

**YORK AREA METROPOLITAN PLANNING ORGANIZATION**

**UNIFIED PLANNING WORK PROGRAM**

**Fiscal Years 2018-2020**

**(July 01, 2018 through June 30, 2020)**

**ACTIONS AND PROCEDURES**

**Prepared for the**

**York Area Transportation Study**

**by**

**York County Planning Commission**

Coordinating Committee -February 22, 2018  
York County Planning Commission – March 20, 2018

## PREFACE

### **23 CFR 450 Definition**

*Unified Planning Work Program (UPWP)* means a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds.

### **I. Introduction**

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This document represents the Fiscal Year 2018-2020 Unified Planning Work Program for the York Area Metropolitan Planning Organization (YAMPO). It incorporates the transportation planning programs and support activities within the YAMPO for the period July 1, 2018 through June 30, 2020. The cost included with each of the Task is considered an estimate based on history of similar task and anticipated work load during the 2 year contract.

Federal laws and regulations require the formation of a Metropolitan Planning Organization (MPO) for each urbanized area with a population of more than 50,000 to coordinate a comprehensive and continuing transportation-planning program. York County has met the population threshold since the inception of the program in 1963 for the York Urbanized Area extending from the core area around York City. Over the years, as the urbanized area of Lancaster and Harrisburg population has grown into York County and federal regulations have changed, the boundary of the MPO has expanded to include the entire County. In 2012, York County produced a second Urbanized Area based on the population connected to Hanover Borough. The Hanover Urbanized Area extends into Adams County, which requires Adams County to have an MPO covering the Urbanized Area.

The York County Board of Commissioners has designated the York County Planning Commission as the agency to administer the Metropolitan Planning Organization. The MPO is governed by the Coordinating Committee. The Coordinating Committee has two standing committees; Technical Committee and Transit Committee. Both of the standing committees are delegated task on a yearly basis by the Coordinating Committee, some task are recommended to the Coordinating Committee for approval and some are acted on by the Committee.

The staff of the York County Planning Commission coordinates the required planning tasks to ensure that YAMPO is meeting the federal transportation requirements and receiving federal and state funds to make necessary improvements to the transportation infrastructure.

## **II. Committees and Agency Responsibilities**

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The York Area Metropolitan Planning Organization Coordinating Committee has nine voting members representing the following organizations. The number in parenthesis indicates the number of votes that the organization has on that Committee:

York County	(2)
York City	(1)
Pennsylvania Department of Transportation	(2)
Central Pennsylvania Transportation Authority	(1)
Hanover Urbanized Area	(1)
Legislative Appointments*	(2)

\* To be appointed by area legislators with a maximum of one state legislator on the Committee at a time.

Members of the YAMPO Coordinating Committee are appointed by the organizations they represent according to the positions they hold.

The York County Planning Commission develops a UPWP and presents the plan to the YAMPO Coordinating Committee at the February meeting each even year.

The York Area Metropolitan Planning Organization Coordinating Committee, as the MPO, has the responsibility to ensure that the transportation planning process is being carried out in accordance with federal and state regulations. Members of the Coordinating Committee are expected to address the concerns of the respective agency of which they represent. Several other agencies also play key roles in the transportation planning process, as discussed below.

### **Pennsylvania Department of Transportation**

The YAMPO works cooperatively with the Pennsylvania Department of Transportation (PennDOT) in carrying out all of its transportation and air quality planning activities. PennDOT representatives serve on all transportation-related committees. PennDOT is responsible for a number of activities that affect the metropolitan planning process. It is charged with the development of a statewide long range plan, which will include the Long Range Transportation Plan developed by the YAMPO. PennDOT also develops a Statewide Transportation Improvement Program (STIP) that must embody the Transportation Improvement Program (TIP) developed and approved by the YAMPO for York County. Accordingly, PennDOT participates actively in the process by which projects are prioritized and included in the YAMPO's TIP. PennDOT also serves as the primary intermediary between the YAMPO and federal transportation agencies: Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and Federal Aviation Administration (FAA).

## **Pennsylvania Department of Environmental Protection**

The Pennsylvania Department of Environmental Protection (DEP) has overall responsibility for compliance with the Clean Air Act, including development and adoption of air quality plans known as State Implementation Plans (SIPs). DEP relies on the YAMPO as the lead agency for highway-related control measures for air quality in the metropolitan area. As a result, the YAMPO has provided transportation data used in air quality analysis. The staff of the Planning Commission has assumed the responsibility for performing the Air Quality analysis on the Transportation Improvement Program and Long Range Transportation Plans.

## **Transit Operator**

Central Pennsylvania Transportation Authority is the primary provider of public transportation in York County, including ride-sharing programs and handicap accessible vans. This agency is responsible for both the capital and service needs in its service area. It is the principal source for identifying transit projects for inclusion in the transit portion of the YAMPO's Long Range Transportation Plan. It also carries out many of the transit planning activities, both funded through the YAMPO's regional planning program and through other sources.

## **III. Priorities for 2018-2020**

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The top priorities for the YAMPO during the 2018-2020 UPWP will be;

- The development and adoption of the 2019-2045 Long Range Transportation Plan.
  - o This includes the development and adoption of Performance Measures to meet FAST-ACT requirements.
- Developing the PennDOT Connects process with PennDOT in preparation for the 2021 TIP Update.
- Participation in the Federal Highway and Federal Transit Certification Review. Work items underlined are recommendations from the 2016 review.
- Coordination with neighboring MPOs to produce similar analysis on large data sets.
  - o Environmental Justice Benefits and Burdens Analysis
  - o District 8-0 Congestion Management Process (CMP) and Highway Safety Improvement Program (HSIP) taskforce.
  - o Participation in the Dedicated Short Range Communication (DSRC) Study.
- Participation in statewide efforts to provide continuity to the MPO/RPO planning processes across the state.
- Analysis of the freight generation within the I-83 Corridor and the projected capacity available within the corridor based on the existing zoning.

The following table identifies YAMPO, Federal and State required activities as part of the transportation planning process. This timeline helps to track priorities from one UPWP to the next UPWP.

Activity	Current	Next	
	Adoption/ Completion	Required Adoption	Targeted Completion
Long Range Transportation Plan	April 27, 2017	April 2021	April 2019
Transportation Improvement Program (TIP)	June 23, 2016	June 2018	June 2018
Public Participation Plan	August 24, 2017		August 2022
FHWA/FTA MPO Certification	January 22, 2016	January 27, 2020	No Set Date
Environmental Justice Evaluation of Benefits and Burdens	June 23, 2016	June 2018	June 2018/October 2018/ June 2020
Air Quality Conformity Analysis for TIP	June 23, 2016	June 2018	June 2018/ June 2020
Air Quality Conformity Analysis for LRTP	April 27, 2017	April 27, 2021	April 2019
I-83 TAC (Traffic and Conditions) Report	June 2017		June 2018/19/20
Pavement and Bridge Conditions Report	June 2017		June 2018/19/20
Highway Safety Project Evaluation	June 2017		June 2018/19/20
Congestion Management Process	April 2015		Review April 2019
Report on Congestion	January 2018		After Review of CMP Process
Bicycle and Pedestrian Connectivity Study	October 1, 2015		No Date
Annual Report of Transit Statistics	July 2017		July 2018
Flooded Roadway Study	In Progress		June 2018
York County Bridge Plan	October 2014		October 2018

Priorities		2018												2019												2020					
Possible		July	August	September	October	November	December	Jan	Feb	Mar	Apr	May	June	July	August	September	October	November	December	Jan	Feb	Mar	Apr	May	June						
Task																															
TASK I	YAMPO Meetings																														
	UPWP Review of 2019-2020 2nd year																														
	2020-2020UPWP Development and Adoption																														
	Develop the 2018 Fall Planning Partner Agenda																														
	Attend 2018/19 Fall Planning Partner Meetings																														
	Attend Winter/Spring HPMS Planning Partner Meeting																														
	Attend Spring TIP Kickoff Planning Partner Meeting																														
	Public Participation Plan Annual Result Review																														
	Update YAMPO documents on the Website																														
	Develop Annual Obligation of Projects																														
	Title VI Annual Documentation Report																														
	MPO Bylaws																														
	Submit Information for Desk Audit - On Site Certification Review																														
	Dedicated Short Range Communication Study																														
TASK II	Subdivision and Traffic Impact Study Review																														
	Transportation Model Maintenance																														
	SRTP Board Work																														
	York County Coordination Meetings (PA One Call)																														
	Transportation Alternative Project Tracking (Semi-Annual)																														
	Transportation Alternative Project Tracking (Semi-Annual)																														
	Transportation Alternative Selection Process (Odd Year)																														
	PennDOT Connects																														
	Linking Planning and NEPA Level 2 Forms																														
	Project Development Involvement																														
	3P Ride (More People, More Places and More Possibilities)																														
	Transportation Task Force Meetings/ Urban Landscape Committees																														
	I-83 Corridor Freight Land Development Impact and Capacity																														
	TASK III	2017 and 2019 TIP Actions																													
Solicitation of local-owned Federal-Aid Candidates																															
2021 Transportation Improvement Program (TIP) Development																															
OMAST (Operations and Maintenance Adaptive signal technologies)																															
10 Year County Bridge Plan Update																															
Roadway Safety Audits (2- Remaining)																															
Congestion Management Process - Review																															
Report on Congestion Report																															
I-83 TAC (Traffic and Conditions) Report																															
Annual Report on Transit Statistics (ARTS) Run on State Fiscal Year																															
Before and After Safety Plan (Previous Year Data)																															
Pavement and Bridge Conditions Report																															
Review PennDOT/YAMPO/rabbittransit MOU for Data Sharing																															
TASK IV		Air Quality Conformity for 2019 Long Range Transportation Plan																													
	2019-2045 Long Range Transportation Plan																														
	Statewide Committees (HSIP, Financial Guidance, UPWP...others)																														
	Flooded Roadway Study - Next Step																														
	Finalize Benefits and Burdens for District 8-0																														
	HPMS Samples																														
	Counts (HPMS/County-Municipal Bridges)																														
	Park and Rides Counts																														
	GIS Download Archive (Semi-annual)																														
	GIS Download archive (Semi-annual)																														
	Exit Ramp Backup Video -Data Process April																														
	Exit Ramp Backup Video -Data Process July																														
	Exit Ramp Backup Video -Data Process October																														
	Rail Car Counts (longest Day of the year)																														
Exit Ramp and Segment Crash Data for I-83 TAC Report																															
LTAP																															

# YORK AREA TRANSPORTATION STUDY (YATS)

## TASK I –Administration

### Responsible Agency:

York County Planning Commission

### Cost and Funding Source:

	TOTAL TASK	HIGHWAY			TRANSIT	
		PL	MLF	LOCAL	MPP	LOCAL
2018-2019	\$ 130,000	\$ 82,272	\$ 13,079	\$ 7,489	\$ 21,728	\$ 5,432
2019-2020	\$ 130,000	\$ 82,272	\$ 13,079	\$ 7,489	\$ 21,728	\$ 5,432

### Task Description:

The YCPC staff will administer the transportation planning program such that all federal requirements are satisfied *including notice of TTY and other accommodations are noted on all agenda packets and meeting notifications*. This will include preparing meeting agendas, locations and preparing minutes for MPO meetings.

YCPC staff will prepare a unified planning work program (UPWP) for 2020-2022. The YCPC will record timesheets, create, quarterly, annual and 2-year UPWP final reports for PennDOT and other partners. General administration of any supplemental funded projects (Environmental Justice Benefits and Burdens, CMP Signal Timing and LPN Assistance contracts) including scope adjustments, billing, RFP/RFQ process and contract compliance tracking that are completed by the MPO.

Develop the October 2018 Planning Partners Conference Agenda with Lancaster, Luzerne and Lackawanna Counties.

Attend Planning Partner meetings for TIP development, HPMS and other statewide issues that may occur. Participate in necessary training. Also, participate in computer and phone based meetings. Purchase basic computer software programs and ongoing maintenance licenses for software programs.

Public involvement opportunities to react to different plans/programs and MPO meetings. At a minimum, maintain a website to provide access to all approved documents to the public. Outreach opportunities to educate the general public concerning the transportation planning process. Work with PennDOT to develop an *annual listing of obligated projects for each Fiscal Year*.

Develop an annual review of the Public Participation efforts over the previous year. The plan was approved in August; the first year will be from September to August. Analyze and report on successes and failures.

Complete all appropriate Title VI documentation of the Federal Transportation Planning Process including the annual report of actions.

Complete an annual review of the YAMPO bylaws and request membership representation from each organization with a vote and a *request to consider individuals that represent the interest of individuals with disabilities and low-income populations*.

Coordinate with FHWA and FTA to schedule the certification of the YAMPO's transportation planning process. This includes preparing information for a desk audit and on-site review.

If approved participate in Harrisburg Transportation Studies (HATS) supplemental funding project to explore Dedicated Short Range Communication (DSRC) deployment.

## **TASK II - Land Use Coordination and Mobility Planning**

### **Responsible Agency:**

York County Planning Commission

### **Cost and Funding Source:**

	TOTAL TASK	HIGHWAY			TRANSIT	
		PL	MLF	LOCAL	MPP	LOCAL
2018-2019	\$ 135,000	\$ 85,436	\$ 13,582	\$ 7,777	\$ 22,564	\$ 5,641
2019-2020	\$ 135,000	\$ 85,436	\$ 13,582	\$ 7,777	\$ 22,564	\$ 5,641

### **Task Description:**

This task will involve the YCPC staff reviewing land use developments and reviewing them from a Smart Transportation viewpoint. This will include reviewing Highway Occupancy Permits.

The YCPC staff will review and make necessary changes to the York County Transportation Model to keep a current model available for air quality conformity runs.

The YCPC staff will continue to participate and serve on the Susquehanna Regional Transportation Partnership (SRTP) board.

The YCPC staff will continue to coordinate with local sponsors of Transportation Alternatives projects through semi-annual status reports and project update meetings. Coordinate the 2019 round of applications.

*Participate in all regional efforts to coordinate freight movement by trucking, rail and aviation partners.*

Implement District 8-0's plan for PennDOT Connects. This will include contacting municipalities and recording information on the Project Initiation Form (PIF) important to project programming and project development.

Assist the Department in the development and coordination of approved TIP projects in the PE and FD phase by attending status meetings with locals and the Department.

Review and evaluate candidate TIP projects for future updates of the TIP. This would include review from a traffic movement, quality of life and environmental standpoint through the Linking Planning NEPA process.

Participate in 3P (More People, Places and Possibilities) program.

Participate in the Transportation Task Force committee of Eat, Play, Breath York. Participate in the Urban Landscapes Committee of Downtown Inc.

Evaluate the history of land use development along the I-83 Corridor and compare to traffic volumes and truck volume increases. Evaluate the amount of truck generating vacant parcels based on the existing zoning.



### **TASK III –Plans and Programs**

#### **Responsible Agency:**

York County Planning Commission

#### **Cost and Funding Source:**

	TOTAL TASK	HIGHWAY			TRANSIT	
		PL	MLF	LOCAL	MPP	LOCAL
2018-2019	\$ 271,250	\$ 171,663	\$ 27,290	\$ 15,626	\$ 45,337	\$ 11,334
2019-2020	\$ 271,250	\$ 171,663	\$ 27,290	\$ 15,626	\$ 45,337	\$ 11,334

#### **Task Description:**

Make any necessary adjustments to the 2017 and 2019 TIP. Process all ESTIPs for TIP amendments.

Work with municipalities to submit locally-owned roads eligible for Federal-Aid as candidates for future TIP consideration.

Develop and approve the 2021 Transportation Improvement Program in coordination with PennDOT. Complete the Air Quality Conformity document for the 2021 TIP.

Attend York County Coordination Meetings. These meetings are conducted by PA One Call to facilitate conversations among all entities that use the public right of way.

Complete a review of the York County-owned bridge plan.

Participate in the Roadway Safety Audit of 2 locations programmed on the 2017 TIP and invite FHWA staff to participate.

Complete a review of the Congestion Management Process (CMP), based on the District 8-0 CMP/HSIP Task Force recommendations and the adoption of System Reliability Performance Measures adopted by the State and YAMPO. Based on the modifications to the CMP, complete the Report on Congestion as appropriate to identify the results of the CMP. Introduce a section of the CMP report that will track changes to the corridor and the relationship to performance measures.

Complete annual updates to the following reports

I-83 Traffic and Conditions (TAC) Incorporate the RITIS Bottleneck report results into the report.

Report on Transit Statistics (ARTS)

Safety Projects Evaluation

Pavement and Bridge Conditions Report and add a section to identify the condition of Federal –Aid eligible local roads and.

Review the YAMPO, PennDOT and rabbittransit Memorandum of Understanding to determine if the current language adequately addresses the development of Performance Measures.

Adopt the 2019-2045 Long Range Transportation Plan with performance measures and Air Quality Conformity.

Participate in statewide committees to provide guidance and develop procedures for the State. These programs include committees on Highway Safety Improvement Program (HSIP) Implementation, Financial Guidance, Unified Planning Work Program (UPWP) and Performance Measures. Other efforts will be identified by PennDOT as needed.

Based on YAMPO Action in April 2018, complete follow-up steps to the flooded roadway study.

Participate in the Environmental Justice Benefits and Burdens process for District 8-0. The development is being led by Rutgers University's Alan Voorhees Institute.

## **TASK IV – Data Collection**

### **Responsible Agency:**

York County Planning Commission

### **Cost and Funding Source:**

	TOTAL TASK	HIGHWAY			TRANSIT	
		PL	MLF	LOCAL	MPP	LOCAL
2018-2019	\$ 80,000	\$ 50,629	\$ 8,049	\$ 4,609	\$ 13,371	\$ 3,343
2019-2020	\$ 80,000	\$ 50,629	\$ 10,823	\$ 4,609	\$ 13,371	\$ 3,343

### **Task Description:**

#### **HPMS Data Collection**

Verify and update roadway inventory and performance measures on approximately 169 Highway Performance Monitoring System (HPMS) sample sections per year.

#### **Highway Performance Monitoring System Data Collection**

Collect and submit 69 traffic counts of which 21 will be classification counts in support of HPMS and the Commonwealth's Traffic Monitoring System. Counts will be taken on a Tuesday or Thursday and submitted to PennDOT monthly. The counts will be taken twice within the timeframe of the work plan.

Purchase traffic counting supplies (road tube, tape, nails, etc.) and safety equipment needed to complete traffic counts.

#### **County and Municipal Bridge Count Program**

Collect approximately 53 traffic counts each year as part of a four year count cycle for the 212 municipal bridges in York County over 20'. Submit the counts to PennDOT at the end of the year.

#### **Park and Ride Counts**

Count the number of cars parked at different locations in York County monthly.

#### **GIS Data**

Continue to add new information into the GIS layers maintained at the County level and provide necessary updates of that information. Download PennDOT information from PennDOT One Map and archive the data twice a year.

#### **I-83 Ramp Queuing Analysis**

Collect data to identify the length of time cars fill the entire off ramp and back onto the interstate.

#### **Rail Counts**

Complete 4 rail car counts at each location that has a Class I rail line crossing the York County boundary.

## TASK V – Local Technical Assistance Program (LTAP)

### Responsible Agency:

York County Planning Commission

### Cost and Funding Source:

	TOTAL TASK	HIGHWAY			TRANSIT	
		PL	MLF	LOCAL	MPP	LOCAL
2018-2019	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -
2019-2020	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -

### Task Description:

Identify regional training needs by developing a priority training list that identifies training needs with the region based on historical data, knowledge of region, district municipal services representatives input. Incorporate this information into an annual calendar. Use this calendar to work with PennDOT LTAP to schedule training dates and training site locations. Also, class responsibilities, including logistics, registration, room set-up, food, etc.

LTAP Program Marketing and Research: In conjunction with the PennDOT Project Manager, develop a plan to market the value of LTAP training, technical assistance, promote upcoming classes and LTAP outreach activities throughout the region.

Administration and Reporting: Work with PennDOT Project Manager to develop budget, including costs for outreach activities. Participate in conference calls and maintain regular communication with PennDOT Project Manager. Submit quarterly reports. Develop and submit annual report that details an evaluation of training, marketing and outreach activities, and recommendations for future activities with LTAP in the region.

**BUDGET SUMMARY  
YORK AREA TRANSPORTATION STUDY**

**FY 2018-2019 UPWP**

		TOTAL TASK	HIGHWAY			TRANSIT	
			PL	MLF	LOCAL	MPP	LOCAL
I	Administration	\$ 130,000	\$ 82,272	\$ 13,079	\$ 7,489	\$ 21,728	\$ 5,432
II	Land Use & Mobility Planning	\$ 135,000	\$ 85,436	\$ 13,582	\$ 7,777	\$ 22,564	\$ 5,641
III	Plans and Programs	\$ 271,250	\$ 171,663	\$ 27,290	\$ 15,626	\$ 45,337	\$ 11,334
IV	Data Collection	\$ 80,000	\$ 50,629	\$ 8,049	\$ 4,609	\$ 13,371	\$ 3,343
Subtotal		<b>\$ 616,250</b>	<b>\$ 390,000</b>	<b>\$ 62,000</b>	<b>\$ 35,500</b>	<b>\$ 103,000</b>	<b>\$ 25,750</b>
SUPPLEMENTAL FUNDS							
V	LTAP	\$ 25,000	\$ 25,000	\$ -			
Subtotal		<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>		<b>\$ 641,250</b>	<b>\$ 415,000</b>	<b>\$ 62,000</b>	<b>\$ 35,500</b>	<b>\$ 103,000</b>	<b>\$ 25,750</b>

**FY 2019-2020 UPWP**

		TOTAL TASK	HIGHWAY			TRANSIT	
			PL	MLF	LOCAL	MPP	LOCAL
I	Administration	\$ 130,000	\$ 82,272	\$ 13,079	\$ 7,489	\$ 21,728	\$ 5,432
II	Land Use & Mobility Planning	\$ 135,000	\$ 85,436	\$ 13,582	\$ 7,777	\$ 22,564	\$ 5,641
III	Plans and Programs	\$ 271,250	\$ 171,663	\$ 27,290	\$ 15,626	\$ 45,337	\$ 11,334
IV	Data Collection	\$ 80,000	\$ 50,629	\$ 10,823	\$ 4,609	\$ 13,371	\$ 3,343
Subtotal		<b>\$ 616,250</b>	<b>\$ 390,000</b>	<b>\$ 62,000</b>	<b>\$ 35,500</b>	<b>\$ 103,000</b>	<b>\$ 25,750</b>
SUPPLEMENTAL FUNDS							
V	LTAP	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -
Subtotal		<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL BUDGET</b>		<b>\$ 641,250</b>	<b>\$ 415,000</b>	<b>\$ 62,000</b>	<b>\$ 35,500</b>	<b>\$ 103,000</b>	<b>\$ 25,750</b>