

Reading Area Transportation Study

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c/o Berks County Planning Commission
Berks County Services Center
633 Court Street, 14th Floor
Reading, PA 19601-4309

TO: Reading Area Transportation Study Coordinating Committee

FROM: Michael D. Golembiewski, Transportation Modeler

RE: Draft FY 2022-2023 & FY 2023-2024 Unified Planning Work Program (UPWP)

DATE: November 9, 2021

Attached you will find an initial draft UPWP. As you may recall from our last meeting, staff was proposing major amendments to the document in an effort to streamline processes in the office and to make the document more readable. Additionally, FHWA still requires MPO's to submit their draft UPWP's to them for a 45-day review period prior to adoption by the MPO.

Although we were able to reduce the existing nine (9) Work Areas down to five (5), we still needed to maintain the original 20 Tasks for PennDOT invoicing and documentation requirements. The attached draft reflects those proposed changes which will be discussed in further detail on November 18th.

A Stakeholder meeting regarding proposed work items, timing and document revisions was held on October 7, 2021. At that time, staff was directed to continue formulating the document as proposed while still retaining items necessary for proper invoicing and documentation.

At the November 4th Technical Committee meeting, a recommendation was made to the Coordinating Committee that this proposed Draft be forwarded to FHWA/FTA/PennDOT officials for their initial review and comments. Based on that recommendation staff will be asking for approval to forward the Draft UPWP to the appropriate agencies for comments. Upon receipt of those comments, staff will revise the draft as necessary and present to the MPO Committees in January for final adoption. If you have any questions, feel free to give me a call (Ext. 6304) or email mgolembiewski@countyofberks.com.

MDG/

Attach: Draft FY 2022-2023 & FY 2023-2024 Unified Planning Work Program (UPWP)
(10/25/2021 DRAFT)

READING AREA TRANSPORTATION STUDY

FY 2022 – 2023

And

FY 2023 - 2024

UNIFIED PLANNING WORK PROGRAM

DRAFT

APPROVED:

Technical Committee:

Coordinating Committee:

This report was funded in part through grants from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation. The views and opinions of the authors or agency expressed herein do not necessarily state or reflect those of the U.S. Department of Transportation.

The Reading MPO is committed to compliance with nondiscrimination requirements of civil rights statutes, executive orders, regulations and policies applicable to the programs and activities it administers. Accordingly, the MPO is dedicated to ensuring that program beneficiaries receive public participation opportunities without regard to race, color, national origin, sex, age, disability, religious creed or economic status. Meeting facilities are accessible to persons with disabilities and the location is reachable by public transit. The MPO will provide auxiliary services for individuals with language, speech, sight or hearing impediments provided the request for assistance is made by three days prior to the meeting. The MPO will attempt to satisfy other requests, as it is able. Please make your request for auxiliary services to Michael Golembiewski at (610) 478-6300 or planning@countvofberks.com . If you believe you have been denied participation opportunities, or otherwise discriminated against in relation to the programs or activities administered by the MPO, you may file a complaint using the procedures provided in our complaint process document or by contacting Michael Golembiewski at (610) 478-6300 or planning@countvofberks.com .

PREFACE

The purpose of the Unified Planning Work Program (UPWP) is to describe the transportation planning and programming activities intended to be completed for Fiscal Year 2022-23 (July 1, 2022 through June 30, 2023) and Fiscal Year 2023-24 (July 1, 2023 through June 30, 2024) in Berks County and to comply with the Federal Planning regulations.

Federal law and regulations require the formation and designation by the Governor of a Metropolitan Planning Organization (MPO) for all areas with a population of over 50,000 persons. This group is charged with coordinating a comprehensive and continuing transportation planning process involving federal, state and local officials and the public. Within Berks County, Pennsylvania, the transportation planning process is conducted through the Reading Area Transportation Study Coordinating Committee, the designated MPO. The MPO's primary responsibilities include the development of:

- a Long Range Transportation Plan, and
- a short-range Transportation Improvement Program.

In July 2002, the Reading MPO was redesignated as a Transportation Management Area (TMA) with an urban area population in excess of 200,000 (2010 Census urban area population 313,782). As a TMA, it has additional planning duties beyond those of a smaller MPO. These include:

- the development and maintenance of a Congestion Management Process,
- performance of Air Quality Conformity analyses, and
- the performance of a quadrennial Review and Certification of its transportation planning process by the U.S. Department of Transportation's Federal Highway Administration and Federal Transit Administration.

The Unified Planning Work Program reflects the policy decisions of the MPO, PennDOT and the U.S. DOT and describes the day-to-day work tasks to be completed by staff and related organizations in the delivery of these planning processes.

READING AREA TRANSPORTATION STUDY COORDINATING COMMITTEE

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. The Reading Area Transportation Study (RATS) Coordinating Committee is the designated MPO for Berks County. The Committee is composed of the following ten members:

- 1 member representing the South Central Transit Authority
- 1 member representing the Reading Regional Airport Authority
- 1 member representing PennDOT Central Office
- 1 member representing PennDOT District 5-0
- 1 member representing the Board of County Commissioners
- 1 member representing the Berks County Planning Commission
- 1 member representing the City of Reading
- 1 member representing Boroughs*
- 1 member representing 1st Class Townships*
- 1 member representing 2nd Class Townships*

* Appointed by Board of County Commissioners

The Chairman of the Committee is elected annually and votes only in the event of a tie. The staff of the Berks County Planning Commission serves as the staff and Secretary to the Coordinating Committee and performs transportation planning activities as defined through annual work programs developed in cooperation with Federal, state, and local priorities.

The Coordinating Committee is assisted in its activities by a Technical Committee. This committee is responsible for providing a technical review of data, plans, and programs at the direction of the Coordinating Committee and for forwarding recommendations for actions by the Coordinating Committee. The Technical Committee is composed of the following eight members:

- 1 member representing PennDOT Central Office
- 1 member representing PennDOT District 5-0
- 2 members representing the Berks County Planning Commission
- 2 members representing the City of Reading
- 1 member representing the South Central Transit Authority
- 1 member representing the Reading Regional Airport Authority

THE LONG RANGE TRANSPORTATION PLAN FOR BERKS COUNTY

The Long Range Transportation Plan is the MPO's plan for at least the next 20 years. The Reading MPO adopted a Long Range Transportation Plan for Berks County in July 2016, and formally amended Chapter 4 – *Recommendations* in July 2018. It follows the philosophy of promoting investment and growth in and around established communities and linking them with appropriate infrastructure.

The Vision of this plan is:

“To provide and maintain a balanced transportation system that will safely and efficiently move people and goods in support of the land use policies of this plan.”

This vision is supported by five goals:

- **Maintenance: Maintain and improve the transportation system and services we enjoy today where financially feasible.**
- **Safety: Keep travelers safe and secure, no matter the mode of transportation.**
- **Economic Development: Invest in projects that strengthen the ability of Berks County commerce to access national and international trade markets, and support regional economic development and tourism opportunities.**
- **Improved Connections and Choices: Give travelers a variety of well-designed transportation choices that are in good condition.**
- **Environmental Sustainability: Enhance the performance of the county transportation system in environmentally sustainable ways that increase resiliency to both climate change and vulnerability to natural disaster.**

An update of the Long Range Transportation Plan is currently under way and scheduled for approval in 2022.

Federal Transportation Planning Legislation and the Clean Air Act

As the federally-designated Metropolitan Planning Organization (MPO) for the region, the Reading Area Transportation Study Coordinating Committee must respond to the planning requirements of two federal laws: “Fixing America’s Surface Transportation Act” (FAST Act) and the Clean Air Act Amendments of 1990 (CAAA). The FAST Act, adopted in 2015, continues the regional transportation planning programs first advanced in ISTEA and carried forward through TEA-21,

SAFETEA-LU and MAP-21. Under the FAST act, certain highway and transit funds are to be administered by a region's MPO and the MPO is a partner in the planning for the use of all transportation funds. The FAST Act also requires the MPO to produce and oversee a Transportation Improvement Program (TIP), the region's short-range investment plan, which must be consistent with and serve to implement the region's long range plan. The TIP prioritizes all of Berks County's transportation-related projects within the constraints of federal and state funding that Pennsylvania can reasonably expect to receive within four years.

The FAST Act identifies seven national performance goals that must be considered in the metropolitan planning process:

- Safety
- Infrastructure Condition
- Congestion Reduction
- System Reliability
- Freight Movement and Economic Vitality
- Environmental Sustainability
- Reduced Project Delivery Delays

The Clean Air Act Amendments (CAAA) establish a program and set a timetable for improving the nation's air quality. Berks County has been classified as a non-attainment area for both ozone and fine particulate matter and must attain the mandated air quality standards for these factors. Although the responsibility for attaining the standards falls directly on the state, the MPO is responsible for a key role in developing several programs relating to air quality attainment. All projects listed in the Long Range Transportation Plan and TIP must conform to the state's air quality implementation plans. These projects must not lead to further degradation of the region's air quality, but instead improve the air quality and move us toward meeting the federal clean air standards.

AGENCY ROLES AND RESPONSIBILITIES

READING AREA TRANSPORTATION STUDY

The Reading Area Transportation Study Coordinating Committee, as the MPO, has the lead responsibility to ensure that the transportation planning process is being carried out in accordance with federal and state regulations. This includes, but is not limited to, responsibility for the development and maintenance of the MPO's Long Range Transportation Plan and Transportation Improvement Program. Members of the Coordinating Committee are expected to represent the concerns of the respective group which they represent. Several other agencies also play key roles in the transportation planning process, as discussed below.

PENNSYLVANIA DEPARTMENT OF TRANSPORTATION (PENNDOT)

The MPO works cooperatively with PENNDOT in carrying out all of its transportation planning and air quality planning activities. PENNDOT representatives serve on the Coordinating Committee. PENNDOT is also responsible for other activities which affect the metropolitan planning process. They are charged with the development of a statewide long range transportation plan which will include the regional Long Range Transportation Plan developed by the Coordinating Committee. They also develop a Statewide Transportation Improvement Program which must include the appropriate sections of the TIP developed by the MPO for Berks County. As such, PENNDOT participates actively in the development of the local TIP.

PENNDOT also serves as the primary intermediary between the MPO and federal transportation agencies (Federal Highway Administration, Federal Transit Administration, and Federal Aviation Administration).

BERKS COUNTY PLANNING COMMISSION

The Berks County Planning Commission (BCPC) provides the staff to the Coordinating Committee. The BCPC is responsible for the development of the County's Comprehensive Plan, its long range guide to land use. The BCPC staff is responsible for the maintenance and operation of the County's transportation demand model and, since 1998, the performance of air quality conformity analyses using this model.

The BCPC is represented on the Coordinating Committee.

SOUTH CENTRAL TRANSIT AUTHORITY (SCTA)

The South Central Transit Authority is the only provider of public transportation in Berks County. These services are provided in Berks County by the Berks Area Regional Transportation Authority (BARTA) as an operating unit along with the Red Rose Transit Authority (Lancaster County) under the joint management of the SCTA. It is responsible for both its capital and service needs within its service area. SCTA is the principal source of identifying transit projects for inclusion in the transit portion of the Transportation Improvement Program and Long Range Transportation Plan. They also identify and carry out many of the transit planning activities included in this work program.

SCTA is represented on the Coordinating Committee.

PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION (DEP)

The Pennsylvania Department of Environmental Protection has overall responsibility for compliance with the Clean Air Act, including development and adoption of air quality plans known as State Implementation Plans. This agency relies on the MPO as the lead planning agency for highway-related control measures for air quality in the metropolitan area. The MPO also provides transportation data used in emissions inventories and identifies and analyzes potential air quality strategies. The DEP must approve the Air Quality Conformity Analysis prepared in conjunction with both the region's Transportation Improvement Program and the Long Range Transportation Plan.

FEDERAL HIGHWAY ADMINISTRATION (FHWA) and FEDERAL TRANSIT ADMINISTRATION (FTA)

The United States Department of Transportation's Federal Highway and Transit Administrations have the ultimate jurisdiction in determining compliance with the Federal regulations and in distribution of funding to either PENNDOT or eligible recipients of transit funds. Non-compliance with the regulations can result in the loss of funding. The Federal Highway and Transit Administrations are not directly represented on the Coordinating Committee as voting members but do serve in an ex-officio capacity.

TITLE VI Compliance

READING METROPOLITAN PLANNING ORGANIZATION TITLE VI NOTICE TO THE PUBLIC

The Reading Metropolitan Planning Organization (Reading MPO) hereby gives notice that it is the policy of the Reading MPO to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, E.O. 12898, and related statutes and regulations in all programs and activities. Title VI requires that no person in the United States shall, on the grounds of race, color, or national origin be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity administered by the Reading MPO.

Any person who believes they have been aggrieved by a discriminatory practice under Title VI has a right to file a formal complaint with the Reading MPO. Any such complaint must be in writing and filed with the Reading MPO's Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. A Title VI Discrimination Complaint Form can be obtained from the Reading MPO by:

- Dialing 610-478-6300
- Online by clicking here
- In Person at the Berks County Planning Commission, 633 COURT STREET
14TH FLOOR, READING PA 19601
- Language assistance is available by calling 610-478-6300

Overall responsibility for this policy is assigned to:

READING AREA TRANSPORTATION STUDY
C/O BERKS COUNTY PLANNING COMMISSION
MICHAEL D GOLEMBIEWSKI, TITLE VI COMPLIANCE OFFICER
633 COURT STREET 14TH FLOOR
READING PA 19601
PHONE: 610-478-6300 Ext. 6304
FAX: 610-478-6316
EMAIL: mgolembiewski@countyofberks.com

The person named above is appointed as the Title VI Compliance Officer and is responsible for the implementation the MPO's Title VI Program. Individuals with questions or requiring additional information relating to this policy or the implementation of the MPO's Title VI Program should contact the Title VI Compliance Officer.

Nondiscrimination Compliance

READING METROPOLITAN PLANNING ORGANIZATION NONDISCRIMINATION POLICY

It is the policy of the Reading Area Transportation Study (RATS), the federally designated Metropolitan Planning Organization (MPO) for transportation planning in Berks County, in accordance with federal nondiscrimination statutes, to ensure that "no person shall, on the basis of race, color, national origin, income, gender, gender identity, age, religious preference, creed, 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 MPO receives Federal financial assistance. Furthermore, it shall be the policy of the MPO to ensure that as a recipient of Federal-aid funding, it will ensure nondiscrimination in all its programs and activities whether Federally funded or not. The MPO is steadfast in its commitment to ensure the uniform adoption of this policy.

Overall responsibility for this policy is assigned to:

READING AREA TRANSPORTATION STUDY
C/O BERKS COUNTY PLANNING COMMISSION
MICHAEL D GOLEMBIEWSKI, TITLE VI COMPLIANCE OFFICER
633 COURT STREET 14TH FLOOR
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FAX: 610-478-6316
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The person named above is appointed as the Title VI Compliance Officer and is responsible for the implementation the MPO's Title VI and other Nondiscrimination Programs. Individuals with questions or requiring additional information relating to this policy should contact the person listed above.

WORK PROGRAM FUNDING SOURCES

PL – Planning funds provided through the Federal Highway Administration

MLF – Motor License Funds provided by the Pennsylvania Department of Transportation

FTA / MPP – Planning funds provided by the Federal Transit Administration

Local – Local funding provided by either the County of Berks or SCTA

WORK AREA I – GENERAL ADMINISTRATION AND COORDINATION

Work Area I Costs and Funding Sources - FY2022-2023

	Budget	HIGHWAY			TRANSIT		SPLIT
		PL	MLF	Local	MPP	Local	
		(0.80000)	(0.124623)	(0.075377)	(0.80000)	(0.20000)	
ADMINISTRATION							95/5*
COORDINATION							95/5*

Work Area I Costs and Funding Sources - FY2023-2024

	Budget	HIGHWAY			TRANSIT		SPLIT
		PL	MLF	Local	MPP	Local	
		(0.80000)	(0.124623)	(0.075377)	(0.80000)	(0.20000)	
ADMINISTRATION							95/5*
COORDINATION							95/5*

Work Area I Timeline

Project	SU	FA	WI	SP	SU	FA	WI	SP
	22	22	23	23	23	23	24	24
Public Participation Plan / Limited English Proficiency Plan								
Environmental Justice								
PennDOT Financial Guidance Work Group								
PennDOT Interagency Consultation Work Group								
Unified Planning Work Program (UPWP)								
Annual Listing of Federally Obligated Projects								
MPO Technical and Coordinating Committee Meetings and Preparation								
Website and Social Media Outreach								
Title VI Program Maintenance/Updates								
PennDOT Annual Planning Partner Meetings								
	JUL-SEP	OCT-DEC	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	JAN-MAR	APR-JUN

Work Area I Deliverable Products

- FFY 2022 – 2024 Unified Planning Work Program (UPWP)
- Public Participation Plan
- Limited English Proficiency Plan
- Environmental Justice Summary (FFY 2025-2027 TIP)
- Annual Listing of Federally Obligated Projects
- Title VI Program Plan Updates

Work Area I Responsible Agencies

- Berks County Planning Commission staff (primary)
- PennDOT (secondary)

(.110) - MPO and General Administration

- Prepare and distribute RATS agendas, materials, and minutes within five (5) days prior to meetings. Prepare and distribute draft minutes of all RATS meetings within thirty (30) working days of those meetings. Post all on RATS website.
- Review, evaluate and update the Public Participation Plan, Limited English Proficiency Plan, and current public participation opportunities and challenges and update as necessary.
- Maintain and implement a Title VI Program and other applicable non-discrimination policies and procedures.
- Ensure requirements for monitoring contractors and sub-recipients, allowable costs are addressed through continuous action. Ensure that the requirements for Disadvantaged Business Enterprises (DBEs) are incorporated as a part of its contracting practices. Document DBE goals and provide a listing of all contracts, documenting DBE goals and DBE participation for each work task. Participate in equal opportunity, non-discrimination and DBE training offered by PennDOT, FHWA and FTA.
- Review the MPO Bylaws as required.
- Maintain the current UPWP over the period of the agreement. Submit progress reports and invoices to PENNDOT within thirty (30) days of end of each quarterly billing period. Begin preparation for the 2024-2026 UPWP, including required coordination with all stakeholders,

(.120) - Coordination

- Provide information to the public and undertake necessary community participation activities, including environmental justice outreach efforts. Publish an Annual Report of RATS activities. Coordinate with other area agencies on general transportation needs and questions. Use social media platforms to share MPO, PennDOT and FHWA information.
- Maintain and expand the Transportation / MPO section of the BCPC web site. Provide space on the MPO web site for PennDOT to share statewide documents (STIP, LRTP, etc.) and other outreach efforts for public review and comment. Enhance Social Media use for MPO purposes. Use PennDOT's SharePoint website for document sharing.
- Attend and participate in monthly RATS Technical and Coordinating Committee

Meetings. Participate in bi-monthly PennDOT Planning Partner conference calls and other Planning Partner gatherings as requested. Continue to participate on State-wide work groups. Coordinate with PennDOT Central Office staff and other Planning Partners to prepare the agenda for the annual Fall Planning Partners Meetings

- Work with PennDOT, FHWA, FTA, SCTA and surrounding MPO's to review and update their Cooperative Planning Agreements to accurately document their collaborative planning process and determine their respective and mutual roles, responsibilities and procedures governing their cooperative efforts in carrying out the Federal- and State-required transportation planning processes.

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U.S. 422 WEST SHORE BYPASS								100/0*
FREIGHT PLANNING								
PASSENGER RAIL STUDY								

Work Area II Timeline

Project	SU 22		WI 23		SU 23		WI 24	
	FA 22		SP 23		FA 23		SP 24	
Congestion Management Process								
Transportation Improvement Program (TIP)								
Long Range Transportation Plan (LRTP) update								
Air Quality Conformity								
PennDOT Connects								
Susquehanna Regional Transportation Partnership (SRTP)								
Highway Asset Management System Reports		?	?					
Bridge Asset Management System Reports		?	?					
Passenger Rail Study (Tentative)								
Regional Freight Plan								
U.S. 422 West Shore Bypass								
	JUL-SEP	OCT-DEC	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	JAN-MAR	APR-JUN

Work Area II Deliverable Products

- Congestion Management Process
- FFY 2025-2028 Transportation Improvement Program
- FFY 2025-2050 Long Range Transportation Plan
- Air Quality Conformity Report
- Highway and Bridge Asset Management Reports

Work Area II Responsible Agencies

- Berks County Planning Commission staff (primary)
- PennDOT (secondary)
- SouthCentral Transportation Authority (SCTA) (secondary)

(.210) - Long Range and Regional Planning

- Maintain / update the MPO's Long Range Transportation Plan in accordance with the current federal transportation legislation at least every four years. Ensure consistency with the Commonwealth's Long Range Transportation Plan, the Twelve Year Program, Comprehensive Freight Management Plan, the Berks County Comprehensive Plan, and local planning efforts. Coordinate with PennDOT, FHWA and FTA on the development and inclusion of appropriate transportation performance measures and targets. Include transportation and environmental inventories of local transportation assets. Identify cost estimates for all phases of projects identified in the first six years of the regional LRTP and for major capital improvements beyond the sixth year in coordination with PennDOT. Identify infrastructure preservation projects for the first six years of the regional LRTP. Line items may be used for years seven and beyond.
- Prior to adoption of any revision or plan element, consult with environmental resource agencies and initiate public outreach efforts that address environmental justice and ensure that the entire public has the opportunity to become involved in the planning and programming process. Expand and improve Environmental Justice (EJ) activities to ensure that all stakeholders have the opportunity to become involved in the region's planning and programming process. Explore the use of Social Media. Collaborate with the State Transportation Commission (STC) in the Modernized Twelve Year Program (TYP) Public Outreach Campaign. Participate in the TYP Public Outreach Focus Group, and use TYP public input as input to the TIP and LRTP development.
- Establish and document a process to coordinate changes to the TIP and LRTP to ensure fiscal constraint, to strengthen the linkage between planning and programming, and to expedite the project delivery process.
- Work with PENNDOT and local governments to implement access control measures in highway corridors as an alternative to future capacity improvements such as preserving right-of-way and implementing transportation impact fees. Document land use planning activities within the planning process and ensure coordination with respective Comprehensive Planning, LRTP, and freight plans. BCPC will initiate any changes in the process that may be identified as a part of the documentation. Develop intergovernmental planning processes for multi-municipal, corridor- focused land use / transportation assessments of targeted geographic areas. Areas targeted should be reflective of place-based circumstances, including, but not limited to, population growth or decline, shifts in human and economic resources, and other regional trends identified in the MPO's LRTP, and should precede the identification of specific TIP projects. Planning activities should be initiated in collaboration with County, local and PennDOT District stakeholders and should be consistent with available program resources and PennDOT and MPO planning tools. Ensure activities are consistent with County and municipal comprehensive plans and lead to better consideration of land-use priorities and transportation network operations in the selection and prioritization of highway, bridge, transit and multi-modal projects.

- Coordinate with PennDOT and FHWA on the development of transportation performance measures for both the LRTP and TIP. FHWA has also requested that additional documentation be included in the LRTPs, if not already included, as follows:
 - Support the Pennsylvania Strategic Highway Safety Plan (SHSP) focus areas and key strategies
 - Review PennDOT's annual safety performance measure targets and establish the MPO's targets within 180 days of PennDOT establishing its statewide targets.
- Document operational and management strategies to improve the performance of existing transportation facilities from regional operational plans (reducing bottlenecks, reducing congestion – including non-recurring congestion, improving mobility and safety), Vehicle Miles traveled (VMT) reduction, and energy savings. Document and assess capital investment and other strategies to preserve the existing transportation infrastructure. Document and assess Benefits Burdens Analysis, utilization of visualization in planning techniques, project selection and project prioritization, Performance Based Planning and Programming (PBPP), and air quality conformity determinations. Commit to periodic review of public participation plans (PPP) to ensure any required modifications are included to engage the public.
- Jointly identify and integrate a prioritization concept that identifies critical multimodal transportation facilities and intermodal connectors that support the state's economy and connect the regions of the state to important employment centers, workforce catchment areas and national and international markets.
- Coordinate with PennDOT to prepare and update Highway and Bridge Asset Management System Reports
- Work with PENNDOT / FHWA / FTA to ensure that safety and security are considered in the development of plans, programs and projects. Participate in data driven safety planning activities and road safety audits that lead to better consideration of safety in the selection and prioritization of highway and transit projects. The MPO is encouraged to consider road safety audit studies through the UPWP in collaboration / consultation with the PennDOT District. Participate in PennDOT's Safety Planning Work Group. Incorporate safety planning into the existing planning process by collaboratively partnering in the completion of an MPO Safety Review. This review will:
 - 1) engage the participation of the PENNDOT District Safety Engineer into the MPO transportation planning process;
 - 2) conduct on-site safety reviews at high crash corridors / intersections to gain a better understanding of safety issues and concerns, and
 - 3) aid in the prioritization and selection of safety improvement projects in the Long Range Transportation Plan and TIP while providing a clear and defined linkage to the MPO's safety goals.

- Participate with DVRPC in the maintenance / implementation of the Transportation Plan for the Pottstown Metropolitan Area.
- Provide input to PENNDOT in efforts to identify any training and planning activities targeted to county and local governments, conservation districts and community stakeholders; examples include Smart Growth, Complete Streets, implementation tools, PennDOT One Map, functional classification, HPMS and traffic counting, PennDOT Connects forms, access management, transit oriented development, healthy communities, compliance with the Americans with Disabilities Act, connectivity, interchange area development, transportation impact fees, and energy savings.
- Identify livability, sustainability and resiliency planning strategies to tie the quality and location of transportation facilities to broader opportunities such as access to employment opportunities, affordable housing, quality schools, safe streets, economic development, social equity, and environmental conservation. Utilize PennDOT's Extreme Weather Vulnerability Assessment (see links below) to: incorporate flooding resiliency into LRTP / TIP projects; enhance County Hazard Mitigation Planning; and improve emergency preparedness.
- Coordinate with local governments and non-profit agencies to implement the Bicycle and Pedestrian Transportation Plan. Promote the use of Roadway Safety Audits for bicycle and pedestrian improvements. Coordinate local bicycle and pedestrian planning with the MPO Bicycle and Pedestrian Transportation Plan.
 - In conjunction with updates to Joint Local comprehensive plans
 - During staff reviews of Land Development plans
 - During Transportation Alternatives Project solicitation
 - During Multimodal Transportation Fund application reviews
- Coordinate with SCTA staff, local governments and non-profit agencies to undertake a Pedestrian Access to Transit Study as a follow-up to the Bicycle and Pedestrian Transportation Plan

(.220) - Transportation Improvement Program

- Modify / Amend the current (FFY 2021-2024) TIP as required. Adopt the Draft FFY 2023-2026 TIP and submit all required supporting information per the TIP checklist. Prepare the FFY 2025-2028 TIP, including all Public Participation, Environmental Justice, municipal coordination, and other associated outreach activities. Maintain and document the processes used to coordinate changes to the TIP to ensure fiscal constraint, strengthen the linkage between planning and programming, and expedite the project delivery process. Ensure that the MPO TIP and State TIP (STIP) provide detailed information in the project description / narrative fields of the Public Report version. Each project or project phase shall contain sufficient descriptive material to identify the type of work / improvement,

termini, length, location, scope of work, funding source, and project sponsor. In addition, for projects programmed with federal "SFX" funds, the source of the funding (i.e. SAFETEA-LU, PA ID#) shall be included.

- TIP Updates based on Commonwealth-determined cycle
- Assist PennDOT in developing strategies to advance to conclusion, modify, or implement plans or projects that are outside of the region's fiscal constraint based upon cash flow. Coordinate with PENNDOT to produce standard program products, to more fully automate/computerize all processes and to conduct program/project monitoring in real time through the sharing of data among all parties by way of MPMS.
 - Monthly as determined by MPO, SCTA and/or PennDOT District staff
 - Ongoing as required
- Incorporate / maintain MPO webpage linkages to PennDOT's TIP Visualization applications. Compile and publish the Annual Listing of Federally Obligated Highway/Bridge Projects on the RATS website, along with the list of transit projects provided by SCTA.
 - Ongoing as required
 - Annual Listing published annually in Fall/Winter

(.230) - Congestion Management Process

- Maintain and update the Congestion Management Process and ensure that current information is available for project development and prioritization.
 - As planned
- Monitor, evaluate and update the Congestion Management Process and conduct detailed Corridor/subarea CMP studies. Partner with PennDOT to advance opportunities to manage travel demand through modes other than single-occupancy vehicle (SOV) use. Participate on the Susquehanna Regional Transportation Partnership (SRTP) Board and work with their consultants in the promotion of the Commuter Services program.
 - Ongoing as Required
 - Update CMP by end of 2022
 - Bi-monthly SRTP meetings throughout the year
 - Additional roles as SRTP Board Chairman through Fall 2022
- Coordinate with PennDOT to refine and implement the Regional Operations Plan as a tool to define a uniform strategic transportation operations plan for the region and expand cooperative relationships with transportation operators and Planning Partners. Coordinate with PennDOT District staff to assess the needs and appropriateness of traffic operations and Intelligent Transportation Systems (ITS) elements through the LRTP and TIP. Work with PENNDOT / FHWA / FTA to include the consideration of management and operations of transportation infrastructure and systems as a part of the planning process. Traffic operations /

ITS projects and strategies deployed in a region should be consistent with PennDOT's TSMO and Traffic Operations Policy Guidelines.

(.240) - Air Quality and Transportation Conformity

- Integrate the Environmental Protection Agency's (EPA's) emissions model (MOVES) into the Travel Demand Forecasting Model and take advantage of related training opportunities. Collect data necessary to perform technical analysis of any candidate CMAQ projects, perform that analysis, and submit results to PennDOT staff. Identify and evaluate project-specific data required to perform conformity analysis for non-exempt TIP amendments, perform that analysis, and submit results to PennDOT staff. Evaluate, along with SCTA/BARTA and Commuter Services of Pennsylvania, various Transportation Control Measure (TCM) strategies as contingencies to offset VMT growth. Evaluations will be performed and results will be shared with Transit system staff, Commuter Services staff, and PennDOT staff.
- Participate in quarterly Pennsylvania Interagency Consultation Group (ICG) meetings, workshops, subcommittees, and other activities. Participate in workshops, conferences, and/or training sessions aimed at increasing air quality awareness.
- Coordinate public participation activities, including Environmental Justice efforts, necessary for conformity analysis adoption by the MPO for non-exempt TIP and / or Long Range Transportation Plan updates and amendments. Implement provisions of the Transportation Conformity SIP, including adoption of the interagency consultation/resolution of conflicts Memorandum of Agreement. Coordinate with PennDOT, DEP and other applicable agencies to monitor and evaluate greenhouse gas emissions in the region and assist in the implementation of Pennsylvania's Climate Change Action Plan where applicable

(.250) - Transportation Alternatives Set-Aside and Multimodal Fund Programs

- Along with PennDOT, participate in the development, selection and programming on the TIP of non-traditional projects identified under the Transportation Alternatives Set-Aside Program. Take an active role in monitoring project status and coordination with project sponsors to help ensure that the projects are advancing, completed on time and within budget. Review project funding applications for both the TA-SA and State Multimodal Funding Programs (PennDOT and DCED).
 - During project selection opportunities as determined by PennDOT
 - Ongoing monitoring / coordination of existing projects
 - As applications are received

(.260) - Intermodal Management System

- Support the improvement of National Highway System (NHS) intermodal freight

connections and National Highway Freight Network linkages. Enhance the visibility and effectiveness of freight planning in the region through the Long Range Transportation Plan, freight plans, freight advisory committees, and development of regional freight inventories. Develop and maintain an inventory of freight facilities within Berks County and the immediate region and document obstacles for freight movement. BCPC will serve as a conduit for intermodal training activities with the support of PENNDOT. Address any other intermodal issues (transit/aviation/rail) requiring action by MPO. Participate in Regional Passenger Rail forums and working groups.

- Ongoing participation with Lehigh Valley Freight Work Group and the Pennsylvania State Freight Work Group
- Summer 2022 and ongoing, begin development of regional freight information for use in future Travel Demand Model validation
- Other ongoing efforts as required

(.270) - Project Needs Analysis / Project Support

- Use the Project Development PennDOT Connects / Local Government Collaboration meetings to initiate all new projects being considered for inclusion in the Long Range Transportation Plan updates and the TIP / Twelve Year Program (TYP). Continue to develop this process for transit projects. Provide documentation of attendance/coordination where appropriate. Work with PennDOT District staff to schedule and hold PennDOT Connects Municipal training
 - Meetings held ongoing based on project needs
 - As determined by District staff
- Prepare and/or participate in the development / implementation of project needs studies for transportation projects as identified by the Metropolitan Planning Organization (MPO) and PennDOT. Attend meetings and prepare data / information for individual projects as required.
 - Ongoing based on project needs
- Work with PennDOT to evaluate projects in the TIP that are likely to cause region-wide work zone impacts and participate in the development of transportation management plans (TMPs) for such projects. Participate in review of Transportation Impact Studies (TISs) and Highway Occupancy Permits (HOPs) to ensure planned development is coordinated with sound land use / transportation linkages / economic development and that all transportation modes have been adequately considered. Identify projects that will have potential impacts on land use and identify candidate land use studies for possible funding in the planning work program. Assist PENNDOT in promoting right-of-way preservation with local governments
 - Ongoing based on project needs and implementation schedules
 - In conjunction with updates to Joint Local comprehensive plans
 - During staff reviews of Land Development plans

- Work with PENNDOT and the environmental resource agencies to gain acceptance for the completion of the needs studies as a part of the planning process. Monitor and participate in Agency Coordination Meeting (ACM) activities for regional projects. Assist PennDOT with any training activities targeted to county and local governments, conservation districts, and non-profit organizations regarding environmental data, stewardship, mitigation, and compliance. Attend meetings where Pennsylvania Byways or Scenic Byways are discussed and help promote Byways by providing requested information. Participate in the selection of Byways and support the corridors as candidates in the TIP development process.
- Coordinate with PennDOT District staff on the development of projects for consideration in the Long Range Transportation Plan, Twelve Year Program, and Transportation Improvement Program with the emphasis on preservation of infrastructure of all the major modes. Work with PENNDOT to promote public/private partnerships (P3's) and incentive/innovative financing in support of economic development opportunities. Serve as liaison with regional/county economic development staff to become familiar with high profile projects, either ongoing or planned. Work with PennDOT to identify and implement innovative and sustainable financing mechanisms for major capital projects.
- Provide technical assistance to PennDOT and other transportation providers. Assistance may come from non-traditional technical resources such as county planning, academia, or other public or private planning expertise.

(.280) - US 422 West Shore Bypass

- Work with PENNDOT, its consultants and municipalities to provide local coordination through the design and implementation of improvements to the US 422 West Shore Bypass, as well as serving on a Community Advisory Team. Explore alternative funding solutions and project phasing.

(.290) - Freight Planning and Regional Freight Plan

- Coordinate with northeast PA MPO's and PennDOT District 4-0 and 5-0 in the completion of a regional Freight Study

(Tentative) - Regional Passenger Rail Study

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Work Area III Timeline

<u>Project</u>	<u>SU</u> <u>22</u>	<u>FA</u> <u>22</u>	<u>WI</u> <u>23</u>	<u>SP</u> <u>23</u>	<u>SU</u> <u>23</u>	<u>FA</u> <u>23</u>	<u>WI</u> <u>24</u>	<u>SP</u> <u>24</u>
Census 2020 Data Gathering/Analysis								
Travel Demand Model Validation								
HPMS / TMS Counts								
HPMS Roadway Inventory								
Functional Classification Update								
	JUL-SEP	OCT-DEC	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	JAN-MAR	APR-JUN

Work Area III Deliverable Products

- Census 2020 Reports for use in LRTP, EJ preparation
- Validated Travel Demand Model
- Completed HPMS/RMS Traffic Counts
- Verified HPMS Roadway Segments
- Updated Federal Functional Classification System and Intermodal Connectors

Work Area III Responsible Agencies

- Berks County Planning Commission staff (primary)

(.310) - Highway Performance Monitoring System / Traffic Monitoring System

Collect and submit approximately 75 traffic counts, of which approximately 30% will be classification counts, in support of HPMS and the Commonwealth’s Traffic Monitoring System for Highways, per established guidelines. Submit supplemental traffic counts collected to support other planning activities. Recruit, hire and train summer Work-Study employees to support these efforts. Purchase traffic counters, safety and other supplies as needed. Attend the annual Traffic workshop sponsored by PENNDOT

(.320) - HPMS Roadway Inventory

Verify and update roadway inventory and performance measures on approximately 167 Highway Performance Monitoring System (HPMS) sample sections, including any additional segments that may be required based on Urban Boundary revisions, in accordance with HPMS manual specifications. Attend the annual HPMS workshop sponsored by PennDOT.

(.330) - Transportation Model Development/Maintenance

- Update and maintain the regional transportation model and provide network and zonal data necessary for transportation demand and air quality monitoring. Analyze travel pattern data, including information from the U.S. Census and other sources. Begin process to undertake Model Validation efforts.

(.340) - Expanding Technology

- BCPC will review and assess current capabilities to determine the need for new or expanded technological applications such as Geographic Information Systems (GIS), computer access to transportation data bases, hardware capabilities, and transportation modeling. Participate in training and issues forums relating to Electric Vehicles (EV), Connected and Autonomous Vehicles (CAV) and their potential impacts on planning and programming activities. Update BCPC's GIS layers to reflect current needs and inventories. Layers include, but are not limited to:
 - o Bicycle / Pedestrian accommodations
 - o Historic Features
 - o Land Use
 - o Environmental Features
 - o Highway and Bridge infrastructure
- Update and maintain the BCPC's Historic Features online database (<http://gis.co.berks.pa.us/historicresources/>)

(.350) - Highway System Review and Mapping

- Assist FHWA and PennDOT in updating the statewide inventory of intermodal facilities and the National Highway System of intermodal connectors. Review the existing routes on the NHS inventory for accuracy and validation. On release of Census Urbanized Area data from the 2020 Census, review and update the Federal Functional Classification of the roadway network.

(.360) - Local Asset Inventory

- Work with PennDOT and local municipalities to develop and maintain a local transportation asset inventory, including required roadway and bridge data. Develop minimal data collection requirements for the additional inventories and work with PennDOT to refine these requirements. These may include Freight, Bicycle and Pedestrian, Signage, Transit Fleets / Facilities / Routes, ITS Infrastructure, and other facilities as determined by the MPO. Coordinate with PennDOT efforts to make facility data available.

(.370) - Socioeconomic Data Collection

- Gather, analyze and incorporate 2020 Census data for use in LRTP, TIP, Benefits/Burdens and Environmental Justice Analyses, Public Participation Plan, Limited English Proficiency Plan, and Travel Demand Model applications. Coordinate with U.S. Bureau of Census in updating transportation-relevant data bases. Prepare necessary reports which impact the provision of transportation plans, projects or services based on data made available by the U.S. Bureau of Census and PA State Data Center.
- Monitor and evaluate procedures used for collecting statistical data (race, sex, national origin / limited English proficiency, age, disability, income, etc.) of participants in and beneficiaries of transportation programs by tracking participation in public meetings and reviewing new regional census data. Maintain and prepare an Environmental Justice Analysis of the TIP and LRTP based on collected data.

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WORK AREA IV - TRANSIT ASSISTANCE

Work Area IV Costs and Funding Sources - FY2022-2023

	Budget	HIGHWAY			TRANSIT		SPLIT
		PL	MLF	Local	MPP	Local	
		(0.80000)	(0.124623)	(0.075377)	(0.80000)	(0.20000)	
IV. Transit Assistance							
TRANSIT DEV. PLAN MAINT. / IMPL.							0/100*
FINANCIAL CAPACITY ANAL.							0/100*

Work Area IV Costs and Funding Sources - FY2023-2024

	Budget	HIGHWAY			TRANSIT		SPLIT
		PL	MLF	Local	MPP	Local	
		(0.80000)	(0.124623)	(0.075377)	(0.80000)	(0.20000)	
IV. Transit Assistance							
TRANSIT DEV. PLAN MAINT. / IMPL.							0/100*
FINANCIAL CAPACITY ANAL.							0/100*

Work Area IV Timeline

<u>Project</u>	<u>SU</u> <u>22</u>	<u>FA</u> <u>22</u>	<u>WI</u> <u>23</u>	<u>SP</u> <u>23</u>	<u>SU</u> <u>23</u>	<u>FA</u> <u>23</u>	<u>WI</u> <u>24</u>	<u>SP</u> <u>24</u>
SCTA Asset Management Goal Setting/Adoption (Annual)								
SCTA Transit Safety Management Plan (Annual)								
Attend SCTA Monthly Board Meetings								
Coordinated Public Transit Human Services Transportation Plan								
SCTA Transit Development Plan								
	JUL-SEP	OCT-DEC	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	JAN-MAR	APR-JUN

Work Area IV Deliverable Products

- Annual Asset Management Goals and Performance Measures
- Annual Safety Management Goals and Performance Measures
- Coordinated Public Transit Human Services Transportation Plan
- SCTA Transit Development Plan

Work Area IV Responsible Agencies

- South Central Transportation Authority (SCTA) staff (primary)
- Berks County Planning Commission staff (secondary)

(.410) - Transit Planning Maintenance, Implementation and Coordination

- Maintain, implement and update BARTA's current Transit Development Plan.
- Develop, maintain and implement Performance Based Planning and Programming in accordance with guidelines issued by the FTA.
- Maintain and implement the Transit Asset Management (TAM) Plan and take part in appropriate setting of Performance Targets and adoption.
- Maintain and implement the Transit Safety Management Plan and take part in appropriate setting of Performance Targets and adoption.
- Update, maintain and implement an updated Coordinated Public Transit – Human Services Plan
- Provide the MPO with an annual Listing of Obligated Transit Projects to be posted on the RATS MPO website.
- Continue to monitor and plan changes to the fixed route and paratransit systems.
- Work with surrounding transit agencies in the development / maintenance of transit development plans for any extensions of their service areas into Berks County, extensions of SCTA's service areas beyond Berks County, and consideration of any other coordination / consolidation efforts.
- Provide technical support to and share available resources (e.g. " Building Better Bus Stops Resource Guide") with local municipal officials regarding corridor planning, transit services and facilities (e.g. bus stops), access management and Accessibility.
- Attend SCTA/BARTA monthly Board meetings and coordinate with SCTA staff

WORK AREA V - LOCAL TECHNICAL ASSISTANCE PROGRAM (LTAP)

Work Area V Costs and Funding Sources - FY2022-2023

	Budget	HIGHWAY			TRANSIT		SPLIT
		PL	MLF	Local	MPP	Local	
		(0.80000)	(0.124623)	(0.075377)	(0.80000)	(0.20000)	
V. Local Technical Assistance Program (LTAP)							
LOCAL TECH. ASSIST. PROG. (LTAP)							100/0 PL/SP R

Work Area V Costs and Funding Sources - FY2023-2024

	Budget	HIGHWAY			TRANSIT		SPLIT
		PL	MLF	Local	MPP	Local	
		(0.80000)	(0.124623)	(0.075377)	(0.80000)	(0.20000)	
V. Local Technical Assistance Program (LTAP)							
LOCAL TECH. ASSIST. PROG. (LTAP)							100/0 PL/SP R

Work Area V Timeline

Project	<u>SU</u>		<u>WI</u>		<u>SU</u>		<u>SP</u>	
	<u>22</u>	<u>FA 22</u>	<u>23</u>	<u>SP 23</u>	<u>23</u>	<u>FA 23</u>	<u>WI 24</u>	<u>SP 24</u>
Market LTAP Courses								
Annual LTAP MPO Meeting								
Quarterly LTAP Report								
Annual LTAP Summary Report								
	JUL-SEP	OCT-DEC	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	JAN-MAR	APR-JUN

Work Area V Deliverable Products

- LTAP Marketing Materials to Municipal Governments
- Quarterly LTAP Course Reports
- Annual LTAP Summary Course Report

Work Area V Responsible Agencies

- Berks County Planning Commission staff (Primary)

(.510) - Local Technical Assistance Program (LTAP)

- Work with PennDOT and municipalities to develop a priority training list of topics, and schedule appropriately. Advertise training to municipalities and PennDOT's Municipal Services representatives using available means, coordinate registrations, and provide to PennDOT. Market the value of PennDOT's LTAP courses. Provide a mechanism for municipalities to contact the MPO with issues that LTAP can assist with
- Participate in an annual LTAP MPO meeting and other PennDOT meetings as required. Attend LTAP sessions and participate in at least one technical assistance on-site visit in the MPO region. Coordinate training sites and other amenities as necessary. Submit quarterly reports to PennDOT detailing all LTAP project activities and expenditures. Prepare an annual report that summarizes the evaluations, details the process used to market LTAP in the region, and summarizes the outcomes for future LTAP activities in the region.

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