E. Ozone Early Action Plan (EAP) - Implementation

Description: This element involves the implementation of transportation strategies to support the adopted Early Action Plan (EAP) as it applies to the rural portion of the EAP service area. (See counterpart in FY 2008 Unified Planning Work Program –UPWP- for the Roanoke Valley Area Metropolitan Planning Organization.)

Deliverable End Product: Implementation of various transportation demand reduction strategies that support the adopted Ozone Early Action Plan (EAP).

F. Multimodal Transportation Planning, Funding, and Education

Description: RVARC will provide planning support to the local government in the funding and implementation of the Rural Bicycle Plan, as well as multimodal education and outreach.

Deliverable End Product: Staff will partner with local government planning and public works departments to facilitate bicycle accommodation implementation. Provide bicycle and pedestrian safety and facility educational materials in select locations throughout the region. Provide transit maps of the Mountain Express, the Ferrum Express, and the Smartway, and transit promotional/educational materials in select locations throughout the region.

G. General Technical Assistance, Technical Support Activities.

Description: RVARC staff will research, develop, maintain, and analyze data for use in a variety of technical support and planning support activities. Work activities will be organized around the following subtasks. Any combination of subtasks may be completed in FY2007 as opportunities and needs arise; however, circumstances may not permit all subtasks to be finalized by the end of FY2007.

Subtasks:

- ***General Technical Assistance*** to local governments, planners and citizens as requested.
- ***Technical Support Activities*** – a variety of planning support activities to support work program projects and/or the general planning process (i.e. turning movement counts).
- ***Regional Greenways Mapping Assistance*** – GPS and mapping Assistance to the Regional Greenway Commission as needed.
- ***Transportation Enhancement Assistance*** – Local government assistance on the preparation of Transportation Enhancement (TE) grants as needed.
- ***Review of Traffic Impact Analysis*** – Assist local governments in their review and consideration of traffic impact analysis reports on land use proposals.

Deliverable End Product: Specific technical assistance products requested by member local governments and other partner agencies.

III. BUDGET

Tasks	VDOT (SPR)	Local	Total
Program Administration	\$7,171	\$1,793	\$8,964
A. Program Management	\$5,737	\$1,434	\$7,171
B. RTPAP – Scope of Work	\$1,434	\$359	\$1,793
Program Activities	\$40,829	\$10,207	\$51,036
A. Regional Long-Range Transportation Plan: Phase II	\$14,995	\$3,748	\$18,743
B. Safe Routes to School Program Development	\$7,446	\$1,861	\$9,307
C. Roadway and Intersection Improvements to Clifton Forge Chessie Development Site	\$4,516	\$1,129	\$5,645
D. Update to Craig Valley Scenic Trail Development Proposal	\$2,258	\$565	\$2,823
E. Ozone Early Action Plan (EAP) - Implementation	\$228	\$57	\$285
F. Multimodal Transportation Planning, Funding, and Education	\$3,540	\$885	\$4,425
G. General Technical Assistance, Technical Support Activities	\$7,846	\$1,962	\$9,808
TOTAL	\$48,000	\$12,000	\$60,000