



MEMORANDUM

TO: Mayor and Council Members

FROM: Robert Spillar, P.E., Director
Austin Transportation Department

DATE: March 6, 2017

SUBJECT: CAMPO Transportation Policy Board March 6, 2017 Meeting Agenda

The Transportation Policy Board (TPB) will hold its regular meeting on Monday, March 6, 2017, beginning at 6:00 p.m. in Room 3.102 of the Joe C. Thompson Conference Center. The conference center is located on the University of Texas campus at 2405 Robert Dedman Drive. The final agenda and background materials are posted on the CAMPO website and can be accessed [here](#).

Transportation Department staff is providing information and/or recommendations on the following agenda items:

- **Action Item 6** – Commute Solutions Interlocal Agreement with Capital Area Council of Governments
- **Action Item 7** – Discussion and Approval of the General Planning Consultant Contract
- **Information Item 8** – 2017-2020 Transportation Improvement Program and 2040 Regional Transportation Plan Spring Amendment Cycle and Due Dates
- **Information Item 9** – Unified Planning Work Program Studies

➤ ***Action Item 6, Commute Solutions Interlocal Agreement with Capital Area Council of Governments***

CAMPO staff will request TPB approval of an interlocal agreement transferring the Commute Solutions program from CAMPO to the Capital Area Council of Governments (CAPCOG). CAPCOG is willing and able to accept the transfer of the program and associated funding and has air quality program staff and other resources that would be better suited to manage and administer the Commute Solutions program. Per the agenda backup, the Downtown Austin Alliance and CTRMA also support the transfer of the program to CAPCOG.

The purpose of Commute Solutions has been to provide a “one-stop” alternative transportation resource in the Central Texas area. Both private and public sector employers have access to resources including training for employee transportation coordinators, comprehensive regional commute website, ride matching/data collection tool, and regional trip reduction contests and incentives.

In 2010, the City of Austin’s Air Quality Program provided \$30,000 to CAMPO to support the Commute Solutions program. As of February 2017, \$12,565.63 has been spent. The City of Austin agrees to release any claim to the remaining funds contingent upon the transfer of the program and remaining \$17,434.37 to CAPCOG. Under the agreement, CAMPO would transfer the remaining funding to CAPCOG.

Technical Advisory Committee (TAC) Action – This item was not brought to the TAC for recommendation.

Recommendation – Per the letter from ATD to CAMPO dated February 21, 2017, staff supports the relocation of the Commute Solutions program to CAPCOG. Staff recommends approval of the interlocal agreement transferring to CAPCOG the Commute Solutions program and remaining funding (\$17,434.37) provided by the City of Austin.

➤ **Action Item 7, Discussion and Approval of the General Planning Consultant Contract**

CAMPO staff will request the TPB approve the CAMPO Executive Director to negotiate a scope and fees to conduct general planning consultant services. Several firms responded to a Request for Proposals (RFP) that was issued in November with a deadline of December 22, 2016. Those firms were: Alliance Transportation Group, CP&Y, Freese and Nichols, WSP | Parsons Brinckerhoff, and RS&H.

In addition to CAMPO staff, representatives from the following agencies made up the RFP review team: City of Lakeway, City of Marble Falls, and CTRMA. The review team's evaluation scoring matrix nor their recommendation are included in the agenda back-up. CAMPO staff has indicated the recommended firm will be presented at the TPB meeting.

The TPB approved \$750,000 in funding for a General Planning Consultant in Amendment Four of the FY 2016-2017 Unified Planning Work Program on Dec. 16, 2016. This funding comes from \$4 million in STP-MM funding that the TPB awarded to CAMPO in June 2014 for planning purposes. \$1,500,000 is remaining and available to be programmed. Because the source of the funding is STP-MM, CAMPO will need to execute an Advance Funding Agreement with TxDOT if this item (to negotiate a contract with the selected firm) is approved.

TAC Action – This item was not brought to the TAC for recommendation.

Recommendation – Staff is not able to recommend approval of this item due to lacking information on the RFP review team's evaluation and the recommended firm. It is anticipated that this firm will lead the development of the CAMPO 2045 Plan which is why City staff believes it is critical to have all of the information regarding the evaluation of the RFP responses. Staff is also concerned that the scope of work for the General Planning Consultant was not brought to the TAC for discussion as this item is of a technical nature. This is a departure from past practice. While CAMPO has been transparent with the posting of the RFP on their website, there has not been a formal process for member jurisdiction staff to review and provide comments.

➤ **Information Item 8, 2017-2020 Transportation Improvement Program and 2040 Regional Transportation Plan Spring Amendment Cycle and Due Dates**

CAMPO staff will brief the TPB on the spring amendment cycle for the *FYs 2017-2020 Transportation Improvement Program (TIP)* and *2040 Regional Transportation Plan (RTP)*. Project sponsors submitted applications online to modify existing transportation projects, add projects or remove projects

included in the *FYs 2017-2020 TIP* or the *2040 RTP*. CAMPO staff indicated at the February 27, 2017 TAC meeting that they received 43 applications.

The schedule for the amendment cycle is as follows:

Application Period	February 10-24, 2017
Public Comment Period	March 10 – April 14, 2017
Public Open Houses	March – April 2017
TAC Presentation	March 27, 2017
TPB Presentation	April 10, 2017
Public Hearing	April 10, 2017
TAC Recommendation	April 24, 2017
TPB Adoption	May 8, 2017

City staff did not submit amendments during this amendment cycle. In a subsequent amendment cycle, after the 2016 Mobility Bond Corridor Advisor has evaluated the current set of projects and provided recommendations, staff will reevaluate whether to submit applications to add any of the Corridor Mobility projects, deemed to be regionally significant, to the TIP and/or RTP.

Purpose of Transportation Improvement Program (TIP)

According to federal law and regulations, CAMPO, in cooperation with the state, transit operators and local jurisdictions, develops a TIP for the six-county region. The four-year TIP lists projects that are funded with federal dollars and are consistent with the 2040 Regional Transportation Plan. The TIP may also include non-federally funded projects that are regionally significant.

TAC Action – This item has not been brought to the TAC for recommendation. The TAC will make a recommendation at its meeting on April 24, 2017.

Recommendation – None. This item will be presented for information only.

➤ **Information Item 9, Unified Planning Work Program Studies**

CAMPO staff will brief the TPB on the process to develop the FY 2018 and FY 2019 Unified Planning Work Program (UPWP).

Background

The UPWP is required by the federal government and provides details of the CAMPO planning process for each fiscal year. CAMPO receives input from federal, state and local jurisdictions in the development of their annual work program. The UPWP is partially funded by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). The federal funds require a non-federal match that is supplied by the Texas Department of Transportation (TxDOT). The UPWP must be approved by the CAMPO TPB and submitted to the FHWA and the FTA for approval. The UPWP contains five main task areas: Administration, Data Development and Maintenance, Short Range Planning, Metropolitan Transportation Plan, and Special Studies.

CAMPO's proposed activities for FY 2018 and FY 2019 are contained in the agenda back-up and include the following: Regional Transit Study, Regional Arterials Study, 2045 Plan, House Bill 20 – 10

Year Plan, Regional Park and Ride Study, Mogan Corridor, Georgetown to San Antonio Mobility, as well as others. Staff will be submitting to CAMPO the City's planning studies that will be underway during the next two fiscal years, such as the Austin Strategic Mobility Plan, for inclusion in the UPWP.

The schedule for the development of the UPWP is as follows:

TAC – Briefing on Process	February 27, 2017
TPB – Briefing on Process	March 6, 2017
TAC Presentation – Draft UPWP	April 24, 2017
TPB Presentation – Draft UPWP	May 8, 2017
TxDOT Presentation – Draft UPWP	May 15, 2017
TAC Recommendation	May 22, 2017
TPB Adoption – Final UPWP	June 12, 2017
TxDOT Adoption – Final UPWP	June 19, 2017

TAC Action – This item has not been brought to the TAC for recommendation. The TAC will make a recommendation on the UPWP at its meeting on May 22, 2017.

Recommendation – None. This item will be presented for information only.

City staff will attend the Transportation Policy Board meeting. If your office has additional questions or would like an individual briefing prior to the meeting, please contact Annick Beaudet at (512) 974-7959.

cc: Elaine Hart, Interim City Manager
Robert Goode, P.E., Assistant City Manager
Brie Franco, Government Relations Officer
Annick Beaudet, AICP, Division Manager, Austin Transportation Department
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Council Executive Assistants