



UNIFIED PLANNING WORK PROGRAM

FOR TRANSPORTATION PLANNING ACTIVITIES



FFY 2012

For the period October 1, 2011 to September 30, 2012

**Nantucket Planning and Economic Development Commission
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**NANTUCKET PLANNING & ECONOMIC
DEVELOPMENT COMMISSION**

**UNIFIED PLANNING WORK PROGRAM
FOR
TRANSPORTATION PLANNING ACTIVITIES**

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INTRODUCTION

Nantucket Planning and Economic Development Commission (NP&EDC)

The NP&EDC serves as one of the Commonwealth of Massachusetts' thirteen Regional Planning Agencies (RPAs). Ten of these agencies are federally designated Metropolitan Planning Organizations (MPO). Federal regulations require that an MPO be formed in urbanized areas with a population of 50,000 or more. While the Nantucket, Martha's Vineyard, and Franklin regions do not meet these criteria, the Massachusetts Department of Transportation (MassDOT) – Highway Division provides planning funds for transportation planning in these regions, essentially treating them as MPOs.

The Nantucket MPO consists of a decision making body that includes MassDOT and the NP&EDC. For the purpose of this document, the decision making body will be referred to as the Nantucket MPO.

In its role as an RPA member, the NP&EDC provides staff support and follows federal transportation planning regulations, including the participation of citizen advisory groups in transportation planning activities.

SAFETEA-LU

On August 10, 2005, the President signed into law the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). With guaranteed funding for highways, highway safety, and public transportation totaling \$244.1 billion, SAFETEA-LU represents the largest surface transportation investment in our Nation's history. The two landmark bills that brought surface transportation into the 21st century—the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and the Transportation Equity Act for the 21st Century (TEA-21)—shaped the highway program to meet the Nation's changing transportation needs. SAFETEA-LU builds on this foundation, supplying the funds and refining the programmatic framework for investments needed to maintain and grow our vital transportation infrastructure.

SAFETEA-LU addresses the many challenges facing our transportation system today – challenges such as improving safety, reducing traffic congestion, improving efficiency in freight movement, increasing intermodal connectivity, and protecting the environment – as well as laying the groundwork for addressing future challenges. SAFETEA-LU promotes more efficient and effective Federal surface transportation programs by focusing on transportation issues of national significance, while giving State and local transportation decision-makers more flexibility for solving transportation problems in their communities.

SAFETEA-LU continues a strong fundamental core formula program emphasis coupled with targeted investment, featuring safety, equity, innovative finance, congestion relief, mobility and productivity, efficiency, environmental stewardship, and environmental streamlining.

Unified Planning Work Program (UPWP)

The UPWP describes the scope of work and estimates costs for the transportation planning activities of the NP&EDC from October 1, 2011 to September 30, 2012. The document also outlines Nantucket's long and short-range transportation planning objectives and describes how these objectives will be met.

The UPWP is a federally required certification document, which must be prepared and endorsed annually by the regional planning agency. This UPWP has been developed to reflect state and federal requirements, as well as local priorities and needs. Specific tasks were identified through the analysis conducted and recommendations generated for the 2012 Regional Transportation Plan. Tasks within this UPWP are also a direct response to previous work and input from the NP&EDC. Each task includes the anticipated accomplishments or products, as well as total staffing requirements, task budget and sources of funding.

The UPWP is divided into four sections. “Management and Support of the Planning Process and Certification Activities” includes management and monitoring of the 3C contract, the development of the Transportation Improvement Program and preparation of the next year’s UPWP. “Data Collection and Analysis Activities” includes traffic counting activities, bicycle and pedestrian facility inventories, and maintenance and continued development of the geographic information system. “Short Range and Long Range Transportation Planning Activities” includes an identification of the transportation planning studies that will be accomplished in this UPWP. “Other Transportation Activities” includes support for implementation activities.

The UPWP is a budgeting tool that is used by the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and MassDOT as the scope of services for the contract for planning, and can be amended during the program year with the approval of all parties to the contract.

This UPWP must also consider planning factors provided in SAFETEA-LU. These SAFETEA-LU planning factors - and this plan’s consideration of these factors - are as follows:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for motorized and non-motorized users.
4. Increase the accessibility and mobility of people and for freight.
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.

GreenDOT

In June 2010, MassDOT issued a sustainability initiative known as GreenDOT intended to promote sustainable economic development, protect the natural environment, and enhance the quality of life for all of the Commonwealth’s residents and visitors. This will enable MassDOT to use resources in a manner that serves its existing customers while preserving our resources for future generations. The specific goals of the initiative are as follows:

- Reduce greenhouse gas (GHG) emissions
- Promote the healthy transportation modes of walking, bicycling, and public transit
- Support smart growth development

This UPWP includes tasks that achieve similar goals as described in the GreenDOT initiative, such as parking management strategies that discourage the use of the automobile and help reduce congestion, as well as time for implementing approved and funded bike path projects that facilitate walking and biking.

Priorities for Transportation Planning Activities

Nantucket’s transportation challenge for the next twenty years is to try to minimize the number of cars coming to the island and trying to minimize the actual use of cars once they are here. To address this challenge in the coming year, the planning activities of this UPWP will focus on mechanisms outlined in the Nantucket Regional Transportation Plan, such as improving interconnections between and providing

information about alternative modes of transportation, and creating options and alternative for parking in the downtown area.

Planning activities related to these mechanisms will include building on the efforts of the Downtown Traffic Study by evaluating parking downtown, and evaluating the main route through the downtown area between the ferry terminals and other collector roadways out of town for accessibility and safety for vehicle, freight, and bike and pedestrian traffic.

There will also be activities to improve traffic flow in the vicinity of public schools. This will consist of an evaluation of actions required to interconnect various neighborhood roadways in the vicinity of the public schools to disperse vehicle traffic away from the schools as a means for improving safety and access around these campuses.

Public Participation Plan

Public participation continues to be a vital element of the transportation planning process. The NP&EDC meets every other month on the first Monday, or as needed, to discuss long and short range planning issues of regional importance, which includes transportation. A Public Participation Plan was endorsed in June 2007 as a means to better involve the public in the decision making activities.

The development of the UPWP was completed in accordance with the Nantucket Planning and Economic Development Commission's (NP&EDC's) Public Participation Plan.

A public review of the UPWP to solicit comments and question was initiated and advertised on July 21, 2011. A public hearing to receive public comment was held on August 1, 2011. Following the public review the UPWP was approved by the NP&EDC affective August 22, 2011.

The legal notices of this public review and the public hearings were published in each edition of the Nantucket *Inquirer & Mirror* from July 21, 2011 to August 18, 2011. A printed version of the draft was available at the Nantucket Atheneum (public library) and a digital version of the document was available on the NP&EDC website. Written comments received during the public review period are available in Appendix N.

NP&EDC
UPWP: PROGRAM BUDGET BY TASK: FFY 2012

Task	Number of Weeks	Percent of Time	Direct Salary	Overhead	Direct Costs Budget	Total Budget	Percent of Budget
1.0 Management and Support	14	26.92%	\$28,134.62	\$25,833.20	\$2,200.00	\$56,167.82	24.14%
1.1 3C Program Support	10	19.23%	\$20,096.15	\$18,452.29	\$0.00	\$38,548.44	16.57%
1.2 Unified Work Program	1	1.92%	\$2,009.62	\$1,845.23	\$100.00	\$3,954.84	1.70%
1.3 Public Participation Plan	1	1.92%	\$2,009.62	\$1,845.23	\$0.00	\$3,854.84	1.66%
1.4 Transportation Improvement Program	1	1.92%	\$2,009.62	\$1,845.23	\$100.00	\$3,954.84	1.70%
1.5 Inter-Regional Transportation Planning Coordination	1	1.92%	\$2,009.62	\$1,845.23	\$2,000.00	\$5,854.84	2.52%
2.0 Data Collection and Analysis	10	19.23%	\$20,096.15	\$18,452.29	\$3,500.00	\$42,048.44	18.07%
2.1 Multi-Modal Traffic and Congestion Data Collection	6	11.54%	\$12,057.69	\$11,071.37	\$3,500.00	\$26,629.07	11.44%
2.2 Geographic Information Systems (GIS)	3	5.77%	\$6,028.85	\$5,535.69	\$0.00	\$11,564.53	0.50%
2.3 Pavement Management	1	1.92%	\$2,009.62	\$1,845.23	\$0.00	\$3,854.84	1.66%
3.0 Short Range and Long Range Transportation Planning	15	28.85%	\$30,144.23	\$27,678.43	\$26,542.10	\$84,364.76	36.26%
3.1 Wilkes Squire: Transportation Center and Parking Strategy	7	13.46%	\$14,067.31	\$12,916.60	\$26,542.10	\$53,526.01	23.00%
3.2 Parking Management Strategies	4	7.69%	\$8,038.46	\$7,380.92	\$0.00	\$15,419.38	6.63%
3.3 Safety and Congestion Evaluations	2	3.85%	\$4,019.23	\$3,690.46	\$0.00	\$7,709.69	3.31%
3.4 Park and Ride Implementation	1	1.92%	\$2,009.62	\$1,845.23	\$0.00	\$3,854.84	1.66%
3.5 Special Transportation Planning Studies	1	1.92%	\$2,009.62	\$1,845.23	\$0.00	\$3,854.84	1.66%
4.0 Other Transportation Activities	13	25.00%	\$26,125.00	\$23,987.98	\$0.00	\$50,112.98	21.54%
4.1 Implement Approved Planning Recommendations	10	19.23%	\$20,096.15	\$18,452.29	\$0.00	\$38,548.44	16.57%
4.2 Special Transportation Planning Assistance	2	3.85%	\$4,019.23	\$3,690.46	\$0.00	\$7,709.69	3.31%
4.3 Intelligent Transportation Systems (ITS)	1	1.92%	\$2,009.62	\$1,845.23	\$0.00	\$3,854.84	1.66%
Direct Salary Budget -			\$104,500.00				
Overhead Budget -				\$95,951.90			
Direct Cost Budget -					\$32,242.10		
Total Budget for FFY 2011 -	52	100.00%	\$104,500.00	\$95,951.90	\$32,242.10	\$232,694.00	100.00%
Time = 52 weeks (48 weeks, plus 2 weeks vacation, 12 holidays, and 2 personal days - listed in Task 1.1)							

SCHEDULE: TRANSPORTATION PLANNING ACTIVITIES

Task No.	Task	2011			2012								
		Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	July	Aug	Sept
1.1	3C Program Mgmt.	Bi-monthly NP&EDC and monthly Traffic Safety meeting											
1.2	UPWP										Initial Draft	Final Approval	
1.3	Public Particip.	Execute Public Participation as approved in PPP											
1.4	TIP							Develop Project Priority list with Evaluation	Initial Draft	Final Approval			
1.5	Inter-Regional Coord.	Attend TMG, MARPA, and other meetings as necessary											
2.1	Traffic Data Collection	Fall Traffic Counts			(No Winter Counts Required)			Spring Traffic Counts			Summer Traffic Counts		
2.2	GIS	Utilize and maintain GIS data as necessary											
2.3	Pavement Mgmt	Review and implement recommendations											
3.1	Wilkes Sq Strategy				Secure professional services			Development of design strategies					
3.2	Parking Mgmt	Implement recommended parking management strategies											
3.3	Safety and Congestion	Review problem areas as necessary											
3.4	Park and Ride	Develop additional study if necessary											
3.5	Special Trans. Planning Assistance	Undertake studies as needed											
4.1	Implement Approved Recs.	Various tasks – on-going											
4.2	Special Planning Assistance	Various tasks – on-going											
4.3	ITS	Assist with program activities as needed											

1.0 MANAGEMENT AND SUPPORT ACTIVITIES

1.1 3C Program Support

Objectives:

- 1) To maintain an open, Comprehensive, Cooperative, and Continuing (3C) transportation planning process involving the local, regional, state, and federal levels of government in conformance with applicable federal and state requirements and guidelines.

Previous Work:

- 1) Maintained 3C Process (annual).
- 2) Supported local agencies (annual).
- 3) Prepared transportation program monthly progress reports (annual).

Tasks (and schedule):

- 1) Provide administrative and technical support to the following public entities in transportation planning activities (as needed):
 - o Nantucket Planning and Economic Development Commission,
 - o Nantucket Planning Board,
 - o Nantucket County Commissioners / Nantucket Board of Selectmen,
 - o Nantucket Regional Transit Authority
- 2) Review federal and state transportation programs and related documents (as needed).
- 3) Participate in programs related to handicap accessibility and environmental impact (as needed).
- 4) Manage and present transportation plans and programs developed through the public participation process to the Committee of Signatories for appropriate action (as needed).
- 5) Coordinate transportation planning activities with other programs and activities (as needed).
- 6) Organize public participation meetings to ensure early and continuing involvement of the public in the development of plans and implementation of transportation projects (as needed).

Products:

- 1) Viable 3C Process.
- 2) Monthly invoices and progress reports.
- 3) Transportation annual report (by October 2011 for the 2012 Annual Town Meeting).
- 4) Service to local Boards, Commissions and staffs on transportation planning activities.
- 5) Regulations and bylaws, as applicable.

Funding:

Funding Source:	Staff Weeks:	Percent of Total Time:
80% FHWA / 20% MassDOT	10	19%

Estimated Expenditures	Sub-Total	Total
Direct Salaries:		
Transportation Planner:	\$17,115.38	
Planning Director:	\$2,019.23	
Senior Planner:	\$961.54	\$20,096.15
Overhead: (Overhead rate: 91.82% of Direct Salaries)		\$18,452.29
Direct Costs:		
Travel:	\$0	
Software, equipment, etc.:	\$0	
Printing, supplies, misc.:	\$0	
Consulting Services:	\$0	\$0.00
Total Expenditure for Task:		\$38,548.44

1.2 Unified Planning Work Program (UPWP)

Objectives:

- 1) To develop a Unified Planning Work Program (UPWP) that describes the transportation planning activities to be undertaken for the fiscal year.

Previous Work:

- 1) Prepared all UPWPs which have been endorsed annually.

Tasks (and schedule):

- 1) Prepare initial draft of FFY 2013 UPWP for review by Nantucket MPO (June 2012).
- 2) Prepare final FFY 2013 UPWP for endorsement by the Nantucket MPO, which describes all anticipated transportation-related planning activities within the region during a one-year period regardless of funding source (by September 2012).

Products:

- 1) FFY 2013 UPWP

Funding:

Funding Source:	Staff Weeks:	Percent of Total Time:
80% FHWA / 20% MassDOT	1	2%

Estimated Expenditures	Sub-Total	Total
Direct Salaries:		
Transportation Planner:	\$1,711.54	
Planning Director:	\$201.92	
Senior Planner:	\$96.15	\$2,009.62
Overhead: (Overhead rate: 91.82% of Direct Salaries)		\$1,845.23
Direct Costs:		
Travel:	\$0	
Software, equipment, etc.:	\$0	
Printing, supplies, misc.:	\$100	
Consulting Services:	\$0	\$100.00
Total Expenditure for Task:		\$3,954.84

1.3 Public Participation

Objectives:

- 1) To provide a pro-active public participation process that provides complete information, timely notice, full public access to key decisions, and supports early and continuing involvement of the public in accordance with the provisions of SAFETEA-LU.
- 2) Outreach will follow process outlined in the endorsed Public Participation Plan, including the notification of identified stakeholders, as well as agencies and committees with oversight of low-income, low English speaking proficiency, and disabled populations.

Previous Work:

- 1) Public Participation Plan endorsed by NP&EDC (June 28, 2007).

Tasks (and schedule):

- 1) Provide for an open review of the public participation process, which will include a 30-day public comment period with notice in the *Inquirer and Mirror* newspaper (as needed).
- 2) Encourage and support public participation in transportation planning (as needed).
- 3) Implement official Public Participation Process during the development of the TIP, UPWP, and Regional Transportation Plan (as needed).
- 4) Coordinate with Commission on Disabilities, Council on Aging, and Health and Human Services staff to identify ways to ensure participation from local low-income and low English speaking proficiency communities (on-going).

Products:

- 1) Maintenance and administration of the Public Participation Plan throughout UPWP period.

Funding:

Funding Source:	Staff Weeks:	Percent of Total Time:
80% FHWA / 20% MassDOT	1	2%

Estimated Expenditures		Sub-Total	Total
Direct Salaries:			
	Transportation Planner:	\$1,711.54	
	Planning Director:	\$201.92	
	Senior Planner:	\$96.15	\$2,009.62
Overhead: (Overhead rate: 91.82% of Direct Salaries)			\$1,845.23
Direct Costs:			
	Travel:	\$0	
	Software, equipment, etc.:	\$0	
	Printing, supplies, misc.:	\$0	
	Consulting Services:	\$0	\$0.00
Total Expenditure for Task:			\$3,854.84

1.4 Transportation Improvement Program (TIP)

Objectives:

- 1) Develop a multi-year program of transportation projects that are consistent with the goals and objectives set forth in 2012 Regional Transportation Plan.
- 2) Produce a TIP that is in compliance with the State Transportation Improvement Program.
- 3) The TIP will be financially constrained and developed through an open and fair public participation process, which has been endorsed by the Nantucket MPO.
- 4) Ensure coordination with the identified transportation stakeholders, including the disabled, elderly, low-income, and low English speaking proficiency communities are met.
- 5) Ensure consistency of the TIP with federal and state transportation policies, including the Federal Clean Air Act standards, the Americans with Disabilities Act (ADA).
- 6) The TIP will incorporate new provisions within the SAFETEA-LU legislation.
- 7) Provide assistance to town officials in developing and prioritizing projects.

Previous Work: FFY 2012-2015 TIP.

Tasks (and schedule):

- 1) Meet with the MassDOT District 5 Project engineers, the Federal Aid Program Office administrator, local officials and private consultants in developing project information (as necessary).
- 2) Work with the appropriate officials and interest groups to assure that Enhancement project proposals conform to state and federal criteria (as necessary).
- 3) Develop a prioritized list of roadway, bike path and sidewalk improvements (April 2012).
- 4) Apply approved Evaluation Criteria to all projects included in the TIP (April 2012).
- 5) Develop initial draft of FFY 2013-2016 TIP (June 2012).
- 6) Develop final FFY 2013-2016 TIP for endorsement by the Nantucket MPO (August 2012).
- 7) Develop amended versions of the TIP (as needed).

Products:

- 1) List of prioritized roadway and intersection improvements.
- 2) Evaluation of projects considered for inclusion in the TIP.
- 3) Endorsed FFY 2013-2016 TIP.

Funding:

Funding Source:	Staff Weeks:	Percent of Total Time:	
80% FHWA / 20% MassDOT	1	2%	
Estimated Expenditures		Sub-Total	Total
Direct Salaries:			
	Transportation Planner:	\$1,711.54	
	Planning Director:	\$201.92	
	Senior Planner:	\$96.15	\$2,009.62
Overhead: (Overhead rate: 91.82% of Direct Salaries)			\$1,845.23
Direct Costs:			
	Travel:	\$0	
	Software, equipment, etc.:	\$0	
	Printing, supplies, misc.:	\$100	
	Consulting Services:	\$0	\$100.00
Total Expenditure for Task:			\$3,954.84

1.5 Inter-Regional Transportation Planning Coordination

Objectives:

- 1) To coordinate transportation planning activities with other regions in an open process.

Previous Work:

- 1) Coordination with the Transportation Planning Managers Group, which is composed of the Transportation Managers of each of the Commonwealth's 13 Regional Planning Agencies.
- 2) Coordination with the Steamship Authority, Martha's Vineyard Commission, and Barnstable Planning Department to develop a ferry ridership projection model.
- 3) Coordination with the Cape Cod Transit Task Force Meetings.

Tasks (and schedule):

- 1) Review transportation reports and plans as appropriate (as needed).
- 2) Attend meetings of regional importance (as needed).
- 3) Recommend and undertake further studies (as needed).
- 4) Participate as the NP&EDC representative with the Transportation Managers Group (monthly).
- 5) Participate as the NP&EDC representative with other inter-regional groups (as needed).

Products:

Written and oral staff reviews of transportation projects of regional importance.

Funding:

Funding Source:	Staff Weeks:	Percent of Total Time:
80% FHWA / 20% MassDOT	1	2%

Estimated Expenditures	Sub-Total	Total
Direct Salaries:		
Transportation Planner:	\$1,711.54	
Planning Director:	\$201.92	
Senior Planner:	\$96.15	\$2,009.62
Overhead: (Overhead rate: 91.82% of Direct Salaries)		\$1,845.23
Direct Costs:		
Travel:	\$2,000.00	
Software, equipment, etc.:	\$0.00	
Printing, supplies, misc.:	\$0.00	
Consulting Services:	\$0.00	\$2,000.00
Total Expenditure for Task:		\$5,854.84

2.0 DATA COLLECTION AND ANALYSIS ACTIVITIES

2.1 Multi-Modal Traffic and Congestion Data Collection

Objectives:

- 1) Maintain a database of automobile, ferry, airport, bicycle and pedestrian data.
- 2) Collect traffic data as required by MassDOT.

Previous Work:

- 1) Conducted annual automobile traffic counts.
- 2) Submitted annual testing of traffic counters to MassDOT.
- 3) Collected monthly records of travel to and from Nantucket via ferry and airport services.
- 4) Collect annual records from MassDOT of vehicle, bike and pedestrian geocoded crashes.

Tasks (and schedule):

- 1) Submit required seasonal traffic data collection to MassDOT (fall 2011, spring 2012, and summer 2012).
- 2) Collection and analysis of traffic to and from Nantucket via Nantucket Memorial Airport and all ferry terminals (on-going, monthly).
- 3) Continue to enter data in database program and trip logs (on-going).
- 4) Analyze automobile traffic counting data to compare seasonal variations in traffic counts for all modes (on-going, fall 2011, spring 2012, summer 2012).
- 5) Collect any other data pertinent to the accessibility and mobility to and from home, work, and recreation areas (on-going).

Products:

- 1) Data of traffic counts for state designated roads to MassDOT.
- 2) Continued routine contribution of data to the automobile trip log.
- 3) Record of passengers, vehicle, and freight traffic to and from Nantucket.
- 4) Data pertinent to the accessibility and mobility to and from home, work, and recreation areas.

Funding:

Funding Source:	Staff Weeks:	Percent of Total Time:	
80%FHWA / 20% MassDOT	6	12%	
Estimated Expenditures		Sub-Total	Total
Direct Salaries:			
	Transportation Planner:	\$10,269.23	
	Planning Director:	\$1,211.54	
	Senior Planner:	\$576.92	\$12,057.69
Overhead: (Overhead rate: 91.82% of Direct Salaries)			\$11,071.37
Direct Costs:			
	Travel:	\$0	
	Software, equipment, etc.:	\$1,000	
	Printing, supplies, misc.:	\$0	
	Consulting Services:	\$2,500	\$3,500.00
Total Expenditure for Task:			\$26,629.07

2.2 Geographic Information System (GIS)

Objective:

- 1) To develop and maintain an accurate GIS database of roadway, bicycle, and pedestrian facilities to assist with transportation planning analysis.

Previous Work:

- 1) Reviewed MassHighway's 2009 GIS Roadway Inventory.

Tasks (and schedule):

- 1) Update and maintain GIS database of automobile, bicycle, and pedestrian facilities (on-going coordination with Nantucket GIS Coordinator).
- 2) Update GIS database of roadway inventory as required by MassDOT (following receipt of data from MassDOT).
- 3) Collect data pertinent to accessibility and mobility from home and work (on-going and based on release of new data).
- 4) Collect data pertinent to Environmental Justice in Nantucket's Transportation System (April – June 2012).

Products:

- 1) GIS database of bus, bike, and pedestrian facilities, volumes, and conditions.
- 2) Data pertinent to accessibility and mobility from home and work.
- 3) Data pertinent to the spatial understanding of any adverse pollution effects in any way on Nantucket due to any mode of transportation.

Funding:

Funding Source:	Staff Weeks:	Percent of Total Time:
80%FHWA / 20% MassDOT	3	6%

Estimated Expenditures	Sub-Total	Total
Direct Salaries:		
Transportation Planner:	\$5,134.62	
Planning Director:	\$605.77	
Senior Planner:	\$288.46	\$6,028.85
Overhead: (Overhead rate: 91.82% of Direct Salaries)		\$5,535.69
Direct Costs:		
Travel:	\$0	
Software, equipment, etc.:	\$0	
Printing, supplies, misc.:	\$0	
Consulting Services:	\$0	\$0.00
Total Expenditure for Task:		\$11,564.53

2.3 Pavement Management Study

Objective:

- 1) Identify roadway improvements that will help pavement preservation and may yield future projects that can be implemented through the Transportation Improvement Program (TIP).

Previous Work:

- 1) *Update of the Nantucket Pavement Condition Evaluation and Maintenance Needs Assessment, 2011.*
- 2) *Nantucket Pavement Condition Evaluation and Maintenance Needs Assessment, 2005.*

Tasks (and schedule):

- 1) If necessary, prepare any supplemental information that is necessary to complete the activities carried over from the FY 2011 UPWP description for this task (October 2011).
- 2) Utilize the 2011 pavement evaluation as a basis for additional information necessary to prioritize pavement improvement needs and may be implemented through the TIP.

Products:

- 1) Update of the Nantucket Pavement Condition Evaluation and Maintenance Needs Assessment.

Funding:

Funding Source:	Staff Weeks:	Percent of Total Time:
80% FHWA / 20% MassDOT	1	2%

Estimated Expenditures	Sub-Total	Total
Direct Salaries:		
Transportation Planner:	\$1,711.54	
Planning Director:	\$201.92	
Senior Planner:	\$96.15	\$2,009.62
Overhead: (Overhead rate: 91.82% of Direct Salaries)		\$1,845.23
Direct Costs:		
Travel:	\$0	
Software, equipment, etc.:	\$0	
Printing, supplies, misc.:	\$0	
Consulting Services:	\$0.00	\$0.00
Total Expenditure for Task:		\$3,854.84

3.0 TRANSPORTATION PLANNING ACTIVITIES

3.1 Wilkes Square: Transportation Center and Parking Strategy

Objective:

- 1) To develop a strategy for refining the design of the recommended block in the Wilkes Square Plan for use as a Transportation Center, and developing a strategy for on-street parking on the newly created street system in the Wilkes Square Redevelopment Area.

Previous Work:

- 1) *Wilkes Square Redevelopment Study*, 2010
- 2) *Nantucket Regional Transportation Plan*, 2011

Tasks (and schedule):

- 1) Prepare a scope of services and procurement material to secure professional services for this task (November 2011 – January 2012).
- 2) Coordinate with Town officials and design consultant in the evaluating the Transportation Center recommendation of the *Wilkes Square Redevelopment Plan* and preparation of a design plan and report evaluating design strategies (March – August 2012).

Products:

- 1) Accepted design strategy.

Funding:

Funding Source:	Staff Weeks:	Percent of Total Time:
80% FHWA / 20% MassDOT	7	13%

Estimated Expenditures	Sub-Total	Total
Direct Salaries:		
Transportation Planner:	\$11,980.77	
Planning Director:	\$1,413.46	
Senior Planner:	\$673.08	\$14,067.31
Overhead: (Overhead rate: 91.82% of Direct Salaries)		\$12,916.60
Direct Costs:		
Travel:	\$0	
Software, equipment, etc.:	\$0	
Printing, supplies, misc.:	\$0	
Consulting Services :	\$26,542	\$26,542.10
Total Expenditure for Task:		\$53,526.01

3.2 Parking Management Strategies

Objective:

- 1) Assist with any further evaluation necessary related to the parking/circulation recommendations of the *Wilkes Square Redevelopment Study* that improve parking conditions.
- 2) Conduct additional research, study, and evaluation necessary based on the recommendations of the *Downtown Parking Evaluation* completed in 2009.
- 3) If approved by the Town and the NP&EDC, assist with the implementation of recommendation of the Parking Management Study by Nelson/Nygaard for ReMain Nantucket during summer 2010.

Previous Work:

- 1) *Parking Management Study (by Nelson/Nygaard for ReMain Nantucket), 2010*
- 2) *Downtown Parking Evaluation, 2009*
- 3) *Downtown Circulation and Ferry Access Improvement Study, 2008*

Tasks (and schedule):

- 1) Review the recommendations of the Downtown Parking Study and the Parking Management study with the Town and NP&EDC for possible measures to be implemented for the summer 2011 season (October 2011).
- 2) Assist the Town and NP&EDC with the implementation of any recommendations (November 2011 – July 2012).

Products:

- 1) Modifications to the off-street parking requirements in the Nantucket Zoning Bylaw.

Funding:

Funding Source:	Staff Weeks:	Percent of Total Time:
80% FHWA / 20% MassDOT	4	8%

Estimated Expenditures	Sub-Total	Total
Direct Salaries:		
Transportation Planner:	\$6,846.15	
Planning Director:	\$807.69	
Senior Planner:	\$384.62	\$8,038.46
Overhead: (Overhead rate: 91.82% of Direct Salaries)		\$7,380.92
Direct Costs:		
Travel:	\$0	
Software, equipment, etc.:	\$0	
Printing, supplies, misc.:	\$0	
Consulting Services:	\$0	\$0.00
Total Expenditure for Task:		\$15,419.38

3.3 Safety and Congestion Evaluations

Objective:

- 1) Evaluate low cost solutions to key intersections and/or corridors with high crash totals and that obstruct high volume and freight traffic movement that may lead to future implementation via the Transportation Improvement Program (TIP).

Previous Work:

- 1) *Downtown Circulation and Ferry Access Improvement Study*, 2008
- 2) *Traffic Study and Strategy for the Mid-Island Area*, 2005

Tasks (and schedule):

- 1) Identify problem areas along truck routes or along roadway segments classified as “rural minor collector” or higher that have a significant number of crashes in the area and currently contribute to roadway congestion that could be improved through low cost measures (October – December 2011).
- 2) If necessary, develop scope of work and seek consulting services for analyzing and evaluating identified bottleneck areas (February – April 2012).
- 3) If necessary, initiate data collection within study areas, (June – August 2012).

Products:

- 1) Report on data collection and analysis of identified bottleneck areas.

Funding:

Funding Source:	Staff Weeks:	Percent of Total Time:
80% FHWA / 20% MassDOT	2	4%

Estimated Expenditures	Sub-Total	Total
Direct Salaries:		
Transportation Planner:	\$3,423.08	
Planning Director:	\$403.85	
Senior Planner:	\$192.31	\$4,019.23
Overhead: (Overhead rate: 91.82% of Direct Salaries)		\$3,690.46
Direct Costs:		
Travel:	\$0	
Software, equipment, etc.:	\$0	
Printing, supplies, misc.:	\$0	
Consulting Services :	\$0	\$0.00
Total Expenditure for Task:		\$7,709.69

3.4 Park and Ride Implementation

Objective:

- 1) Assist with any work necessary to implement the Park and Ride System as recommended in the *Inter-Terminal Shuttle Feasibility Study* completed in 2009.

Previous Work:

- 1) *Inter-Terminal Shuttle Feasibility Study*, 2009 (final feasibility study not yet completed)
- 2) *Downtown Circulation and Ferry Access Improvement Study*, 2008

Tasks (and schedule):

- 1) If recommended by the NRTA Advisory Board, coordinate with the Steamship Authority, NRTA, and all other stakeholder agencies to implement a Park and Ride system (October 2011 – September 2012).
- 2) Seek capital and operations funding for the system (November 2011 – September 2012).

Products:

- 1) Plan for implementing recommendations of the 2009 feasibility study.

Funding:

Funding Source:	Staff Weeks:	Percent of Total Time:
80% FHWA / 20% MassDOT	1	2%

Estimated Expenditures	Sub-Total	Total
Direct Salaries:		
Transportation Planner:	\$1,711.54	
Planning Director:	\$201.92	
Senior Planner:	\$96.15	\$2,009.62
Overhead: (Overhead rate: 91.82% of Direct Salaries)		\$1,845.23
Direct Costs:		
Travel:	\$0	
Software, equipment, etc.:	\$0	
Printing, supplies, misc.:	\$0	
Consulting Services:	\$0	\$0.00
Total Expenditure for Task:		\$3,854.84

3.5 Special Transportation Planning Studies

Objective:

- 1) To undertake additional transportation planning studies that may become necessary during the course of the UPWP.

Previous Work:

- 1) Update of the www.wheelsheelsandpedals.com website (2010).
- 2) Coordinated with NRTA and private property owners (Greenhound LLC) on the development and expansion of the *Greenhound Transit Hub* (2007-2009).
- 3) Assisted with collection and evaluation of freight and delivery issues and recommendations (ongoing).

Tasks (and schedule):

- 1) Undertake transportation planning studies or conduct transportation planning related tasks as recommended by the MassDOT, NP&EDC, Planning Board, Board of Selectmen, and Transportation Safety Work Group (as requested).
- 2) Identify and assist with safety and congestion concerns (on-going).
- 3) Identify problem areas for bicyclists and pedestrians (on-going).

Products:

- 1) Report of the findings of the transportation planning studies.

Funding:

Funding Source:	Staff Weeks:	Percent of Total Time:
80% FHWA / 20% MassDOT	1	2%

Estimated Expenditures	Sub-Total	Total
Direct Salaries:		
Transportation Planner:	\$1,711.54	
Planning Director:	\$201.92	
Senior Planner:	\$96.15	\$2,009.62
Overhead: (Overhead rate: 91.82% of Direct Salaries)		\$1,845.23
Direct Costs:		
Travel:	\$0	
Software, equipment, etc.:	\$0	
Printing, supplies, misc.:	\$0	
Consulting Services:	\$0	\$0.00
Total Expenditure for Task:		\$3,854.84

4.0 OTHER TRANSPORTATION ACTIVITIES

4.1 Implement Approved Planning Recommendations

Objectives:

- 1) Facilitate the implementation of the *Nantucket Master Plan*, *Nantucket Regional Transportation Plan*, and *Nantucket Bicycle and Pedestrian Master Plan*.

Previous Work:

- 1) *Nantucket Regional Transportation Plan (2011)*.
- 2) Fairgrounds Road (2006), Old South Road (2007), Bartlett Road (2008), Nobadeer Farm Road (2009), and Cliff Road (2010) bike paths.

Tasks (and schedule):

- 1) Coordinate the advancement of the following projects towards construction:
 - a. Hummock Pond Road (a.k.a. Cisco) bike path (FFY 2013, 2014, and 2015 of TIP)
 - b. In-Town bike path/route (not programmed in TIP)
- 2) Develop local annual capital projects plan to include recommendations of the *Downtown Circulation and Ferry Access Improvement Plan* and the *Traffic Study and Strategy for the Mid-Island Area*.

Products:

- 1) Program to monitor, make recommendations on, and implement improvements for the transport of people, vehicles, and goods to the island.

Funding:

Funding Source:	Staff Weeks:	Percent of Total Time:	
80% FHWA / 20% MassDOT	10	19%	
Estimated Expenditures		Sub-Total	Total
Direct Salaries:			
	Transportation Planner:	\$17,115.38	
	Planning Director:	\$2,019.23	
	Senior Planner:	\$961.54	\$20,096.15
Overhead: (Overhead rate: 91.82% of Direct Salaries)			\$18,452.29
Direct Costs:			
	Travel:	\$0	
	Software, equipment, etc.:	\$0	
	Printing, supplies, misc.:	\$0	
	Consulting Services:	\$0	\$0.00
Total Expenditure for Task:			\$38,548.44

4.2 Special Transportation Planning Assistance

Objective:

- 1) To provide support and facilitate the implementation of strategies that are recommended to minimize future automobile dependence on Nantucket's road network.

Previous Work:

- 1) Completed various reviews with the Nantucket Traffic Safety Work Group (monthly).
- 2) Updated NRTA shuttle service maps for the 2010 NRTA Riders Guide.
- 3) Reviewed and developed recommendations for the Wilkes Square Redevelopment Site.

Tasks (and schedule):

- 1) Participate as necessary in advancing the recommendations of the Wilkes Square Redevelopment Plan (as necessary).
- 2) Continue to participate and provide staffing support for the Town's Traffic Safety Work Group (monthly).

Products:

- 1) Recommendations for improved transportation services.
- 2) Recommendations for improvements in the integration of alternative modes.

Funding:

Funding Source:	Staff Weeks:	Percent of Total Time:	
80% FHWA / 20% MassDOT	2	4%	
Estimated Expenditures		Sub-Total	Total
Direct Salaries:			
	Transportation Planner:	\$3,423.08	
	Planning Director:	\$403.85	
	Senior Planner:	\$192.31	\$4,019.23
Overhead: (Overhead rate: 91.82% of Direct Salaries)			\$3,690.46
Direct Costs:			
	Travel:	\$0	
	Software, equipment, etc.:	\$0	
	Printing, supplies, misc.:	\$0	
	Consulting Services:	\$0	\$0.00
Total Expenditure for Task:			\$7,709.69

4.3 Intelligent Transportation Systems (ITS)

Objective:

- 1) To work to develop intelligent transportation system initiatives to reduce traffic congestion on Nantucket by encouraging visitors to arrive without their automobiles, and provide easy access to information that will allow visitors to understand how to obtain a safe, efficient, and convenient transportation options on Nantucket in accordance with approved ITS architecture.

Previous Work:

- 1) Assisted with development of the Southeastern Massachusetts ITS Architecture (2004).

Tasks (and schedule):

- 1) Continue to work with the updating of the transportation web site in order to provide the most current information of safe, efficient, and convenient transportation opportunities (on-going).
- 2) Coordinate with the Nantucket Emergency Management Agency to review ways to incorporate ITS into emergency management strategies.
- 3) Work with Southeastern Massachusetts ITS Committee to develop other ITS programs that will aid with access to information on transportation options (as needed).

Products:

- 1) Updated web site with the latest information of safe, efficient, and convenient transportation opportunities.
- 2) Participation with Southeastern Massachusetts ITS Advisory Committee.

Funding:

Funding Source:	Staff Weeks:	Percent of Total Time:
80% FHWA / 20% MassDOT	1	2%

Estimated Expenditures	Sub-Total	Total
Direct Salaries:		
Transportation Planner:	\$1,711.54	
Planning Director:	\$201.92	
Senior Planner:	\$96.15	\$2,009.62
Overhead: (Overhead rate: 91.82% of Direct Salaries)		\$1,845.23
Direct Costs:		
Travel:	\$0	
Software, equipment, etc.:	\$0	
Printing, supplies, misc.:	\$0	
Consulting Services:	\$0	\$0.00
Total Expenditure for Task:		\$3,854.84



ENDORSEMENT

FEDERAL FISCAL YEAR 2012
UNIFIED PLANNING WORK PROGRAM
FOR
TRANSPORTATION PLANNING ACTIVITIES

Jeffrey B. Mullan, Secretary of Transportation
Massachusetts Department of Transportation

08/25/11

Date

Frank dePaola, Administrator
Highway Division - Massachusetts Department of Transportation

8/26/11

Date

Nathaniel Lowell, Chairman
Nantucket Planning and Economic Development Commission

8/25/11

Date

APPENDIX A:

**Written Comments Received During
Public Review Period**

FHWA Comments on Nantucket MPO's 2012 UPWP

8-24-2011

General

- Please move the Pavement management Study (Activity 3.4) to Task 2. Since this is an activity that involves data collection and analysis, Task 2 is a more appropriate place to show this task.
- Moving Task 3.4 out of Task 3, at least one third of the funds spent on tasks will be expended on activities that produce tangible products, and so meet the FHWA requirement for this.

Task 3.3 – Safety and Congestion Evaluations

- FHWA is encouraged to see that the product will be a report on data collection and analysis of identified bottlenecks
- It is recommended that the product also say that that the effort will identify improvements that may lead to future implementation via the TIP.

Task 3.4 – Pavement Management Study

- It is recommended that the product also say that that the effort will identify improvements that will help pavement preservation and so may yield future projects that can be implemented through the TIP process.

Task 3.5 – Park and Ride Implementation

The product sounds like it will involve more implementing a plan rather than creating a plan. Please clarify the outcome. Is this actually developing a plan or is this implementing a previously developed plan?



Deval L. Patrick, Governor
Timothy P. Murray, Lt. Governor
Jeffrey B. Mullan, Secretary & CEO

massDOT
Massachusetts Department of Transportation

August 19, 2011

Andrew Vorce
Executive Director
Nantucket Planning and Economic Development Commission
2 Fairgrounds Road
Nantucket, MA 02554

Dear Mr. Vorce:

I am forwarding to you this office's comments on your three certification documents currently out for public review. I applaud your efforts in this endeavor and fully appreciate the level of effort required to produce them during the past few months. Many of our comments have already been provided to you by my staff, but I wish to emphasize them nonetheless.

Federal Fiscal Year 2012-2015 Transportation Improvement Program (TIP)

- Please ensure that you reference the 2012 RTP, not 2007 RTP;
- Eliminate typographical errors;
- Remove *Luisa Paiewonsky* from any endorsement sheet, and correct the sheet to state FFY 2012;
- Ensure that copies of all public notices for the comment period are included;
- Check your 2012 highway target vs what you have on page 6;
- Please ensure that your projects in the out years programmed with Congestion Mitigation/Air Quality (CMAQ) funds are submitted to the CMAQ Consultation Group for review and approval;
- Please use the TIP transit template as part of the programming document; additionally the Rail & Transit Unit is reviewing its data and will be submitting any revisions to you in the next few days.

2012-2035 Regional Transportation Plan (RTP)

- Correct TIP dates to 2012-2015 on page 1;
- Your maps, tables and graphs are much too small for the reader to review
- Pages 3-35 to 3-39 – eliminate the section numbers and use bullets instead
- There are some abbreviations which need to be spelled out e.g. AASHTO; NRTA;
- Section 4.7 - you do not include the proposed time period for construction for your projects.
- Some thought should be given to using your small annual targets for those projects under \$100,000 (eg. Surfside road; Pleasant Street) which will provide the island with more than one project each year;

2012-2035 Regional Transportation Plan (continued)

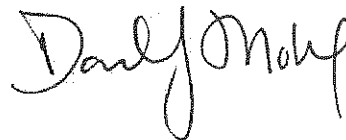
- Section 5 – there is no discussion about off-season NRTA service;
- There is no explanation about the transit funding cuts mentioned in 2002 (page 5-58);
- Page 14-112 – section 6.6.2 – price of in-town bike path is smaller in the 3rd band than originally estimated;
- The financial plan should list the sources of financial data;
- Page 14-115 – no explanation is given for the need for roadway reclassification;
- Your appendix should contain all source documentation received from MassDOT, Federal Highway Administration, Federal Transit Administration, Steamship Authority, etc.;
- Ensure that copies of all public notices for the comment period are included.

Federal Fiscal Year 2012 Unified Planning Work Program (UPWP)

- Please ensure that you reference the 2012 RTP, not 2007 RTP;
- Please correct the numbering on page 4 as it does not reflect that on page 8;
- Page 13 – your proposed next TIP is 2013-2016, not 2012-2015;
- Page 20 – you should include a reference to the MaTEC pavement management report;
- There does not appear to be any direct tasks involving homeland security, climate change or livability issues, although these are implied in your other tasks;
- Ensure that copies of all public notices for the comment period are included.

If you have any questions, please call Karen S. Pearson of my staff at (617) 973-7335 at your convenience.

Sincerely,



David J. Mohler
Executive Director
Office of Transportation Planning