



STAFF REPORT/RESOLUTION

TO: Southwest Washington Regional Transportation Council Board of Directors
FROM: Matt Ransom, Executive Director
DATE: May 26, 2020 
SUBJECT: **Unified Planning Work Program for Fiscal Year 2021,
Resolution 06-20-17**

AT A GLANCE - ACTION

The action is to adopt RTC's FY 2021 Unified Planning Work Program (UPWP). RTC's UPWP is prepared annually as a requirement for the receipt of federal and state transportation planning funds. The UPWP presents the transportation planning activities carried out to comply with federal and state requirements and provides a coordination function among jurisdictions planning within the metropolitan area.

INTRODUCTION

The Unified Planning Work Program (UPWP) is prepared annually and documents the transportation planning activities to be carried out by RTC as the Metropolitan Planning Organization (MPO) for Clark County (within the Portland-Vancouver metropolitan area). Transportation planning activities are performed in response to the requirements of all MPOs outlined in federal regulations; United States Code (USC) Titles 23 and 49. RTC's FY 2021 UPWP (see attached document) covers a one year period from July 1, 2020 to June 30, 2021. The UPWP is consistent with RTC's calendar year 2020 Work Plan and Budget adopted by the RTC Board in December 2019 (RTC Board Resolution 12-19-32). In addition to describing upcoming and potential transportation planning activities, the UPWP also details the assignment of RTC grant and other funding resources for implementation of the transportation planning program.

The FY 2021 UPWP document outlines regional transportation planning activities focused in four major sections: (1) Regional Transportation Planning Program, (2) Data Management, Travel Forecasting, Air Quality, and Technical Services, (3) Regional Transportation Program Coordination and Management, and (4) Transportation Planning Activities of State and Local Agencies.

The UPWP must be developed by the MPO in cooperation with state Department of Transportation and transit operators. As a federally designated Transportation Management Area (TMA) serving the Clark County region, the RTC's UPWP includes a discussion of the planning priorities facing the metropolitan planning area (23 CFR § 450.308(b)). The UPWP work tasks carry out the requirements of regional transportation planning per 23 CFR § 450.306, and the work program is structured to describe who will perform the work, schedule for work completion, the resulting products, proposed funding and sources of federal and matching funds.

POLICY IMPLICATION

The UPWP is expected to set in place a program to implement federal, state, and local transportation planning emphasis areas (PEAs). The Federal Highway Administration, the Federal Transit Administration, and Washington State Department of Transportation annually identify transportation PEAs to be addressed in the metropolitan and statewide transportation planning processes. The PEAs are outlined on pages x through xiii of RTC's FY 2021 UPWP. Federal emphasis continues to be implementation of the FAST Act including implementation of performance based planning and programming. Performance based planning requires establishing performance measures, performance monitoring and setting of transportation performance targets as established under the previous federal transportation act, MAP-21. Carrying out a metropolitan transportation planning program that meets the requirements of 23 CFR 450.308 and 23 CFR 420.111; 49 USC § 5303, 49 USC § 5305 and FTA Circular 8100.1C will continue with adoption of RTC's FY 2021 UPWP. This includes addressing the federal transportation planning factors outlined on page xi-xii of RTC's FY 2021 UPWP.

Stakeholder Review

The Regional Transportation Advisory Committee (RTAC) helps to develop the UPWP and has opportunity to review drafts throughout the development process. The RTC Board had opportunity to review the draft document at its April 7, 2020 meeting.

The Portland-Vancouver metropolitan area is served by two MPOs; RTC serves the Washington portion of the region and Metro serves the Oregon portion. In a bi-state region, the MPOs must cooperate and coordinate development of their respective UPWPs (see attached Metro 2020-2021 UPWP). RTC and Metro staff participated in the Federal and State UPWP review meetings held at both MPOs on February 19 and February 20, 2020. Public notice of the draft FY 2021 UPWP was published on the RTC's website.

The RTC's Regional Transportation Advisory Committee reviewed the proposed FY 2021 UPWP at the April 17 and May 15 RTAC meetings and recommended RTC Board adoption.

BUDGET IMPLICATION

The FY 2021 UPWP budget is consistent with and extends from RTC's 2020 Work Plan and Budget adopted by the RTC Board in December 2019. Annual revenue sources assumed in the FY 2021 UPWP include an estimated: \$626,041 in Federal Highway Administration (FHWA) PL funds; \$197,467 in Federal Transit Administration (FTA) funds; \$192,925 in state Regional Transportation Planning Organization (RTPO) funds; and \$197,000 of local funds (member dues). Final allocations by FHWA, FTA and the State will be set in fall 2020, and RTC member dues are collected in January of each year. Should the assumed funding allocations change significantly during the FY 2021 UPWP, the Work Program will be amended accordingly. A note on the Revenue Summary table on page 64 of the document cautions that RTC is currently unable to quantify the financial effects of COVID-19 but the pandemic may have funding impacts.

ACTION RECOMMENDED

Adopt the FY 2021 Unified Planning Work Program and authorize the Executive Director to file applications for regional transportation funding, to execute grant agreements, and to file any assurances or required documentation relating to the FY 2021 UPWP.

ACTION REQUESTED

Adoption of Resolution 06-20-17 "Unified Planning Work Program for Fiscal Year 2021".

ADOPTED this 2nd day of June 2020, by the Southwest Washington Regional Transportation Council.

SOUTHWEST WASHINGTON
REGIONAL TRANSPORTATION COUNCIL

ATTEST:

Scott Hughes
Chair of the Board

Matt Ransom
Executive Director

Attachments: RTC's FY 2021 UPWP
Metro's 2020-2021 UPWP