



**PENINSULA REGIONAL TRANSPORTATION PLANNING
ORGANIZATION**

UNIFIED PLANNING WORK PROGRAM

SFY 2016

Adopted June 19, 2015

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**PENINSULA REGIONAL TRANSPORTATION PLANNING ORGANIZATION
PROGRAM YEAR 2016 (SFY 2015- 2016)
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Part I: BACKGROUND and HISTORY

1. Introduction

In December 1990, the representatives from Clallam, Jefferson, Mason, and Kitsap Counties by resolution formed the Peninsula Regional Transportation Planning Organization (RTPO) under the provisions of RCW 47.80. The primary purpose of the Peninsula RTPO is to provide for cooperative and respectful decision-making by the agencies within the region in order to bring about a continuous and comprehensive transportation planning process. The following work program identifies major work projects to be undertaken in the forthcoming year by the participating jurisdictions in the Peninsula RTPO. The work program further defines the implementation processes and responsibilities.

2. Peninsula RTPO Structure

The Peninsula RTPO is a voluntary regional organization, which consists of representation from four counties, nine cities, nine tribal nations, four transit agencies, port districts, major employers of the region, and the Washington State Department of Transportation (WSDOT). The regional transportation planning activities described in this Unified Planning Work Program (UPWP) covers a four county rural, exurban, and suburban region defined by the boundaries of Clallam, Jefferson, Mason, and Kitsap Counties, including nine tribal reservations. In 2013, the Peninsula RTPO conducted a review of the organization's bylaws and organizational structure, based on that review the RTPO initiated a reorganization of its structure and updated the bylaws to reflect those changes. The organization's restructure resulted in a merger of the Policy Board with the Executive Council forming the Executive Board.

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

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

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

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2. Peninsula RTPO's Structure Continued

such information as necessary to carry out the objectives of the Peninsula RTPO.

The Unified Planning Work Program (UPWP) is updated each year. If the UPWP needs to be amended during the fiscal year and between each annual update, the RTPO staff will prepare a briefing memo for the Executive Board to explain why the UPWP needs to be amended at that time. Amendments to the UPWP will be required when new work tasks are identified that cause a budgetary change. When the Executive Board meets, it will decide by vote whether to approve the UPWP amendment.

The organizational chart (Figure 1), on Page 5, depicts the membership of the Peninsula RTPO. Figure 2 on Page 6 depicts the representatives from each jurisdiction and Figure 3 on Page 7 depicts a map of the Peninsula RTPO's regional boundaries.

3. Background and Accomplishments

3A. Legislative Mandate – An RTPO has certain core requirements that are described as duties of the organization in RCW Section 47.80.023, and these requirements are summarized below for reference:

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

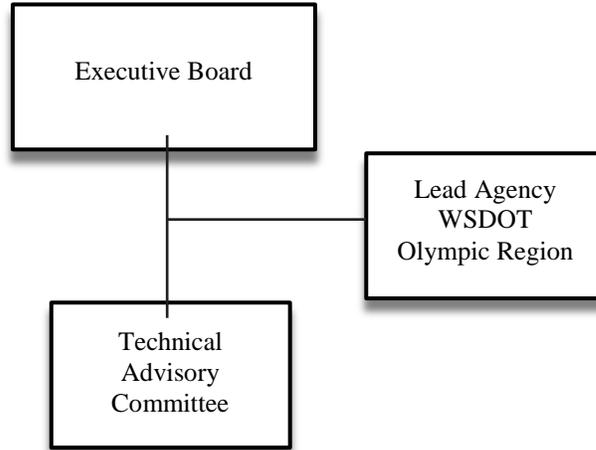
Note: Since the Agency Council on Coordinated Transportation is no longer mandated in statute, the WSDOT Public Transportation maintains the requirements for both the 4 year cycle of updates to the HSTP and the 2 year cycle of prioritized project lists through contracts with the MPOs/RTPOs.

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

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Figure 1

**PENINSULA REGIONAL TRANSPORTATION PLANNING ORGANIZATION
Organizational Chart**



Peninsula RTPO Membership

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

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Figure 2

PENINSULA RTPO'S MEMBERSHIP REPRESENTATIVES

EXECUTIVE BOARD MEMBERS (EB)

Clallam County – Jim McEntire
Jefferson County – David Sullivan
Kitsap County – Charlotte Garrido
Mason County – Terri Jeffreys
City of Bremerton – Adam Brockus
City of Forks – Mike Breidenbach
City of Port Angeles – Patrick Downie
City of Port Orchard – Bek Ashby
City of Port Townsend – Catharine Robinson
City of Sequim – Laura Dubois
City of Shelton – Tracy Moore
Port of Allyn – Judy Scott
Port of Bremerton – Axel Strakeljahn
Port of Shelton – Dick Taylor
Port of Port Townsend – Pete Hanke
Clallam Transit – Brad Collins
Jefferson Transit – Tammi Rubert
Kitsap Transit – Steffani Lillie
Mason Transit Authority – Mike Oliver & Brad Patterson
WSDOT, OR – Kevin Dayton
Jamestown S'Klallam Tribe – Annette Nesse
Lower Elwha Klallam Tribe – Carol Brown
Makah Tribe – Michelle Thompson
Quileute Nation – Nicole Earls
Squaxin Island Tribe – Richard Wells & Kevin Dragon
Skokomish Indian Tribe – Jody Rosier & Marty Allen

TECHNICAL ADVISORY BOARD (TAC)

Clallam County – Rich James
Jefferson County – Zoe Ann Lamp
Kitsap County – Greg Cioc & Jim Rogers
Mason County – Melissa McFadden & Loretta Swanson
City of Bremerton – Adam Brockus
City of Forks – Mike Breidenbach
City of Port Angeles – Jim Mahlum
City of Port Orchard – Bek Ashby
City of Port Townsend – David Peterson
City of Sequim – Paul Haines
City of Shelton – Mike Michael
Port of Allyn – Judy Scott
Port of Bremerton – Fred Salisbury
Port of Shelton – Dick Taylor
Port of Port Townsend – Larry Crockett
Clallam Transit – Clint Wetzel
Jefferson Transit – Sara Crouch & Cheryl Loran
Kitsap Transit – Edward Coviello & Steffani Lillie
Mason Transit Authority – Mike Oliver
WSDOT, OR – Dennis Engel
Jamestown S'Klallam Tribe – Annette Nesse
Lower Elwha Klallam Tribe – Carol Brown
Makah Tribe – Michelle Thompson
Quileute Nation – Nicole Earls
Squaxin Island Tribe – Richard Wells & Kevin Dragon
Skokomish Indian Tribe – Jody Rosier & Marty Allen

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Figure 3

PENINSULA REGIONAL TRANSPORTATION PLANNING ORGANIZATION
Regional Map



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3B. General Program Administration

One of the most important achievements of the Peninsula RTPO has been the organization of a regional body that has demonstrated a commitment to regional coordination and solidarity over individual parochial interests. This has been accomplished through respectful, continuous and open communications by all of the participating jurisdictions and agencies, including major employers/producers in the private sector and their members at Peninsula RTPO meetings and their communications.

During the past program year, the Peninsula RTPO participated in or accomplished the following:

1) Administer the Peninsula RTPO Transportation Planning program:

- a. **Provided administrative support to Executive Board and Technical Advisory Committee (TAC)** to include coordinating and scheduling meetings, and facilitating meeting discussions.
- b. **Prepared and coordinated the work effort with Kitsap County Public Works** to accomplish updates and maintenance function as needed to the PRTPO's Travel Demand Model which is currently in progress.
- c. **Developed and managed program year work plan and budget** that is responsive to state and federal planning requirements and/or guidance.

2) Facilitated coordinated transportation planning in the region:

- a. **MPO/RTPO/WSDOT Coordinating Committee participation** - Peninsula RTPO staff and members participated in quarterly MPO/RTPO/WSDOT Coordinating Committee meetings during the program year.
- b. **Central point for regional transportation planning** – The Peninsula RTPO acted as a central point for regional transportation planning for the Olympic Peninsula region.

3C. Communication/Outreach

The Olympic Peninsula enjoys a visionary transportation system that efficiently and safely connects people, goods and places, offering choices and ensuring accessibility. This vision emphasizes a long-term quality of life for our generation and those to come by promoting economic growth, recreational resources, community services, non-motorized transportation and public transit. This vision cannot be achieved without communication and public interaction.

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3C. Communication/Outreach continued

- 1) **Administer the Peninsula RTPO's Transportation Planning communications and outreach information.** As part of the Human Services Transportation Plan (HSTP) update, the following outreach methods were utilized:
 - a. 5 local meetings were held to gather county specific issues and identify transportation gaps in service.
 - b. An extensive online transportation related service providers' survey was developed.
 - c. A special section of the Peninsula RTPO's webpage was reserved for HSTP information.
 - d. Draft plan released for review in September 2014.
 - e. News Release for public comments on special needs transportation projects dated Dec. 29, 2014 and placed list on PRTPO's webpage.
- 2) **Managing and Updating Peninsula RTPO Webpage:** During the past program year, the Peninsula RTPO's staff continued to reformat and enhance its webpage to increase its effectiveness to communicate, educate and inform the public about the PRTPO organization as well as disseminate organizational information to the public and to the Peninsula RTPO members.
- 3) **Respond to informational requests from state and federal elected officials related to RTPO plans and priorities,** Responded to inquiries and requests for information by regional legislators while following state law RCW 42.17A.635 and other agency rules regarding use of state funding in lobbying. Updated the Legislative Outreach handout, depicting the region's needs and priorities to be used by members when talking with their legislators.
- 4) **Regional Transportation Plan (RTP) Update.** As part of the draft RTP outreach effort, public comments on the draft RTP were received through Dec. 31, 2013. Members' comments however were received in early January 2014.

3D. Regional Transportation Planning

The regional transportation planning process continues to evolve and strives to improve upon itself to ensure coordination of planning and implementation by all transportation interests. Transportation planning by nature is a long-term process.

During the past program year the Peninsula RTPO participated in or accomplished the following:

- 1) **Revision of the Regional Transportation Plan (RTP)**
The RTP is an on-going effort and core activity of the Growth Management Act (GMA) with formal updates on an annual review and evaluation and as warranted by incremental and evolving transportation planning process.

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3D. Regional Transportation Planning continued

- 2) **Six-Year Regional Transportation Improvement Program (RTIP)** – Worked with TAC and individual RTPO members in the compiling and development of the Regional TIP for jurisdictions, tribes and agencies within the Peninsula RTPO region. This included contacting local offices and gathering the necessary data to compile a complete list. The completed RTIP was approved by the Executive Board on November 21, 2014. The State Transportation Improvement Program (STIP) data was provided to WSDOT in October 2014. This effort includes amending the STIP as required and is an on-going effort.

- 3) **Interagency Coordination, Plan Reviews and other Planning Activities**
 - a. **Participate in Statewide planning document processes** – Continued to support and participate in Statewide planning document processes, to include, but not limited to, the Washington State Transportation Plan, the Washington State Highway System Plan (HSP), the Washington State Freight Plan, the State multi-modal plan and WSDOT Corridor Planning Studies.

 - b. **Review local jurisdiction and transit comprehensive plans** – No major updates to local comprehensive plans that required a consistency review and certification per RCW 47.80.026 were conducted during this period. Initiated initial discussions as to the consistency review of jurisdiction’s 7-year GMA update in 2016.

 - c. **Coordinate establishment of the Transportation Alternatives Program (TAP) Grant Process** – Staff coordinated the establishment of a 3-year TAP grant process. TAP grants were awarded through 2017. Each year, TAP Grant awards will be selected for the 4th year out. TAP awards for 2018 will be selected in October of 2015.

 - d. **Coordinate with adjacent regions to work together on mutual issues and opportunities** - Supported and participated with other regions in ongoing transportation studies. Kitsap County completed a Travel Demand Model Feasibility and Level of Service Consistency Report on behalf of the Peninsula RTPO. Studies conducted in the RTPO area that RTPO members participated in included the SR 305 Suquamish Way Intersection Improvements Study, and the SR 3/SR 304 Interchange Improvement Project. Members participated in statewide discussions during quarterly MPO/RTPO Coordinating Committee meetings.

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3D. Regional Transportation Planning continued

- 4) **Regional Travel Demand Model Updates & Maintenance** – Kitsap County developed a Travel Demand Model for the PRTPO region. On-going maintenance and improvement tasks to the model will help ensure that the model is kept up to date and usable on an as-needed basis, and that it continues to improve over time, rather than waiting until the next regional study need or GMA required update.

- 5) **Human Service Transportation Plan (HSTP)** – The 2014 Human Services Transportation Plan update is complete. Funding is budgeted for the on-going coordinated human services transportation discussion effort. Staff support will ensure the continued coordination efforts. Staff will assemble a committee that will provide a forum for coordinated needs transportation. The committee will also develop process improvements for the next consolidated grants application process. Coordination includes monthly electronic updates with in person quarterly meetings. Meeting minutes will be posted on the Peninsula RTPO’s webpage.

4. Key Transportation Issues

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

Mobility

RTP 2030 Goal 1: Transportation and Land Use Consistency Policies (RTP Page 17):

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

- 1.b Commit to the development and implementation of land use plans and design standards that encourage accessibility via public and private motorized transportation, as well as active transportation opportunities, recognizing the unique needs of all Peninsula communities.

RTP 2030 Goal 2. Multi-modal Transportation System Policy (RTP Page 17):

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

RTP 2030 Goal 3. Barrier-free Transportation (RTP Page 18):

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

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4. Key Transportation Issues continued

Mobility continued

RTP 2030 Goal 6. Travel Demand Management (RTP Page 19):

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

Safety

RTP 2030 Goal 4. System Safety and Security Policies (RTP Page 18):

- 4.a Use a combination of education, enforcement, design features, and investments, such as recoverable slopes, guardrail, etc. to mitigate existing hazards and avoid potential hazards.
- 4.b Support construction of shoulders with width sufficient to accommodate safe, multiple uses.
- 4.c Invest in projects that improve passenger safety and security on public transportation and at associated facilities like park and ride lots and transit centers.
- 4.d Provide for safe school walking routes.

RTP 2030 Goal 2. Multi-modal Transportation System Policy (RTP Page 12):

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

RTP 2030 Goal 11: Public Transportation Policy (RTP Page 22):

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

RTP 2030 Goal 12. Biking (RTP Page 23):

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

RTP 2030 Goal 13. Walking (RTP Page 23):

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

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4. Key Transportation Issues continued

Preservation

RTP 2030 Goal 5. System Preservation, Maintenance and Repair Policies (RTP Page 19 & 20):

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

RTP 2030 Goal 10. Federal and State Highways Policy: (RTP Page 22):

- 10.a Advocate for consistent maintenance and improvement of Federal and State Highways—especially the primacy of US 101—in consideration of the fact that the Olympic Peninsula is particularly reliant on Federal and State Highways due to topographic constraints and lack of alternative routes.

Economic Vitality

RTP 2030 Goal 1. Transportation and Land Use Consistency Policies (RTP Page 18):

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

RTP 2030 Goal 6. Travel Demand Management Policies (RTP Page 20):

- 6.a Promote mixed-use and transit-oriented development that reduces the need for auto travel, including financial and other incentives to encourage transportation efficient development and redevelopment.

RTP 2030 Goal 6. Travel Demand Management Policies (RTP Page 20):

- 6.d Promote programs and services that encourage employees to commute to work by means other than driving alone or to change commuting patterns through teleworking, flex-time or compressed work weeks.
- 6.e Develop park and ride lots through out the region, including shared use of underutilized parking lots at business and other facilities.
- 6.g Use demand management techniques that provide alternatives during temporary congestion resulting from major construction projects.

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4. Key Transportation Issues continued

Economic Vitality

RTP 2030 Goal 8. Freight Mobility Policies (RTP Page 21):

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

RTP 2030 Goal 14. Rail Policies (RTP Page 23):

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

RTP Goal 15. Aviation Policies (RTP Page 24):

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

RTP Goal 16. Marine Transportation Policies (RTP Page 25):

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

Environment

RTP 2030 Goal 19. Environmental and Human Health Policies (RTP Page 27):

- 19.a Protect water quality by effectively treating and managing stormwater runoff.
- 19.b Utilize current technologies to encourage on-site infiltration of stormwater.
- 19.c Minimize road crossings through designated environmentally sensitive areas and habitat corridors to avoid fragmentation and degradation of the Peninsula open spaces and wildlife habitats.
- 19.d Use transportation planning, design, and construction measures that minimize negative impacts on fish-bearing streams.
- 19.e Encourage development of transportation systems that increase regional energy efficiency and reduce environmental impacts.

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4. Key Transportation Issues continued

Environment continued

- 19.f Promote use of alternative fuels and technologies that reduce pollution emissions and other environmental impacts from motorized vehicles.
- 19.g Engage the fullest range of non-motorized forms of transportation as a means of encouraging overall physical activity and community health.

Stewardship

RTP 2030 Goal 10. Federal and State Highways Policies (RTP Page 22):

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

RTP 2030 Goal 17. Public Involvement Policies (RTP Page 26):

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

RTP 2030 Goal 18. Intergovernmental Coordination Policies (RTP Page 26):

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

RTP 2030 Goal 20. Performance Measures Policies (RTP Page 27):

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

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Part II: PROGRAM YEAR 2016- WORK SCOPE

1. Introduction

The Peninsula Regional Transportation Planning Organization (RTPO) maintains an open, respectful and participatory process of communication, coordination and collaboration among its member jurisdictions, agencies and employers. This work program, which has been developed for Program Year 2016 (SFY 2015-2016), will continue to implement the work of this regional planning organization's goals, strategies and programs and respond to the State and Federal planning areas of emphasis.

2. Work Program Efforts

2A) General Program Administration

Purpose and Objectives

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

Work Elements

Program Management and Support
Funding Source: State RTPO Funds
Funding Amount: \$48,468
Work Performed by: Lead Agency
Timeline: On-going, unless otherwise indicated.

Administer the Peninsula RTPO Transportation Planning Program by:

- 2A-1 Providing administrative support to the Executive Board (EB) and Technical Advisory Committee (TAC), including coordinating and scheduling meetings, and facilitating meeting discussions. As well as providing and coordinating support to subcommittees as established by the Peninsula RTPO. Preparing and monitoring contracts and work agreements where needed and as deemed necessary to ensure delivery of contracted services or projects.
- 2A-2 Continue to support and participate in statewide planning document processes, to include, but not limited to Washington Transportation Plan 2040, Phase II, Washington State Ferries Long Range Plan, Highway System Plan, Map-21 Target Setting Collaboration, Transportation Efficiency, Aviation System Plan, Corridor Planning Studies, Practical Solutions, and GMA Enhanced Collaboration. This effort includes review of new and updated statewide planning documents per WAC 468.86.090(7) to ensure regional issues and policies are addressed. Continue to

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2. Work Program Efforts

2A) General Program Administration continued

- Continued 2A-2 provide on-going communication and coordination between the Peninsula RTPO, WSDOT, State, and Federal agencies to include participating on the WSDOT MPO/RTPO Coordinating Committee and its appointed subcommittees. Developing and managing program year work plan and budget that is responsive to state and federal planning requirements and/or guidance.
- 2A-3 The Peninsula RTPO bylaws were revised in September 2013. As required, a two year review of the bylaws is scheduled for September 2015.
- 2A-4 Respond to inquiries and requests for information by regional legislators while following state law RCW 42,17A635 and other agency rules regarding use of state funding in lobbying. The legislative handout which depicts the needs and transportation priorities of the Peninsula RTPO is updated each September.
- 2A-5 The development of the Unified Planning Work Program (UPWP) will include work proposed for the next two-year period by major activity and task. The UPWP will be amended to reflect the changes with its work program as requested.
- 2A-6 The UPWP Annual Performance and Expenditure report summarizes the progress made on the approved UPWP tasks, programs, and planning activities.
- 2A-7 Coordinate and provide administrative support for the Peninsula RTPO process to implement grant programs, which are administered through the Peninsula RTPO. These programs are primarily funded with federal and state formula grant funds, including the Consolidated Special Needs Transportation Grants and the Transportation Alternatives Program (TAP). To meet Federal funding obligations, the Peninsula RTPO currently facilitates a 3-year continuous TAP grant process. TAP Grant awards for 2015-2017 were selected in October 2014. In order to continue the 3-year process, each October TAP Grant allocations will be awarded for the 4th year out.
- 2A-8 The Olympic Peninsula enjoys a visionary transportation system that efficiently and safely connects people, goods and places, offering choices and ensuring accessibility. This vision cannot be achieved without communication and public interaction. Peninsula RTPO staff continues to implement enhancements to its webpage. The [Peninsula RTPO's webpage](#) is a vital communication asset with readily available information at a glance for members and public alike.

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2. Work Program Efforts

2A) General Program Administration continued

Products

- a. Meeting agendas, informational materials, minutes, and facilitated meetings.
- b. Amended Unified Planning Work Program.
- c. Annual Progress Report.
- d. Official correspondence to include but not limited to occasional special reports, technical memorandums, policy statements, resolutions, and letters of support prepared on behalf of the organization.
- e. Regular reports to the Executive Board and Technical Advisory Committee about issues discussions at the MPO/RTPO Coordinating Committee.
- f. Transportation Alternatives Program (TAP) grant update.

2B) Regional Transportation Planning

Purpose and Objectives

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

Work Elements

Transportation Planning

Funding Source: State Funds

Funding Amount: \$47,962

Work Performed by: Lead Agency

Timeline: On-going.

2B-1 Peninsula RTPO staff participates in quarterly MPO/RTPO/WSDOT Coordinating Committee meetings. For the Olympic Peninsula and portions of the Kitsap Peninsula regions, the Peninsula RTPO acts as a central point for regional transportation planning.

2B-2 The Regional Transportation Plan (RTP) is an on-going effort and core activity of the Growth Management Act (GMA) with formal updates on an annual review and evaluation, as warranted by incremental and evolving transportation process to include the update of regional project priorities and needs as required.

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2. Work Program Efforts

2B) Regional Transportation Planning continued

- 2B-3 The Peninsula RTPO's 2014 Human Services Transportation Plan update is complete. Funding is budgeted for the on-going coordinated human services transportation discussion effort. Staff support will ensure the continued coordination efforts. Staff will assemble a committee that will provide a forum for coordinated needs transportation. The committee will also develop process improvements for the next consolidated grants application process. Coordination includes monthly electronic updates with in person quarterly meetings. Meeting minutes will be posted on the Peninsula RTPO's webpage.

2C) Data Collection and Analysis

Purpose and Objectives

The Travel Demand Model developed for the PRTPO requires on-going maintenance to update the model as changes require. The scope of the initial model development was to use all existing models, at their existing levels of detail, and to infill the rural areas at a less detailed level, in order to get a working model up and running affordably and efficiently. The ongoing maintenance required for the model is to make improvements to the model details and to maintain the best available information on the roadway network and land use.

Work Element

Travel Demand Model Updates and Maintenance

Funding Source: State Planning Funds

Funding Amount: \$10,000

Work Performed by: TBD

Timeline: On-going

- 2C-1 The ongoing maintenance required for the model is to make improvements to the model details and to maintain the best available information on the roadway network and land use. Some of the ongoing tasks include:
- Updating roadway attributes as they change (speed limits, number of lanes, capacity...)
 - Updating land use as it changes in order to ensure the base model does not get too out of date.
 - Review traffic counts as the different jurisdictions collect them, conduct new counts where needed, and input counts into model to help maintain and improve model calibration over time.
 - Add newly built roadways, and add greater network detail where needed to improve model usefulness at the local level.

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2C) Data Collection and Analysis continued

Continued 2C-1 Modify TAZ structure as needed to improve model detail and sensitivity.

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

2C-2 Staff will update and manage agreement to include the ongoing maintenance of the travel demand model.

2D) Transportation Improvement Program (TIP)

Purpose and Objectives

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

Work Elements

Regional and Statewide Transportation Improvement Program (TIP)

Funding Source; State Planning Funds

Funding Amount: \$14,570

Work Performed by Lead Agency with RTPO members

Timeline: On-going - annual process with monthly amendments

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

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

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2E) RTPO Planning Duties

Purpose and Objectives

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

Review of County, City and Town Comprehensive Plans

Funding Source; State Planning Funds

Funding Amount: \$13,000

Work Performed by Lead Agency with RTPO members

Timeline: Mandatory comprehensive plan updates are due in 2016.

- 2E-1 Review local comprehensive and transportation plans to ensure they are updated per RCW 47.80.026, including countywide planning policies, for consistency with the Regional Transportation Plan. While performing these reviews, implement review process for certification of local comprehensive plans and maintain the required documentation. Though mandatory comprehensive plan updates are due in 2016, funds are reserved for review in anticipation of a possible early update of plans by local jurisdictions. Funds will be readdressed if no comprehensive and transportation plans are updated during the period. Note: The Department of Commerce has officially extended Jefferson County's Comprehensive Plan update deadline from June 30, 2016 to June 30, 2018.
- 2E-2 Coordinate with adjacent regions to work together on mutual issues and opportunities. This effort includes continued participation on interregional, state and federal transportation issues and policies of mutual interest to the Peninsula RTPO. Participation in the phased development of a Statewide Travel Demand Model leveraging data developed and collected by RTPOs to facilitate consistency.

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3. SFY 2016 Unified Planning Work Program Budget

TASK CODE	TASK DESCRIPTION	PRINCIPAL SENIOR PLANNER	SENIOR PLANNER	ASSOCIATE PLANNER	TBD	TOTAL	STATE RTPO	LOCAL	TOTAL
2A	GENERAL PROGRAM ADMINISTRATION								
2A-1	Program Management and Support	\$ 3,329	\$ 24,969	\$ 4,431	\$ -	\$ 32,729	\$ 32,729	\$ -	\$ 32,729
2A-2	Regional and Statewide Coordination	\$ -	\$ 1,664	\$ -	\$ -	\$ 1,664	\$ 1,664	\$ -	\$ 1,664
2A-3	Update to Foundation Documents: Interlocal Agreement and Bylaws	\$ -	\$ 500	\$ -	\$ -	\$ 500	\$ 500	\$ -	\$ 500
2A-4	Coordination/Communication with Federal and State Legislators	\$ -	\$ 2,080	\$ -	\$ -	\$ 2,080	\$ 2,080	\$ -	\$ 2,080
2A-5	Unified Planning Work Program (UPWP)	\$ 1,414	\$ 2,746	\$ -	\$ -	\$ 4,160	\$ 4,160	\$ -	\$ 4,160
2A-6	UPWP Annual Report	\$ -	\$ 2,080	\$ -	\$ -	\$ 2,080	\$ 2,080	\$ -	\$ 2,080
2A-7	Grant Program Administration Support	\$ -	\$ 5,255	\$ -	\$ -	\$ 5,255	\$ 5,255	\$ -	\$ 5,255
PROGRAM ADMINISTRATION SUBTOTAL		\$ 4,743	\$ 39,294	\$ 4,431	\$ -	\$ 48,468	\$ 48,468	\$ -	\$ 48,468
2B	REGIONAL TRANSPORTATION PLANNING								
2B-1	External Coordination with WSDOT and MPO/RTPO Members	\$ -	\$ 6,828	\$ -	\$ -	\$ 6,828	\$ 6,828	\$ -	\$ 6,828
2B-2	Regional Transportation Plan (RTP) Update	\$ 5,920	\$ 9,000	\$ 5,080	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ 20,000
2B-3	Public and Stakeholder Participation and Outreach	\$ -	\$ 2,000	\$ 9,134	\$ -	\$ 11,134	\$ 11,134	\$ -	\$ 11,134
2B-4	Human Services Transportation Plan (HSTP)	\$ -	\$ 10,000	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ 10,000
TRANSPORTATION PLANNING SUBTOTAL		\$ 5,920	\$ 27,828	\$ 14,214	\$ -	\$ 47,962	\$ 47,962	\$ -	\$ 47,962
2C	DATA COLLECTION AND ANALYSIS TOTAL								
2C-1	Travel Demand Modeling and Forecasting	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ 10,000
DATA COLLECTION AND ANALYSIS SUBTOTAL		\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ 10,000
2D	TRANSPORTATION IMPROVEMENT PROGRAM (TIP)								
2D-1	TIP Development	\$ -	\$ -	\$ 7,631	\$ -	\$ 7,631	\$ 7,631	\$ -	\$ 7,631
2D-2	TIP Amendments	\$ -	\$ -	\$ 6,939	\$ -	\$ 6,939	\$ 6,939	\$ -	\$ 6,939
TIP SUBTOTAL		\$ -	\$ -	\$ 14,570	\$ -	\$ 14,570	\$ 14,570	\$ -	\$ 14,570
2E	RTPO PLANNING DUTIES (in addition to the above requirements)								
2E-1	Review of County, City and Town Comprehensive	\$ 3,000	\$ 5,000	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ -	\$ 8,000
2E-2	Participate in State Planning Activities (WSDOT modal and corridor plans)	\$ -	\$ 5,000	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ 5,000
RTPO PLANNING DUTIES SUBTOTAL		\$ 3,000	\$ 10,000	\$ -	\$ -	\$ 13,000	\$ 13,000	\$ -	\$ 13,000
Section Totals		\$ 13,663	\$ 77,122	\$ 33,215	\$ 10,000	\$ 134,000	\$ 134,000		\$ 134,000
UPWP Grand Total									\$134,000

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Part III: UNFUNDED WORK PROGRAM

1. Introduction

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

2. Work Program Efforts

2A) Regional Mobility Program

Implementation of the Regional Transportation Plan would be aided with the establishment of a regional mobility program that makes carless travel easy and attractive for area residents, commuters, and visitors. A successful regional mobility program would:

- Make public transportation the efficient, affordable choice for a variety of trips.
- Partner with transit agencies to implement programs that encourage riding transit.
- Facilitate safe, easy ways to combine healthy travel choices such as walking and cycling with public transportation options.
- Provide travelers the information and tools needed to make the use of public transportation simple.

The Peninsula RTPO supports the development of a comprehensive program for regional mobility and a strategy for implementation that recognizes that the sequencing of the program components could be subject to funding, partner agency work plans, and other factors. Phase I would be a Feasibility Study that would establish the configuration of a comprehensive program to encourage and facilitate the use of transportation alternatives serving the transportation corridor. The study would engage partners and stakeholders to identify baseline travel conditions and user communities; establish measurable goals and objectives; and identify options for program configuration, strategies, and implementation. Phase II would be the implementation phase of the comprehensive regional mobility program (3 years).

Estimated Cost to scope out the first phase for this Unfunded Need: \$50,000

2. Work Program Efforts continued on the next page.

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2. Work Program Efforts continued

2B) Regional Trail Plan

The counties of the region are developing active transportation facilities throughout their jurisdictions. The premier trail within the region is the Olympic Discovery Trail while Kitsap County has plans for a Sound to Olympics trail. Collaboration is essential to connect planned, proposed, and potential trail corridors in the region's communities.

Trails promote quality of life and community livability by providing transportation choices and offering access to community destinations; recreation opportunities by linking parks and open spaces; people with facilities to become more physically active, conserving energy and reducing greenhouse gas emissions; and maintaining biodiversity through greenway habitat conservation and restoration.

A trail plan would:

- Recommend the development of a Regional Trails Strategy.
- Develop a regional Non-Motorized Backbone.
- Define a regional trail network blueprint and guidelines and recommendations to serve the entire PRTPO region.
- Develop non-motorized connectivity throughout the region.
- Highlight the Region's diverse non-motorized transportation system, and the many natural assets that can be enjoyed throughout the Olympic and Kitsap peninsulas.

Estimated Cost to scope out the first phase for this Unfunded Need: \$40,000

3B) The development of a comprehensive communications and outreach package to better promote the needs and priorities of the Peninsula RTPO.

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

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

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Part IV: Glossary of Transportation Terms and Acronyms

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

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

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

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

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

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

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

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

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

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Part IV: Glossary of Transportation Terms and Acronyms continued

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

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

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

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

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

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

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

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

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Part IV: Glossary of Transportation Terms and Acronyms continued

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

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

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

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

TDM - Travel Demand Management. TDM encompasses a suite of tools that modify peoples' travel behavior to better manage capacity resources of the transportation system, and improve operating efficiency. Examples of TDM tools range from "incentive" type programs like employer-subsidized bus passes, compressed work weeks, and telework options, to "market measures" like employee-paid parking and variable-rate toll roads with rates based on time-of-day travel. The State's Commute Trip Reduction program is a TDM element. Even measures like effective land use planning fall under the realm of TDM, since the way a community is built – and the kind of travel options it provides – will influence individual travel behavior.

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

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

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

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Part V: WSDOT'S Olympic Region Planning Office UPWP Development Process

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

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

WSDOT Strategic Plan – Results WSDOT

In 2014, WSDOT updated its strategic plan to underpin the agency's commitment to the Governor's Results Washington initiative. Results WSDOT, the agency's strategic plan, has six policy goals.

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

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

For more information contact: Dennis Engel, Planning Manager or George Kovich, Principal Senior Planner.

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Part V: WSDOT'S Olympic Region Planning Office UPWP Development Process continued

Multi Modal Planning: FY 2016 Work Program Highlights

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

Practical Solutions

- Practical Solutions is a two-part strategy that includes least cost planning and practical design. WSDOT is undertaking Practical Solutions to enable more flexible and sustainable transportation investment decisions. It encourages this by increasing the focus on project purpose and need throughout all phases of project development: planning, program management, environmental analysis, design, construction, and operations.
- WSDOT planning staff will apply practical solutions approaches in their planning work with MPOs and RTPOs.
- For more information: www.wsdot.wa.gov/Projects/PracticalDesign/.

Growth Management Act (GMA) Collaboration

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

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Part V: WSDOT'S Olympic Region Planning Office UPWP Development Process continued

Governor's Executive Order 14-04, Transportation Efficiency

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

314 and Interlocal Agreement

- The Tribal and Regional Coordination Office is facilitating and coordinating the development of agreements to satisfy 23CFR450.314. The agreements will be between the MPO, the State(s), and the public transportation operator(s) to describe their mutual roles and responsibilities in carrying out the metropolitan transportation planning process.
- In addition, several MPOs and RTPOs have recently begun organizational structure change discussions. These changes create a need to update interlocal agreements and bylaws. Depending upon the MPO/RTPO, WSDOT's need to sign the documents is unique. In some cases these may require Attorney General review and signature by the Secretary of Transportation.

Framework for MAP-21 Target Setting

- MAP-21 requires that State DOTs and MPOs work together to address the performance measures set forth in MAP-21 through a collaborative process of setting performance targets.
- WSDOT and MPOs conduct quarterly meetings and special information sessions to address the need to set performance targets. The meetings began in May 2014 and are expected to occur through June 2017, the approximate date for MPOs to set targets and conclude this process.

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Part V: WSDOT'S Olympic Region Planning Office UPWP Development Process continued

Community Engagement Plan

- WSDOT will deliver an updated Public Involvement Plan (aka Community Engagement Plan) by Summer 2015 that strives to:
 - 1) Increase consent on decisions made by WSDOT, communities, stakeholders and the Legislature based on a shared understanding of transportation needs and opportunities.
 - 2) Improve the understanding of transportation expenditures and investments and respective benefits (outcomes).
 - 3) Improve public access to information and decision making so that WSDOT is recognized as the most credible source for information.

Transportation Plans and Corridor Studies

- WSDOT is in the process of working on the update of several transportation plans with a statewide focus, including:
 - 1) Washington Transportation Plan, Phase II
 - 2) Highway System Plan
 - 3) State Public Transportation Plan
 - 4) Aviation Plan
 - 5) Ferry System Plan

WSDOT will also conduct corridor planning studies and corridor sketches on state routes. Corridor planning studies are a fundamental building block of various state transportation plans; examining current and future travel conditions and developing recommendations consistent with "Results WSDOT," Least Cost Planning and Practical Design.

Statewide Multi-modal Travel Demand Model

- A statewide multi-modal travel demand model is an analytical tool that will help us better understand where people live and how they travel around the state. This multi-modal forecasting model will allow us to better understand the statewide transportation system and how future projects and land use changes may affect it.
- When this project is funded by the legislature, a stakeholders working group will be formed. MPOs, RTPOs, and other agencies within the state will be invited to participate. This group will take part in the process of reviewing products and commenting upon the draft report.

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Part V: WSDOT'S Olympic Region Planning Office UPWP Development Process continued

WSDOT Ferries

- Washington State Ferries (WSF) completed an updated Long-Range Plan in response to direction from the 2007 legislative session. A draft plan was issued for public review and comment in early 2009 and finalized June 30, 2009. This plan used the most recent forecast information available. Using Puget Sound Regional Council's (PSRC's) regional model as a base, WSF forecast passenger and vehicle travel out to 2020 and 2030.
- WSF will begin the update process for the Long Range Plan in 2015. Regional forecast assumptions will be re-evaluated and the transportation demand management techniques identified in the plan. Peak period pricing and reservations will continue to be considered. Revised ferry level-of-service methods and standards will be discussed at regional transportation forums and incorporated into regional transportation plans where appropriate.
- WSF's system-wide origin/destination survey and long range ridership forecasts were updated in 2013. The travel forecast horizon will be extended to 2040 to synchronize with other regional planning efforts. These efforts will provide a technical foundation for the 2015 update of the WSF Long Range Plan.
- For more information, please contact Ray Deardorf, WSDOT Ferries' Planning Director, at 206-515-3491 or by email at deardorf@wsdot.wa.gov.