



Unified Planning Work Program Fiscal Year 2021

July 1, 2020 – June 30, 2021



Cumberland Area

METROPOLITAN PLANNING ORGANIZATION
Cumberland - Frostburg - Allegany County

Cumberland Area Metropolitan Planning Organization
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RESOLUTION

No. 20-4

Resolution endorsing the Draft Fiscal Year 2021 Unified Planning Work Program, approving its submission to both the Federal Transit Administration and the Federal Highway Administration.

WHEREAS, the Cumberland Area Metropolitan Planning Organization was established to manage and provide policy direction to the Unified Planning Work Program in accordance with Federal requirements, and the Allegany County Commissioners have been designated as the Metropolitan Planning Organization for this area as approved by Maryland Governor Harry Hughes on May 17, 1982; and

WHEREAS, the staff of the Maryland Department of Transportation, the Cumberland Area Metropolitan Planning Organization Technical Advisory Committee, and the Cumberland Area Metropolitan Planning Organization staff have together prepared a draft work program and budget for Fiscal Year 2021 in compliance with applicable Federal programs and regulations.

NOW, THEREFORE, BE IT RESOLVED that the Allegany County Commissioners acting as the Cumberland Area Metropolitan Planning Organization endorses the Draft Fiscal Year 2021 Unified Planning Work Program; approves its submission to the appropriate Federal agencies, contingent on no significant public comment; and declares its intent to enter into contractual arrangements as necessary to carry out the work, with the understanding that if the work program and budget is revised through negotiations with Federal funding agencies it will be subject to approval by the Cumberland Area Metropolitan Planning Organization.

ADOPTED THIS 7th day of May, 2020

COUNTY COMMISSIONERS OF ALLEGANY COUNTY, MARYLAND



Jacob C. Shade, President

Creade V. Brodie, Jr., Commissioner



David J. Caporale, Commissioner

ATTEST:



Brandon S. Butler
County Administrator

I. Background and Introduction

A. Status of the Urbanized Area

The Cumberland Urbanized Area as defined by the U.S. Census in beginning in 1980 included portions of Allegany County Maryland and Mineral County West Virginia. The Maryland portion included Cumberland and Frostburg and the surrounding areas. The requirement for classification as an urbanized area is a population of at least 50,000. The population of the urbanized area in 1980 was approximately 59,000, and in 1990 it declined to 54,655. In 2000 the population decreased 4.87% to 52,115 and in 2010 the population decreased 0.42% to 51,899.

B. FHWA/FTA Regulations for Urban Transportation Planning

Since the 1960's, the federal government has established urban transportation planning requirements in all metropolitan areas, as a prerequisite to the approval of federal funding (23 CFR Part 450 and 49 CFR Part 613). The regulations require a continuing, comprehensive and cooperative (3-C) planning process in all urbanized areas of more than 50,000.

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) of the U.S. Department of Transportation issued amendments effective June 30, 1983 to their existing regulations governing urban transportation planning under FHWA and FTA grant programs. These amendments were partially intended to simplify administration of the planning process for urbanized areas under 200,000 population such as the Cumberland area.

In 1991 the Intermodal Surface Transportation Efficiency Act (ISTEA) was passed. This act revised some of the established regulations and procedures and placed a new emphasis on Metropolitan Planning Organizations. As part of this Act the MPO planning process has been more specifically defined and new planning requirements have been prescribed.

In 1998 the Transportation Equity Act for the 21st Century (TEA-21) was passed continuing the initiatives of the 1991 Act, and adding several new provisions and programs.

In 2005 the Safe Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) was passed. This Act which provides for the Country's largest surface transportation investment ever retained most of the planning provisions of the previous legislation and added several new metropolitan transportation planning requirements. SAFETEA-LU expired in 2009 and after a series of Continuing Resolutions, Moving Ahead for Progress in the 21st Century (MAP-21) was signed into law.

MAP-21 is a two-year bill that seeks to build on and refine many of the highway, transit, bike and pedestrian programs and policies established by ISTEA in 1991. MAP-21 seeks to focus the federal aid program on the following national goals:

1. Safety;
2. Infrastructure;
3. Congestion Reduction;
4. System Reliability;
5. Freight Movement and Economic Vitality;
6. Environmental Sustainability; and
7. Reduced Project Delivery Dates.

On December 4, 2015, President Obama signed into law Fixing America's Surface Transportation Act (FAST Act). The FAST Act provides funding certainty for infrastructure planning and capital programming over a five-year timeframe extending from FY 2016 through FY 2020. Overall, the FAST Act maintains current program structures and funding shared between highways and transit. Also, the law makes changes and reforms to many Federal transportation programs, including streamlining the review and approval processes for new transportation projects, providing new safety tools, and establishing new programs to advance critical freight projects.

This Unified Planning Work Program (UPWP) is a cooperative planning effort by federal, state, and local transportation agencies serving the Cumberland Area MPO Area, and functions as the annual work program for the CAMPO. The purpose of the UPWP is to describe and coordinate all transportation planning activities to be completed with federal, state, and local resources during a fiscal year, and is designed to make the transportation planning process consistent with the appropriate federal regulations. Included in the UPWP is a budget detailing how each fund source will be utilized. The UPWP is reviewed, revised, and adopted annually.

C. Steps Taken to Comply with FHWA/FTA Regulations

The Allegany County Commissioners, acting as the Cumberland Area Metropolitan Planning Organization (MPO), continue to annually approve and amend as appropriate the Transportation Improvement Program as required by U.S. DOT, to be eligible to receive funding for the region's transportation projects

During FY 2018, Staff worked with MDOT to adopt the state of Maryland Transportation Performance Management Safety Targets that were set on August 31, 2017. On January 18, 2018, the MPO adopted these state safety targets. Staff will continue to work in FY 2020 to integrate performance-based plans and processes, including incorporation of PM2 (bridge and pavement condition) and PM3 (system performance, freight and CMAQ) highway performance measure targets and transit safety performance measures targets state of Maryland Transportation Performance Management Safety Targets In FY 2020 a resolution was signed reaffirming the MPO's adoption of the state these performance measures were re-acknowledged in a letter to MDOT. State of Maryland Transportation Performance Management Safety Targets for 2019. State of Maryland Transportation Performance Management Safety Targets on December 19, 2019.

II. USDOT Planning Emphasis Areas

The work tasks within this UPWP are reflective of CAMPO and MDOT's work to the establishment of performance targets, the use of performance measures to track progress towards meeting those targets, and a performance driven outcome-based approach to transportation planning and decision making.

USDOT has published circular on Planning Emphasis Areas (PEAs). The PEAs are topical areas that USDOT wants to place emphasis on as the MPOs and State DOTs develop their respective planning work programs. The PEAs for Federal FY 2019 include:

Map-21 Implementation

- *Transition to Performance Based Planning and Programming.*

Models of Regional Planning Cooperation

- *Promote cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning.*

Ladders of Opportunity

- *Access to essential services – as part of the transportation planning process, identify transportation connectivity gaps in access and essential services.*

CAMPO has developed tasks in this FY2021 UPWP that address each of the PEAs as shown in the table below. A detailed description of each task is included under each task heading of this document.

Planning Emphasis Area	CAMPO Task
<i>Map-21 Implementation</i> <i>Transition to Performance Based Planning and Programming.</i>	Transit Planning Corridor and Intersection Studies GIS Enhancements MPO Administration Long Range Transportation Plan Transportation Improvement Plan
<i>Models of Regional Planning Cooperation</i> <i>Promote cooperation and coordination across MPO boundaries and across State boundaries here appropriate to ensure a regional approach to transportation planning.</i>	Transit Planning Freight Planning Corridor and Intersection Studies Public Participation Plan Long Range Transportation Plan
<i>Ladders of Opportunity</i> <i>Access to essential services – as part of the transportation planning process, identify transportation connectivity gaps in access and essential services.</i>	Transit Planning Corridor and Intersection Studies GIS Enhancements Public Participation Plan Long Range Transportation Plan

A. Core Planning

1	MPO Administration	
Objective		
This is a continuing task and includes all necessary coordination and administration associated the performance of the urban transportation planning process through this Unified Planning Work Program. Included in this activity is the coordination between federal, state, county and municipal levels of government by the MPO.		
Previous Work		
Ongoing task.		
Methodology		
<ul style="list-style-type: none"> • Participation in and attendance at meetings of the Association of Metropolitan Planning Organizations. • Development of the FY 2022 Unified Planning Work Program. <p>In addition to the sub-tasks mentioned above this task includes the day-to-day operation of the MPO including but not limited to compliance with requests for data and the preparation of presentations to the MPO policy body (The Allegany County Commissioners).</p>		
End Product		
FY 2022 Unified Planning Work Program - Training of CAMPO Staff. - Input of CAMPO Staff and coordination with MDOT - Current adopted documents, to include the Prospectus and Bylaws, Public Participation Plan, Title VI Plan, etc. - A tabulation of relevant traffic studies and data within the CAMPO MPA. - CAMPO review and processing of invoices and prepare reimbursements.		
Participating Agencies	Funding	
Cumberland Area MPO & MDOT	FHWA	\$ 6,300.00
	FTA	\$ 1,680.00
	MDOT	\$ 1,260.00
	County	\$ 1,260.00
Project Schedule	Total	\$ 10,500.00
Ongoing		

2	Transportation Improvement Plan		
Objective			
To update the Cumberland Urbanized Area Transportation Improvement Program (TIP) for FY 2021 – FY 2024 as specified by the Federal urban transportation planning requirements.			
Previous Work			
FY 2019 – FY 2022 & FY 2017 – FY 2021 Cumberland Area Transportation Improvement Program			
Methodology			
Compile a comprehensive list of federally funded transportation improvements recommended for implementation during the 4 year program period. The document will represent the region’s transportation priorities and include realistic financially constrained cost estimates.			
End Product			
FY 2022 – FY 2026 Cumberland Area Transportation Improvement Program			
Participating Agencies		Funding	
City of Cumberland, City of Frostburg, Cumberland Area MPO, Allegany County & MDOT		FHWA	\$ 5,700.00
		FTA	\$ 1,520.00
Project Schedule		MDOT	\$ 1,140.00
		County	\$ 1,140.00
Draft / Adoption – Spring 2021 Amendments and Administrative Modifications – as needed basis.		Total	\$ 9,500.00

3	Transit Development Plan		
Objective			
To ensure the Transportation Development Plan (TDP) prepared by the Allegany County Transit is consistent with the CAMPO LRTP			
Previous Work			
Allegany County Transit has prepared and adopted previous versions of the TDP. The CAMPO has an adopted LRTP containing a multi-modal Transportation element, which includes a narrative about transportation services provided by Allegany County Transit.			
Methodology			
The CAMPO annually reviews the TDP to ensure consistency with the LRTP. This will include, when necessary, discussions amongst CAMPO staff, MTA, and Allegany County Transit.			
End Product			
Consistency between the CAMPO’s LRTP and Allegany County Transit’s TDP			
Participating Agencies		Funding	
MPO and consultants.		FHWA	\$ 720.00
		FTA	\$ 192.00
Project Schedule		MDOT	\$ 144.00
		County	\$ 144.00
Ongoing		Total	\$ 1,200.00

4	Public Participation Plan
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Objective
 Activities will be undertaken to increase public participation in the CAMPO's transportation planning process.

Previous Work
 A Website for the CAMPO was completed in FY 2008 and is maintained to include all organizational documents, including, but not limited to LRTP, TIP, UPWP, Request for Proposals, TAC and Council meeting agenda and minutes, traffic studies and reports, and links to supporting organizations and agencies.

Methodology
 Implementation efforts will continue to maintain and, when necessary, update the Public Participation Plan and the Organization's website through regular review and comparison with those developed for other MPO's, as well as modifications to any officially adopted document(s).

End Product
 A current and updated Public Participation Plan; continue to maintain the existing CAMPO website, which contains links to member jurisdictions and organizations; advertise upcoming TAC and MPO Board meeting dates, agendas, and materials; advertise Request For Proposals; and provide a public portal to review existing plans, publications, and work program items (TIP, UPWP, and the LRTP).

Participating Agencies	Funding	
MPO Staff	FHWA	\$ 3,300.00
	FTA	\$ 880.00
	MDOT	\$ 660.00
	County	\$ 660.00
	Total	\$ 5,500.00

Project Schedule
 Ongoing

B. Special Studies

1	Geographical Information Systems Enhancements	
Objective		
The County Planning & Growth Department has previously initiated work on the development of a Geographic Information System, which is an ongoing coordinated effort between the CAMPO, MDOT, and MDP. This task will support this effort and develop and utilize data for transportation and land use planning.		
Previous Work		
Work on an Enterprise GIS system has been initiated and was utilized extensively during the preparation of a majority of special studies completed to date. Computer hardware and software have been obtained and data collection and network coding have been accomplished, with data updates ongoing. Major accomplishments of the GIS Enhancement efforts of the County include: development of a vector-based parcel layer; creation of geodatabases; and the acquisition of orthophotography.		
Methodology		
Work is continuing on the development and enhancement of comprehensive multi-jurisdictional GIS. The GIS is used to produce mapping and data for many purposes including: transportation/transit planning; macro-level demand and growth forecasting/modeling; Emergency 911 planning; project impact analysis; comprehensive road inventory and mapping; and ongoing update of land use files and development capacity analysis.		
End Product		
The GIS database developed from this task will support ongoing transportation planning functions related to mapping and inventory of roadway network infrastructure, and will also assist in the development and completion of the LRTP, and to support Corridor and Traffic Management Studies (both motorized and non-motorized).		
Participating Agencies	Funding	
CAMPO and consultants.	FHWA	\$ 12,000.00
	FTA	\$ 10,000.00
	MDOT	\$ 1,000.00
	County	\$ 1,000.00
Project Schedule		
Ongoing	Total	\$ 24,000.00

2	Corridor and Intersection Planning	
Objective To conduct planning-level corridor studies, as well as intersection safety and traffic signal warrant analysis to understand current and future conditions of operational and safety aspects of the road network within the Metropolitan Planning Area.		
Previous Work The CAMPO has prepared the following corridor studies:		
Methodology The scope of work will be developed by the CAMPO Staff and members of the Technical Advisory Committee. Professional consulting services will be obtained to conduct and present the findings of project(s).		
End Product Contingent upon available funding, the anticipated deliverables for this task will include a Final Report, which may contain the following: current and future traffic conditions at identified intersections; short, mid, and long-term solutions to improve conditions for motorists, pedestrians, and cyclists along the major thoroughfares; planning-level cost estimates for each proposed recommendation; renderings of major recommended improvements; alternatives to improve intersection(s); and traffic signal warrant analysis.		
Participating Agencies CAMPO and selected consultant(s)	Funding	
Project Schedule Ongoing	FHWA	\$ 20,000.00
	FTA	\$ 2,000.00
	MDOT	\$ 3,000.00
	County	\$ 3,000.00
Total	\$ 28,000.00	

3	Transit Planning									
<p>Objective</p> <p>Consistent with the purpose of the Planning Emphasis Areas – Ladders of Opportunity, funding is allocated to assist Allegany County Transit with planning activities designed to reduce gaps in access to essential services including housing, employment, health care, academic institutions, recreation, and other major activity generators. Funding during this fiscal year will be used to retain professional planning services to prepare and present an Origin – to – Destination Improvement study.</p>										
<p>Previous Work</p> <p>The MPO continues to fund the Allegany County Transit to assist Allegany County Transit with collecting and reporting data to the National Transit Database (NTD). The September 2006 Transit System Safety, Security and Emergency Preparedness Plan, and the annual updates.</p>										
<p>Methodology</p> <p>The scope of work will be developed by the CAMPO Staff and Allegany County Transit on an as needed basis. The consultant that developed the Transit System Safety Plan will assess and evaluate the effectiveness of the recommendations that have been implemented as a result of the plan. Findings will be documented and if necessary, modifications to the actions and improvements will be proposed.</p> <p>The MPO staff will organize and hold bi-annual meetings with Transit Advisory Committee.</p> <p>To assemble data that meets the standards set by the Federal Transit Administration (FTA) for use in the National Transit Database on ridership, mileage and other characteristics of the Allegany County Transit System within the Cumberland Urbanized Area.</p>										
<p>End Product</p> <p>Statistical reports to support the National Transit Database Annual Report and to serve as a basis for service evaluation and route planning.</p> <p>Update the Safety Security and Emergency Preparedness Plan Allegany County Transit</p> <p>Other projects as needed.</p>										
<p>Participating Agencies</p> <p>CAMPO and selected consultant(s)</p>	<p>Funding</p> <table border="1"> <tr> <td>FHWA</td> <td>\$ 8,000.00</td> </tr> <tr> <td>FTA</td> <td>\$ 12,000.00</td> </tr> <tr> <td>MDOT</td> <td>\$ 4,000.00</td> </tr> <tr> <td>County</td> <td>\$ 4,000.00</td> </tr> </table>		FHWA	\$ 8,000.00	FTA	\$ 12,000.00	MDOT	\$ 4,000.00	County	\$ 4,000.00
FHWA	\$ 8,000.00									
FTA	\$ 12,000.00									
MDOT	\$ 4,000.00									
County	\$ 4,000.00									
<p>Project Schedule</p> <p>June 2021</p>	<table border="1"> <tr> <td>Total</td> <td>\$ 28,000.00</td> </tr> </table>		Total	\$ 28,000.00						
Total	\$ 28,000.00									

4	Freight Planning	
Objective Continue to conduct freight planning activities with federal, state, and local agencies; and stakeholders to ensure the safe and efficient movement of goods and services on the regional transportation network. Moreover, maintain and establish partnerships with freight related organizations and private entities.		
Previous Work The CAMPO has partnered with MDOT to prepare and update State freight planning documents.		
Methodology The scope of work will be developed by the CAMPO Staff and members of the Technical Advisory Committee.		
End Product Collaborative dataset to be used as applicable.		
Participating Agencies CAMPO and selected consultant(s)	Funding	
	FHWA	\$ 3,281.47
	FTA	\$ 2,000.00
	MDOT	\$ 2,000.00
	County	\$ 2,000.00
Project Schedule Ongoing	Total \$ 9,281.47	

5 Pedestrian Planning	
Objective To collect and develop pedestrian related data and increase planned walking activities within the MPA	
Previous Work As part of several corridor studies, non-motorized counts and recommendations to improve safety and connectivity of pedestrian networks have been developed, as well as the 2012 Allegany County Bike and Pedestrian Master Plan.	
Methodology The CAMPO will partner with Allegany County Health Department's Walk Allegany Committee outreach, educational opportunities, and organizing community walks to promote the importance of walking.	
End Product Collaborative dataset, plan and studies to be used as applicable.	
Participating Agencies CAMPO and selected consultant(s)	Funding
Project Schedule Ongoing	FHWA \$ 20,000.00
	FTA \$ 5,964.80
	MDOT \$ 4,988.03
	County \$ 4,988.03
	Total \$ 35,940.86

6 Long Range Transportation Plan	
Objective CAMPO adopted their LRTP in March 2016, and is required by federal regulations to update the Plan on a five-year cycle. To meet this schedule, RK&K have been tasked with Plan 2050. The plan is underway and will be adopted prior to April 2021.	
Previous Work Adopted LRTP in FY 2005, FY 2007, FY 2011, and FY 2016	
Methodology In anticipating the next update of the Organization's LRTP, CAMPO Staff will compile essential background information, conduct research about emerging trends, and analyze transportation and development activity to identify potential impacts to the regional transportation network. Pertinent data to be compiled and analyzed includes: previous and on-going transportation planning studies and reports prepared for the CAMPO; Capital Improvement Programs and Budgets of member jurisdictions; improvements since the last update; Transearch freight analysis data (movements and modes); Census data; rail and other freight commodities data; Allegany County Transit's Annual Transportation Plan; State and Federal Surface Transportation Plans; and locally-adopted comprehensive plans. CAMPO's adopted Public Participation Plan will be followed to ensure and encourage public participation.	
End Product Metropolitan Planning Organization's Long Range Transportation Plan.	
Participating Agencies MPO and RK&K.	Funding
Project Schedule Adopted April 2021	FHWA \$ 33,000.00
	FTA \$ 21,000.00
	MDOT \$ 3,000.00
	County \$ 3,000.00
	Total \$ 60,000.00

III. Budget

Cumberland Urbanized Area
Metropolitan Planning Organization
FY 2021
Unified Planning Work Program

<i>FY 2021 UPWP Budget Sources</i>						
	FHWA	FTA	MDOT	Local	TOTAL	
FY 2021 Appropriation	\$ 60,154.00	\$ 28,537.00	\$ 11,086.00	\$ 11,086.00	\$ 110,863.00	
FY 2020 Projected Carryover	\$ 52,147.47	\$ 28,699.80	\$ 10,106.03	\$ 10,106.03	\$ 101,059.33	
FY 2020 Funds Available	\$ 112,301.47	\$ 57,236.80	\$ 21,192.03	\$ 21,192.03	\$ 211,922.33	
	FHWA	FTA	MDOT	COUNTY	TOTAL	
<i>A. CORE PLANNING</i>						
1 Coordination/Administration	\$ 6,300.00	\$ 1,680.00	\$ 1,260.00	\$ 1,260.00	\$ 10,500.00	
2 Transportation Improvement Plan	\$ 5,700.00	\$ 1,520.00	\$ 1,140.00	\$ 1,140.00	\$ 9,500.00	
3 Transit Development Plan	\$ 720.00	\$ 192.00	\$ 144.00	\$ 144.00	\$ 1,200.00	
4 Public Participation Process	\$ 3,300.00	\$ 880.00	\$ 660.00	\$ 660.00	\$ 5,500.00	
	\$ 16,020.00	\$ 4,272.00	\$ 3,204.00	\$ 3,204.00	\$ 26,700.00	
<i>B. SPECIAL STUDIES</i>						
1 Geographical Information Systems Enhancements	\$ 12,000.00	\$ 10,000.00	\$ 1,000.00	\$ 1,000.00	\$ 24,000.00	
2 Corridor and Intersection Planning	\$ 20,000.00	\$ 2,000.00	\$ 3,000.00	\$ 3,000.00	\$ 28,000.00	
3 Transit Planning	\$ 8,000.00	\$ 12,000.00	\$ 4,000.00	\$ 4,000.00	\$ 28,000.00	
4 Freight Planning	\$ 3,281.47	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 9,281.47	
5 Pedestrian Planning	\$ 20,000.00	\$ 5,964.80	\$ 4,988.03	\$ 4,988.03	\$ 35,940.86	
6 Long Range Transportation Plan	\$ 33,000.00	\$ 21,000.00	\$ 3,000.00	\$ 3,000.00	\$ 60,000.00	
<i>Special Studies Total</i>	\$ 96,281.47	\$ 52,964.80	\$ 17,988.03	\$ 17,988.03	\$ 185,222.33	
FY 2021 Total	\$ 112,301.47	\$ 57,236.80	\$ 21,192.03	\$ 21,192.03	\$ 211,922.33	