

Fiscal Year 2018-2019

Unified Planning Work Program (UPWP)



**CORVALLIS AREA
METROPOLITAN PLANNING ORGANIZATION
(CAMPO)**

Approved by the CAMPO Policy Board on March 21, 2018

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

Corvallis Area Metropolitan Planning Organization

Policy Board

Hal Brauner	City of Corvallis
Alan Rowe (Chair)	City of Adair Village
Annabelle Jaramillo	Benton County Board of Commission
Frannie Brindle	Oregon Department of Transportation
Rocky Sloan	City of Philomath

Technical Advisory Committee (TAC)

Laurel Byer	Benton County
Greg Gescher (Chair)	City of Corvallis
James Feldmann	Oregon Department of Transportation
Pat Hare	City of Adair Village
Rebecca Houghtaling	Oregon State University
Barry Hoffman	City of Albany Transit System
Chris Workman	City of Philomath

TAC Ex-Officio Members

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

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RESOLUTION No. 18-01

**FOR THE PURPOSE OF APPROVING THE FY2018-2019 CORVALLIS
AREA METROPOLITAN PLANNING ORGANIZATION'S
UNIFIED PLANNING WORK PROGRAM (UPWP)**

WHEREAS, the Governor of the State of Oregon, pursuant to USC 23 §123 & 450, has designated representatives of the cities of Corvallis, Philomath and Adair Village, Benton County, and, the Oregon Department of Transportation (ODOT) as the Corvallis Area Metropolitan Planning Organization to carry out the requirements of the Metropolitan Transportation Planning Process; and

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

WHEREAS, the Corvallis Metropolitan Planning Organization has developed a Unified Planning Work Program for FY2018-2019, in coordination with local governments, the US DOT and ODOT and in compliance with all applicable federal and state requirements; and

WHEREAS, the City of Corvallis and Benton County have agreed to provide 'in-kind' local match for the Federal Transit Administration's Section 5303 Funds that are applied by the MPO to partially cover the cost of its transportation planning activities in FY2018-2019;

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the Corvallis Area MPO approves the FY2018-2019 Corvallis Area Unified Planning Work Program and its associated budget.

Dated on this 21st Day of March 2018

APPROVED:

By: 

Alan Rowe, Chair
Corvallis Area MPO

ATTESTED:

By: 

Ali Bonakdar, Director
Corvallis Area MPO

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Chapter I INTRODUCTION

What is a Metropolitan Planning Organization (MPO)?

A Metropolitan Planning Organization (MPO) is an organization of local governments designated per USC 23, 123 & 450 to provide transportation planning and programming in areas with a collective population of 50,000 or over, termed as an Urbanized Area. As a condition for receiving federal transportation dollars, MPOs must have a *continuing, cooperative and comprehensive* transportation planning process in cooperation with their state Department of Transportation. The MPOs are responsible for development of a Regional Transportation Plan (RTP), development of a Transportation Improvement Program (TIP) and development of a Unified Planning Work Program (UPWP). The Corvallis Area MPO's transportation planning and programming activities are consistent with the area's locally adopted transportation and land use plans.

What is the Corvallis Area Metropolitan Planning Organization?

The US Census Bureau in 2002 declared that, according to the US 2000 Decennial Census, the population of the Corvallis Urbanized Area had reached 58,229. The Corvallis Urbanized Area consists of the cities of Corvallis, Philomath and Adair Village, as well as the densely populated portions of Benton County adjacent to those cities. As a result of surpassing the population criterion of 50,000, the Oregon Governor in December 2002 designated a coalition of local governments and ODOT as the Corvallis Area Metropolitan Planning Organization (CAMPO).

CAMPO is governed by a five-member Policy Board consisting of representatives of the cities of Corvallis, Philomath and Adair Village, the County of Benton and the Oregon Department of Transportation. The Policy Board operates according to the adopted Operating Guidelines.

CAMPO's Technical Advisory Committee (TAC) is made up of professional staff of the above entities, ODOT Regional Planner and a representative from the Albany Transit System. The representatives of relevant federal and other state agencies have ex-officio status on TAC. The TAC reviews technical material and provides recommendations to the Policy Board.

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

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

What is the Purpose of this Document?

The purpose of this document is to outline the transportation planning and programming activities of the Corvallis Area Metropolitan Planning Organization for the FY 2019 which begins on July 1, 2018 and ends on June 30, 2019. Funding for the MPO activities is made possible through the US Department of Transportation and Oregon Department of Transportation (ODOT). In-kind match for Federal Transit

Administration (FTA) Section 5303 funding is provided by the City of Corvallis and Benton County.

It should be noted that the levels of efforts and dollar amounts allocated to each activity in this document represent the best estimates at this time and may change with the consent of all parties involved.

The tasks in this document are called for by the Metropolitan Planning Rules and by the CAMPO member jurisdictions. Prior to the preparation of this document, staff requested priority tasks from member jurisdictions for inclusion in the FY19 Work Program. The request was made to the members of the Policy Board, the TAC and the professional staff of jurisdictions within the MPO. The TAC and the Policy Board agreed on the inclusion of the tasks described in the following pages in the FY19 UPWP.

Summary of CAMPO's Recent Transportation Planning Activities

CAMPO's most recent Transportation Planning activities include:

- **Updating of the Regional Transportation Plan (RTP)**

In March 2017 CAMPO adopted its Regional Transportation Plan with a horizon year of 2040. The Plan that was in work for the past three years was an update to the CAMPO's RTP that had been adopted in 2012 with a horizon year of 2035. To the extent possible, the development of RTP was coordinated with the development of the City of Corvallis Transportation System Plan (TSP). The public involvement of the RTP development was directed by a Special Public Involvement Plan for the Updating of the RTP, adopted by the CAMPO Policy Board. Other companion documents developed as part of this update are a Financial Plan for the implementation of projects in RTP and an Environmental Review of the projects recommended in the RTP Update.

- **Feasibility Study of Converting the City of Corvallis Transit System Fleet from Diesel to Compressed Natural Gas**

Researched the feasibility of converting the City of Corvallis Transit System fleet from diesel fuel to Compressed Natural Gas (CNG). Gathered data on the logistics and costs of the conversion. Estimated financial impacts on the transit agency and calculated the Return on Investment (ROI). The study concluded that due to the new extracting practices known as fracking, Compressed Natural Gas no longer is the most environmental friendly fuel and that the study needs to look at the feasibility of electric buses as the most environmental friendly type of fuel.

Based on the findings of this study the CTS is not planning to convert its fleet into CNG buses.

- **Linn-Benton Loop Transit Service**

In working with the Albany Area MPO, Oregon State University and Linn-Benton Community College (LBCC) established a Governing Board for the management of the Linn-Benton Loop Transit Service. Participated in the development of bylaws for the Technical Advisory Committee. Served in the Technical Advisory of the Loop and developed an outline for a Transit Development Plan for the Loop. Investigated various funding scenarios for the Loop Transit.

- **Transportation Performance Measures**

CAMPO collaborated with ODOT in the development of Transportation Performance Measures and the establishment of Targets. The Technical Advisory Committee and the Policy Board, reviewed and evaluated ODOT's Safety Performance Measures and Targets. At the end the Policy Board decided to declare its support for ODOT's Transportation Safety Measures and Targets. CAMPO will work with ODOT and will review and evaluate the remaining Transportation Performance Measures to determine a position relative to the adoption of the Measures and their Targets.

In FY19 CAMPO will make efforts to incorporate the implementation of the Performance Measures and achieving the Targets into its routine transportation planning and programming activities.

- **CAMPO's Title VI and Environmental Justice Plan**

In FY18 CAMPO updated and adopted its Title VI and Environmental Justice Plan. In working with ODOT Title VI Office prepared a program and plan that ensures the civil rights of the public and establishes policies of no discrimination throughout CAMPO's transportation planning and programming activities. CAMPO's Title VI Plan also complies with directives of the Environmental Justice Executive Order 12898.

Status of CAMPO's Documents

Key Documents	Current Status	Next Update
Regional Transportation Plan	Approved on March 30, 2017	March 2022
Transportation Improvement Program (TIP)	Approved June 2017	Spring 2020
FY 19 Unified Planning Work Program	Approval scheduled for April 2018	April 2019
Title VI and Environmental Justice Plan	Completed	2022
Public Involvement Framework	Updated in 2011	As Warranted
Special Public Involvement Plan for the development of RTO	Approved in 2016	2022
Posting a List of Obligated Transportation Projects	Currently Posted	Annually
Other Documents	Current Status	Next Update
Feasibility Study of Alternative Transit Fuel	Phase I: Completed Phase II: Electric Buses	March 2017 December 2018
Corvallis Area Transportation System Plan	Being developed Expected Completion in June 2018, Adoption in Fall 2018	TBD
Philomath Transportation System Plan	Being developed. Completion is expected in Summer 2018	TBD
Benton County Transportation System Plan	Being developed. Completion is expected in February 2019	TBD
City of Corvallis Transit Development Plan	Being developed Expected Completion in June 2018, Adoption by Fall 2018	TBD
Compliance with requirements of Transportation Planning Rules, formerly Transportation System Plan (RTSP)	Will be developed	December 2018
Transportation Safety Performance Measures	Supported ODOT's Measures	NA
Bridge and Pavement Performance Measures	To Be Developed	Summer 2018
Transportation System Performance Measures	To Be Developed	Summer 2018

Status of Regional Transportation Plan

CAMPO developed its first Regional Transportation Plan (RTP) for the Corvallis Area MPO in 2004 through 2006. *The Corvallis Area Metropolitan Transportation Plan: Destination 2030* was approved by the CAMPO Policy Board in September 2006. In 2007 CAMPO amended the RTP with an Addendum to comply with additional planning requirements that came with the new SAFETEA-LU Transportation Act.

Per the federal regulations, the RTP was updated in March 2012 with a horizon year of 2035. The updating of the Plan was through an extensive public outreach effort that was outlined in the *Special Public Involvement Plan for the updating of the Transportation Plan*. In summer 2012 the MPO developed a Financial Plan and reviewed the environmental impacts of the Transportation Plan Update. These supplemental documents were adopted separately in September 2012.

Work toward the updating of the RTP began in FY2016. ODOT provided the assistance of professional consultants with the updating of the RTP. To the extent possible, the RTP was coordinated with the development of the City of Corvallis Transportation System Plan and other regional transportation plans. In working with the consultants, a Special Public Involvement Plan for the Updating of RTP was developed and adopted by the Policy Board. The Public Involvement Plan outlined the extent of public outreach and identified means of public participation in the development of the Transportation Plan. In working with a Project Advisory Committee and the Technical Advisory Committee, a list of transportation projects were developed and recommended for inclusion in the Plan Update. The list was presented to the public for review and input. Finally, the Policy Board approved the list of recommended projects for inclusion in the Plan. In compliance with Federal Regulations, a Financial Plan and an Environmental Review of the projects in the Plan were developed. The Plan and its companion documents were adopted by the Policy Board on March 30, 2017. The RTP Update and its associated documents are posted on the CAMPO's Website: www.corvallisareampo.org

Budget Assumptions

The Fixing America's Surface Transportation Act, or "FAST Act" currently provides funding authorization for the nation's surface transportation. A provision of the Transportation Act, referred to as PL Fund, provides transportation planning dollars for approximately 90 percent of the CAMPO's annual budget. The required match for the federal fund is 10.27% which is provided by ODOT. The City of Corvallis and Benton County's Special Transportation Fund (STF) Program also provide in-kind match for the MPO's transit planning dollars (FTA Section 5303).

The formula for the distribution of PL and FTA's Section 5303 funds by ODOT to the MPOs has been worked out among the MPOs and ODOT. The budget assumptions in this document are according to the most recent ODOT's allocation of PL and 5303 Funds to each MPO.

Additionally, CAMPO has entered into a contract with ODOT for the development of a Regional Transportation System Plan (RTSP), a requirement of the Oregon Transportation Planning Rules (TPR), now referred to as compliance with requirements of TPR.

The expenditure assumptions of the budget are based on the best estimates and the latest information available at the time of developing the document.

The annual budget is subject to adjustments as warranted by the usual federal and state budgetary revisions. Adjustments to the CAMPO's annual budget are made through the adoption of budget amendment resolutions by the MPO Policy Board.

Public Participation

It is a goal of CAMPO to gain the maximum possible public input into its transportation planning and programming activities. To this end the agency has developed and formally adopted a **Public Involvement Framework** that outlines strategies and efforts that are conducted in association with the tasks in the Work Program. A copy of the CAMPO's Public Involvement Framework is posted at the CAMPO's Website: www.corvallisareampo.org.

The Framework requires two different levels of public outreach for the MPO's transportation planning and programming activities. Major activities such as the development and updating of the Metropolitan Transportation Plan require development of specially designed public outreach efforts. The specially designed document will undergo formal adoption by the Policy Board prior to its implementation. Other activities such as the development of the Transportation Improvement Program follow a prescribed set of procedures which may include:






- Holding a public comment period
- Holding a public meeting in compliance with ADA and Title VI requirements
- Posting announcement of the meeting and all relevant material on the website
- Advertising the public comment period and the public meeting in the newspapers and other media
- Collecting comments for review by the Policy Board prior to their decision making
- Responding to the comments
- Holding a permanent spot on the agenda of the Policy Board meetings for the public to provide comments.

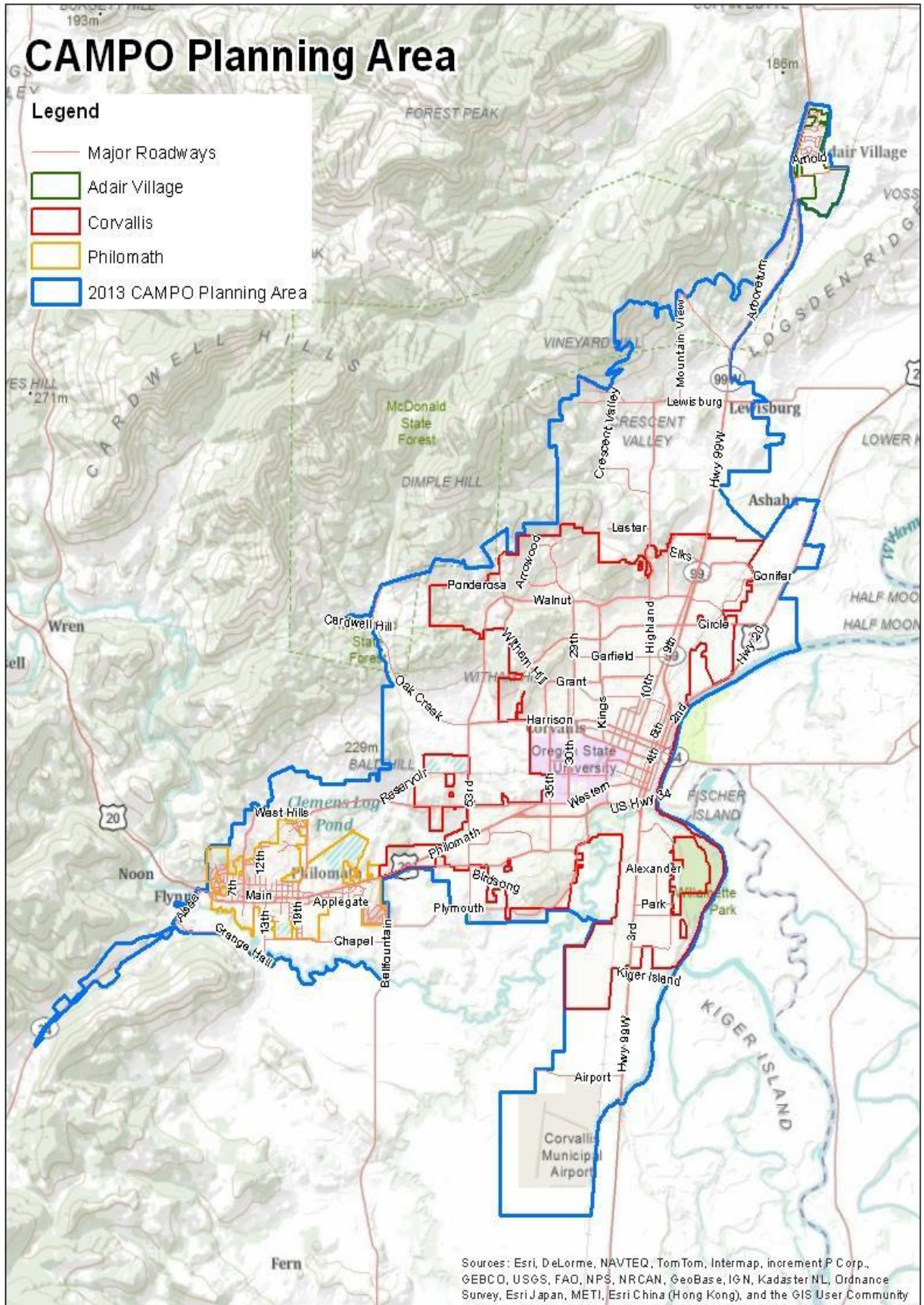
In 2016 CAMPO adopted and implemented a Special Public Involvement Plan for the Updating of the RTP.

- ✓ CAMPO's public meetings are in compliance with requirements of Title VI and Environmental Justice (EJ).
- ✓ All CAMPO's public meetings are held in ADA Accessible sites.
- ✓ All notices of public meetings inform of the availability of special assistance for people with hearing disabilities.
- ✓ All notices of Public Involvement meetings inform of the availability of interpreter for Hispanic people, the largest minority in the MPO Area.
- ✓ Attendees of the public involvement meetings are provided with the option of identifying their race. The results are used to measure the success of CAMPO with reaching out to all people.

CAMPO Planning Area

Legend

-  Major Roadways
-  Adair Village
-  Corvallis
-  Philomath
-  2013 CAMPO Planning Area



Sources: Esri, DeLorme, NAVTEQ, TomTom, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), and the GIS User Community

Chapter II – Planning Tasks

Task 100 – Program Management

Purpose

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

110 – MPO Operation

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

- Working with the MPO Policy Board and the Technical Advisory Committee to meet the transportation planning and programming needs of the MPO Area.
- Holding monthly meetings of the Policy Board and the Technical Advisory Committee.
- Coordinating the MPO's planning and programming activities with local planning officials, economic development agencies, local environmental organizations, transit providers, ODOT, FHWA, and FTA.
- Attending trainings, transportation-related conferences, and statewide and local transportation-related meetings that are consistent with the use of planning dollars.
- Involving the public in transportation planning and programming activities; public education; implementation of the CAMPO's public participation process.
- Coordination of MPO's transportation planning and programming with the Cascades West Area Commission on Transportation (CWACT) and the associations of peer MPOs.
- Compliance with all applicable federal requirements, particularly, Americans with Disabilities (ADA), Title VI requirements and the Environmental Justice.
- Coordination of regional transportation issues with the Albany Area MPO.

Product

A well-managed MPO operation.

120 – Development of MPO Work Program and Budget

Activities under this item will include:

- Development of the FY20 Unified Planning Work Program and its approval.
- Development of the FY20 MPO operation budget and its approval.
- Amendments to the FY19 Unified Planning Work Program for changes to the tasks and adopted budget.

Product

An FY19 UPWP that outlines the work program and budget for the coming year. Amendments to the FY18 UPWP and the budget as warranted.

130 – MPO Administration

Activities under this item will include:

- Compliance with required paperwork and documentation of activities as well as the maintenance of the MPO records.
- Accounting, bookkeeping and invoicing.
- Preparation and submittal of Quarterly Reports to ODOT.
- Preparation of the agency’s financial audit.
- Posting of Obligated Transportation Projects on the Website, per Federal Requirements.
- Upkeep and maintenance of the agency’s website.
- Attending organizational and personnel-related meetings.

Product

Compliance with federal and state transportation planning regulations
Quarterly Reports and Invoices
Financial Audit Results
Up-to-date website

Estimated Completion Schedule

Subtask	Estimated Schedule
110. MPO Operation	
Working w/ Policy Board	Ongoing
Holding Monthly Meetings	Ongoing
Staff Supervision	Ongoing
Attending Training, Conferences	Ongoing
Transportation Planning Coordination	Ongoing
Public Outreach/Education	Ongoing
Coordination with CWACT	Ongoing

120. Development of MPO Work Program and Budget	
UPWP Development	January, 2019
Budget Development	Jan, Feb. 2019
Amendments	As Needed
130. MPO Operation Administration	
Records	Ongoing
Accounting	Ongoing
Quarterly Report	Every 3 Months
Financial Audit	Once a year
Website Maintenance	Ongoing
Organizational Matters	Ongoing

Staff Effort and Cost

**100 - Program Management
Percent of Effort = 35%**

Task Component	Federal PL Fund	ODOT Match (Local)	Total PL
110. Operation	\$26,268	\$3,006	\$29,274
120. UPWP	\$14,593	\$1,670	\$16,263
130. Admin	\$17,512	\$2,004	\$19,516
Total	\$58,373	\$6,681	\$65,054

Task 200 – Long Range Transportation Planning

Purpose

The purpose of this task is to provide for the long range transportation planning needs of the Corvallis Urbanized Area MPO.

1. Development and Implementation of Transportation Performance Measures
2. Participation in the Updating of the Local Transportation System Plans (TSPs);
 - a. City of Corvallis
 - b. City of Philomath TSP;
 - c. Benton County TSP;
3. Compliance with Requirements of TPR, formerly development of a Regional Transportation System Plan (RTSP).
4. Travel Demand Forecasting Model

210- Development and Implementation of Transportation Performance Measures

To date CAMPO has worked with ODOT in the development of Transportation Performance Measures and establishing Targets. Continued work under this task will include:

1. Work with ODOT to develop Transportation Performance Measures and establish Targets;
2. Review and evaluate measures with the Technical Advisory Committee to determine the most appropriate measures and Targets to be adopted for the CAMPO Area;
3. Devise and implement planning and programming strategies that would help achieving Transportation Performance Measures Targets. Working toward achieving the Performance Targets will be integrated into the routine CAMPO's transportation planning and programming activities.

Product

Compliance with requirements of Transportation Performance Management.

220- Participation in the Development of Local Transportation System Plans

The cities of Corvallis and Philomath and Benton County are in the process of developing their TSPs. The completion dates for these TSPs are fall 2018, summer 2018 and February 2019 respectively.

Work under this element will include:

1. Serving on the Technical Advisory Committee of these plans.
2. Providing transportation related data and technical expertise;

3. Coordination of TSPs with requirements of TPR;
4. Reconciliation of transportation projects, policies and measures recommended in TSPs with those of RTP to comply with requirement of consistency of RTP with local plans;
5. Possible amendments to the RTP for consistency of transportation documents.
6. Coordination of TSPs with the development of TPR.

Product

Consistency of transportation plans in the MPO Area.

230 – Compliance with Requirements of Oregon Transportation Planning Rule

Currently, the State of Oregon’s Transportation Planning Rules (TPR), Chapter 12 requires development of a Regional Transportation System Plan (RTSP) that includes measures for reducing vehicle miles of travel (VMT). ODOT has provided State Planning and Research (SPR) fund to CAMPO under a two year contract for the completion of an RTSP. ODOT also has provided local match for this SPR fund. The requirement of RSTP development is currently being reviewed and revised. CAMPO will work with local jurisdictions to comply with requirements of TPR, as revised. Activities under this task will include:

- Development of measures in coordination with local governments and their TSPs
- Review of the revised version of TPR and development of strategies for compliance.
- Working with local governments for compliance with the new requirements.

Compliance with requirements of TPR is determined by ODOT/DLCD.

Product

Compliance with requirements of TPR

240 – Travel Demand Forecast Model

CAMPO has been working with ODOT’s Transportation Planning Analysis Unit (TPAU) in the development of the regional Corvallis, Albany, and Lebanon Model (CALM). The model was used in the development of CAMPO’s RTP and is being/will be used in the development of TSPs. The Model will also be used in determining the effectiveness of VMT reducing measures. Work under this element will include:

- Model analyses for the reconciled network of projects in the RTP;
- Model Analyses for the impact of adopted measures in reducing VMT;
- Model Analyses for major transportation projects within the CAMPO Area;
- Model Analysis and identification of system deficiencies for local TSPs.

Product

Quantitative analyses of current and future transportation networks and identification of current and future transportation planning needs.

Estimated Completion Schedule

Subtask	Estimated Schedule
210. Transportation Performance Management	
Work W/ ODOT to Develop Measures and Targets	1 st Quarter
Review and Evaluate Measures and Targets	Ongoing
Devise Strategies and Implement	Ongoing
220. Participation in the Updating of Local TSPs	
City of Corvallis TSP	1 st and 2 nd Quarters
City of Philomath TSP	1 st Quarter
Benton County TSP	1 st , 2 nd , and 3 rd Quarter
Coordination and Reconciliation	
230. Compliance with Requirements of TPR	
Develop measures in coordination with local governments.	2nd Quarter
Review new requirements and develop strategies.	3rd Quarter
Work with local governments for compliance	4 th Quarter
240. Travel Demand Forecasting Model	
Current and Future Network Analysis	Ongoing
Run the impact of adopted measures in reducing VMT	3 rd Quarter

Staff Effort and Cost

**200 - Long Range Transportation Planning
Percent of Effort = 35%**

Task Component	Federal PL Fund	ODOT Match (Local)	Total PL and SPR
210 - Performance Management	\$20,875	\$2,389	\$23,264
220 - Coordination with Local TSPs	\$16,850	\$1,929	\$18,779
230 - Compliance with TPR	8,973 SPR*	1,027 ODOT*	\$10,000*
240 - Travel Demand Forecasting	\$11,675	\$1,336	\$13,011
Total	\$58,373	\$6,681	\$65,054

*. ODOT has provided \$20 K of State Planning and Research (SPR) fund to CAMPO for the development of the RTSP (compliance with TPR) during the biennium of FY18-19. Approximately \$10 K of that remains for FY19

Task 300 – Public Transportation Planning

Purpose

The purpose of this task is to provide for the public transportation planning needs of the Corvallis Area MPO. Components of this task are:

1. Assistance to the Corvallis Transit System with the programming of transit and Transportation Option projects and coordination of public transportation services within the Urbanized Area;
2. Inter-City Public Transit Planning;
3. Feasibility Study of Electric Buses for Corvallis Transit System.

310 – Transit Planning Assistance

Transit services in the Corvallis Area MPO are provided by the City of Corvallis (Corvallis Transit System and Philomath Connection) and Benton County (99 Express and Coast to Valley). Interurban transportation between the Corvallis Area and Albany Area MPOs is provided by the City of Albany (Linn-Benton Loop Service) and a transit shuttle between Corvallis and the Albany Train Depot.

The Corvallis Transit System, owned by the City of Corvallis, is the primary transit service in the MPO Area and is operated under a contract by First Student, Inc. The City of Corvallis is the recipient of the FTA's Sections 5307 funds in the Corvallis Area MPO. The Philomath Connection, operated by the City of Corvallis on behalf of the City of Philomath (via an Intergovernmental Agreement), runs between the cities of Corvallis and Philomath. Benton County is a recipient of the FTA's Section 5310 and the State Special Transportation Fund (STF) monies. Both CTS and the County STF Program are eligible to receive other FTA or State funds. The County's STF Program provides the required ADA complementary paratransit service for CTS under an Intergovernmental Agreement with the City of Corvallis.

The City of Corvallis also receives Transportation Option funds to promote alternative modes of transportation.

Both the City of Corvallis and Benton County also perform a significant amount of transit planning activities. Per the agreements with these entities, their transit planning activities are reported as in-kind contribution for the FTA's Section 5303 required match.

As a matter of policy, the MPO integrates transit solutions into its transportation plans, programs and projects and promotes the use of transit and other Transportation Options. The following transit planning activities are provided on a routine basis:

- Incorporating transit and other Transportation Options into the regional transportation solutions;
- Supporting transit agencies in seeking funding opportunities;
- Inclusion of transit agencies' capital and operation budget in MTIP and STIP;

- Conducting studies in support of transit planning and operation.

The Corvallis Transit System has evaluated the Asset Management Performance Measures and determined to support ODOT's Asset Management Performance Measures.

Product

Enhanced transit service and Transportation Option planning

Provision of financial and operational information

Coordinated transit service within the MPO Area.

320 – Inter–City Public Transportation Planning

Purpose

The purpose of this task is to provide for the trips made to and from the City of Corvallis, a majority of which are between the city of Corvallis and the City of Albany.

Description

The area's major employers, OSU, the Samaritan Regional Medical Center and Hewlett Packard Co., along with other employers attract approximately 19,000 daily commuters to the City of Corvallis. The distribution of jobs, houses and shopping opportunity in this area have created a travelshed that expands along an east-west corridor from the City of Philomath to the City of Lebanon. The bulk of these trips, however, are between the cities of Corvallis and Albany.

The Linn-Benton Loop Service that currently serves interurban travels between Albany and Corvallis is operating at or near full capacity with little or no additional resources for expansion. There is a significant amount of unmet demand for an enhanced public transportation service between the two cities.

Since 2013 the Albany and Corvallis Areas MPOs along with other stakeholders have worked together and have a) established a governing board with adopted bylaws for the Linn-Benton Loop; b) established a Technical Advisory Committee with adopted bylaws for the Loop; c) investigated the feasibilities of a reliable revenue stream for the Linn-Benton Loop, and; d) developed a scope work for a transit development plan for the Loop.

Activities under this task will include:

- Hiring a consultant and working with the consultant for the development of a transit development plan for the Loop.
- Providing technical assistance to the Linn-Benton Loop Governing Board
- Serving on the Technical Advisory Committee of the Loop and as the liaison between CAMPO Policy Board and the Linn-Benton Loop Transit Service.
- Continuous exploration of a reliable funding stream for the operation of Linn-Benton Loop.

- Providing assistance to the Benton County’s STF Program to secure additional funds for the operation of the transit shuttle between Corvallis and the Albany Train Depot.
- Participating in the development of Linn-Benton Loop TDP in working with the consultant.
- Participation in Benton County’s development of a formula for the distribution of Statewide Transportation Improvement Fund (STIF) to local transit providers.

Product

Improved public transportation service along the region’s commuting corridors.

330 – Feasibility Study of Electric Buses for CTS

Purpose

The purpose of this study is to identify the logistics, the costs and the benefits of an environmental-friendly energy source for CTS buses.

Description

In the past CAMPO studied the feasibility of converting the existing CTS diesel buses to Compressed Natural Gas (CNG), which is a cleaner fuel. The study examined the costs, logistics and the Return on Investment (ROI) for purchasing CNG buses compared to retrofitting the existing fleet. The conclusion of the study pointed to the fact that the current method of extracting CNG, known as fracking, is harmful to the environment and due to this extracting practice, CNG is no longer considered an environmental friendly energy source. Therefore, the next phase of this study will be exploring the benefits, the cost and the logistics of using electric buses. The study will be conducted with assistance from the Oregon Department of Energy and in consultation with the City of Corvallis. Activities under this task will include:

- Data collection on the environmental benefits of electricity as a source of energy and its comparison with diesel and CNG;
- Estimation of the costs, identification of grant opportunities for covering the cost;
- Identification of needed charging facilities and charging logistics.
- Programming fleet renewal and replacement plan, calculation of Return on Investment.

Product

A report that provides necessary information for making decision on the conversion of the fleet to electric buses.

Estimated Completion Schedule

Subtask	Estimated Schedule
310 – Transit Planning	Ongoing
320 – Intercity Transit Planning	Ongoing
330 – Electric Buses Study	1 st Quarter

Staff Effort and Cost

300 – Public Transportation Planning (Transit)
Percent of Effort = 20.72%

Task Component	% of Effort Allocated	FTA 5303	Corvallis In Kind Match	Benton County In Kind Match	Total
310 – Transit Planning	25	\$ 9,628	\$602	\$500	\$10,730
320 – Intercity Transit	37	\$14,249	\$891	\$740	\$15,880
330 – Electric Buses Study	38	\$14,634	\$915	\$760	\$16,309
Total	100%	\$38,511	\$2,408	\$2,000	\$42,919

Task 400 – Transportation Programming

Purpose

The purpose of this task is to continually perform transportation programming for the Corvallis MPO Area through the development of new Transportation Improvement Programs (TIP) and the upkeep of the existing TIP for inclusion in the Statewide Transportation Improvement Program (STIP). In FY18 CAMPO developed FY2018-2021 TIP and worked with ODOT for its inclusion in the FY18-21 Statewide Transportation Improvement Program (STIP).

Components of this task are:

410 – Preparation for FY2021-2024 TIP

Work toward the development of FY21-24 TIP and STIP has begun. CAMPO will work with its Technical Advisory Committee and ODOT for the development of the FY20-24 TIP and STIP. The new TIP will be developed in line with the adopted Transportation Performance Measures and Targets. The MPO will work with the Area Commission on Transportation (ACT) for the selection of projects sponsored by ODOT.

The development of CAMPO's FY2021-2024 will include public outreach efforts and solicitation of comments through the holding of a public involvement meeting and the posting of the projects on the website. The advertisement of the public involvement in the newspaper will include the specific language required by the FTA's requirement of Program of Projects (POP).

Selection of projects for funding will be through the process of 1) soliciting candidate projects from member jurisdictions for funding; 2) applying the Board approved project selection criteria to candidate projects; 3) ranking of the candidate projects based on their score, and; 5) approval of the prioritized list of projects for funding by the Policy Board.

Staff will develop the FY20 Self Certification Process Document, will approve it by the Policy Board and will submit it to ODOT along with FY2021-2024 TIP.

Product

An outline of the FY 21-24 TIP in cooperation with ODOT and in recognition of Transportation Performance Measures and Targets. The TIP projects and documents are posted on the CAMPO's Website.

Self-Certification document.

420 – TIP Amendment

This task provides for the necessary amendments to the FY18-21 TIP and STIP documents. The amendments are generally initiated either by member jurisdictions or by ODOT. CAMPO practices two types of amendments to the approved TIP, Administrative Amendments and Formal Amendments. Administrative amendments are performed by

staff when proposed changes to a project do not substantially alter scope, cost and schedule of the project. Substantial changes to the projects require a formal amendment by the Policy Board.

Product

Up-to-date FY18-21 TIP document for incorporation into FY18-21 STIP.

Estimated Completion Schedule

Subtask	Estimated Schedule
410. Development of FY18-21 TIP	1 st Quarter
420. TIP Amendments	Ongoing

Staff Effort and Cost

400-Transportation Programming

Percent of Effort = 8.28%

Task Component	Federal PL Fund	ODOT Match (Local)	Total PL
410. Work toward Development of FY21-24 TIP	\$6,905	\$790	\$7,695
420. TIP Amendment	\$6,905	\$790	\$7,695
Total	\$13,809	\$1,580	\$15,390

Task 500 - Transportation Project Coordination

Purpose

The purpose of this task is to coordinate ODOT's sponsored transportation projects and studies with the MPO Policy Board, the Technical Advisory Committee, stakeholders and the public. Components of this task are:

510 - VanBuren Bridge Information Coordination

Over the past 15 years CAMPO has worked with ODOT on studies exploring the replacement of the VanBuren Bridge. HB 2017 now provides funding for the construction of a new two lane bridge. Work on the preliminary Engineering of the bridge has begun. The MPO staff will be acting as a liaison between ODOT and the Policy Board for communicating the design aspects of the bridge with the Policy Board.

Product

Coordination between ODOT and MPO Policy Board on the new VanBuren Bridge

520 – Development of a Regional Intelligent Transportation System (ITS) Architecture

ODOT in working with FHWA has embarked on the development of a new ITS Architecture for the Linn and Benton County. Staff will be working with ODOT for the coordination of this effort with local jurisdictions.

Product

A Renewed ITS Architecture for the MPO Area

530 - Other Projects

Generally during each fiscal year a few unanticipated projects emerge that require coordination with MPOs. This task is for working with ODOT on two types of projects:

1. ODOT's sponsored projects within the MPO;
2. ODOT's federal tasks that require participation of MPOs.

Product

Cooperation and coordination with ODOT's projects

Estimated Completion Schedule

Subtask	Estimated Schedule
510 - VanBuren Bridge PE	First &, Second Quarter
520 - ITS Architecture	1 st and 2 nd Quarter
530 – Other Projects	Ongoing

Staff Effort and Cost

**500 - Transportation Projects Coordination
Percent of Effort = 1%**

Task Component	Federal PL Fund	ODOT Match (Local)	Total PL
510 -Van Buren Bridge Info	\$584	\$67	\$651
520 – ITS Architecture	\$750	\$86	836
530 - Other Projects	\$333	\$38	\$372
Total	\$1,668	\$191	\$1,859

Chapter III
Other Transportation Planning Activities in the MPO Area

For Information Purpose Only

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

1. City of Corvallis Transportation System Plan (TSP) Update – The existing TSP for the City of Corvallis was adopted in 1996. With assistance from ODOT, the City of Corvallis is currently updating its TSP. Completion of the TSP is expected in fall 2018. The cost of this effort is shown below.
2. City of Corvallis Transit Development Plan (TDP). As part of the updating of the TSP, the City of Corvallis is developing a TDP with assistance from ODOT. Completion of TDP is expected in June 2018. The total cost of the City of Corvallis TSP and TDP is \$1,145,595.
3. City of Philomath TSP Update. The last TSP for the City of Philomath was developed in 1999. With assistance from ODOT, the City is updating its TSP. The TSP is expected to be complete in summer 2018. Cost = \$281,480
4. Benton County TSP Update. With assistance from ODOT, Benton County is updating its TSP. In addition to the rural roads, the County TSP will cover the classified roadways in the CAMPO area that are within the County’s jurisdictions. The Plan is expected to be complete in February 2019. The cost of this effort is covered by \$332,900 of Transportation and Growth Management (TGM) grant and \$45,395 of the County’s match fund.
5. Park and Ride Study by the Cascades West Council of Governments (CWCOG). Under a Transportation Growth and Management (TGM) grant, the COG is studying the needs for and appropriate locations of Park and Ride facilities within the counties of Linn, Benton and Lincoln.
6. The Oregon State University (OSU) will be developing a set of documents to guide decisions regarding the funding, implementation, operation, and monitoring of campus transportation facilities, services, and programs. OSU has budgeted approximately \$400,000 for this effort.
7. Park and Ride Study. The Cascades West Council of Governments is conducting a Park and Ride Study in the three counties of Linn, Benton and Lincoln (emphasis on Linn and Benton Counties) to identify most suitable park and ride sites for intercity travels within these counties. This effort is financed by \$76,270 of STIP fund and is expected to conclude in 2019 calendar year.

Chapter IV

Budget Summary

CAMPO's FY19 Revenue

Funding Source	Breakdown	\$ Amount
PL	Federal (FHWA)	123,250
	ODOT Match	14,107
	Total	137,357
Section 5303	Federal (FTA)	38,511
	In-Kind Match (Corvallis/Benton Co.)	4,408
	Total	42,919
Total PL and 5303 Fund		180,276
Total PL and 5303 Fund Excluding In-Kind Match		175,868
Grants	ODOT's RTSP (Compliance with TPR) (FY17&19)	10,000
Total	Total PL and 5303 with Grant	185,868
	Total Labor	4,408
Grand Total		190,276

*. The dollar amounts are according to the best estimates and information available at the time of developing the budget.

CAMPO's FY19 Expenses*

Cost	Amount	Percent
Personnel	\$ 147,000	66.1%
Board/Committees/Meetings	\$ 500	0.2%
CED Administration	\$ 10,000	4.5%
Advertising	\$ 500	0.2%
Computer Maintenance	\$ 500	0.2%
Contract/Contingency	\$ 285	16.6%
Copying	\$ -	0.0%
Dues/Memberships	\$ 800	0.4%
Finance Indirect	\$ 2,723	1.2%
Indirect Expense	\$ 4,164	1.9%
Legal Services	\$ -	0.0%
Postage	\$ 100	0.0%
Printing	\$ 500	0.2%
Rent	\$ 7,496	3.4%
Supplies	\$ 3,000	1.3%
Technology Group	\$ 2,800	1.3%
Telephone	\$ 1,000	0.4%
Training	\$ 500	0.2%
Travel	\$ 4,000	1.8%
Total	\$ 185,868	100%

*. Budgeted cost is based on current best estimates. The actual incurred cost may be different.

Glossary of Acronyms

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