

Unified Planning Work Program For Dukes County Massachusetts

October 1, 2008 – September 30, 2009

Prepared by
The Martha's Vineyard Commission
in cooperation with the
Federal Highway Administration
Federal Transit Administration
Massachusetts Executive Office of Transportation and Public Works
Massachusetts Highway Department
Vineyard Transit Authority

Committee of Signatories

Bernard Cohen	Secretary of Transportation
Luisa Paiewonsky	Commissioner, Mass Highway
Douglas Sederholm	Chairman, MVC
Alice R. Butler	Chairman, VTA

Joint Transportation Committee

Voting Members

Richard Combra, Jr.	Town of Oak Bluffs
Daniel Greenbaum	Town of Chilmark
Stuart Fuller	Town of Edgartown
Theodore Leslie	Town of Aquinnah
John Bugbee	Town of Tisbury
Deborah Cini	Town of West Tisbury
Russell Smith	County of Dukes County
Woody Vanderhoop	Wampanoag Tribe of Gay Head
Aquinnah	

Alternate Voting Members

Forrest Alley	Town of Aquinnah
Lenny Jason	Town of Chilmark
Margaret Serpa	Town of Edgartown
Greg Coogan	Town of Oak Bluffs
Fred Lapiana, Vice-Chair	Town of Tisbury
vacant	Town of West Tisbury

Other Members

David Whitmon	Oak Bluffs (cyclists and pedestrians)
Robert Clermont	Tisbury citizen
Mark London (ex-officio)	Martha's Vineyard Commission
Angela Grant (ex-officio)	Vineyard Transit Authority
Karen Pearson (ex-officio)	Executive Office of Transportation and Public Works
Bridget Tobin (ex-officio)	Woods Hole, Martha's Vineyard and Nantucket Steamship Authority

Staff of The Martha's Vineyard Commission

Mark London*	Executive Director
Jeffrey Wooden*	Administrator
Christine Flynn*	Planner (Econ. Dev./Aff. Housing)
Paul Foley*	DRI Analyst/Planner
Jo-Ann Taylor*	Coastal Planner
Chris Seidel*	GIS Coordinator
William Veno, AICP*	Senior Planner
Donna Stewart	Administrative Assistant
Jane Talbot*	Planner (Transportation)
William M. Wilcox	Water Resources Planner
vacant*	Transportation Intern

* Staff members funded through this Unified Planning Work Program.

Approximate time allocated to work program activities:

Executive Director	15%
Administrator	5%
Transportation Planner	90%
Senior Planner	12%
GIS Coordinator	30%
DRI Analyst/Planner	15%
Planner (Econ. Dev./Aff. Housing)	10%
Transportation Intern	100%

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Introduction

This Unified Planning Work Program (UPWP) describes the scope and estimated costs of transportation planning activities to be performed during the program year - October 1, 2008 to September 30, 2009.

The UPWP was prepared in consideration of the following national planning priorities set forth in the Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users (SAFETEA-LU):

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 nonmotorized users;
3. Increase the security of the transportation system for motorized and nonmotorized 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 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, and;
8. Emphasize the preservation of the existing transportation system.

Of these factors, the Martha's Vineyard UPWP includes goals and policies that address items 2, 3, 4, 6 and 8 above.

The UPWP outlines transportation planning activities, objectives and purposes, procedures, and funding sources for the Island's regional planning agency, the Martha's Vineyard Commission (MVC). A draft of the UPWP is prepared annually by the staff of the Martha's Vineyard Commission based on the activities and funding levels of the previous year, and on the anticipated needs and available funds of the upcoming year. This draft is then discussed at one or more of the monthly public meetings of the Martha's Vineyard Joint Transportation Committee (JTC), which comprises representatives of the Martha's Vineyard Commission, the Martha's Vineyard Regional Transit Authority (VTA), Martha's Vineyard Airport, the municipalities of Dukes County, providers of transportation services including the Steamship Authority, the Executive Office of Transportation and Public Works (EOTPW), the Wampanoag Tribe and the Massachusetts Highway Department (MHD). Interested members of the public are also invited to join the JTC. The input of the municipalities and transportation providers is particularly critical to the development of the UPWP, as it helps focus planning activities where they are most needed.

In accordance with the procedures laid out in the JTC's *Public Participation Plan*, any meeting at which the UPWP is scheduled to be discussed or voted on is publicized at least 14 calendar days in advance. At its June 11, 2008 meeting the Martha's Vineyard Joint Transportation Committee reviewed the current document and unanimously voted to recommend its endorsement, pending

public comment. The document was then released for public comment; the public comment period was from June 19, 2008 to July 21, 2008, substantially longer than the 14-day period required by the *Public Participation Plan*. No comments from the public were received so the UPWP was endorsed.

Work program's activities are necessary in order to realize the region's continuing, cooperative and comprehensive (3C) process. Its other functions are to:

- Complement the objectives of the *Regional Transportation Plan* and other significant regional planning projects;
- Update transportation planning documents; and
- Provide a broad range of planning and support services to the MVC member towns and the Wampanoag Tribe of Gay Head (Aquinnah).

The cost of work amounts to \$275,260. Funding has been and is expected to be provided by MHD, the Federal Highway Administration (FHWA) and the Federal Transit Administration as part of a contract between Martha's Vineyard Commission (MVC), a regional planning and regulatory agency authorized under Chapter 831 of the Acts of 1977, as amended. Generally speaking, all of the MVC's transportation planning funds come through MHD. Other sources of funds would be noted. Costs are based on an average daily professional rate of \$200. Overhead of 125% results in a total average daily rate of \$450.

Task 1. Management and Support of the Planning Process

Sub-task 1.1 - Management and Support of the Comprehensive, Continuing and Cooperative (3C) Process

- To maintain the 3C transportation planning process by involving governmental agencies, providers of transportation services and the general public in conformity with all applicable federal and state rules, regulations and guidelines.

Proposed Activities

- Liaise with governmental agencies and providers of transportation services as to the planning, programming, and funding of regional transportation projects.
- Provide technical and administrative support to the JTC, including the Bicycle and Pedestrian Subcommittee, and explore possibility of expanding JTC's planning role.
- Review federal and state transportation plans, programs, regulations, guidelines and initiatives.
- Prepare documents related to the maintenance and/or enhancement of the 3C process.
- Participate in MARPA Transportation Managers workgroup.
- Conduct public meetings, hearings, and workshops, as needed.

Previous Work

- Meetings, minutes, and forums of the JTC.
- The Transportation Improvement Program (TIP), UPWP, JTC By-laws, and Public Participation Plan, as well as sundry other documents required by federal or state authorities.
- The 2007 *Regional Transportation Plan* update (see 2006-2007 UPWP subtask 1.4).

Products

- Records of JTC meetings and forum proceedings.
- Planning and process documents (e.g., JTC By-laws) and related graphics.
- Technical assistance memoranda and reports.

Schedule

Continuous throughout the year

Task Budget

Staff days required	40.0
Current year funding	\$18,000
Funding source(s)	FHWA/Mass Highway

Task 1. Management and Support of the Planning Process

Sub-task 1.2 - Unified Planning Work Program

Objectives

- To prepare a Unified Planning Work Program (UPWP) that describes the transportation planning activities and tasks to be undertaken by the Martha's Vineyard Commission from October 1, 2009 through September 30, 2010.
- To coordinate UPWP tasks in order to support the 3C process.

Proposed Activities

- Review and amend the UPWP as to its format, content, and conformity with applicable federal and state rules, regulations, and guidelines.
- Prepare task descriptions and budgets in consultation with the JTC, governmental agencies, and other interested parties.
- Liaise with federal, state, and local agencies in order to administer transportation planning grants and contracts.

Previous Work

- UPWP for October 1, 2008 through September 30, 2009.
- Monthly financial and progress reports.

Products

- UPWP and documents related to the preparation and endorsement of the UPWP.
- Monthly progress reports and financial documents.
- Records of all meetings and proceedings.

Schedule

May - August 2009

Task Budget

Staff days required	12.0
Current year funding	\$5,400
Funding source(s)	FHWA/Mass Highway

Task 1. Management and Support of the Planning Process

Sub-task 1.3 - Transportation Improvement Program

Objective

- To prepare a Transportation Improvement Program (TIP) describing a financially constrained list of transportation projects that is consistent with governmental policies.

Activities

- Review of the current TIP as to its format, content, and conformity to applicable federal and state rules, regulations, and guidelines.
- Consult with state, regional, and local officials to determine the status of current projects and solicit additional projects eligible for federal and/or state funding.
- Consult with regional and local officials to determine the status of current projects and solicit additional projects eligible to be funded with "non-federal" funds.
- Estimate project costs.
- Determine priority of projects, in conjunction with the JTC, given project selection criteria.
- Conduct supporting studies.
- Coordinate public review, adoption, and endorsement of TIP documents.
- Assure conformity of TIP projects with all applicable federal state plans, regulations, and guidelines.
- Monitor implementation of TIP projects.
- Amend and adjust the TIP, as needed.
- Meet with representatives of government agencies, providers of transportation, and other interested parties.

Previous Work

- The 2008-2011 TIP, including amendments and documents related to endorsement.

Products

- TIP, and TIP amendments and adjustments as needed.
- Records of all meetings and proceedings.

Schedule

May - August 2009

Task Budget

Staff days required	30.0
Current year funding	\$13,500
Funding source(s)	FHWA/Mass Highway

Task 1. Management and Support of the Planning Process

Sub-task 1.4 - Environmental Justice

Objective

- To include the basic principles of environmental justice in the 3C process.

Procedures

- Transportation planning procedures will be reviewed with guidance from FHWA/Federal Transit Administration and MHD regarding specific activities relating to environmental justice and the planning process.
- Obtain current information on locations of affordable housing units from the Vineyard Housing Authority (Dukes County) and update maps accordingly (using Geographic Information Systems - GIS).
- Coordinate with Vineyard Transit Authority and Vineyard Housing Authority (Dukes County) to ensure that the transportation needs of target populations are met.
- Involve the public in transportation decisions through surveys/public meetings/workshops as needed.

Previous Work

- Incorporated Environmental Justice considerations into planning documents, including the Regional Transportation Plan, consistent with federal and state policy.

Products

- Compliance with all Environmental Justice requirements.
- Technical assistance, memoranda, reports, maps and workshops as needed.

Schedule

Continuous throughout the year

Task Budget

Staff days required	5.0
Current year funding	\$2,250
Funding source(s)	FHWA/Mass Highway

Task 2. Transportation Planning Support Activities

Sub-task 2.1 - Transportation Data Collection

Objectives

- To maintain an accurate and current database needed for transportation decision-making.
- To support future *Regional Transportation Plan* updates and other documents.

Procedures

- Continue collection of traffic count data on the major Island roads; update historical database of traffic.
- Collect bicycle count data on the Island's bicycle path system and maintain an inventory of bicycle paths, routes and off-road facilities, as well as pedestrian paths and trails and their physical condition of facilities, amenities, and other factors.
- Conduct traffic count studies of specific corridors and intersections.
- Collect data concerning road safety.
- Create and build various databases suitable for integrated transportation/geographic information system applications.
- Update Traffic Analysis Zone (TAZ) data with respect to population, housing, and employment.
- Monitor all demographic data for potential use in transportation analyses.
- Continue forecast of regional traffic conditions and trends into the future.
- Make all data and information available to town boards, committees, DRI applicants and others.

Previous Work

- MVC traffic database, including bicycle counts, recently revised and expanded to include all available historical data.
- Extensive data and forecasts included in the *Regional Transportation Plan* and specific analyses such as the Edgartown Upper Main Street study.
- Travel Analysis Zone data developed for transportation modeling.

Products

- Transportation planning databases, including traffic database, TAZ data, and demographic and safety data.
- Reports, technical memoranda, and related graphics applicable to specific projects.

Schedule

Continuous throughout the year

Task Budget

Staff days required	50.0
Current year funding	\$22,500
Funding source(s)	FHWA/Mass Highway

Sub-task 2.2 - Geographic Information System

Objectives

- Maintain a geographic information system (GIS) database in order to integrate transportation planning with land use planning, economic development and environmental protection.
- Maintain the Road Inventory File.

Procedures

- Continue to create and maintain various databases/GIS map layers, (e.g., road inventories, transit routes, walking trails, and bicycle paths).
- Integrate GIS databases/map layers in order to support transportation and land use decision-making.
- Creation of new maps for planning analysis and presentations.
- Attend various GIS related-workshops and training sessions, including the MARPA GIS group, as needed.
- Review, select and acquire additional hardware and software, as needed.
- Viewshed analysis of roadway corridors.
- (Note: The GIS sub-task supports other UPWP activities, such as sub-task 2.5, 3.2, and 3.3)

Previous Work

- Completed a major update of the road inventory file/GIS layer to add street names.
- Traffic Analysis Zone data and maps.
- Interactive web-site map of traffic counter locations (click on a counter and view the various traffic statistics for that site .
- Creation of hundreds of individual maps and graphics supporting all facets of the MVC's planning work (e.g., the maps in the *Regional Transportation Plan*.)

Products

- Updated road inventory file/GIS layer.
- GIS databases for analysis of regional and local transportation projects.
- Maps, technical memoranda, and related graphics on an almost daily basis.

Schedule

Continuous throughout the year

Task Budget

Staff days required	90
Current year funding	\$40,500
Funding source(s)	FHWA/Mass Highway

(Note: The GIS sub-task supports other UPWP activities, such as sub-task 2.5, 3.2, and 3.3)

Task 2. Transportation Planning Support Activities

Sub-task 2.3 - Travel Surveys

Objective

- To collect, when necessary, information on the travel behaviors of Island residents and visitors, as well as regional freight movements.

Procedures

- Analyze recent surveys
- Design questionnaires, distribute survey forms, collect and analyze survey forms, and report survey results to clients and the public, as needed.

Previous Work

- Conducting and analysis of extensive 2003 and 2004 visitor and resident surveys, and 2005 origin-destination surveys for Edgartown and Tisbury.

Products

- Survey analysis, memoranda, and related graphics.

Schedule

Continuous throughout the year.

Task Budget

Staff days required	20.0
Current year funding	\$9,000
Funding source(s)	FHWA/Mass Highway

Task 2. Transportation Planning Support Activities

Sub-task 2.4 - Air Quality Analysis and Control Measures

Objectives

- To determine air quality effects of proposed regional transportation projects.
- To develop recommendations in support of proposed transportation improvements

Procedures

- Prepare all documentation necessary for an air quality conformity determination required by federal and state regulations and guidelines.
- Prepare air quality analyses, as required for CMAQ and other air-quality related project funding sources.
- Replace some of existing public transit buses with new cleaner burning equipment.
- Coordinate with the Wampanoag Tribe on obtaining diesel retrofit equipment for the transit fleet to reduce exhaust emissions.
- Analyze air quality impacts of proposed roundabout at Blinker Intersection and expanded pedestrian and bicycle networks.

Previous Work

- Air Quality certifications required for *Regional Transportation Plan* and TIP.

Products

- Determination of conformity concerning projects to be included in the TIP and its amendments.
- Reports, memoranda, and related graphics as needed.

Schedule

Continuous throughout the year

Task Budget

Staff days required	5.0
Current year funding	\$2,250
Funding source(s)	FHWA/Mass Highway

Task 2. Transportation Planning Support Activities

Sub-task 2.5 - Travel Demand Modeling

Objectives

- To develop regional travel demand models for use in land use and transportation planning, and for air quality conformity.

Procedures

- Develop a peak-season travel demand model in order to forecast roadway traffic volumes given various land use scenarios and demographic/economic data trends.
- Maintain the non-peak season model in order to determine air quality conformity.
- Apply the model to projected development scenarios as part of regional planning efforts.
- (Note that this item has been on the UPWP in the past but was not completed due to staff turnover. This has been included again in this year's UPWP, but the feasibility of competing it will have to be re-evaluated after the new transportation planner is in her position.)

Previous Work

- A TransCad non-peak model was developed a few years ago and the MVC developed data for the peak-season model.

Products

- Regional travel demand model and analyses using TransCad software.
- Updated databases.
- Reports, memoranda and related graphics.

Schedule

Continuous throughout the year

Task Budget

Staff days required	30.0
Current year funding	\$13,500
Funding source(s)	FHWA/Mass Highway

Task 3. Specific Transportation Planning Studies

Sub-task 3.1 - Project Reviews

Objective

- To coordinate the review and analysis of regionally significant transportation projects and the transportation components of regionally significant land use development projects known as Developments of Regional Impact (DRIs).

Procedures

- Review and analyze all DRI traffic impact analyses (TIAs) submitted to the MVC under Chapter 831 of the Acts of 1977 requirements for consistency with the *Regional Transportation Plan*.
- Assist applicants with TIAs as needed, including helping to develop the scope of the study, and assisting with technical issues.
- Review background data and conduct site visits as necessary to verify information.
- Identify appropriate mitigation measures for each project reviewed, and make recommendations to MVC.
- Greatly expand and improve the MVC DRI Transportation Policy to increase the transparency and fairness of the process, and to include required mitigation.
- Present data to state, regional, and local officials and organizations as required.
- Review and comment on state highway access permits, ENF submittals, and EIR submittals.
- Draft and adopt a Transportation Policy for Developments of Regional Impact.

Previous Work

- Reviewed 27 DRIs. Many required extensive assistance, site visits, and recommendations.

Products

- Transportation analyses of DRIs, with recommendations concerning mitigation measures.
- Preparation of related reports and graphics, and public presentation of analyses.
- Records of all meetings and proceedings.

Schedule

Continuous

Task Budget

Staff days required	80.0
Current year funding	\$36,000
Funding source(s)	FHWA/Mass Highway

Task 3. Specific Transportation Planning Studies

Sub-task 3.2 - Transportation Planning Studies

Objectives

- To integrate transportation planning into the preparation of the regional comprehensive plan for Martha's Vineyard, currently underway.
- To outline the implementation program for improvements to the Island's bicycle network.
- To further the Commonwealth's planning initiatives furthering Sustainable Development Principles.

Procedures

- Support the efforts of the Island Plan Transportation Work Group within the framework of the Martha's Vineyard Island Plan.
 - Outline current transportation status, goals, objectives, and proposed strategies.
 - Emphasize issues that have not been fully developed in the Regional Transportation Plan such as establishing a public-private collaboration to promote alternate transportation, traffic calming, and in-town pedestrian improvements.
 - Evaluate the transportation impacts of alternative growth scenarios.
- Work with Bicycle and Pedestrian Sub-committee of the Joint Transportation Committee to follow up on the study of extensions of the network of shared user paths (SUPs) connecting central Tisbury, Oak Bluffs, Edgartown, and the network in the State Forest. Identify other issues with the existing network and identify possible improvements.
- Obtain accident data from the state and local police departments for the most recent years. Analyze the data to identify the highest-accident locations.
- Collect traffic counts and turning movement counts during peak hours and perform the Level of Service (LOS) analysis.
- As requested, provide data and planning assistance to municipalities and providers of public transportation.
- Draft scopes of service and conduct planning activities as necessary. Such activities are submitted to MHD and FHWA for approval.
- Attend educational programs, seminars and training workshops.

Previous Work

- Initiated Island Plan Transportation Work Group.
- Carried out Pre-Feasibility Study of extensions of Shared Use Paths).
- Prepared Bicycle and Pedestrian Plan (Section 9 of the *Regional Transportation Plan*).

Products

- Studies of regional planning issues (Edgartown's downtown area a likely candidate for study).
- Preparation of reports, technical memoranda, and graphics.
- Public presentation of analyses.
- Records of all meetings and proceedings.

Schedule

Continuous

Task Budget

Staff days required	110.0
Current year funding	\$49,500
Funding source(s)	FHWA/Mass Highway

Task 3. Specific Transportation Planning Studies

Sub-task 3.3 - Corridor Traffic and Intersection Studies

Objectives

- To promote safe traveling conditions for vehicular travelers, bicyclists, and pedestrians.
- To develop recommendations in support of proposed transportation improvements at locations identified in the updated (2008) *Regional Transportation Plan*.

Procedures

- Analyze priority roads and intersections identified in the updated *Regional Transportation Plan* as problematic from a safety and/or congestion point of view, identifying possible modifications to improve safety or reduce congestion.
- Conduct corridor or intersection traffic assessments when requested by town officials or in relation to specific development projects.
- Work with MassHighway and towns on redesign of the intersections of Old County Road and State Road in West Tisbury, and of Edgartown-Vineyard-Haven/Barnes roads and of Lake Avenue in Oak Bluffs.
- For all assessments, determine past and present traffic volumes, peak hours of use, turning movement counts, prevailing speed, accident frequency, levels of service, parking capacity and demand, and intensity of bicycle and pedestrian uses. Analyze data and estimate future demands and needs.
- As implementation plans proceed, update studies of the proposed system of connector roads related to the intersection of Edgartown-Vineyard Haven Road and State Road in Tisbury, as required.
- Follow-up on the study carried out of the Intersection of Edgartown-Vineyard Haven Road and Beach Road (the "Triangle") and Upper Main Street in Edgartown.
- Coordinate efforts with local planning boards, highway departments, and police departments.
- Present findings and recommendations to the public.
- Identify scenic corridors and view sheds along the Island Road District of Critical Planning Concern, and explore possible methods for increased protection, such as limiting curb cuts.

Previous Work

- Worked closely with the MassHighway on the reconfiguration of New York Avenue in Oak Bluffs.

Products

- Traffic and safety assessments of major intersections.
- GIS databases of motor vehicle, bicycle and pedestrian accident data.
- Preparation of related reports and graphics. Public presentation of analyses.
- Record of all meetings and proceedings.

Schedule

Continuous

Task Budget

Staff days required	61.7
Current year funding	\$27,760
Funding source(s)	FHWA/Mass Highway

Task 3. Specific Transportation Planning Studies

Sub-task 3.4 - Transit Planning

Objectives

- To monitor the region's transit network in order to identify needs and potential improvements.
- To develop practical strategies to effectively manage new and existing public transportation facilities.

Procedures

- Continue general assistance to the Vineyard Transit Agency.
- Initiate, in cooperation with the VTA, a plan of bus stops and shelters for the Vineyard.
- Assist in developing a Coordinated Human Services Transportation Plan to assure eligibility for FTA funding.
- Develop plans for improved intermodal connections.
- Attend educational programs, seminars, and training workshops.

Previous Work

- Developed a GIS database of bus routes and ridership data.
- Began work on Coordinated Human Services Transportation Plan.

Products

- Database of route information and ridership statistics.
- Coordinated Human Service Transportation Plan.
- Reports and graphics.
- Records of all meetings and proceedings.

Schedule

Continuous

Task Budget

Staff days required	20.0
Current year funding	\$9,000
Funding source(s)	FHWA/Mass Highway

Task 4. Special Transportation Studies and Activities

Sub-task 4.1 - Inter-Regional Transportation Activities

Objective

- To participate in the coordination of state and regional planning activities.

Procedures

- Consult with state and regional planning agencies, as well as with inter-regional carriers of passengers and freight.
- Participate in the meetings of the Massachusetts Association of Regional Planning Agencies (MARPA) and the Transportation Managers Group.
- Participate in the planning of inter-regional transportation projects. For example, improvements to the SSA terminal, parking, shuttle and the expansion of the SSA fleet.
- Review and comment on inter-regional transportation planning materials.
- Attend educational programs, seminars, and training workshops.
- Participate in the Cape Cod Transit Task Force.
- Research feasibility of implementing Intelligent Transportation System (ITS) principles in the region.

Previous Work

- Consultations required for development of required documents such as the *Regional Transportation Plan*.
- Participation in MARPA, the Transportation Managers Group, and the Cape Cod Transit Task Force.

Products

- Coordinated planning efforts.
- Reports, memoranda, and related graphics.
- Records of all meetings and proceedings.

Schedule

- Continuous throughout the year.

Task Budget

Staff days required	20.0
Current year funding	\$9,000
Funding source(s)	FHWA/Mass Highway

Task 4. Special Transportation Studies and Activities

Sub-task 4.2 - Special Tasks

Objectives

- To undertake additional transportation planning tasks as may be mutually agreed to by the staff of the MVC and MHD (e.g., sidewalk assessments, walking and bicycling trail studies, and view-shed analyses).
- To promote and distribute the annual visitor transportation information map.
- To distribute an informational bicycle map and educational flyer for recreational rider usage.
- To promote alternative travel modes to the automobile.

Procedures

- Undertake any transportation tasks that may arise during the contract period and that are mutually acceptable to the MVC and MHD.
- Continue to update and distribute the MVC's complementary informational map of the Island.
- Update maps and educational materials of regional bicycling facilities and walking trails and continue distribution to the public.
- Promote alternative travel modes.

Previous Work

- Visitors Map.
- Bicycle Map and safety flyer.
- Liaisons with towns, local media, and business to promote alternative modes (e.g., letters to businesses addressing problematic driving/parking habits by certain fleet vehicles, improved enforcement of cycling and pedestrian-related laws).

Products

- Updated Visitor Map and reprint two year supply.
- Improved coordination with towns, local business, and media on alternative modes.

Schedule

- Continuous

Task Budget

Staff days required	30.0
Current year funding	\$13,500
Funding source(s)	FHWA/MassHighway

Task 4. Special Transportation Studies and Activities

Sub-task 4.3 - Access to Jobs

Objective

- To improve transportation facilities and programs servicing low-income workers.
- To support the Environmental Justice sub-task.

Procedures

- Develop socio-economic, land-use, and transportation databases.
- Promote mixed-use infill development with residential component closer to employment centers and transportation facilities.
- Determine employer/employee needs.
- Develop alternative transportation programs in order to link welfare recipients and employment sites.
- Coordinate planning procedures with groups and individuals assisting welfare clients obtain meaningful employment.
- Prepare reports, graphics, service plans, and grant applications.

Previous Work

- Updated socio-economic, land-use, and transportation databases.

Products

- Coordinated Human Services Transportation Plan.

Schedule

- Continuous

Task Budget

Staff days required	8.0
Current year funding	\$3,660
Funding source(s)	FHWA/Mass Highway

Budget Summary by Task

All funds from FHWA/MassHighway

Daily Professional Rate Including Overhead

\$450

		Staff Days	FHWA Share	MHD Share	Task Budget
Task 1. Management and Support of the Planning Process					
Sub-task 1.1	Management and Support of the 3C Process	40.0	\$14,400	\$3,600	\$18,000
Sub-task 1.2	Unified Planning Work Program	12.0	\$4,320	\$1,080	\$5,400
Sub-task 1.3	Transportation Improvement Program	30.0	\$10,800	\$2,700	\$13,500
Sub-task 1.4	Environmental Justice	5.0	\$1,800	\$450	\$2,250
Subtotal		87.0	\$31,320	\$7,830	\$39,150
Task 2. Transportation Planning Support Activities					
Sub-task 2.1	Transportation Data Collection	50.0	\$18,000	\$4,500	\$22,500
Sub-task 2.2	Geographic Information System	90.0	\$32,400	\$8,100	\$40,500
Sub-task 2.3	Travel Surveys	20.0	\$7,200	\$1,800	\$9,000
Sub-task 2.4	Air Quality Analysis and Control Measures	5.0	\$1,800	\$450	\$2,250
Sub-task 2.5	Travel Demand Modeling	30.0	\$10,800	\$2,700	\$13,500
Subtotal		195.0	\$70,200	\$17,550	\$87,750
Task 3. Transportation Planning Studies					
Sub-task 3.1	Project Reviews	80.0	\$28,800	\$7,200	\$36,000
Sub-task 3.2		110.0	\$39,600	\$9,900	\$49,500
Sub-task 3.3	Corridor Traffic and Intersection Studies	61.7	\$22,208	\$5,552	\$27,760
Sub-task 3.4	Transit Planning	20.0	\$7,200	\$1,800	\$9,000
Subtotal		271.7	\$97,808	\$24,452	\$122,260
Task 4. Special Transportation Studies and Activities					
Sub-task 4.1	Inter-Regional Transportation Activities	20.0	\$7,200	\$1,800	\$9,000
Sub-task 4.2	Special Tasks	30.0	\$10,800	\$2,700	\$13,500
Sub-task 4.3	Access to Jobs	8.0	\$2,880	\$720	\$3,600
Subtotal		58.0	\$20,880	\$5,220	\$26,100
Total		611.7	\$220,208	\$55,052	\$275,260

Endorsements

We, the undersigned members of the Committee of Signatories for the Martha's Vineyard Region, do hereby endorse the Unified Planning Work Program for October 1, 2008 – September 30, 2009.

Bernard Cohen, Secretary
Executive Office of Transportation and Public Works

Date

Luisa Paiewonsky, Commissioner
Massachusetts Highway Department

Date

Douglas Sederholm, Chairman
Martha's Vineyard Commission

Date

Alice R. Butler, Chairman
Vineyard Transit Authority

Date



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