

WILMAPCO Council

Action Item Summary Sheet

Meeting Date: November 4, 2021

Action Item #9 : To Amend the FY2022 Unified Planning Work Program (UPWP) with Carry-Over Tasks

Description/Summary of Item:

The FY 2022 UPWP must be amended to include prior years' work tasks that are not yet complete. This is required by the Delaware Department of Transportation in order to close out prior years' programs and move the funding forward so as not to have multiple years' funding agreements open.

Summary of Action Taken by PAC:

The WILMAPCO PAC did not take action on this agenda item.

Summary of Action Taken by TAC:

The WILMAPCO TAC voted to recommend approval of the amendment to add prior years' work tasks that are not yet complete into the FY 2022 UPWP.

Summary of Action Taken by Subcommittee/Task Force (if applicable):

N/A

WILMAPCO Staff Recommendations:

The WILMAPCO staff recommends that the Council amend the FY 2022 Unified Planning Work Program to include prior years' work tasks that are not yet complete.

WILMAPCO Council:

John Sisson, Chair
Delaware Transit Corporation
Chief Executive Officer

Connie C. Holland
Delaware Office of State Planning
Coordination, Director

Danielle Hornberger
Cecil County Executive

Nicole Majeski
Delaware Dept. of Transportation
Secretary

Matthew Meyer
New Castle County Executive

Heather Murphy
Maryland Dept. of Transportation
Director, Office of Planning and
Capital Programming

Michael S. Purzycki
Mayor of Wilmington

Eric Scott Thompson
Mayor of Elsmere

Loucretia Wood
Charlestown Commissioner

WILMAPCO Executive Director
Tigist Zegeye

DRAFT

RESOLUTION BY THE WILMINGTON AREA PLANNING COUNCIL AMENDING THE FY 2022 UNIFIED PLANNING WORK PROGRAM

WHEREAS, The Wilmington Area Planning Council (WILMAPCO), as designated by the Governors of the States of Delaware and Maryland, is the Metropolitan Planning Organization (MPO) for the Wilmington, Delaware Metropolitan Area; and,

WHEREAS, Federal regulations require the endorsement by the MPO of a Unified Planning Work Program (UPWP) which documents and describes metropolitan transportation planning and related metropolitan planning activities anticipated in the Metropolitan Area during the next fiscal year; and,

WHEREAS, such documentation serves to unify the various metropolitan transportation planning efforts within a comprehensive, continuing, and cooperative planning process; and,

WHEREAS, the WILMAPCO FY 2022 Unified Planning Work Program was adopted by Council on May 13, 2021; and

WHEREAS, the UPWP may be amended from time to time by Council to add or modify work tasks; and

WHEREAS, the financial agreement with the Delaware Department of Transportation requires that incomplete prior years' UPWP work tasks be amended into the current UPWP for project tracking purposes;

NOW, THEREFORE, BE IT RESOLVED, that the WILMAPCO Council does hereby amend the FY 2022 UPWP by adding the incomplete work tasks (carry-over tasks) from prior years' UPWPs.

Date:

John Sisson, Chairperson
Wilmington Area Planning Council

I PRIOR YEARS' WORK TASKS CARRIED OVER

This table shows the status of FY 2021 UPWP work tasks which were not completed by June 30, 2021 and have been amended into the FY 2022 UPWP.

	TASK #	DESCRIPTION	BALANCE REMAINING 6/30/21
1	MPO 20.11	Churchmans Crossing Plan Update	\$87,906.12
2	MPO 20.13	New Castle County-Route 40 Program Development Support	\$44,650.17
3	MPO 21.05	Congestion Management System Consultant Support	\$2,618.55
4	MPO 21.05	University of Delaware Park & Ride	\$5,000.00
5	MPO 21.05	Regional Transportation Performance Measurement Development	\$8,335.30
6	MPO 21.08	Statewide Truck Parking	\$35,974.65
7	MPO 21.08	Port Circulation Study	\$15,567.88
8	MPO 21.08	First/Final Mile Freight Network Development Study	\$9,222.44
9	MPO 21.10	Member Agency Consultant Support	\$134,787.02
10	MPO 21.11	City of New Castle Transportation Plan Update	\$87,512.28
11	MPO 21.11	Union Street Reconfiguration and Strategic Improvements Study	\$75,675.62
	TOTAL		\$507,250.03

Prior Years' Carry over Funds

MD FHWA	\$22,742.27
MD FTA	\$8,149.45
MD State	\$3,861.48
Cecil County	\$1,341.83 + In kind \$2,417.72
DE FHWA	\$437,145.77
DE FTA	\$104,084.70
DE State	\$122,362.89
New Castle County	\$9,417.98
City of Wilmington	<u>\$3,526.84</u>

Total Available Funds to be Carried Over = \$712,633.22 + in kind = \$715,050.94
\$507,250.03 for prior year's tasks which were not complete by June 30, 2021

20.11 – Churchmans Crossing Plan Update

WILMAPCO STAFF PARTICIPANT: Daniel Blevins, Principal Planner, Dave Gula, Principal Planner

The initial Churchmans Crossing Study was a joint effort by DeIDOT, New Castle County and WILMAPCO to develop a land use/transportation vision for this important area. The land use and transportation recommendations provide a planning guide for this growth area over the next 25 years, including process and design guidelines. The study and its recommendations were adopted by the WILMAPCO Council into the 2020 Metropolitan Transportation Plan on September 11, 1997 and subsequently into the 2030 RTP. To account for the uncertainty as to when development will actually occur, the study provides performance indicators that DeIDOT, New Castle County and WILMAPCO have been monitoring closely to determine when and which projects should be implemented. This task will update the original 1997 Plan **\$87,906.12 remains for consultant support.**

TOTAL COSTS:

Resource Allocation	WILMAPCO		\$0
	IN KIND SERVICES		\$0
	CONSULTANT		\$87,906.12
	TOTAL		\$87,906.12
Cost Allocation	Cash Share	In kind	Total
FHWA DE	\$53,741.33	\$0	\$53,741.33
FTA DE	\$12,795.85	\$0	\$12,795.85
FHWA MD	\$2,795.86	\$0	\$2,795.86
FTA MD	\$1,001.87	\$0	\$1,001.87
Delaware	\$15,042.91	\$0	\$15,042.91
Maryland	\$474.72	\$0	\$474.72
New Castle County	\$1,157.82	\$0	\$1,157.82
Cecil County	\$164.96	\$297.23	\$462.19
City of Wilmington	\$433.58	\$0	\$433.58
TOTALS	\$87,608.89	\$297.23	\$87,906.12

MPO 20.13 – MONITORING OF SUBREGIONAL STUDIES

1. Route 40 Corridor Improvements

WILMAPCO STAFF PARTICIPANT: Daniel Blevins, Principal Planner, Dave Gula, Principal Planner

The Route 40 Corridor Improvements Project was initiated by DeIDOT in partnership with New Castle County and WILMAPCO in September 1998. The Route 40 Corridor 20-Year Transportation Plan was completed on June 19, 2000, and was adopted by the Steering Committee. Subsequently, the WILMAPCO Council had adopted the Route 40 Corridor 20-Year Transportation Plan as part of the Metropolitan Transportation Plan on September 7, 2000. The Plan addresses the conditions resulting from projected growth in housing, employment and traffic over the next 20 years. The Plan contains projects, separated into three phases, (Phase I 2000-2007, Phase II 2008-2013, and Phase III 2014-2020), which address the projected transportation problems that would result without the Plan. The final step of the project, now underway, is the implementation of the Plan recommendations. As part of this step a Corridor Monitoring Committee was created in order to assure that all projects in the Plan are implemented as conditions dictate – neither prior to the anticipated need, nor subject to unnecessary delay after need is identified. Staff is participating as a member of the Committee and providing assistance to the effort. DeIDOT contact: Mark Tudor, NCC contact: Marco Boyce. \$44,650.17 remains for consultant support.

TOTAL COSTS:

Resource Allocation	WILMAPCO		\$0
	IN KIND SERVICES		\$0
	CONSULTANT		\$44,650.17
	TOTAL		\$44,650.17
Cost Allocation	Cash Share	In Kind	Total
FHWA DE	\$27,296.84	\$0	\$27,296.84
FTA DE	\$6,499.40	\$0	\$6,499.40
FHWA MD	\$1,420.10	\$0	\$1,420.10
FTA MD	\$508.88	\$0	\$508.88
Delaware	\$7,640.75	\$0	\$7,640.75
Maryland	\$241.12	\$0	\$241.12
New Castle County	\$588.09	\$0	\$588.09
Cecil County	\$83.79	\$150.97	\$234.76
City of Wilmington	\$220.23	\$0	\$220.23
TOTALS	\$44,499.20	\$150.97	\$44,650.17

MPO 20.05 – REGIONAL PLANNING AND TECHNICAL ANALYSIS

20.05.01 – Congestion Management System & Intersection Operations Analysis Development

ADMINISTRATOR: Daniel Blevins, Principal Planner, William Swiatek, Principal Planner, Jacob Thompson, Transportation Planner

Staff and the CMS Subcommittee will collect and analyze data from a variety of sources including: traffic impact studies, cordon study counts, intersection turning movement counts, travel demand model output, and corridor travel time analyses in order to update the WILMAPCO CMS Report. Based on this data, congested corridors or areas will be identified and a screening process will be applied to determine the most appropriate congestion mitigation strategies for each corridor or area. The effectiveness of strategies recommended in previous CMS reports will be assessed. **\$2,618.55 remains for consultant support.**

21.05.04 – Data Analysis for Planning Partners

ADMINISTRATOR: Daniel Blevins, Principal Planner, William Swiatek, Principal Planner, Jacob Thompson, Transportation Planner

Assistance will be provided to our planning partners, when requested, in the form of data analysis in order to help enhance their planning tool capacity. As part of this assistance, WILMAPCO and the Institute for Public Administration (IPA) will collect Park & Ride /poll usage at all New Castle County locations during the winter, spring, summer and fall. Counts will be collected twice during these periods for a total of 8 counts.

\$5,000.00 remains for consultant support for University of Delaware (IPA).

20.05.07 – Regional Transportation Performance Measure Development

ADMINISTRATOR: Daniel Blevins, Principal Planner, William Swiatek, Principal Planner, Jacob Thompson, Transportation Planner

OBJECTIVE AND TASK DESCRIPTION: Provides tracking trends of key indicators of how the transportation system is performing to improve the ability to address short- and long-term decisions based on system performance. In order to respond to demands for accountability from elected officials and the public, development of transportation and land use performance measures and prepare an annual performance report on state and regional efforts and their relation to the goals of State and MPO long range plans.

This task will provide support for decisions about transportation budgeting and appropriations and will provide a trigger for in-depth examinations of performance problems and possible corrections. It will focus on identifying and using the most credible performance measures that are reliable, relevant and regional in scope, easy to understand by a wide audience, available from public sources of data and available over a period of time. This task is to mainly cover consulting help in expediting LOS analysis, extraction of real-time ITMS data for uses in various projects.

\$8,335.30 remains for consultant support.

TOTAL COSTS:

Resource Allocation	WILMAPCO		\$0
	IN KIND SERVICES		\$0
	CONSULTANT		\$15,953.85
	TOTAL		\$15,953.85
Cost Allocation			
Cost Allocation	Cash Share	In Kind	Total
FHWA DE	\$9,753.38	\$0	\$9,753.38
FTA DE	\$2,322.28	\$0	\$2,322.28
FHWA MD	\$507.42	\$0	\$507.42
FTA MD	\$181.83	\$0	\$181.83
Delaware	\$2,730.10	\$0	\$2,730.10
Maryland	\$86.14	\$0	\$86.14
New Castle County	\$210.13	\$0	\$210.13
Cecil County	\$29.93	\$53.94	\$83.87
City of Wilmington	\$78.69	\$0	\$78.69
TOTALS	\$15,899.91	\$53.94	\$15,953.85

MPO 21.08 – GOODS MOVEMENT PLAN IMPLEMENTATION

OBJECTIVE AND TASK DESCRIPTION: As an MPO, WILMAPCO is bound by federal transportation legislation to be involved with the integration and connectivity of freight, across and between modes. The collection of data and its analysis will serve to broaden WILMAPCO's understanding of the logistic, safety and economic issues that surround the movement of goods throughout the region. The recently completed Delmarva Freight Plan summarizes current and future freight planning and transportation needs to enhance freight and goods movement and related economic opportunities on the 14-county tri-state area of Delmarva.

WILMAPCO will work to meet the need for multimodal freight planning collaboration within regional jurisdictions and across economic corridors to enhance mobility at the local, state, multi-state, and national level. Also, it will begin to seek ways to implement the goals of the freight plan and begin a system to monitor changes along the freight corridors identified by the plan.

21.08.01 - Statewide Truck Parking Study

The purpose of this task is to provide consultant resources for analyzing truck parking locations and utilization throughout the state of Delaware. The study will have an emphasis on overnight truck parking/staging concerns. The tasks will include:

- National policy overview
- Documenting existing conditions
- Observational data review/hotspot analysis
- Estimate future demand
- Policy & Project recommendations

\$35,974.65 remains for consultant support.

21.08.02 - Impacts/Benefits Analysis of Truck Access Improvements in the Port of Wilmington Area.

The purpose of this task is to provide consultant resources to perform a technical analysis on the impacts and benefits to various possible road improvements in the area around the Port of Wilmington. This task provides consultant resources for additional technical analyses of potential projects along the Route 9 corridor near the Port of Wilmington. These include but not limited to:

- Pigeon Point Rd Extension w/new I-295 interchange (Route 9 Master Plan follow-up)
- Stamm Blvd Area Traffic Analysis (Route 9 Master Plan follow-up)
- Pyles Ln Upgrades (potential adjustments and opportunities to better route area trucks if homes along Pyles Ln are purchased)

WILMAPCO will closely coordinate with the Route 9 Master Plan's Monitoring Committee and other area stakeholders during the development of this study and its recommendations.

\$15,567.88 remains for consultant support.

21.08.03 - First/Final Mile* Freight Network Development

The purpose of this task is to refine a more comprehensive statewide first/final mile roadway inventory to help further an understanding of the locations, roles, needs, and importance of the area's first/last mile facilities. These facilities often include lesser routes (i.e., collectors or local roads versus interstates or arterials) on which freight/passenger vehicle conflicts and negative public perception of truck traffic may be much greater while regular maintenance activities, geometric design standards, or the potential for roadway or safety improvement priorities may be much lower. This task would refine the existing work performed by WILMAPCO, examine their current conditions and functionality, and develop policy and project/programming recommendations

\$9,222.14 remains for consultant support.

*In transportation, supply chain, manufacturing and retailing, the term "final mile" is used to describe the movement of products (and passengers) the last leg of transportation from a facility to a final destination.

TOTAL COSTS:

Resource Allocation	WILMAPCO		\$0
	IN KIND SERVICES		\$0
	CONSULTANT		\$60,764.97
	TOTAL		\$60,764.97
Cost Allocation	Cash Share	In Kind	Total
FHWA DE	\$37,148.61	\$0	\$37,148.61
FTA DE	\$8,845.10	\$0	\$8,845.10
FHWA MD	\$1,932.64	\$0	\$1,932.64
FTA MD	\$692.54	\$0	\$692.54
Delaware	\$10,398.39	\$0	\$10,398.39
Maryland	\$328.14	\$0	\$328.14
New Castle County	\$800.34	\$0	\$800.34
Cecil County	\$114.03	\$205.46	\$319.49
City of Wilmington	\$292.72	\$0	\$292.72
TOTALS	\$60,559.51	\$205.46	\$60,764.97

MPO 20.10 – RTP UPDATE, IMPLEMENTATION & MEMBER AGENCY CONSULTANT SUPPORT

The WILMAPCO 2050 Regional Transportation Plan (RTP), adopted on March 7, 2019, provides a broad vision and context for transportation issues. The Plan includes a revised Transportation Investment Area (TIA) map, which identifies areas within the region based on how the transportation should be performing and what type of investments should be made. It also represents which public transportation investments will be appropriate over the next 20-25 years. Another aspect of the RTP is the updated project prioritization process that uses quantifiable measures to select projects that are tied to the goals and vision of the RTP. This process ensures that areas with the greatest need receive the highest priority for funding. **\$134,787.02 remains for WILMAPCO consultant support.**

TOTAL COSTS:

Resource Allocation	WILMAPCO		\$0
	IN KIND		\$0
	CONSULTANT		\$134,787.02
	TOTAL		\$134,787.02
Cost Allocation			
Cost Allocation	Cash Share	In Kind	Total
FHWA DE	\$82,401.93	\$0	\$82,401.93
FTA DE	\$19,619.95	\$0	\$19,619.95
FHWA MD	\$4,286.92	\$0	\$4,286.92
FTA MD	\$1,536.17	\$0	\$1,536.17
Delaware	\$23,065.39	\$0	\$26,065.39
Maryland	\$727.89	\$0	\$727.89
New Castle County	\$1,775.29	\$0	\$1,775.29
Cecil County	\$252.93	\$455.74	\$708.67
City of Wilmington	\$664.81	\$0	\$664.81
TOTALS	\$134,331.28	\$455.74	\$134,787.02

MPO 21.11 – SUBREGIONAL STUDIES AND COORDINATION

This task allows for the coordination of transportation and land use planning activities by working with local and state governments and community groups. WILMAPCO either takes the lead or participates in the development and scoping of a variety of plans and studies that further the implementation of the RTP. Studies we expect to administer during fiscal year 2021 include the following:

1. City of New Castle Transportation Plan Update

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner

This Plan will update the 1999 *City of New Castle Transportation Plan* and will further analyze issues raised in the *City of New Castle Comprehensive Development Plan*. The study area includes the entire municipality and will also consider transportation transitions to surrounding areas within New Castle County as appropriate. The purposes of this Plan are to:

- Improve the multimodal transportation network, provide connectivity to communities and trails, enhance health and livability, reduce illegal truck traffic, and improve safety.
- Address flooding and sea-level rise impacts on land use and access to major transportation corridors.
- Improve gateways to the historic city.
- Develop a shared-parking analysis.

\$87,512.28 remains for consultant support

2. Union St Reconfiguration and Streetscapes Improvement Study

WILMAPCO STAFF PARTICIPANT: Dave Gula, Principal Planner

The Union Street Rapid Configuration Project resulted in the reduction of lanes between SR 52 (Pennsylvania Avenue) and Sycamore Street from 3 to 2, while reconfiguring existing left-side parallel parking to back-in angle parking with an adjacent bicycle lane. This project was intended as an interim step to the final design as it was mainly a re-striping effort which limited changes to the left travel and curb lanes, with limited curb ramp and crosswalk additions.

This UPWP study will result in a preferred configuration that is optimal to support future land use and transportation needs. Union Street has been designated as a "Main Street Corridor" in the City of Wilmington's 2028 Comprehensive Plan (July 2019).

- 1) Evaluate the design and operations of the Union Street corridor between Pennsylvania Avenue and Sycamore Street. The current configuration is the result of the 2017 Union Street Rapid Reconfiguration, a joint DeIDOT, City of Wilmington, WILMAPCO and community project.
- 2) Lead a community driven design process to develop a long-term vision for the Union Street corridor, which could be implemented as a DeIDOT Capital Project. After community input has been received, the WI agency partners will finalize the design concept plans. The final concept will determine the optimal configuration for amenities for pedestrians, bicycle and transit users, travel lanes and vehicle parking.
- 3) Design a concept, begin project development, create cost estimates and begin NEPA Planning & Environmental Linkage (PEL) studies for the preferred vision for Union Street.

\$75,575.62 remains for consultant support

TOTAL COSTS:

Resource Allocation	WILMAPCO		\$0
	IN KIND SERVICES		\$0
	CONSULTANT		\$163,187.90
	TOTAL		\$163,187.90
Cost Allocation			
Cost Allocation	Cash Share	In kind	Total
FHWA DE	\$99,764.78	\$0	\$99,764.78
FTA DE	\$23,754.06	\$0	\$23,754.06
FHWA MD	\$5,190.21	\$0	\$5,190.21
FTA MD	\$1,859.86	\$0	\$1,859.86
Delaware	\$27,925.48	\$0	\$27,925.48
Maryland	\$881.26	\$0	\$881.26
New Castle County	\$2,149.36	\$0	\$2,149.36
Cecil County	\$306.23	\$551.77	\$858.00
City of Wilmington	\$804.89	\$0	\$804.89
TOTALS	\$162,636.13	\$551.77	\$163,187.90

PRIOR YEARS' CARRY OVER TASKS - WILMAPCO										
TASK #	FEDERAL				STATE		LOCAL			CARRY OVER TO FY2022
	FHWA	FTA	FHWA	FTA	DELAWARE	MARYLAND	NEW CASTLE COUNTY	CECIL COUNTY	CITY OF WILMINGTON	
	DELAWARE		MARYLAND							
Churchmans Crossing Plan Update										
MPO 20.11	\$53,741.33	\$12,795.85	\$2,795.86	\$1,001.87	\$15,042.91	\$474.72	\$1,157.82	\$462.19	\$433.58	\$87,906.12
New Castle County Route 40 Program Development Support										
MPO 20.13	\$27,296.84	\$6,499.40	\$1,420.10	\$508.88	\$7,640.75	\$241.12	\$588.09	\$234.76	\$220.23	\$44,650.17
Congestion Management System Consultant Support										
MPO 21.05	\$1,600.85	\$381.16	\$83.28	\$29.84	\$448.10	\$14.14	\$34.49	\$13.77	\$12.92	\$2,618.55
University of Delaware Park & Ride										
MPO 21.05	\$3,056.75	\$727.81	\$159.03	\$56.99	\$855.62	\$27.00	\$65.86	\$26.29	\$24.66	\$5,000.00
Regional Transportation Performance Measurement										
MPO 21.05	\$5,095.78	\$1,213.31	\$265.11	\$95.00	\$1,426.38	\$45.01	\$109.78	\$43.82	\$41.11	\$8,335.30
Statewide Truck Parking Study										
MPO 21.08	\$21,993.07	\$5,236.56	\$1,144.18	\$410.00	\$6,156.15	\$194.27	\$473.82	\$189.15	\$177.44	\$35,974.65
Port Circulation Study										
MPO 21.08	\$9,517.41	\$2,266.10	\$495.14	\$177.43	\$2,664.05	\$84.07	\$205.05	\$81.85	\$76.79	\$15,567.88
First/Final Mile Freight Network Development Study										
MPO 21.08	\$5,638.13	\$1,342.44	\$293.32	\$105.11	\$1,578.19	\$49.80	\$121.47	\$48.49	\$45.49	\$9,222.44
Member Agency Consultant Support										
MPO 21.10	\$82,401.93	\$19,619.95	\$4,286.92	\$1,536.17	\$23,065.39	\$727.89	\$1,775.29	\$708.67	\$664.81	\$134,787.02
City of New Castle Transportation Update										
MPO 21.11	\$53,500.56	\$12,738.52	\$2,783.34	\$997.38	\$14,975.51	\$472.59	\$1,152.63	\$460.12	\$431.64	\$87,512.28
Union Street Reconfiguration and Strategic Improvements Study										
MPO 21.11	\$46,264.22	\$11,015.54	\$2,406.87	\$862.48	\$12,949.97	\$408.67	\$996.73	\$397.88	\$373.25	\$75,675.62
PRIOR YEARS' CARRY OVER TASKS - WILMAPCO										
	\$310,106.86	\$73,836.65	\$16,133.14	\$5,781.14	\$86,803.02	\$2,739.30	\$6,681.02	\$2,666.99	\$2,501.91	\$507,250.02
GRAND TOTAL TASKS IN FY 2021 UPWP										
	\$1,773,129.86	\$451,265.65	\$91,987.14	\$32,349.14	\$503,620.02	\$15,542.30	\$38,181.02	\$15,469.99	\$14,297.91	\$2,935,843.02