

Fiscal Year 2022 Unified Planning Work Program (UPWP)

July 1, 2021 – June 30, 2022



**ALBANY AREA METROPOLITAN PLANNING
ORGANIZATION (AAMPO)**

Adopted by the AAMPO Policy Board on April 28, 2021

Revised with approval on June 23, 2021

The development of this document and the implementation of tasks outlined in this document are made possible through the US Department of Transportation (US DOT) funds, under the Federal Highway Administration's Public Law (PL) and Federal Transit Administration's Section 5303. The required matching dollars for PL fund is provided by the Oregon Department of Transportation (ODOT) and the matching fund for the transit fund is provided in the form of In-Kind Match by the City of Albany Transit System (ATS) and Benton County's Special Transportation Fund (STF).

RESOLUTION No. 21-01

**FOR THE PURPOSE OF APPROVING THE FY 2022 ALBANY AREA METROPOLITAN
PLANNING ORGANIZATION'S
UNIFIED PLANNING WORK PROGRAM (UPWP)**

WHEREAS, the Governor of the State of Oregon, pursuant to USC 23 §123 & 450, has designated representatives of the cities of Jefferson, Millersburg, Albany, and Tangent, Benton and Linn counties, and the Oregon Department of Transportation (ODOT) as the Albany Area Metropolitan Planning Organization to carry out the requirements of the Metropolitan Transportation Planning Process; and

WHEREAS, among the major requirements of the Metropolitan Transportation Planning Process is the development of an annual Unified Planning Work Program that delineates the MPO's planning and programming activities and its associated working budget over a fiscal year; and

WHEREAS, the Albany Metropolitan Planning Organization has developed a Unified Planning Work Program for FY 2021, in coordination with local governments, the US DOT and ODOT and in compliance with all applicable federal and state requirements; and

WHEREAS, the City of Albany and Benton County have agreed to provide 'in-kind' local match for the Federal Transit Administration's Section 5303 Funds that are applied by the MPO to partially cover the cost of its transportation planning activities in FY 2021;

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the Albany Area MPO approves the FY 2021 Albany Area Unified Planning Work Program and its associated budget.

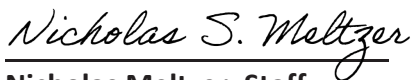
Dated on this 23rd day of June, 2021

APPROVED:



Patrick Malone, Chair
Albany Area MPO

ATTESTED:



Nicholas Meltzer, Staff
Albany Area MPO

ABOUT THE ALBANY AREA METROPOLITAN PLANNING ORGANIZATION

Policy Board

Patrick Malone (Chair)	Benton County
Roger Nyquist	Linn County
David Beyerl	City of Jefferson
Ray Kopczynski	City of Albany
Greg Jones	City of Tangent
John Sullivan	City of Millersburg
Savannah Crawford	Oregon Department of Transportation
Darrin Lane	Citizens' Representative

Technical Advisory Committee (TAC)

Gary Stockhoff (Chair)	Benton County
Chuck Knoll	Linn County
Walt Perry	City of Jefferson
Chris Bailey	City of Albany
Georgia Edwards	City of Tangent
Janelle Booth	City of Millersburg
James Feldmann	Oregon Department of Transportation

TAC Ex-Officio Members

Federal Highway Administration (FHWA), Oregon Division
Federal Transit Administration (FTA), Region 10
Oregon Department of Land Conservation and Development (DLCD) Oregon
Department of Environmental Quality (DEQ)
Oregon Division of State Lands (DSL)

Staff and Contact

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SECTION I: INTRODUCTION

What is a Metropolitan Planning Organization (MPO)?

A Metropolitan Planning Organization (MPO) is an organization of local governments designated per 23 USC and 23 CFR 450 to provide transportation planning and programming in areas with a collective population of 50,000 or over, termed as an Urbanized Area. As a condition for receiving federal transportation dollars, MPOs must have a *continuing, cooperative and comprehensive* transportation planning process in cooperation with their state Department of Transportation. The MPOs are responsible for development of a Regional Transportation Plan (RTP), development of a Metropolitan Transportation Improvement Program (MTIP) and development of a Unified Planning Work Program (UPWP).

What is the Albany Area Metropolitan Planning Organization?

The Albany Area Metropolitan Planning Organization (AAMPO) serves as the metropolitan planning organization (MPO) for the Albany Urbanized Area, as designated by the Oregon Governor in February of 2013. This region includes the cities of Jefferson, Millersburg, Albany, and Tangent, and parts of Benton, Linn, and Marion counties.

AAMPO is governed by a seven-member Policy Board consisting of representatives of the cities of Jefferson, Millersburg, Albany, and Tangent, Benton and Linn counties, the Oregon Department of Transportation (ODOT), and a Citizens' Representative. AAMPO's Technical Advisory Committee (TAC) is made up of professional staff of the above entities and an ODOT Transportation Planner. Unlike the Policy Board, the TAC does not include a Citizens' Representative. The representatives of relevant federal and other state agencies have ex-officio status on TAC. The TAC reviews technical material and provides recommendations to the Policy Board.

The Oregon Cascades West Council of Governments, under a contract with the Policy Board, provides administrative services and staffing to AAMPO.

The City of Albany is the owner of the Albany Transit System and their representation on the MPO Policy Board and TAC also represents the interests of the transit system.

What is the Purpose of this Document?

In accordance with federal regulations (23 CFR 450.308), the functions and responsibilities of AAMPO include development of a Regional Transportation Plan (RTP), development of a Metropolitan Transportation Improvement Program (MTIP) and development of a Unified Planning Work Program (UPWP), as noted above. In addition, the MPO produces an annual list of obligated projects and a Public Participation Plan (PPP). AAMPO must also demonstrate compliance with Title VI and other non-discrimination requirements. The State Fiscal Year 2022 UPWP demonstrates how AAMPO will fulfill these requirements between July 1, 2021 and June 30, 2022.

SECTION II: WORK PROGRAM OVERVIEW

Funding Sources and Match Documentation

Funding from FHWA, FTA, and ODOT supports the AAMPO planning program. The Fixing America's Surface Transportation Act, or "FAST Act" currently provides funding authorization for the nation's surface transportation. A provision of the Transportation Act, referred to as PL Funding, provides transportation planning dollars to support MPOs across the country and acts as the majority of AAMPO's annual budget. Additional AAMPO support comes from FTA 5303 planning funds.

FHWA apportions funds to ODOT and ODOT allocates funds to MPOs using a formula developed cooperatively by ODOT and MPOs, and approved by FHWA. The budget assumptions in this document are according to the most recent ODOT's allocation of PL and 5303 Funds to each MPO. The expenditure assumptions of the budget are based on the best estimates and the latest information available at the time of developing the document.

ODOT State Planning and Research (SPR) or Oregon Transportation Growth Management (TGM) funds often provide support for other specific planning tasks not yet funded or in process at the time of UPWP development. Additionally, AAMPO applies for other federal and state grant opportunities that are applicable and of interest to the region.

Amendments

Amendments to the UPWP to add or remove funds from the UPWP budget, move funds from one task to another, to add new tasks, or to alter portions of a task are allowed. MPO Staff process these amendments on as-needed basis and decide the level of engagement needed by the Technical Advisory Committee and/or Policy Board.

Engagement and Process

It is a goal of AAMPO to gain the maximum possible public input into its transportation planning and programming activities. To this end the agency has developed and formally adopted a Public Participation Plan that outlines strategies and efforts that are conducted in association with the tasks in the Work Program. A copy of the AAMPO's Public Participation Plan is posted at the AAMPO's Website: www.Albanyareampo.org. Engagement levels vary depending on the deliverable.

For the development of the UPWP, AAMPO engages stakeholders and the public by:

- Emailing stakeholders and interested parties regarding draft UPWP discussion and opportunity for public comment via email or during regularly scheduled AAMPO meetings
- Holding a 15-day comment period, from March 23 to April 6, prior to a decision by the Policy Board to adopt the UPWP
- Providing public comment opportunities at all Policy Board and TAC meetings.
- Providing notifications regarding the UPWP public comment period on the AAMPO website, along with agendas and minutes for all Policy Board and TAC meetings.

Federal Performance Based Planning Requirements

As a federally designated metropolitan planning organization, AAMPO is required to develop and adopt performance targets for Safety, Pavement Condition, Bridge Condition, National Highway System (NHS) Performance, and Freight Movement/Reliability. Neither of the Congestion Mitigation and Air Quality (CMAQ) measures apply as the Albany region is in attainment.

All Interstate sections and portions of the National Highway System (NHS) within the planning area are owned and maintained by the Oregon Department of Transportation. This fact, coupled with the limited staff capacity of a small MPO, led AAMPO to adopt the state targets for Safety, Pavement/Bridge Condition, NHS Performance and Freight Reliability.

While AAMPO does not have direct jurisdiction over any infrastructure, the Safety and Transit performance measures apply to all public roads.

Safety

The AAMPO region experienced seven pedestrian fatalities and one bicyclist fatality between January 2014 and December 2018.¹ Traffic crashes resulting in pedestrian and bicyclist fatalities highlight the need for safer travel in the region. The AAMPO encourages the safe travel of all modes of transportation through emphasizing the preservation and upgrading of existing infrastructure, prior to constructing any new infrastructure. This is reflected in their STBG project selection, which consists of predominantly resurfacing projects. Resurfacing often presents opportunities to expand shoulders for bike lanes, improving crosswalks, and reducing the maintenance need of transit vehicles. AAMPO supports the safety of the traveling public through this approach. Furthermore, the City of Albany in combination with the Oregon Department of Transportation are working to upgrade multiple signals, which will increase safety for all modes through modern technology.

Transit

AAMPO staff wrote the Public Transit Agency Safety Plan (PTASP) for Albany Transit System (CTS), as well as the Linn Benton Loop, which is operated by ATS. In this sense, we are intimately familiar with the transit performance measures and have incorporated into our workplan the annual updating of the document.

Summary

The following table provides a summary of ODOT and AAMPO's adopted performance measures.

Performance Measure Adherence	Current Status	Next Update
Transportation Safety	Supported ODOT's Measures, January 2018	2021*
Bridge and Pavement	Supported ODOT's Measures, November 2018	2021*
Transportation System	Supported ODOT's Measures, November 2018	2021*
Transit Performance Measures	PTASP Adopted August 2020	August 2021

*Next update refers to mid performance period review and update of statewide measures.

¹ As reported by ODOT's Oregon Transportation Safety Data Explorer Program

SECTION III: AAMPO FY21 ACCOMPLISHMENTS

AAMPO's FY21 accomplishments, occurring between July 1, 2020 and June 30, 2021, are listed here by tasks. These same task categories are also presented in Section IV, Planning Tasks, of this document.

Task 100 – Program Management: The purpose of this task is to provide management and administrative support for the MPO's planning and programming activities

- Monthly meetings of the Policy Board and TAC.
- Intergovernmental coordination between member jurisdictions, as well as between AAMPO and CAMPO.
- Completion of FY22 UPWP (March 2021).
- Continued implementation of Title VI Non-Discrimination Plan, including an Annual Accomplishments Report (October 2020).
- Completed Quarterly Reports and billing and twice-annual reporting cycle (January and July).

Task 200 – Long Range Transportation Planning: The purpose of this task is to provide for the long range transportation planning needs within the Albany Metropolitan Planning Area.

- Participated in Scenario Planning in partnership with the Department of Land Conservation and Development (DLCD) and the Oregon Department of Transportation (ODOT). Scenario Planning began in 2018 and is expected to be completed in summer of 2021.
- In 2019, the MPO was successful in assisting the City of Jefferson in an application for Transportation and Growth Management Funds for a new Transportation System Plan. Since that time, a contractor has been selected, the scope of work (SOW) has been solidified, and preliminary work has been conducted.
- The Regional Bicycle and Pedestrian Plan (BPP), first conceived of in 2019, was officially kicked off in September 2020. Since that time, staff have been working on stakeholder and public engagement, existing conditions analysis and network recommendations. Work on the BPP will continue into FY22.

Task 300 – Inter-Regional Transportation Planning: The purpose of this task is to focus on the inter-regional needs and opportunities of the Albany Area Metropolitan Planning Area.

- Participated in meetings of the governing body for the Linn Benton Loop transit service, and Technical Advisory Committee.
- Attended quarterly transit provider meetings.

Task 400 – Transportation Programming: The purpose of this task is to continually perform transportation programming for the Albany MPO Area through the development of new Metropolitan Transportation Improvement Programs (MTIP) and the upkeep of the existing MTIP for inclusion in the Statewide Transportation Improvement Program (STIP).

- Amended FY21-24 STIP with ODOT, as needed.
- Published Annual Listing of Obligated Projects.

Status of AAMPO and Regional Transportation Documents

Key Documents	Current Status	Next Update
AAMPO Regional Transportation Plan (RTP)	Adopted in May 2018	2023
FY2021-2024 Metropolitan Transportation Improvement Program (MTIP)	Adopted in May 2020	Spring 2023
FY 22 Unified Planning Work Program	Adoption scheduled for April 2021	January 2022
Title VI and Environmental Justice Plan	Updated and approved in April 2020	As needed
Public Participation Plan	Updated in 2016	Winter 2021
Other Documents	Current Status	Next Update
Benton County Transportation System Plan	Adopted March 2019	-
Linn County Transportation System Plan	Adopted in 2018	-
Albany Transportation System Plan	Adopted February 2010	-
Albany Public Transit Plan	Adopted January 2011	-
Albany Transit Development Plan	Approved May 2018	-
Jefferson Transportation System Plan	Adopted June 2001, update in progress	2021
Tangent Transportation System Plan	Adopted in 2010	-
Millersburg Transportation System Plan	Adopted December 2016	-

Status of Regional Transportation Plan

AAMPO’s first RTP was adopted in May of 2018. AAMPO’s RTP will need to be updated by 2023 to be in compliance with the MPO’s five year RTP update frequency requirement. AAMPO staff are currently assisting CAMPO with updating the travel demand model in anticipation of the CAMPO RTP update. Through conversations with the AAMPO TAC and Policy Board, a similar process to CAMPO’s update will be followed, in which the previous travel demand model will be validated to 2019 conditions, and then a similar future year will be used for future projections. One difference is that AAMPO is expected to update their Vision, Goals and Objectives for this update, whereas CAMPO is keeping theirs from the 2017 plan.

AAMPO staff will begin updating data for the RTP beginning this fiscal year, setting the groundwork for the process to begin in calendar year 2022 and continue into FY23. As the RTP update process continues, AAMPO will seek to integrate federal performance measures, planning emphasis areas, and recently updated transportation system plans within AAMPO’s region. AAMPO is committed to an agency inclusive RTP update process and plans to connect with Oregon Department of Fish and Wildlife, Oregon Department of Land Conservations and Development, Oregon’s State Historic Preservation Office, tribal agencies, and other agency stakeholders.

SECTION IV – PLANNING TASKS

Task 100 – Program Management

The purpose of this task is to provide management and administrative support for the MPO’s planning and programming activities. Components of this task are:

110 – MPO Operation

The administration of the MPO operation and MPO office will include:

- Working with the MPO Policy Board and the Technical Advisory Committee to meet the transportation planning and programming needs of the MPO Area.
- Holding regular meetings of the Policy Board and the Technical Advisory Committee.
- Coordinating the MPO’s planning and programming activities with local planning officials, economic development agencies, local environmental organizations, transit providers, ODOT, FHWA, FTA and Tribal governments.
- Attending trainings, transportation-related conferences, and statewide and local transportation-related meetings. At a minimum, staff expect to attend:
 - The National Association of City Transportation Officials (NACTO) annual conference
 - The Association of Metropolitan Planning Organization (AMPO) annual conference.
 - Technical trainings offered by OSU and other state entities as available
- Involving the public in transportation planning and programming activities; public education; implementation of the AAMPO’s public participation process.
- Coordinating the MPO’s transportation planning and programming with the Cascades West Area Commission on Transportation (CWACT) and the associations of peer MPOs.
- Participating in the Oregon Modeling Steering Committee (OMSC), helping to guide the Oregon Modeling Improvement Program.
- Complying with all applicable federal requirements, particularly, Americans with Disabilities (ADA), Title VI requirements and Environmental Justice Executive Order 12898 and DOT Order 5610.2(a).
- Coordinating regional transportation projects within the Albany Area MPO, including but not limited to:
 - Inter-modal facility Project
 - Highway 20 Safety Project
 - Salem-Albany Transit Feasibility Study
 - Other projects as necessary

Product: Regular meetings of the MPO Policy Board and Technical Advisory Committee, an up to date website, and an AAMPO presence at regional and state meetings. Updating of AAMPO's Public Participation Plan.

Schedule: Task is ongoing through the fiscal year

120 – MPO Administration

Activities under this item will include:

- Complying with required paperwork and documentation of activities as well as the maintenance of the MPO records.
- Accounting, bookkeeping and invoicing.
- Preparing and submittal of semi-annual and annual Reports to ODOT. Semi-annual reports are submitted by January 15th, annual reports are submitted by July 30th.
- Preparing the agency's financial audit.
- Upkeep and maintenance of the agency's website.
- Attending organizational and personnel-related meetings.

Product: Compliance with federal and state transportation planning regulations, semi-annual reports and invoices, financial audit results, up to date website.

Schedule: Task is ongoing through the fiscal year

130 – Annual Document Review

This sub task is intended to review, update and publish any changes to the major documents AAMPO is required to maintain. An annual review at the least will be conducted, with updates completed as necessary. This includes:

- Posting of Obligated Transportation Projects on the website, per Federal Requirements.
- Reviewing the Title VI/Non-discrimination Plan.
- Reviewing the Public Participation Plan.
- Developing the FY23 Unified Planning Work Program and budget, and subsequent approval.
- Amending the FY22 Unified Planning Work Program as needed.

Product: An FY23 UPWP that outlines the work program and budget for the coming year. Amendments to required federal planning documents as needed.

Schedule: Completion expected in the third quarter

140 – MPO Education and Training

This sub task is intended to educate and inform newly appointed Policy Board members, as well as members of the public about the role MPOs have in coordinating regional transportation planning. Additional trainings on principles of transportation planning will also be considered. Materials will include the following:

- What is an MPO

- MPO’s role in transportation planning
- Transportation planning principles

TASK 100: PROGRAM MANAGEMENT	
Task Component	
110: MPO Operation	\$35,000
120: MPO Administration	\$23,000
130: Annual Document Review	\$9,000
140: MPO Education and Training	\$6,000
Total	\$73,000
Percent of Effort	19%

[Task 200 – Long Range Transportation Planning](#)

The purpose of this task is to provide for the long range transportation planning needs within the Albany Metropolitan Planning Area. While some tasks could be perceived as “short range,” they generally contribute to the long term needs and knowledge of the region, and intentionally help to build technical capacity of member jurisdictions (i.e. without the MPO they would not have the same opportunity). This task is funded through a combination of PL and 5303 Funds.

Task 210: AAMPO Bicycle/Pedestrian Plan

In the second half of 2019, the AAMPO TAC decided to devote existing carry forward funds to develop a regional Bicycle and Pedestrian Plan (BPP). The BPP is intended to identify opportunities for enhancing bicycle and pedestrian travel in the AAMPO area through infrastructure, policy, and program recommendations. Major BPP tasks to be completed in State Fiscal Year 2022 include public engagement, policy and program recommendations, implementation recommendations, and drafting, revision, and adoption of the plan. AAMPO is also using the creation of the BPP as a platform to introduce the AAMPO planning area community to AAMPO, which is still a relatively new and unknown MPO. Increasing awareness of AAMPO’s work will hopefully encourage increased community engagement in future projects.

Product: *Regional Bicycle and Pedestrian Plan, increased awareness of AAMPO and AAMPO’s work.*

Schedule: *Work is ongoing, plan is expected to be completed in second quarter (December of 2021)*

Task 220: Jefferson Transportation System Plan

In September of 2019 AAMPO applied for a Transportation Growth Management grant on behalf of the City of Jefferson to update the city’s Transportation System Plan (TSP), last updated in 2001. Jefferson was awarded a TGM grant and a consultant, DKS, was selected in September of 2020. The work contract is expected to be finalized in early January of 2021, work will commence after this date. AAMPO, the City of Jefferson, and ODOT are working collaboratively to deliver the TSP with DKS. AAMPO staff and Jefferson are co-project managers for the plan and will review and direct DKS through the TSP process.

Product: *Updated Jefferson Transportation System Plan*

Schedule: *Expected to be completed by second quarter*

Task 230: Technical Assistance to Communities

AAMPO is continually working to better serve its communities. Understanding that many cities are understaffed and/or overworked, we propose 32 hours of staff time to each member community to work towards a long range transportation project. Whether that’s assistance on an existing project, completing a quick analysis that’s been on the to-do list for months, or doing some conceptual design work for transportation improvements. Projects would have to adhere to requirements in 23 CFR 450, which outline the tasks eligible for reimbursement with PL funding. This includes but is not limited to:

- Transportation Scoping Studies
- Bicycle/Pedestrian/Vehicle Count Analysis
- Transportation System Plan Project Identification
- Conceptual Design Recommendation

Started on a trial basis in the AAMPO region, staff engaged in both transportation scoping studies and TSP project identification. This sub-task will pilot the same approach in the AAMPO region.

Product: 224 hours of staff time to AAMPO members. A summary of tasks completed presented to the TAC and Policy Board

Schedule: Task is ongoing throughout the fiscal year

Task 240: Data Collection and Mapping

In preparation for the RTP update, staff plan to develop a series of large format maps indicating regional trends in population, crashes, multimodal volumes, transit access and connections, and other areas of interest. This task will collect up to date data on the region, including on the categories listed in the 2040 Regional Transportation Plan. It will then publish this data in an easy to understand and accessible format.

Product: Map series to be published on website with large format prints available in the AAMPO office

Schedule: Task completion expected in second quarter

TASK 200: LONG RANGE TRANSPORTATION PLANNING	
Task Component	
210: AAMPO Bicycle/Pedestrian Plan	\$25,000
220: Jefferson Transportation System Plan	\$20,000
230: Technical Assistance to Communities	\$15,000
240: Mapping and Data Series	\$15,000
Total	\$75,000
Percent of Effort	20%

Task 300 – Inter-Regional Transportation Planning

The purpose of this task is to focus on the inter-regional needs and opportunities of the Albany Area Metropolitan Planning Area. Due to the inextricable ties with Albany Area MPO, and commute sheds extending well beyond the MPO boundary, this task helps bridge relationships and projects happening that impact the MPO region. This task is funded through a combination of PL and 5303 Funds.

Task 310 – CAMPO Coordination

As the greater Albany-Corvallis region grows in both population and employment, there will be increased stress on the major commute routes through the region. This Task allocates money towards coordination with the Corvallis Area Metropolitan Planning Organization (CAMPO) to address regional travel demand. Started in Fiscal Year 2020, both AAMPO and CAMPO expect the conversation to continue into FY22, due to delays associated with COVID-19 in FY21. These specific sub tasks include, but are not limited to:

- Hosting joint TAC and Policy Board meetings
- Developing a regional bicycle route map
- Planning for regional freight connections and subsequent improvements
- Exploring funding opportunities for local transportation project implementation

CAMPO has identified similar funding to contribute in their upcoming UPWP. As projects are expected to develop over the fiscal year, no definitive product other than meeting minutes currently exists. Any project will be approved by both Policy Boards prior to beginning.

Product: Meeting minutes, regional maps, plans and lists of funding opportunities

Schedule: Task is ongoing throughout the fiscal year

Task 320 – Transit Planning Coordination and Assistance

Oregon passed House Bill 2017, which allocates significant funding for transit expansion. With new funding every two years, cities, counties and transit agencies are actively working to keep up with increases in transit funding and service while balancing other transportation needs. With service expanded unilaterally across the state, AAMPO staff work to keep everyone in the region updated on regional transit improvements. In FY21, AAMPO prepared the Public Transit Agency Safety Plan (PTASP) for Albany Transit System. As that document requires updating once a year, that will be incorporated into this task.

Additional activities will include:

- Providing staffing assistance to the Linn-Benton Loop Governing Board
- Serving on the Technical Advisory Committee of the Loop and as the liaison between AAMPO Policy Board and the Linn-Benton Loop Transit Service.
- Continuing to implement the result of the Linn Benton Loop Service Development Plan
- Updating Albany Transit's Public Transit Agency Safety Plan (PTASP)
- Assisting Albany Transit System as needed

Products: Technical assistance as needed to Albany Transit System and Benton County Transit, as well as other transit providers in Benton and Linn County. Information dissemination from state and federal partners. Public Transit Agency Safety Plan (PTASP) annual update. Potential match for STIF regional transit enhancement projects.

Schedule: Task is ongoing throughout the fiscal year

Task 330 – RTP Update Preparation

AAMPO’s Regional Transportation Plan will be updated in 2023, this task will help prepare for that update through modeling efforts and collaboration with ODOT staff. In addition to updating the Public Participation Plan, and developing a map series to streamline the update, this task will work to insure AAMPO is prepared to hit the ground running in calendar year 2021, and potentially start the update process. This will also involve coordination with ODOT’s Transportation Planning and Analysis Unit (TPAU) throughout calendar year 2021.

Product: Implementation plan for RTP update and funding to begin the update in calendar year 2021

Schedule: Task is expected to occur in third and fourth quarters

TASK 300: INTER-REGIONAL TRANSPORTATION PLANNING	
Task Component	
310: CAMPO Coordination	\$15,000
320: Transit Planning Coordination & Assistance	\$30,000
330: RTP Update Preperation	\$30,000
340: Albany Transit Facility Design	\$131,688
Total	\$206,688
Percent of Effort	55%

[Task 400 – Transportation Programming](#)

The purpose of this task is to continually perform transportation programming for the Albany MPO Area through the development of new Metropolitan Transportation Improvement Programs (MTIP) and the upkeep of the existing MTIP for inclusion in the Statewide Transportation Improvement Program (STIP).

410 – MTIP Amendments

This task provides for the necessary amendments to the FY21-24 MTIP and STIP documents. The amendments are generally initiated either by member jurisdictions or by ODOT. Starting in 2021, this amount is expected to decrease significantly, as all selected projects are being exchanged with state funds and will not require listing in the MTIP.

Product: Up-to-date FY21-24 MTIP document

Schedule: Task is ongoing throughout the fiscal year

420 – FY2024-2027 MTIP Development

A new Statewide Transportation Improvement Program is expected to be adopted by the Oregon Transportation Commission in 2023, with subsequent approval by FHWA and FTA. As such the process to

develop the MTIP begins a year earlier in 2022. This task will involve a review of project evaluation criteria, the solicitation of projects, public engagement, and development of an MTIP document to be included in the STIP. Before the MTIP can be included in the STIP, the MTIP must first be approved by the AAMPO Policy Board and the Governor of Oregon.

Product: 2024-2027 MTIP/STIP

Schedule: Expected to begin in fourth quarter

TASK 400: TRANSPORTATION PROGRAMMING	
Task Component	
410: TIP Amendments	\$10,171
420: FY 2024-2027 STIP	\$12,000
Total	\$22,171
Percent of Effort	6%

Task Schedule

The table below summarizes non-continuous tasks AAMPO is undertaking during State Fiscal year 2022. Note that dates may change as projects evolve.

Non-continuous tasks being undertaken in State Fiscal Year 2022	Quarter 1			Quarter 2			Quarter 3			Quarter 4		
	July 2021	Aug	Sep	Oct	Nov	Dec	Jan 2022	Feb	Mar	Apr	May	Jun
Task 210: Bicycle and Pedestrian Plan												
Task 220: Jefferson Transportation System Plan												
Task 420: FY2021-2027 MTIP Development												

SECTION V: BUDGET SUMMARY

The following budget tables detail the planned activities for Fiscal Year 2021-2022. In addition, a breakdown of expenses and funding sources is provided.

FY22 Budget by Subtask

Task	FY 22 Amount	FY21 Amount	Dollar Change	Percent Change
TASK 100: Program Management	\$73,000	\$67,445	\$5,555	8%
110: MPO Operation	\$35,000			
120: MPO Administration	\$23,000			
130: Annual Document Review	\$9,000			
140: MPO Education and Training	\$6,000			
TASK 200: Long Range Transportation Planning	\$75,000	\$61,960	\$13,040	17%
210: AAMPO Bicycle/Pedestrian Plan	\$25,000			
220: Jefferson Transportation System Plan	\$20,000			
230: Technical Assistance to Communities	\$15,000			
240: Mapping and Data Series	\$15,000			
TASK 300: Inter-Regional Transportation Planning	\$206,688	\$47,292	\$159,396	77%
310: CAMPO Coordination	\$15,000			
320: Transit Planning Coordination & Assistance	\$30,000			
330: RTP Update Preparation	\$30,000			
340: Albany Transit Facility Preliminary Design	\$131,688			
TASK 400: Transportation Programming	\$22,567	\$11,433	\$11,134	49%
410: TIP Amendments	\$10,171			
420: FY 2024-2027 STIP	\$12,000			
TOTAL	\$377,255	\$188,130	\$189,125	50%

*\$245,567 is the ODOT estimate for funding as of February 2021, which in combination with \$131,688 of carryover funding dedicated to the design of the Albany Transit Facility, amounts to a total of \$377,255

FY22 Budget by Fund Source

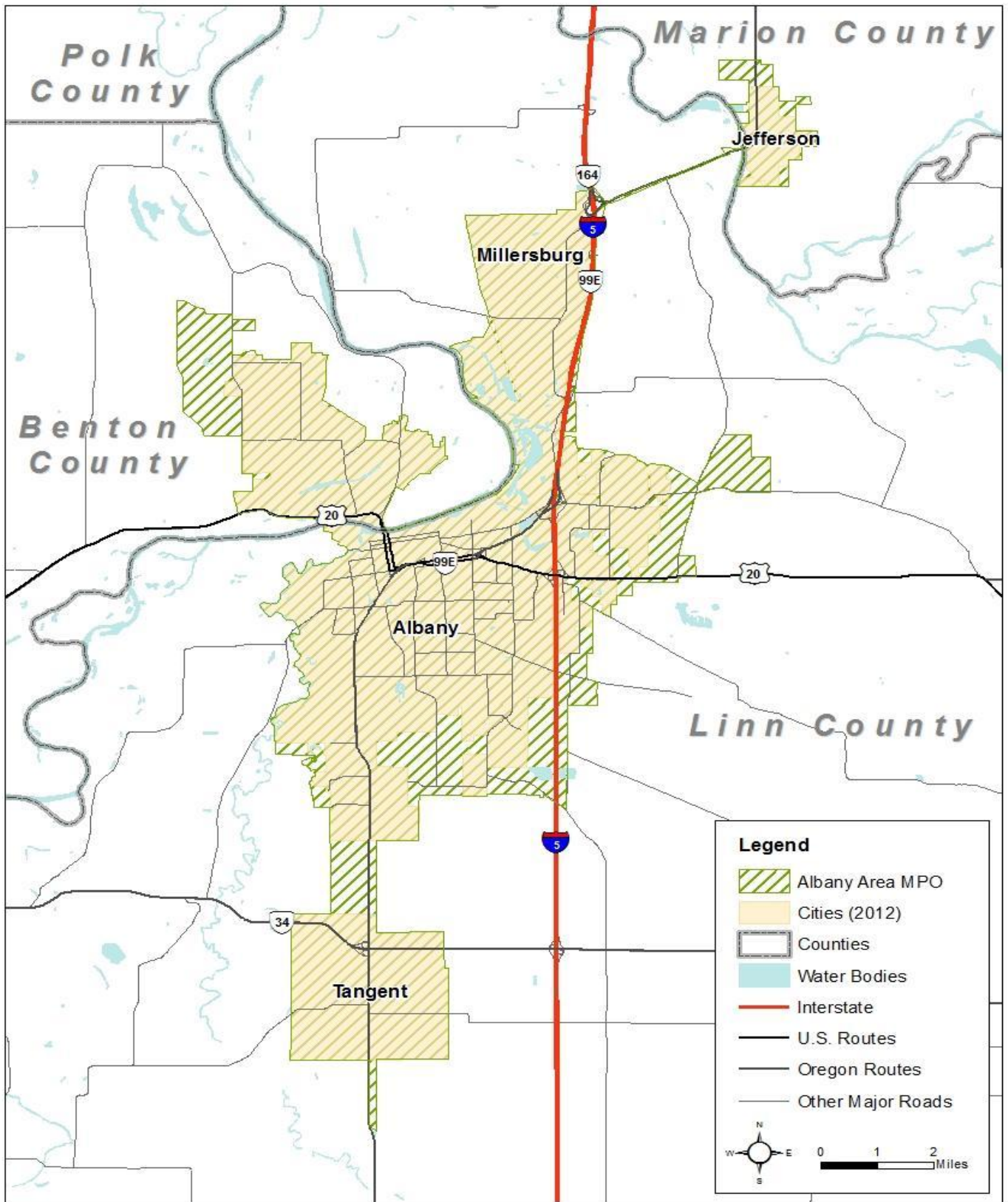
Task	Task Budget Total (Personnel + Non-Payroll + Contracted Staff)	PL Funds	FTA 5303 Funds	PL Match Funds (10.27% from ODOT)	5303 Match (Funds and In-kind)
Task 100: Program Management	\$73,000	\$65,503	\$0	\$7,497	\$0
Task 200: Long Range Transportation Planning	\$75,000	\$46,487	\$20,810	\$5,321	\$2,382
Task 300: Inter-Regional Transportation Planning	\$75,000	\$24,670	\$42,629	\$2,824	\$4,879
Task 340: Albany Transit Facility Preliminary Design	\$131,688		\$118,164		\$13,524
Task 400: Transportation Programming	\$22,567	\$20,248	\$0	\$2,317	\$0
Total SFY22 Budget	\$377,255	\$156,908	\$181,603	\$17,959	\$20,785

FY22 Expenses

Cost	Amount	Percent of Total Budget
Albany Transit Facility Preliminary Design	\$131,688	35%
AAMPO Personnel	\$190,000	50%
Contracted Task Support*	\$22,930	6%
Non-Payroll Expenses	\$32,637	9%
Advertising	\$1,000	
Bank Charges	\$0	
Board/Comm/Meeting Expense	\$1,000	
Copying	\$500	
Dues and Memberships	\$1,000	
Legal Expenses	\$1,000	
Licenses and Fees	\$1,000	
Maintenance and Repair	\$1,000	
Overhead and Administration	\$14,953	
Postage	\$500	
Printing	\$500	
Rent	\$2,684	
Supplies	\$500	
Telephone	\$1,000	
Training	\$4,000	
Travel	\$2,000	
Total	\$377,255	100%

*Contracted task support includes part time work from the COG Assistant Transportation Planner and GIS Specialist

APPENDIX A: AAMPO PLANNING AREA AND INTER-REGIONAL MAP



APPENDIX B: OTHER TRANSPORTATION PLANNING ACTIVITIES IN THE MPO AREA

The following is a list of concurrent transportation planning activities within the MPO Area:

1. South Albany Area Plan. A City of Albany led project that predominantly focuses on land use, some transportation elements will be addressed as well.
2. East Albany Plan Project. A City of Albany project, funded by a Transportation and Growth Management Program Grant, that will develop a refinement plan for the area of the City's urban growth boundary east of Interstate 5. Project objectives include, 1) updating the City's comprehensive plan and zoning to provide more precise land use designations and 2) improving the transportation network and updating the City's transportation system plan with design and location of transportation system needs required to support growth and respond to interchange upgrades.

APPENDIX C: GLOSSARY OF ACRONYMS

ATS	Albany Transit System
AAMPO	Albany Area Metropolitan Planning Organization
CED	Community and Economic Development Department of OCWCOG
CPT-HSTP	Coordinated Public Transit-Human Service Transportation Plan
CTS	Albany Transit System
CWACT	Cascades West Area Commission on Transportation
DEQ	Department of Environmental Quality
DLCD	Department of Land Conservation and Development
GHG	Green House Gases
FAST	Fixing America’s Surface Transportation
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year
IGA	Intergovernmental Agreement
ITS	Intelligent Transportation System
MAP-21	Moving Ahead for Progress in the 21 st Century
MPO	Metropolitan Planning Organization
MTIP	Metropolitan Transportation Improvement Plan
OCWCOG	Oregon Cascades West Council of Governments
ODOT	Oregon Department of Transportation
OSU	Oregon State University
PL Fund	Funds allocated to Metropolitan Transportation Planning activities
RTP	Regional Transportation Plan
ROI	Return on Investment
SAFETEA-LU	Safe, Accountable, Flexible, Efficient, Transportation Equity Act, a Legacy for Users
Section 5303	FTA’s program of financing transit planning activities of MPOs
Section 5307	FTA’s program of financing urban transit systems
Section 5310	FTA’s program of financing transit for the elderly and people with disabilities
Section 5311	FTA’s program of financing rural transit services
	SHRP
	Strategic Highway Research Program
STF	Special Transportation Fund
STIP	Statewide Transportation Improvement Program
STBGP	Surface Transportation Block Grant Program
TAC	Technical Advisory Committee
TDP	Transit Development Plan
TGM	Transportation Growth Management
TIP	Transportation Improvement Program
TPAU	Transportation and Planning Analysis Unit of ODOT
TSP	Transportation System Plan
UPWP	Unified Planning Work Program
USC	United States Code
USDOT	United States Department of Transportation

APPENDIX D: FHWA AND FTA JOINT PLANNING EMPHASIS AREAS

FHWA, in consultation with FTA, develops Planning Emphasis Areas (PEAs) which outline specific policy, procedural and technical topics that MPOs and State DOTs should consider as they implement their annual Work Programs. PEAs address a mix of planning issues and priority topics identified during on-going reviews of metropolitan and statewide planning processes as requiring additional work.

In addition to the eight planning factors outlined in federal transportation bills, including the Fixing America's Surface Transportation (FAST) Act, PEAs are another layer for consideration. These eight planning factors are: (1) Economic Vitality, (2) Safety of Transportation System, (3) Security of Transportation System, (4) Accessibility and Mobility for People and Freight, (5) Environmental Protection and Enhancement, (6) Integration & Connectivity of Transportation System, (7) Efficient System Management and Operation, and (8) Preservation of Existing the Transportation System.

A joint memo from FHWA and FTA, released in 2014 and reiterated in March 2015, describes the most recent PEAs. AAMPO has not received additional guidance since then.

Models of Regional Planning Cooperation:

This Emphasis area seeks to promote cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning. Cooperative efforts can consider linkages between the transportation plans and programs, corridor studies, projects, data, and system performance measures and targets across MPO and State boundaries. Efforts may include coordinated planning process and products, especially among neighboring urbanized areas.

Ladders of Opportunity:

This Emphasis Area seeks to improve access to essential services by addressing transportation connectivity gaps. Essential services include housing, employment, health care, schools/education, and recreation.

MAP-21 Implementation:

The third emphasis area promotes a transition to Performance Based Planning and Programming. This includes the development and use of transportation performance measures, target setting, performance reporting, and transportation investments that support the achievement of performance targets. These components will ensure the achievement of transportation system performance outcomes.

APPENDIX E: SUMMARY OF COMMENTS

See comment tracker following this page