

ADDENDUM #1

KITSAP TRANSIT
Request for Proposal
PRTPO Coordinator
RFQ #KT 19-649
June 4, 2019

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Clarifications, Revisions and Additions:

Add:

The original solicitation was posted without Attachment A: Peninsula Regional Transportation Planning Organization Unified Planning Work Program (UPWP).

Please find Attachment A attached.

All other terms and conditions remain the same.

END ADDENDUM 1





PENINSULA REGIONAL TRANSPORTATION PLANNING ORGANIZATION

UNIFIED PLANNING WORK PROGRAM (UPWP)

State Fiscal Year (SFY) 2019

July 1, 2018 – June 30, 2019

Adopted June 27, 2018

**PENINSULA REGIONAL TRANSPORTATION PLANNING ORGANIZATION
SFY 2019 UPWP July 1, 2018 – June 30, 2019**

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PENINSULA REGIONAL TRANSPORTATION PLANNING ORGANIZATION
SFY 2019 UPWP July 1, 2018 – June 30, 2019
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Part I: BACKGROUND and HISTORY

1. INTRODUCTION

In December 1990, representatives from Clallam, Jefferson, Mason, and Kitsap Counties by resolution formed the Peninsula Regional Transportation Planning Organization (RTPO) under the provisions of RCW 47.80. The primary purpose of the Peninsula RTPO is to provide for cooperative and respectful decision-making by the agencies within the region in order to bring about a continuous and comprehensive transportation planning process.

The regional priorities and needs of the Peninsula RTPO include projects to alleviate traffic congestion and promote safety and mobility for all users.

High priority projects include:

- A. US 101 Elwha River Bridge Replacement Project;
- B. SR 104 Paradise Bay Road to SR 3 Vicinity of the Hood Canal Bridge Improvements Project;
- C. SR 16 – Tacoma Narrows Bridge to SR 3 Congestion Study;
- D. City of Port Angeles – Peabody Creek & Lincoln Street Culvert Restoration;
- E. Jefferson County: SR 20 from the SR 19 Intersection to the Port Townsend Entryway Recommendations Implementation;
- F. City of Sequim: US 101 Simdars Road Interchange Completion and Frontage Road Extension;
- G. A dedicated transit funding source is needed to assist transit agencies in converting their vehicle fleets to electric and/or biofuels per RCW 43.325.080;
- H. Rural Transit Needs: Public Transportation connects people to their jobs and vital community services. Public transportation is their only option for many residents. Peninsula RTPO members request that Legislators maintain existing state funding and grant programs for transit;
- I. Access to Transit in Rural and Urbanized Areas: Research the development of a statewide grant program to improve non-motorized access to designated transit routes in rural areas and within urban growth areas (UGAs). A lack of safe and comfortable access to transit routes is a deterrent to potential transit users. The increased use of existing transit services or through innovative transit service, design will increase the financial sustainability of transit routes through increased fare revenues;

- J. Washington State Ferries (WSF) System & Kitsap Transit's Passenger Only Ferries: The economy and social environment in the region is inextricably tied to the ferry service provided between Kitsap County and downtown Seattle by the WSF, and Kitsap Transit. This vital ferry service provides an important link for the Peninsula RTPO communities with the Central Puget Sound and the rest of the state. The WSF system is the east/west highway system over the waters of Puget Sound just as highways through the mountains link eastern and western Washington. The aging fleet and terminal infrastructure lacks a reliable funding source, which could force cuts in service. The Kitsap Transit's FAST Passenger Only Ferry service provides commuters service from Bremerton, Kingston and Southworth to Seattle in 30 minutes or less. The Peninsula RTPO supports legislation that provides a sustainable ferry system, which has long-term reliable funding and provides the region communities affordable and reliable ferry service along with the ability to meet long-term capital needs.

Of these high priority projects, several were included in the 2015 state transportation package known as Connecting Washington. This transportation package included Transit Oriented Development aspects such as park and ride lot improvements, and other public transportation amenities. The Peninsula RTPO intends to steward these important projects through context sensitive design and construction to alleviate traffic congestion and promote safety and mobility for all.

The Peninsula RTPO supports efforts that facilitate safe, cost effective and efficient delivery of rural transit services, transit projects; and an improved and integrated multi modal transportation system while including consistent use of Transit Oriented Development (TOD) practices in planning and construction of all types of projects.

2. PENINSULA RTPO STRUCTURE

The Peninsula RTPO is a voluntary regional organization, which consists of representation from four counties, nine cities, nine tribal nations, four transit agencies, five port districts, major employers of the region, and the Washington State Department of Transportation (WSDOT). The regional transportation planning activities described in this Unified Planning Work Program (UPWP) covers a four county rural, exurban, and suburban region defined by the boundaries of Clallam, Jefferson, Mason, and Kitsap Counties, including nine tribal reservations.

The Executive Board (EB) is the governing body of the organization. Responsible for the management of the organization, it is comprised of officials from jurisdictions, tribes and organizations in the Olympic and Kitsap peninsula region. The primary function of the Executive Board is to establish the vision and goals for the Peninsula RTPO, approve policies devised from within the Peninsula RTPO, and provide the forum for coordination and cooperation of the participating agencies at the highest level of authority.

The Technical Advisory Committee (TAC) provides technical advice to the members of the Executive Board on all matters, which may come before the Board. Its membership consists of technical staff from the various organizations within the Peninsula RTPO. If needed, the TAC may establish a subcommittee to deal with specific technical issues.

The WSDOT's Olympic Region serves as the lead-planning agency for the Peninsula RTPO. The lead agency performs such duties as are assigned to it by the Executive Board (provided that adequate funding is available) including, but not limited to: providing staff support and coordination for the organization; serving as the recipient and managing available funding, hiring, supervising, and managing personnel, consultants and contractors; and providing such information as necessary to carry out the objectives of the Peninsula RTPO.

The Unified Planning Work Program (UPWP) is updated each year. If the UPWP needs to be amended during the fiscal year, Peninsula RTPO staff will prepare a briefing memo for the Executive Board explaining why the UPWP needs to be amended.

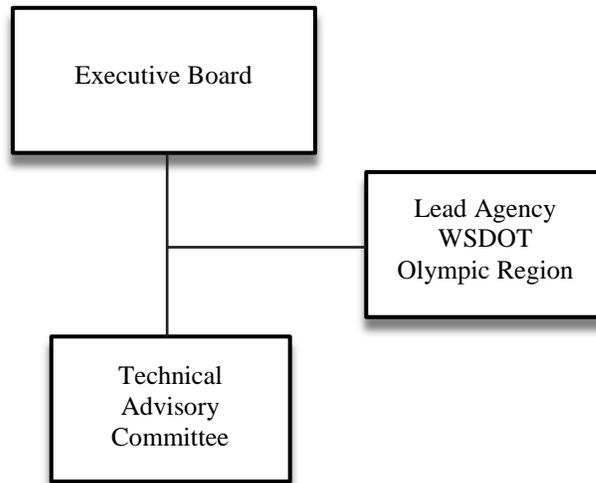
An amendment to the UPWP is required when new work tasks are identified that cause a budgetary change. When the Executive Board meets, it will decide by vote whether to approve the UPWP amendment.

The organizational chart (Figure 1), on Page 9, depicts the membership of the Peninsula RTPO. Figures 2a and 2b on Pages 11 & 12 depict the representatives from each jurisdiction. Figure 3 on Page 13 depicts a map of the Peninsula RTPO's regional boundaries.

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Figure 1

**PENINSULA REGIONAL TRANSPORTATION PLANNING ORGANIZATION
Organizational Chart**



Peninsula RTPO Membership

- | | |
|-----------------------|-----------------------------|
| Clallam County | Port of Shelton |
| Jefferson County | Clallam Transit System |
| Kitsap County | Jefferson Transit Authority |
| Mason County | Kitsap Transit |
| Bainbridge Island | Mason Transit Authority |
| Bremerton | Hoh River Tribe |
| Forks | Jamestown S’Klallam Tribe |
| Naval Base Kitsap | Lower Elwha Klallam Tribe |
| Port Angeles | Makah Tribe |
| Port Orchard | Port Gamble S’Klallam Tribe |
| Port Townsend | Quileute Nation |
| Poulsbo | Skokomish Indian Tribe |
| Sequim | Squaxin Island Tribe |
| Shelton | Suquamish Tribe |
| Port of Allyn | Port Townsend Paper |
| Port of Bremerton | WSDOT Olympic Region |
| Port of Port Angeles | Washington State Ferries |
| Port of Port Townsend | |

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Figure 2a

PENINSULA RTPO'S MEMBERSHIP REPRESENTATIVES

EXECUTIVE BOARD MEMBERS (EB)

Clallam County – Randy Johnson and Bill Peach
Jefferson County – David Sullivan, Monte Reinders, & Wendy Clark-Getzin
Kitsap County – Robert Gelder, Andrew Nelson & David Forte
Mason County – Randy Neatherlin, Kevin Shutty & John Huestis
City of Bremerton – Andrea Archer Parsons & John Butler
City of Forks – John Hillcar & Paul Hampton
City of Port Angeles – Lindsey Schromen-Wawrin & Mike French
City of Port Orchard – Bek Ashby & Robert Putaansuu
City of Port Townsend – David Faber & Ariel Speser
City of Sequim – Jennifer States & David Garlington
City of Shelton – Logan Brady, Kobree Schneidmiller & Craig Gregory
Naval Base Kitsap – Lynn Wall
Port of Allyn – Judy Scott
Port of Bremerton – Axel Strakeljahn, Cary Bozeman & Larry Stokes
Port of Port Angeles – Chris Hartman
Port of Shelton – Dick Taylor & Wendy Smith
Port of Port Townsend – Pete Hanke & Steve Tucker
Clallam Transit System – Bill Peach, Kevin Gallacci & Lindsey Schromen-Wawrin
Jefferson Transit Authority – Tammi Rubert, Sara Crouch & Leesa Monroe
Kitsap Transit – Steffani Lillie, Edward Coviello & Jeff Davidson
Mason Transit Authority – Danette Brannin & Mike Ringgenberg
WSDOT, OR – JoAnn Schueler & Dennis Engel
Hoh Tribe – David Hanna
Jamestown S'Klallam Tribe – Annette Nesse & Liz Mueller
Lower Elwha Klallam Tribe – Carol Brown
Makah Tribe – Michelle Smith, Bud Denney, Jeff Bartlett & David Lucas
Port Gamble S'Klallam Tribe – Joe Sparr
Skokomish Indian Tribe – Marty Allen & Jack-lyn Smith
Squaxin Island Tribe – Margaret Foley, Rich Wells, & Penni Giles
Suquamish Tribe – Alison O'Sullivan

Figure 2b

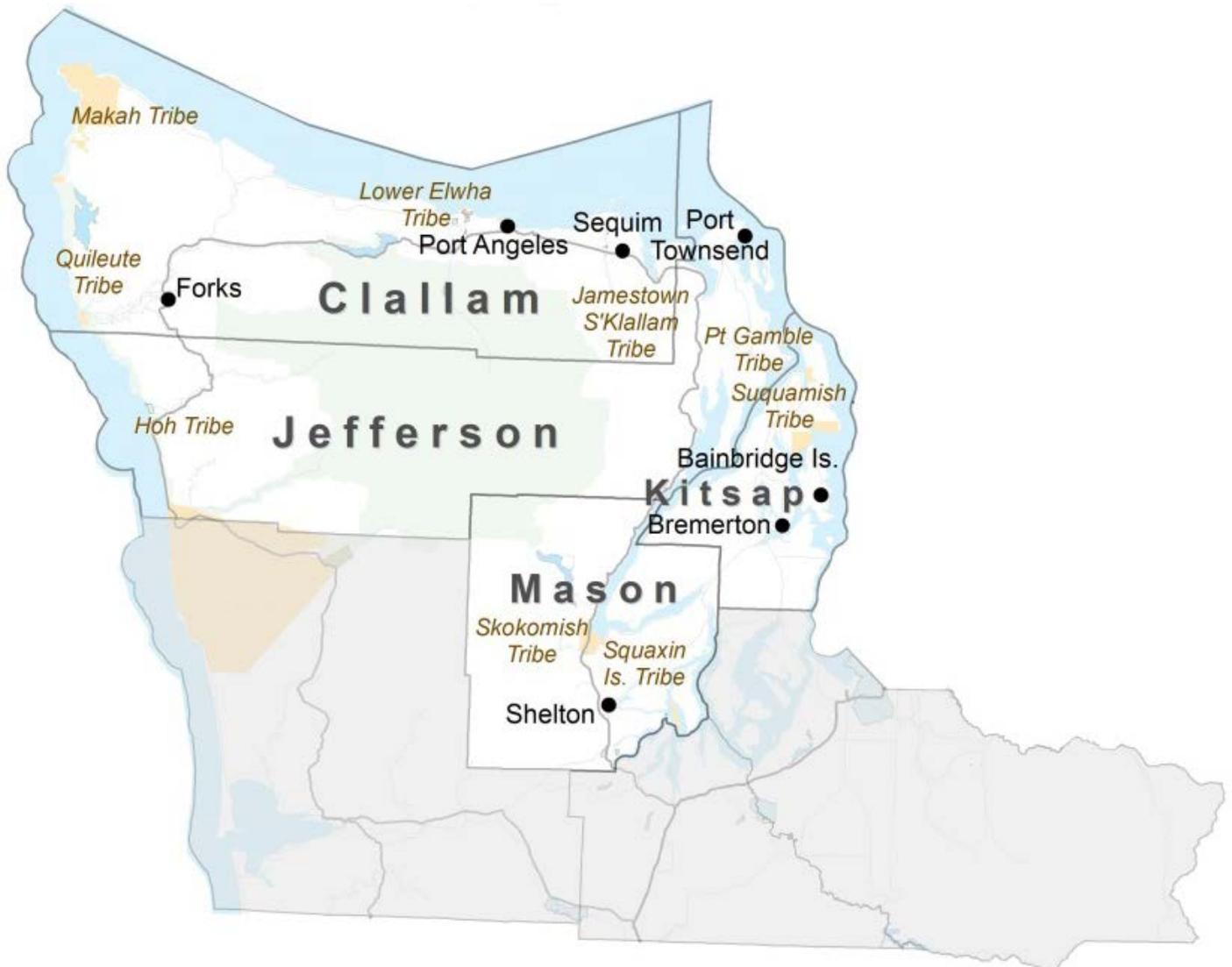
PENINSULA RTPO'S MEMBERSHIP REPRESENTATIVES

TECHNICAL ADVISORY BOARD (TAC)

Clallam County – Rich James
Jefferson County – Wendy Clark-Getzin
Kitsap County – David Forte & Jim Rogers
Mason County – Dave Smith & Loretta Swanson
City of Bremerton – Andrea Archer Parsons & John Butler
City of Forks – John Hillcar & Paul Hampton
City of Port Angeles – Jonathan Boehme & Nathan West
City of Port Orchard – Bek Ashby
City of Port Townsend – Samantha Harper
City of Sequim – David Garlington
City of Shelton – Logan Brady, Kobree Schneidmiller & Craig Gregory
Naval Base Kitsap – Lynn Wall
Port of Allyn – Judy Scott
Port of Bremerton – Fred Salisbury
Port of Port Angeles – Chris Hartman
Port of Port Townsend – Sam Gibboney
Port of Shelton – Dick Taylor
Clallam Transit System – Steve Hopkins, & Mike Oliver
Jefferson Transit Authority – Frank Burns & Sara Crouch
Kitsap Transit – Edward Coviello & Jeff Davidson
Mason Transit Authority – Danette Brannin & Mike Ringgenberg
WSDOT, OR – Dennis Engel & Theresa Turpin
Hoh River Tribe – David Hanna
Jamestown S’Klallam Tribe – Annette Nesse
Lower Elwha Klallam Tribe – Carol Brown
Makah Tribe – Michelle Smith, Jeff Bartlett & David Lucas
Port Gamble S’Klallam Tribe – Joe Sparr
Skokomish Indian Tribe – Marty Allen
Squaxin Island Tribe – Margaret Foley, Rich Wells & Penni Giles
Suquamish Tribe – Alison O’Sullivan

Figure 3

PENINSULA REGIONAL TRANSPORTATION PLANNING ORGANIZATION
Regional Map



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3. SFY 2017 WORK PROGRAM ACCOMPLISHMENTS

A: LEGISLATIVE MANDATE

An RTPO has certain core requirements that are described as duties of the organization in RCW Section 47.80.023, and these requirements are summarized below for reference:

- To prepare and periodically update a transportation strategy for the Region.
- To prepare a regional transportation plan that is consistent with countywide policies, comprehensive plans in the Region, and with state transportation plans.
- To certify transportation elements of comprehensive plans that is adopted within the Region.
- To certify that countywide planning policies and the regional transportation plan are consistent.
- To develop a six-year regional transportation improvement program.
- To advance special needs coordinated transportation through specific opportunities and projects included in the coordinated transit-human services plan.
- To review level of service methodologies used by cities and counties planning under GMA.
- To work with cities, counties, transit agencies, WSDOT, and others to develop level of service standards or alternative performance measures.
- To submit every four years an updated – Coordinated Human Transportation Services Plan (HSTP) to the Agency Council on Coordinated Transportation.

Note: Since the Agency Council on Coordinated Transportation is no longer mandated in statute, the WSDOT Public Transportation maintains the requirements for both the 4-year cycle of updates to the HSTP and the 2-year cycle of prioritized project lists through contracts with the MPOs/RTPOs.

- To submit a prioritized human service and rural transit project list every two years.

B: SFY 2017 ACCOMPLISHMENTS BY WORK PROGRAM TASKS

During the past program year, the Peninsula RTPO completed the following work program accomplishments under each of the following task headings:

1. PROGRAM ADMINISTRATION ACCOMPLISHMENTS

- Staff provided administrative support to the Peninsula RTPO's respective committees and conducted 5 Executive Board (EB) meetings and 6 Technical Advisory Committee (TAC) meetings to include coordinating and scheduling meetings, and facilitating meeting discussions.

- Participation in statewide planning document processes. Regional and statewide coordination includes the continuous support and participation in statewide planning document processes including the following activities: Washington Transportation Plan; Highway System Plan; FAST Act and Map-21 Target Setting collaboration on Final Rules; Aviation System Plan; Corridor Sketch Initiative; Statewide Travel Demand Model; Practical Solutions; Washington state Ferry System Long-Range Plan; Active Transportation Plan; Enhanced Collaboration; and the Rail Plan.
- Biennial review of the Peninsula RTPO's Bylaws by the Executive Board members. No revisions to the bylaws were requested at this time.
- Responded to informational requests from state and federal elected officials related to Peninsula RTPO plans and priorities while following state law RCW 42.17A.635 and other agency rules regarding use of state funds in lobbying.
- Updated the Legislative Outreach handout, depicting the Peninsula RTPO's regional needs and priorities for use by members when talking with their legislators.
- Prepared the Annual Performance and Expenditure Report for the PRTPO as required. Submitted report to WSDOT on September 27, 2017.
- Prepared and submitted the Annual Title VI Accomplishment Report and Update as required by FTA Circular 47.02.1 to WSDOT's Office of Equal Opportunity on January 31, 2018.

2. TRANSPORTATION PLANNING ACCOMPLISHMENTS

- Staff participated in quarterly MPO/RTPO/WSDOT Coordinating Committee meetings during the program year.
- The TAC reviewed the PRTPO's Regional Transportation Plan's Goals and Policies.
- The Olympic Peninsula enjoys a visionary transportation system that efficiently and safely connects people, goods and services, offering choices and ensuring accessibility. This vision emphasizes a long-term quality of life for our generation and those to come by promoting economic growth, recreational resources, community services, non-motorized transportation and public transit. This vision cannot be achieved without communication and public interaction. Staff continues to implement enhancements to its webpage. The Peninsula RTPO's [webpage](#) is a vital communication asset with readily available information at a glance for members and public alike.
- Staff is in the process of updating the 2017-2019 Coordinated Public Transit - Human Services Transportation Plan, and developing the revised ranking criteria for the Consolidated Grant Applications ranking and prioritization process.

3. REGIONAL TRAVEL DEMAND MODEL ACCOMPLISHMENTS

- Coordinated the continued work effort with Kitsap County Public Works on the Peninsula RTPO's Travel Demand Model. Kitsap County was finally able to obtain the population and employment data needed for the model from the WA Employment Security Department by signing a confidentiality agreement. Kitsap County has incorporated nine separate models from member jurisdictions of five different types into a single TransCAD model for the entire PRTPO region. The model encompasses all of Kitsap, Jefferson, Mason, Clallam and Grays Harbor Counties in addition to partial data from Pierce and Thurston counties. The seven counties provides coverage of the full loop around the Peninsula region. The model features 8,517 roadway links, 3,437 miles, 1,256 analysis zones, and has a base year for population and employment of 2016.

4. REGIONAL & STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM ACCOMPLISHMENTS

- Staff developed the annual 6-year Regional Transportation Improvement Program (RTIP) and the 4-year Statewide Transportation Improvement Program (STIP) documents.
- Staff worked with individual RTPO members in the compilation and development of the Regional TIP for jurisdictions, tribes and agencies within the Peninsula RTPO region. This included contacting local offices and gathering the necessary data to compile a complete list of projects. The completed RTIP was approved by the Executive Board on September 22, 2017. In October, the State Transportation Improvement Program (STIP) data was extracted from the SAW database, and forwarded to WSDOT Headquarters.
- Processed monthly STIP amendments and submitted to WSDOT's Headquarters as required.

5. RTPO PLANNING DUTIES ACCOMPLISHMENTS

- The review of local comprehensive and transportation plans ensures that they are updated per RCW 47.80.026, including countywide planning policies, for consistency with the Regional Transportation Plan (RTP). In the Peninsula RTPO region, the 7-year Growth Management Act's (GMA) Comprehensive Plan updates were due by June 30, 2016 with the exception of Jefferson County who was granted a time extension by the Washington State Department of Commerce until June 30, 2018. Peninsula RTPO staff has reviewed Mason County's Comprehensive Plan Update and the City of Port Townsend's Comprehensive Plan Update. Both plan updates were certified and consistent with the PRTPO's RTP. Kitsap County's Comprehensive Plan Update was also due June 30, 2016 and was submitted through PSRC for consistency and certification with PSRC's RTP.

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4. KEY TRANSPORTATION ISSUES

In the regional transportation plan, the Peninsula RTPO has articulated the following key regional goals, which support the State Transportation Policy Goals of promoting mobility, safety, preservation, economic vitality, environment, and stewardship.

MOBILITY

Goal 1: Transportation and Land Use Consistency Policies (RTP Page 31):

- 1.a Provide transportation facilities, motorized and non-motorized, that support the location of jobs, housing, industry, and other activities as called for in adopted land use plans.
- 1.b Commit to the development and implementation of land use plans and design standards that encourage accessibility via public and private motorized transportation, as well as active transportation opportunities, recognizing the unique needs of all Peninsula communities.

Goal 2. Multi-modal Transportation System Policy (RTP Page 32):

- 2.a Maximize quality transportation choices including walking, biking, public transportation, marine transportation, and motor vehicles.

Goal 3. Barrier-free Transportation (RTP Page 32):

- 3.a Ensure that transportation facilities are accessible to those with differing physical capabilities.

Goal 6. Travel Demand Management (RTP Page 33):

- 6.a Promote mixed-use and transit-oriented development that reduces the need for auto travel, including financial and other incentives to encourage transportation efficient development and redevelopment.
- 6.b Improve access to public transportation, ridesharing, bicycling and walking.
- 6.c Ensure that travel alternatives are readily available during peak periods.
- 6.d Promote programs and services that encourage employees to commute to work by means other than driving alone or to change commuting patterns through teleworking, flex-time or compressed work weeks.

SAFETY

Goal 4. System Safety and Security Policies (RTP Page 32):

- 4.a Use a combination of education, enforcement, design features, and investments, such as recoverable slopes, guardrail, etc. to mitigate existing hazards & avoid potential hazards.
- 4.b Support construction of shoulders with width sufficient to accommodate safe, multiple uses.

Goal 4. System Safety and Security Policies (RTP Page 33):

- 4.c Invest in projects that improve passenger safety and security on public transportation and at associated facilities like park and ride lots and transit centers.
- 4.d Provide for safe school walking routes.

Goal 2. Multi-modal Transportation System Policy (RTP Page 32):

- 2.b Develop transit transfer centers, activity centers, employment centers, schools, marine transportation terminals, the waterfronts, and airports to incorporate safe and efficient connections of travel modes.

Goal 11: Public Transportation Policy (RTP Page 36):

- 11.f Provide safe, convenient, and cost-effective transportation service to youth, elders, people with disabilities or other people with special needs.

Goal 12. Biking (RTP Page 37):

- 12.a Complete a safe and convenient regional bicycle network that functions as an integral part of the overall transportation system.

Goal 13. Walking (RTP Page 38):

- 13.a Provide a direct, safe, interconnected transportation and pedestrian network that supports existing desired land uses.

PRESERVATION

Goal 5. System Preservation, Maintenance and Repair Policies (RTP Page 33):

- 5.a Prioritize maintenance/preservation, operations, and repair of existing transportation system with an eye to adapting existing routes to accommodate non-motorized modes of transportation.
- 5.b Use preventive maintenance programs to ensure lowest life-cycle costs.
- 5.c Coordinate utility and road projects to minimize the impact of utility projects on the structural integrity of roads. Where possible, leverage investments for both project types to deliver more cost-effective public facilities.
- 5.d Explore innovative programs that reduce infrastructure life-cycle cost or increase efficiency of service delivery, including use of new materials, technologies, and resource partnerships.
- 5.e Coordinate road projects with neighboring jurisdictions.

Goal 10. Federal and State Highways Policy: (RTP Page 35):

- 10.a Advocate for consistent maintenance and improvement of Federal and State Highways—especially the primacy of US 101—in consideration of the fact that the Olympic Peninsula is particularly reliant on Federal and State Highways due to topographic constraints and alternative routes are not often possible.

ECONOMIC VITALITY

Goal 1. Transportation and Land Use Consistency Policies (RTP Page 31):

- 1.a Provide transportation facilities, motorized and non-motorized, that support the location of jobs, housing, industry and other activities as called for in adopted land use plans.

Goal 6. Travel Demand Management Policies (RTP Page 33 & 34):

- 6.a Promote mixed-use and transit-oriented development that reduces the need for auto travel, including financial and other incentives to encourage transportation efficient development and redevelopment.
- 6.d Promote programs and services that encourage employees to commute to work by means other than driving alone or to change commuting patterns through teleworking, flex-time or compressed work weeks.
- 6.e Develop park and ride lots though out the region, including shared use of underutilized parking lots at business and other facilities.
- 6.g Use demand management techniques that provide alternatives during temporary congestion resulting from major construction projects.

Goal 8. Freight Mobility Policies (RTP Page 34 & 35):

- 8.d Review potential conflicts of transportation and land use with freight movement, and address outstanding issues as part of the action.
- 8.e Minimize conflict caused by the growth of freight movement into and out of industrial areas in highly urbanized settings.
- 8.f Promote policies and designs standards that minimize congestion impacts on local streets caused by commercial delivery trucks, while maintaining economic support to businesses and services.
- 8.i Consider introduction of intermodal freight transfer sites near urban centers and other measures to reduce the volume of heavy freight traffic on city streets, improve livability and create employment opportunity.

Goal 14. Rail Policies (RTP Page 38):

- 14.a Support appropriate short- and long-term opportunities for the potential shared uses of freight rail lines.

Aviation Policies (RTP Page 38):

- 15.a Encourage coordination between the Peninsula port districts to maintain consistency between adopted land use plans and long-range airport development strategies, and to encourage land use compatibility in affected areas adjacent to the airport.

Goal 16. Marine Transportation Policies (RTP Page 39):

- 16.a Maintain existing marine terminal facilities for waterborne freight movement.
- 16.b Encourage coordination among all port districts and stakeholders to maintain consistency between adopted land use plans and long-range marine terminal development strategies, including adequate truck and rail access.

ENVIRONMENT

Goal 19. Environmental and Human Health Policies (RTP Page 40 & 41):

- 19.a Protect water quality by effectively treating and managing runoff.
- 19.b Utilize current technologies to encourage on-site or regional infiltration of storm water.
- 19.c Minimize road crossings through designated environmentally sensitive areas and habitat corridors to avoid fragmentation and degradation of the Peninsula open spaces and wildlife habitats
- 19.d Use transportation planning, design, and construction measures that minimize negative impacts on fish-bearing streams.
- 19.e Encourage development of transportation systems that increase regional energy efficiency and reducing environmental impacts.
- 19.f Promote use of alternative fuels and technologies that reduce pollution emissions and other environmental impacts from motorized vehicles.
- 19.g Engage the fullest range of non-motorized forms of transportation as a means of encouraging overall physical activity and community health.

STEWARDSHIP

Goal 10. Federal and State Highways Policies (RTP Page 36):

- 10.d Work to get the entire US 101 route and State Route connectors to urban areas within the Peninsula RTPO region designated as a critical freight corridor in State and Federal studies, plans, policies, and funding allocation.

Goal 17. Public Involvement Policies (RTP Page 39):

- 17.a Encourage early and continuing public involvement in all aspects of the interdependent motorized and non-motorized transportation planning process.
- 17.b Ensure equal access to participation, including measures to ensure access to people and groups who have been traditionally underserved by the existing transportation system or public processes.

Goal 18. Intergovernmental Coordination Policies (RTP Page 40):

- 18.a Encourage coordination and partnerships among the local, regional, state and Tribal governments in the operation of the transportation system.

Goal 20. Performance Measures Policies (RTP Page 41):

- 20.a Use transportation performance measures to evaluate, monitor, and respond to the performance of Peninsula policies and investments.
- 20.b Use transportation performance measures that reflect priority regional objectives, such as consistency of transportation and land use decisions, improved accessibility, adequate maintenance and repair of the existing system, environmental protection, and safety.

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Part II: PROGRAM YEAR 2019 - WORK SCOPE

The following work program identifies major work projects to be undertaken in the forthcoming year by the participating jurisdictions in the Peninsula RTPO. The work program further defines the implementation processes and responsibilities

1. INTRODUCTION

The Peninsula Regional Transportation Planning Organization (RTPO) maintains an open, respectful and participatory process of communication, coordination and collaboration among its member jurisdictions, agencies and employers. This work program, which has been developed for Program Year 2019 (July 1, 2018-June 30, 2019), will continue to implement the work of this regional planning organization's goals, strategies and programs and respond to the State and Federal planning areas of emphasis.

2. WORK PROGRAM EFFORTS

2A. PROGRAM ADMINISTRATION

Purpose and Objectives

Program Management consists of the tasks to be completed by the lead agency for administrative support and management functions associated with regional transportation planning program and fulfillment of state requirements. WSDOT Olympic Region Multimodal Planning Office provides management and staff support for the regional transportation planning process.

WORK ELEMENTS

2A. PROGRAM ADMINISTRATION

Funding Source: State RTPO Funds

Funding Amount: \$77,489

Work Performed By: Lead Agency

Timeline: On-going, unless otherwise indicated.

Administer the Peninsula RTPO Transportation Planning Program by:

- 2A-1 Providing program management and support to the Executive Board (EB) and Technical Advisory Committee (TAC), including coordinating and scheduling meetings, and facilitating meeting discussions. As well as providing and coordinating support to subcommittees as established by the Peninsula RTPO. Preparing and monitoring contracts and work agreements where needed and as deemed necessary to ensure delivery of contracted services or projects.
- 2A-2 Regional and Statewide Coordination includes the continuous support and participation in statewide planning document processes, to include, but not limited to Washington Transportation Plan 2040, Phase II, Washington State Ferries Long Range Plan, Highway System Plan, FAST Act Target Setting

Collaboration, Transportation Efficiency, Aviation System Plan, Corridor Sketches, Statewide Travel Demand Model, Practical Solutions, and GMA Enhanced Collaboration. This effort includes review of new and updated statewide planning documents per WAC 468.86.090(7) to ensure regional issues and policies are addressed. Continue to provide on-going communication and coordination between the Peninsula RTPO, WSDOT, State, and Federal agencies to include participating on the WSDOT/MPO/RTPO Coordinating Committee and its subcommittees. Developing and managing program year work plan and budget that is responsive to state and federal planning requirements and/or guidance.

- 2A-3 The Coordination/Communications with Federal and State Legislators task includes the response to inquiries and requests for information by regional legislators while following state law RCW 42,17A635 and other agency rules regarding use of state funding in lobbying. The Peninsula RTPO has developed a legislative handout, which depicts the needs and transportation priorities of the organization.
- 2A-4 The development of the Unified Planning Work Program (UPWP) includes work proposed for the next fiscal year by major activity and task. The UPWP will be amended to reflect the changes with its work program as required.
- 2A-5 The UPWP Annual Performance and Expenditure report summarizes the progress made on the approved UPWP tasks, programs, and planning activities.
- 2A-6 The Grant Program Administration Support task provides coordination and administrative support for those grant programs administered through the Peninsula RTPO. These programs are primarily funded with federal and state formula grant funds, including the Consolidated Special Needs Transportation Grants and the Surface Transportation Block Grant (STBG) Program set-aside.
- 2A-7 RTPOs that receive FTA funding must report their Title VI compliance following the guidance and requirements in FTA Circular 47.02.1.
- 2A-8 WSDOT announced its desire to transition away from the role as lead agency for the PRTPO at the April 20, 2018 Executive Board meeting. WSDOT believes that it can better serve the PRTPO's mission by being a partner at the table. Funding was earmarked in the budget to provide for additional expenses incurred during the lead agency staffing transition. A sub-committee will be established with several meetings scheduled over the summer months for the selection of a regional organization to take on the staffing duties.

2B. TRANSPORTATION PLANNING

Purpose and Objectives

The Peninsula RTPO plays an important role in meeting federal and state planning requirements to implement and coordinate the region's transportation planning activities. As the lead agency, WSDOT Olympic Region Planning Office provides management and staff support for the regional transportation planning process. The regional transportation planning process continues to evolve and strives to improve upon itself to ensure coordination of planning and implementation by all transportation interests. Transportation planning by nature is a long-term process.

WORK ELEMENTS

2B TRANSPORTATION PLANNING

Funding Source: State RTPO Funds
Funding Amount: \$167,829
Work Performed By: Lead Agency
Timeline: On-going

- 2B-1 Peninsula RTPO staff participates in the quarterly MPO/RTPO/WSDOT Coordinating Committee meetings. For the Olympic and Kitsap Peninsula regions, the Peninsula RTPO acts as a central point for regional transportation planning.
- 2B-2 The Regional Transportation Plan (RTP) is an on-going effort and core activity of the Growth Management Act (GMA). The RTP is required to undergo a significant update every four years. This document's last formal update was in 2015, and is due for an update in 2019.
- 2B-3 The Olympic Peninsula enjoys a visionary transportation system that efficiently and safely connects people, goods and places, offering choices and ensuring accessibility. This vision cannot be achieved without communication and public interaction. Peninsula RTPO staff continues to implement enhancements to its webpage. The [Peninsula RTPO's webpage](#) is a vital communication asset with readily available information at a glance for members and public alike. Peninsula RTPO staff will look at additional methods to increase communication efforts with local communities groups.
- 2B-4a The development of a Regional Trails Plan for the PRTPO region. WSDOT will use their statewide On-Call Consultant process to select a consultant for this work. The Executive Board approved funding for this previously unfunded program task. Originally, this unfunded task had two phases. However, funding for Phase 1 was carried over into SFY 2019 so that both phases could be funded at the same time. The trails plan will define regional trails standards, identify and map regional trails in the PRTPO region, identify trail

gaps, and plans to close those gaps, connecting regional trails to the cross state system, document the future potential of the Olympic Peninsula Loop, create a timeline for the completion of the Olympic Discovery Trail and local trail connections, perform a literature research to document the economic impact of trails and record the number of users, and describe how to apply the best practices for trail preservation.

- 2B-4b Funding in the amount of \$25,000 was budgeted for Phase 2 of the Regional Trails Plan. Additional funds over the initial \$60,000 for Phase 1 were needed in order to complete all eight tasks identified. Phase 2 will: Document plans, costs, and timeline estimate for the completion of the Olympic Discovery Trail and its connections within Clallam and Jefferson counties; compile a literature research and report summarizing the current and projected number of trail users and their origins; compile the economic benefits of rural and urban trails and the amount of revenue brought in and document the best practices for trail preservation.
- 2B-5 The continuation of the Coordinated Public Transit - Human Services Transportation Plan (HSTP) process update. Fifty thousand dollars in HSTP funding was carried over from the previous year. Stakeholder involvement is critical to the development and approval of the Coordinated Public Transit – Human Services Transportation Plan (CPT-HSTP). The Peninsula RTPO will engage the appropriate , organizations and individuals including seniors, individuals with disabilities, public, private, & nonprofit transportation representatives, emergency services personnel, human services providers, and members of the public. The Federal Transit Authority has determined that the following essential elements for the CPT-HSTP also be addressed:
- An assessment of available services that identifies current transportation providers (private, public, and nonprofit)
 - An assessment of transportation needs of individuals with disabilities and seniors;
 - Strategies, activities, and/or projects to address the identified gaps between current services and needs, as well as opportunities to improve efficiencies in service delivery;
 - Priorities for implementation based on resources, time, and feasibility for implementing specific strategies and/or activities identified.

2C. REGIONAL TRAVEL DEMAND MODEL

Purpose and Objectives

The Peninsula RTPO's Travel Demand Model requires on-going maintenance to update the model as changes require. The ongoing maintenance required for the model is to make improvements to the model details and to maintain the best available information on the roadway network and land use.

WORK ELEMENTS

2C. REGIONAL TRAVEL DEMAND MODEL

Funding Source: State Planning Funds

Funding Amount: \$10,000

Work Performed By: Kitsap County

Timeline: On-going

2C-1 The ongoing maintenance required for the model is to make improvements to the model details and to maintain the best available information on the roadway network and land use. Some of the ongoing tasks include:

- Updating roadway attributes as they change (speed limits, number of lanes, capacity...)
- Updating land use as it changes in order to ensure the base model does not get too out of date.
- Review traffic counts as the different jurisdictions collect them, conduct new counts where needed, and input counts into model to help maintain and improve model calibration over time.
- Add newly built roadways, and add greater network detail where needed to improve model usefulness at the local level.
- Modify TAZ structure as needed to improve model detail and sensitivity.

These maintenance and improvement tasks will help ensure that the model is kept up to date and usable on an as-needed basis, and that it continues to improve over time, rather than waiting until the next regional study need or GMA required update. PRTPPO staff will update and manage the agreement to include the ongoing maintenance of the travel demand model.

2D. REGIONAL AND STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Purpose and Objectives

The Peninsula RTPO must carry out a regional transportation program that complies with all state guidance and planning area of emphasis. Some of these requirements are ongoing while others are annual efforts. Transportation planning efforts are to maintain and operate a regional transportation planning process that supports effective, respectful and cooperative regional transportation decision-making. Planning efforts encompass long-range comprehensive objectives of local jurisdictions, port districts, transit agencies, and tribes.

WORK ELEMENTS

2D. REGIONAL AND STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Funding Source;	State Planning Funds
Funding Amount:	\$20,021
Work Performed By	Lead Agency with RTPO members
Timeline:	On-going - annual process with monthly amendments

- 2D-1 Compile and develop the six-year Regional Transportation Improvement Program (RTIP) per WAC 468.86.160 that is based on programs and projects as identified by local jurisdictions, transit agencies, tribes, and WSDOT within the region. Those projects in the RTIP identified with a secured funding source are submitted to WSDOT for inclusion in the Statewide Transportation Improvement Program (STIP).

- 2D-2 TIP Amendments are compiled and submitted to WSDOT as required on a monthly basis.

Member jurisdictions within Kitsap County submit their six-year Regional Transportation Improvement Program (RTIP) and their Statewide Transportation Improvement Program (STIP) projects to the Puget Sound Regional Council (PSRC). Kitsap County, which has dual membership in the Peninsula RTPO and PSRC, receives the majority of its funding through PSRC.

2E. RTPO PLANNING DUTIES

Purpose and Objectives

The Growth Management Act (GMA) sets-up RTPOs as the venues for identifying regional priorities and coordinating transportation planning at all jurisdictional levels with local comprehensive plans. The regional transportation plan prepared by RTPOs play an important role in achieving consistency between state, county, city and town plans and policies. In order to achieve consistency, state law requires RTPOs to certify that the transportation elements of local comprehensive plans; 1) Reflect guidelines and principles established by the RTPOs; 2) Certify that local plans are consistent with the adopted regional transportation and; 3) Conform to the requirements of RCW 36.70A.070.

REVIEW OF COUNTY, CITY, AND TOWN COMPREHENSIVE PLANS

Funding Source:	State Planning Funds
Funding Amount:	\$4,845
Work Performed By	Lead Agency with RTPO members
Timeline:	Mandatory comprehensive plan updates were due in 2016.

PENINSULA REGIONAL TRANSPORTATION PLANNING ORGANIZATION
SFY 2019 UPWP July 1, 2018 – June 30, 2019

- 2E-1 Review local comprehensive and transportation plans to ensure they are updated per RCW 47.80.026, including countywide planning policies, for consistency with the Regional Transportation Plan. Comprehensive Plan Updates were due by June 30, 2016 to the Washington State Department of Commerce. Unfortunately, PRTPO staff has only received two jurisdiction's comprehensive plan updates for consistency review out of the ten jurisdictions that are still outstanding. Jefferson County was granted a time extension by the by Commerce until June 30, 2018, and has recently submitted their comprehensive plan update for consistency review. Comprehensive Plan concurrency for member jurisdictions is a challenge for the PRTPO.
- 2E-2 Coordinated with adjacent regions to work together on mutual issues and opportunities. This effort includes continued participation on interregional, state and federal transportation issues and policies of mutual interest to the Peninsula RTPO.
- 2E-3 Analysis and Review of the Fixing America's Surface Transportation (FAST) Act legislation.

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3. SFY 2019 UNIFIED PLANNING WORK PROGRAM (UPWP) BUDGET

**PENINSULA REGIONAL TRANSPORTATION PLANNING ORGANIZATION
SFY 2019 UPWP July 1, 2018 – June 30, 2019**

Task Code	Task Description	FHWA - PL			FTA - 5303			STP for Planning	STATE - RTPO	TASK FUNDING SUMMARY				
		Total FHWA 100%	FHWA 86.5%	Local Match 13.5%	Total FTA 100%	FTA 86.5%	Local Match 13.5%			FEDERAL	STP for Planning	STATE - RTPO	LOCAL	TOTAL
2A	PROGRAM ADMINISTRATION													
2A-1	Program Management and Support								\$31,230			\$31,230		\$31,230
2A-2	Regional and Statewide Coordination								\$1,664			\$1,664		\$1,664
2A-3	Coordination/Communication with Federal & State Legislators								\$1,500			\$1,500		\$1,500
2A-4	Unified Planning Work Program (UPWP)								\$2,160			\$2,160		\$2,160
2A-5	UPWP Annual Report								\$2,080			\$2,080		\$2,080
2A-6	Grant Program Administration Support								\$2,355			\$2,355		\$2,355
2A-7	Title VI Annual Report of Progress								\$1,500			\$1,500		\$1,500
2A-8	Lead Agency Staffing Transition								\$35,000			\$35,000		\$35,000
	PROGRAM ADMINISTRATION TOTAL								\$77,489			\$77,489		\$77,489
2B	TRANSPORTATION PLANNING													
2B-1	External Coordination with WSDOT and MPO/RTPO Members								\$3,828			\$3,828		\$3,828
2B-2	Regional Transportation Plan (RTP) Update								\$26,867			\$26,867		\$26,867
2B-3	Public and Stakeholder Participation and Outreach								\$2,134			\$2,134		\$2,134
2B-4a	Implementation of Phase 1 of the Regional Trails Plan Unfunded Work Program [\$60,000 FY 18 funds carry over]								\$60,000			\$60,000		\$60,000
2B-4b	Implementation of Phase 2 of the Regional Trails Plan Unfunded Work Program [\$25,000 Estimated Cost]								\$25,000			\$25,000		\$25,000
2B-5	Human Services Transportation Plan [\$50,000 FY 18 fund carry over]								\$50,000			\$50,000		\$50,000
	TRANSPORTATION PLANNING TOTAL								\$167,829			\$167,829		\$167,829
2C	REGIONAL TRAVEL DEMAND MODEL													
2C-1	Travel Demand Modeling and Forecasting								\$10,000			\$10,000		\$10,000
	REGIONAL TRAVEL DEMAND MODEL TOTAL								\$10,000			\$10,000		\$10,000
2D	TRANSPORTATION IMPROVEMENT PROGRAM (TIP)													
2D-1	TIP Development								\$11,551			\$11,551		\$11,551
2D-2	TIP Amendments								\$8,470			\$8,470		\$8,470
	TIP TOTAL								\$20,021			\$20,021		\$20,021
2E	RTPO Planning Duties													
2E-1	Review of County, City, and Town Comprehensive Plans								\$2,510			\$2,510		\$2,510
2E-2	Participate in State Planning Activities (WSDOT modal & corridor plans)								\$1,535			\$1,535		\$1,535
2E-3	Analysis and Review of FAST Act Requirements								\$800			\$800		\$800
	RTPO PLANNING DUTIES TOTAL								\$4,845			\$4,845		\$4,845
Annual budget allocation of \$132,633 + \$37,551 biennial Legislative budget increase = \$170,184 for SFY 2019 only. The new annual budget allocation is \$160,184 beginning in 2020. + \$170,184 SFY 2019 annual budget allocation + \$50,000 in SFY 2018 CPT-HSTP dedicated grant funding carried over funds + <u>\$60,000 in SFY 2018 Regional Trails Plan Phase 1 carried over funds</u> = \$280,184 SFY 2019 budget total									TASK SECTION SUBTOTAL			\$280,184		
									<i>Peninsula RTPO's Budget Allocation</i>			<i>\$170,184</i>		
									<i>FY 2018 Carry Over Funds</i>			<i>\$110,000</i>		
									2019 UPWP BUDGET TOTAL			\$280,184		

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Part III: UNFUNDED WORK PROGRAM

1. INTRODUCTIONS

The Regional Transportation Planning work efforts considered by the Peninsula RTPO have been very ambitious and are limited only by funding constraints. In addition, there are other work efforts which the Peninsula RTPO feels are important to the long-range development of the regional transportation system, but which cannot be accomplished because of funding limitations. This element of the Work Program document describes those work items.

2. UNFUNDED WORK PROGRAM EFFORTS

A. COMPREHENSIVE COMMUNICATIONS & OUTREACH PACKAGE

The development of a comprehensive communications and outreach package to better promote the needs and priorities of the Peninsula RTPO.

The scope of this effort may include the identification of future transportation needs in the region and options for outreach to the public and the legislature.

Estimated Cost to implement the comprehensive outreach package for this Unfunded Need: \$10,000.

B. AT-GRADE INTERSECTION PROJECT Phase 2

In the Peninsula RTPO region, there are quite a few at-grade intersections with crash histories. Unfortunately, most of these intersections don't compete well when compared to similar intersections statewide according to WSDOT's statewide safety criteria standards. The only alternative to addressing these intersections is to identify an alternate funding source. However most funding sources require support data substantiating the issue. This unfunded work program would provide support data for those member identified intersections with state routes that are suspected of failure of at least one turning movement level of service standard. This unfunded task would provide an intersection analysis report for a limited number of those identified intersections within the PRTPO region.

Estimated Cost to implement this Unfunded Need is undefined

C. ELECTRIC VEHICLE (EV) CHARGING NETWORK REGIONAL PLAN

Within the 4 county region, electric passenger vehicle charging stations will be examined for existing equipment, infrastructure, electric loads, and parking locations in context of the regional transportation system. In close resemblance to the legislative intent of

RCW 47.80.090, the Electric Vehicles Charging Network Regional Plan will study the siting requirements for public parking spaces and assist with model ordinances and guidance for local governments to install electric vehicle infrastructure, in particular, rapid battery charging stations. In the advent of the Volkswagen Settlement (Electrify America) and WSDOT EV Infrastructure Pilot Program, the PRTPO is in a unique position to extend the West Coast Electric Highway Network around the Olympic Peninsula. The economic development value to the region to build upon the Coastal Corridor Scenic Byway attributes and to be sensitive to the environmental and cultural resources makes the network worth expanding.

An inventory of the existing stations on public (or not-for-profit) land on the regional road system as designated by PRTPO with detailed specifications for units, electrical supply, rapid charge capability, vehicle type allowed (universal plug-ins), pay-for-charge mechanisms and/or technology, peak and low-season usage, etc. will be documented.

A gap analysis will be conducted with input from electric charging station manufacturers, tribal, transit, port, city and county staff, and other stakeholders such as Chambers of Commerce, US Department of the Interior, visitor and convention bureaus.

The EV Plan will be prepared to address the inclusion of the Olympic Peninsula Regional Network into the [West Coast Electric Highway program](#). It will address the capital programming need, quantity, spacing, installation constraints and cost recovery of the charging stations to extend the WSDOT work-program to the Peninsula RTPO regional road network and major multi-modal facilities. Opportunities for a mutual-aid or interlocal agreement will be explored to manage life-cycle and O/M costs of the regional EV charging system. Guidance and recommendations will be developed to support land use planning, park and ride adaptation, model ordinances and best practices for permit requirements for siting rapid EV charging stations.

Estimated Cost to implement this Unfunded Need is \$50,000

Part IV: GLOSSARY OF TRANSPORTATION TERMS AND ACRONYMS

ACCT Agency Council on Coordinated Transportation. A WSDOT-sponsored council of state agencies, transportation providers, consumer advocates and legislators. ACCT promotes coordination of transportation resources for people with special transportation needs.

ADA Americans with Disabilities Act. This federal legislation mandated significant changes in transportation, building codes, and hiring practices to prevent discrimination against people with disabilities.

Class I Facility Reference to a type of non-motorized transportation facility. Class I facilities are off-street facilities dedicated to bike, pedestrian, and other non-motorized travel. Most frequently, they utilize abandoned railroad corridors. Other designations include Class II, Class III, and Class IV facilities, all of which are on-street facilities and differ from each other in their function and design.

Comprehensive Plans. Local agencies are required by the Growth Management Act to develop and adopt long range plans that guide all development activity. Local Comprehensive Plans are required to be consistent with the long-range Regional Transportation Plan, which in turn is required by GMA to be consistent with the local plans. This overlapping consistency requirement ensures on-going coordination between local and regional agencies.

CTPP Census Transportation Planning Package. Refers to data generated every ten years as a part of the census. Select household and travel characteristics are bundled together by regionally-designated analysis zones, instead of the traditional census block geographies.

CTR Commute Trip Reduction. State legislation requiring employers in the nine largest counties to implement measures to reduce the number of single occupant vehicle trips and vehicle miles traveled by their employees during the peak travel periods. Kitsap County is one of the affected counties.

FAST Act: Fixing America's Surface Transportation Act is a five-year legislation to improve the Nation's surface transportation infrastructure, including our roads, bridges, transit systems, and rail network. The bill reforms and strengthens transportation programs, refocuses on national priorities provides long-term certainty and more flexibility for states and local governments, streamlines project approval processes, and maintains a strong commitment to safety.

FHWA Federal Highway Administration. The Peninsula RTPO region is located within FHWA - Washington State Division.

FTA Federal Transit Administration. The Peninsula RTPO region is located within FTA Region 10.

GMA Growth Management Act. State legislation passed in 1990 requiring urban counties and their associated jurisdictions to cooperatively develop and periodically update plans related to land use, infrastructure, services, housing, etc. Under GMA, the Peninsula RTPO is responsible for creating and maintaining a regional transportation plan and for certifying that the transportation elements of each jurisdiction meet GMA requirements.

Lead Agency. The lead agency for the Peninsula Regional Transportation Planning Organization (Peninsula RTPO) is the WSDOT Olympic Region Multimodal Planning Office, which provides management and staff support for the regional transportation planning process.

LOS - Level of Service. Measure describing operational traffic conditions. State law allows agencies to use any number of performance measures to evaluate operational efficiency of the transportation system, as long as it is coordinated regionally. Current application of LOS in this region is based on the traditional Volume-to-Capacity ratio, or V/C ratio, of a given roadway segment during the busiest two hours of the evening commute period. As the volume of traffic on a roadway during the peak commute time approaches the designed capacity, congestion increases.

MAP 21. On July 6, 2012, President Obama signed into law P.L. 112-141, the Moving Ahead for Progress in the 21st Century Act (MAP-21). Funding surface transportation programs at over \$105 billion for fiscal years (FY) 2013 and 2014, MAP-21 creates a streamlined, performance-based, and multi-modal program to address the many challenges facing the U.S. transportation system.

Olympic Region. One of six WSDOT geographic regions that deal with state transportation issues. The Olympic Region includes the Peninsula RTPO counties of Clallam, Jefferson, Kitsap and Mason Counties, and is headquartered in Tumwater.

RTIP - Regional Transportation Improvement Program. RTIP is a required document produced by the Peninsula RTPO that identifies all federally funded projects for the current 3-year period. The RTIP is developed every year. In order for any federally-funded project to proceed, it must be included in the RTIP and the Statewide Transportation Improvement Program.

RTP - Regional Transportation Plan. The Peninsula RTPO is required by state and federal laws to maintain a plan that looks out over at least a twenty year horizon, and ensures coordination across all jurisdictions for all modes of transport. The current plan, initially adopted in the mid 1990's is being revised and updated.

RTPO - Regional Transportation Planning Organization. State-designated agency created to ensure that regional transportation planning is consistent with county-wide planning policies and growth strategies for the region. Peninsula RTPO is the Planning Organization for Clallam, Jefferson, Mason and rural Kitsap counties.

RTPO - Regional Transportation Planning Organization. State-designated agency created to ensure that regional transportation planning is consistent with county-wide planning policies and growth strategies for the region.

SFY - State Fiscal Year. The time period from July 1 through June 30. The Unified Planning Work Program is based on this state fiscal year time period.

STIP - Statewide Transportation Improvement Program. Federally required document identifying all federally-funded and/or regionally significant projects in the state. Projects must be included in the STIP before applicants can use federal money awarded to their projects. In order for a project to be included in the STIP it must first be included in the RTIP.

STBG – Surface Transportation Block Grant Program. This program promotes flexibility in State and local transportation decisions and provides flexible funding to best address State and local transportation needs.

STP - Surface Transportation Program. The primary federal funding program resulting from ISTEA and TEA21 that provides money for a wide range of transportation projects. In the Peninsula RTPO Region, STP funds are awarded directly to the counties and not through the Peninsula RTPO organization.

TAC - Technical Advisory Committee. Advisory body to the Executive Council and Policy Board on transportation issues, primarily technical in nature. All member jurisdictions are eligible to participate.

TAZ - Traffic Analysis Zone. A geographic area established for modeling purposes that ranges in size from a few blocks to several square miles. TAZs are characterized by population, employment, and other factors, and serve as the primary unit of analysis.

TDM - Travel Demand Management. TDM encompasses a suite of tools that modify peoples' travel behavior to better manage capacity resources of the transportation system, and improve operating efficiency. Examples of TDM tools range from “incentive” type programs like employer-subsidized bus passes, compressed work weeks, and telework options, to “market measures” like employee-paid parking and variable-rate toll roads with rates based on time-of-day travel.

TIP - Transportation Improvement Program. State and federal laws result in TIPs at the local, regional, and state levels. This describes a 3-6 year list of projects that will be pursued.

TITLE VI. Federal legislation initiated with the Civil Rights Act of 1964 that prohibits discrimination, denial of benefits, or exclusion from participation on the grounds of race, color, or national origin. Title VI bars intentional discrimination as well as unintentional discrimination resulting from neutral policies or practices that have a disparate impact on protected groups.

UPWP - Unified Planning Work Program. This document outlines the administrative work of the Peninsula RTPO for the next year and next biennia.

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Part V: WSDOT'S OLYMPIC REGION PLANNING UPWP DEVELOPMENT PROCESS

Washington State Department of Transportation (WSDOT)
Unified Planning Work Program (UPWP) Development Process
WSDOT Olympic Region Multimodal Planning Office

The WSDOT's Olympic Region covers an area of seven counties, ranging from the urbanized areas of Thurston and Pierce Counties to the rural areas of the Kitsap and Olympic Peninsulas. The Olympic Region Multimodal Planning Office serves as the lead office to coordinate planning, modeling, data collection and analysis, and programming activities with four regional planning organizations and agency divisions within WSDOT. The Olympic Region Multimodal Planning Office provides support to the Peninsula RTPO as the organization's lead agency. In addition to several interstate and state routes that serve the region, WSDOT operates ferry service, vanpools and Amtrak services. Olympic Region Multimodal Planning works directly with tribes, cities, counties, agencies and organizations on transportation issues for the purpose of providing safe and efficient mobility of people and goods.

WSDOT STRATEGIC PLAN – RESULTS WSDOT

Result's WSDOT, the agency's strategic plan for 2014-2017, provides the vision, mission, values, goals, priority outcomes, and strategies to guide the work of the agency. This plan will ensure Washington has the most efficient and integrated multimodal transportation system possible, using all of the available system capacity. WSDOT updated its strategic plan to underpin the agency's commitment to the Governor's Results Washington initiative. Results WSDOT, the agency's strategic plan, has the following six policy goals.

- Goal 1: STRATEGIC INVESTMENTS - Effectively manage system assets and multimodal investments on corridors to enhance economic vitality.
- Goal 2: MODAL INTEGRATION - Optimize existing system capacity through better interconnectivity of all transportation modes.
- Goal 3: ENVIRONMENTAL STEWARDSHIP - Promote sustainable practices to reduce greenhouse gas emissions and protect natural habitat and water quality.
- Goal 4: ORGANIZATIONAL STRENGTH - Support a culture of multi-disciplinary teams, innovation and people development through training, continuous improvement and Lean efforts.
- Goal 5: COMMUNITY ENGAGEMENT - Strengthen partnerships to increase credibility drive priorities and inform decision-making.
- Goal 6: SMART TECHNOLOGY - Improve information system efficiency for users and enhance service delivery by expanding the use of technology

When serving on the RTPO/MPO boards and committees, WSDOT will look for opportunities to incorporate Results WSDOT into the discussions and decision-making.

MULTIMODAL PLANNING: FY 2019 WORK PROGRAM

WSDOT performs several transportation planning and external coordination activities. The activities included below represent multi-modal planning strategies within Results WSDOT that focus on transportation planning; they are not inclusive of all WSDOT projects and programs. This information highlights how the state's planning process connects with the MPO and RTPO planning processes statewide. Each region office may also have specific planning studies that are underway.

PRACTICAL SOLUTIONS

- Practical Solutions is WSDOT's approach to achieving the WSDOT mission – how we plan, design, build, operate and maintain the state's transportation system. Our goal is to identify and solve problems as quickly and inexpensively as possible. This approach uses performance-based data-driven decision making, and early community involvement to guide the development and delivery of transportation investments
- WSDOT multimodal planning staff will apply practical solutions approaches in their planning work with MPOs and RTPOs.
- For more information: www.wsdot.wa.gov/Projects/Practical-solutions

GROWTH MANAGEMENT ACT (GMA) COLLABORATION

- WSDOT's vision of providing a sustainable and integrated multi-modal transportation system requires us to use all available capacity on the system and to leverage our limited resources. This is only possible by refocusing on working together with communities and other partners.
- WSDOT recognizes city and county GMA Comprehensive Plans as the cornerstone of community decision-making, creating the foundations for future subarea plans, regional plans, development regulations, and transportation investment programs. Therefore, it is important for WSDOT to participate, listen to and understand these goals and plans, and share WSDOT strategies and policies for implementing a multi-modal transportation system, and to integrate land use with multimodal transportation.
- WSDOT strives to increase regional planning staff interaction and coordination with cities, counties, and MPOs and RTPOs early in the comprehensive plan process.
- For more information on the Washington State Department of Commerce Comprehensive Plan update schedule, refer to:
<http://www.commerce.wa.gov/Documents/GMS-GMA-Update-Schedule-2015-2018.pdf>

GOVERNOR’S EXECUTIVE ORDER 14-04 TRANSPORTATION EFFICIENCY

- The Washington State Departments of Transportation, Commerce and Ecology are working with the RTPOs, counties, and cities to develop a new program of financial and technical assistance to help local governments implement measures to improve transportation efficiency, and to update their comprehensive plans.
- We will rely on the subcommittee we formed of MPOs and RTPOs, plus representatives of the Association of Washington Cities (AWC) and the Washington State Association of Counties (WSAC).
- For more information:
<http://www.wsdot.wa.gov/SustainableTransportation/CleanTranspo.htm>

TRANSITION FROM MAP-21 TO FAST ACT IMPLEMENTATION

- The President signed the Fixing America’s Surface Transportation (FAST) Act into law on December 4, 2015, which replaces the Moving Ahead for Progress in the 21st Century Act (MAP-21). Initial review of the FAST Act modifications and requirements does not reveal any necessary immediate changes for MPOs/RTPOs. Changes in federal requirements are usually accompanied with ample transition time; however, WSDOT will share any new information with MPOs/RTPOs as it becomes available.
- Transition to Performance Based Planning and Programming: As the analysis of the FAST ACT evolves, WSDOT will continue to work with the MPOs/RTPOs on any draft or final rules that are released, along with providing MPOs/RTPOs with the necessary information as we transition from MAP-21

COMMUNITY ENGAGEMENT PLAN

WSDOT’s Community Engagement Plan’s goal is to strengthen partnerships to increase credibility, drive priorities and inform decision making.

- WSDOT’s Community Engagement Plan strives to:
 - 1) Increase consent on decisions made by WSDOT, communities, stakeholders and the Legislature based on a shared understanding of transportation needs and opportunities.
 - 2) Improve the understanding of transportation expenditures, investments, and respective benefits (outcomes).
 - 3) Ensure community engagement is an inclusive process.
 - 4) Improve public access to information and decision making so that WSDOT is recognized as the most credible source for information.

TRANSPORTATION PLANS AND CORRIDOR STUDIES

- WSDOT is in the process of continuing work on Corridor Sketches around the state. Phase 2 of these studies looked at mobility needs, preservation, environmental and safety. We will continue to work on Economic Vitality in regards to the Corridor Sketches.
- WSDOT will also conduct corridor planning studies which are a fundamental building block of various state transportation plans; examining current and future travel conditions and developing recommendations consistent with “Results WSDOT,” and Practical Solutions

WSDOT FERRIES

- WSF has started the update process for the Long Range Plan. Regional forecast assumptions will be re-evaluated and the transportation demand management techniques identified in the plan. Peak period pricing and reservations will continue to be considered. Revised ferry level-of-service methods and standards will be discussed at regional transportation forums and incorporated into regional transportation plans where appropriate.
- For more information, please contact Ray Deardorf, Washington State Ferries' Community Service & Planning Director, at 206-515-3491 or by email at deardorf@wsdot.wa.gov.

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