

Memorandum

To: MPO Committee Members
From: Sandy Shackelford, Director of Planning & Transportation
Date: October 21, 2020
Reference: Revisions to the FY21 UPWP

Purpose:

The Unified Planning Work Program (UPWP) for transportation planning identifies all activities to be undertaken in the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) area for fiscal year 2021. The UPWP provides a mechanism for coordination of transportation planning activities in the region and is required as a basis and condition for all federal funding assistance for transportation planning by the joint metropolitan planning regulations of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

Background:

The MPO Policy Board approved the current UPWP at their meeting in May of 2020. Since that time, however, staff has determined that there needs to be a reallocation of resources due to a variety of reasons. The TJPD hosted a summer intern that was able to develop the MPO Primers with very little involvement from PDC staff, which significantly reduced the incurred cost to the MPO for that project. As staff has developed better familiarity with the performance measures, less resources are needed to prepare and communicate the implications for those to the MPO committees.

Based on the comments we received during the update to the Public Participation Plan, it was clear that both the public and the MPO Committees would prefer that there be a more complete review and update to that plan, which requires additional resources to be committed to that effort.

VDOT has recently changed its invoicing requirements, which requires that the resource allocation for individual projects and tasks be as accurate as possible. For those reasons, staff has prepared recommended revisions for the FY21 UPWP to address all of these considerations.

To amend the UPWP, the Public Participation Plan requires a public hearing be held. Staff has scheduled that public hearing for the MPO Policy Board meeting on December 1, 2020.

Recommendation:

Staff recommends that the MPO Policy Board conduct the public hearing as scheduled on December 1, 2020, and approve the revisions to the UPWP (as presented or with revisions).

If there are any questions or comments, please contact Sandy Shackelford at sshackelford@tjpd.org.