Walla Walla Valley
Metropolitan and Sub-Regional
Transportation Planning Organization

Unified Planning Work Program
State Fiscal Year 2018
(July 1, 2017 through June 30, 2018)

Final – June 7, 2017
Adopted by Policy Board
Acknowledgements

This report is the product of a study financed in part by the U.S. Department of Transportation (Federal Highway Administration and Federal Transit Administration), the Oregon and Washington State Departments of Transportation, and local government contributions.

The contents of this report reflect the views of the Walla Walla Valley Metropolitan Planning Organization/Sub-Regional Transportation Planning Organization (WWVMPO/SRTPO), which is responsible for the facts and the accuracy of the data presented herein. The contents do not necessarily reflect official views or policy of the U.S. Department of Transportation. Approval of the report by federal or state agencies constitutes acceptance of the report as evidence of work performed, but does not imply endorsement of the report's findings or recommendations. This report does not constitute a standard, specification, or regulation.

Title VI Assurance

The WWVMPO/SRTPO hereby gives public notice that it is the organization’s policy to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and related statutes and regulations in all programs and activities. Title VI requires that no person shall, on the grounds of race, color, sex, or national origin be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any Federal Aid Highway program or other activity for which the WWVMPO/SRTPO receives Federal financial assistance.

Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with the WWVMPO/SRTPO. Any such complaint must be in writing and filed with the WWVMPO/SRTPO Title VI Coordinator within one hundred, eighty (180) days following the date of the alleged discriminatory occurrence. Title VI Discrimination Complaint Forms may be obtained from the WWVMPO/SRTPO Office, on the website at http://wwvmpo.org/plans--programs.html at no cost to the complainant, by calling Andrea Weckmueller-Behringer at (509) 876-8002, or by faxing to (509) 876-8003.

Please Contact the WWVMPO/SRTPO for Questions, Concerns, or Comments

107 South Third Avenue
Walla Walla, WA 99362
Phone 509-876-8001
Fax 509-876-8003
wwvmpo.org
A Resolution Adopting a State Fiscal Year 2018
Unified Planning Work Program (SFY 2018 UPWP)

RESOLUTION NO. 03-2017

WHEREAS, 23 CFR 450.308 (b) requires that metropolitan transportation planning activities performed with funds provided under title 23 U.S.C. and title 49 U.S.C. Chapter 53 be documented in a Unified Planning Work Program (UPWP); and

WHEREAS, each Metropolitan Planning Organization (MPO), in cooperation with the State(s) and public transportation operator(s), shall develop a UPWP that includes a discussion of the planning priorities within the Metropolitan Planning Area (MPA); and

WHEREAS, the UPWP shall identify work proposed for the next one- or two-year period by major activity and task, in sufficient detail to indicate who will perform the work, the schedule for completing the work, the resulting products, the proposed funding by activity/task, and a summary of the total amounts and sources of Federal and matching funds; and

WHEREAS, Revised Code of Washington (RCW) 47.04.280 in Washington state law and Oregon Administrative Rule (OAR) Chapter 660 Division 12 in Oregon state law provide for policy goals for statewide transportation planning in Washington and Oregon respectively; and

WHEREAS, the Walla Walla Valley Metropolitan Planning Organization Technical Advisory Committee (WWVMPO TAC) recommends adoption of the State Fiscal Year 2018 Unified Planning Work Program (SFY 2018 UPWP) for the Walla Walla Valley MPO and SRTPO areas; and

WHEREAS, staff recommends adoption of the SFY 2018 UPWP for the Walla Walla Valley MPO and SRTPO areas; and

WHEREAS, funds for completing the work elements in the SFY 2018 UPWP come from federal, state, and local resources and are dependent upon action by the federal government and the Washington and Oregon state legislatures; and

WHEREAS, the work program includes activities to be carried out in and for the Walla Walla Valley MPO and SRTPO areas; and

WHEREAS, the WWVMPO/SRTPO Policy Board has reviewed the SFY 2018 UPWP and has determined that the SFY 2018 UPWP is compliant with the requirements of 23 CFR 450.308 and the policy goals set forth in RCW 47.04.280 and OAR 660-012, et seq.; and
WHEREAS, the estimated work program revenue, as presented to the Walla Walla Valley MPO/SRTPO Policy Board in coordination with the Washington State Department of Transportation and the Oregon Department of Transportation totals $330,850 in federal, state, and local funds;

NOW, THEREFORE, BE IT RESOLVED that the Walla Walla Valley MPO/SRTPO State Fiscal Year 2018 Unified Planning Work Program, with a total expenditure budget of $310,850, is hereby adopted.

BE IT FURTHER RESOLVED that the Executive Director of the Walla Walla Valley MPO/SRTPO is hereby authorized to execute agreements with the Oregon and Washington State Departments of Transportation as appropriate and necessary to the extent consistent with this Resolution.

PASSED AND APPROVED this 7th of June, 2017
Signed:

Dick Fondahn, WWVMPO/SRTPO Policy Board Chair
Andrea Weckmueller-Behringer, WWVMPO/SRTPO Executive Director

Approved as to form:

Jared Hawkins, WWVMPO/SRTPO Legal Counsel
Walla Walla Valley Metropolitan Planning Organization/Sub-Regional Transportation Planning Organization Membership and Committee Roster

**Walla Walla Valley Metropolitan Planning Organization (WWVMPO) Member Agencies**
City of College Place (WA) • City of Milton-Freewater (OR) • City of Walla Walla (WA) • Umatilla County (OR) • Walla Walla County (WA) • Port of Walla Walla (WA) • Valley Transit (WA) • Oregon Department of Transportation (OR) • Washington State Department of Transportation (WA)

**Walla Walla Sub-Regional Transportation Planning Organization (SRTPO) Member Agencies**
City of College Place (WA) • City of Prescott (WA) • City of Waitsburg (WA) • City of Walla Walla (WA) • Port of Walla Walla (WA) • Valley Transit (WA) • Walla Walla County (WA) • Washington State Department of Transportation (WA)

**WWVMPO/SRTPO Policy Board (PB)**
Harvey Crowder, Mayor, City of College Place
Linda Hall, City Manager, City of Milton-Freewater
Steve Heimbigner, Mayor, City of Prescott
Randy Hinchliffe, City Administrator, City of Waitsburg
Allen Pomraning, Mayor, City of Walla Walla
Larry Givens, County Commissioner, Umatilla County
James (Jim) Johnson, County Commissioner, Walla Walla County
Ron Dunning, Commissioner, Port of Walla Walla
Dick Fondahn, General Manager, Valley Transit
Craig Sipp, Region Manager, ODOT Region 5
Todd Trepanier, Regional Administrator, WSDOT South Central Region

**WWVMPO/SRTPO Technical Advisory Committee (TAC)**
Paul Hartwig, Public Works Director, City of College Place
Gina Hartzheim, City Planner, City of Milton-Freewater
Steve Heimbigner, Mayor, City of Prescott
Randy Hinchliffe, City Administrator, City of Waitsburg
Neal Chavre, City Engineer, City of Walla Walla
Robert (Bob) Waldher, Senior Planner, Umatilla County
Randy Glaeser, Public Works Director, Walla Walla County
Jeanine Gordon, Transit Program Manager, Confederated Tribes of the Umatilla Indian Reservation
Paul Gerola, Economic Development Director, Port of Walla Walla
Ed McCaw, Deputy General Manager, Valley Transit
Teresa Penninger, Planning and Program Manager, ODOT
Paul Gonseth, Planning Engineer, WSDOT

**Bi-State Coordination Workgroup**
Sharleen Bakeman, Federal Highway Administration
Jeremy Borrego, Federal Transit Administration
Teresa Penninger, Planning and Program Manager, ODOT
Linda Howell, Public Transportation Community Liaison, WSDOT
Paul Gonseth, Planning Engineer, WSDOT
Doug Cox, Tribal and Regional Coordination Liaison, WSDOT

**WWVMPO/SRTPO Staff**
Andrea Weckmueller-Behringer, Executive Director
Elaine Dawson, Planning Assistant
# Table of Contents

**Introduction** .......................................................................................................................... 1  
Walla Walla Valley Metropolitan Planning Organization .......................................................... 1  
Walla Walla Sub-Regional Transportation Planning Organization ........................................... 1  

**Purpose and Scope of the Unified Planning Work Program** ...................................................... 3  
Integrated Planning .................................................................................................................. 3  
Transportation Planning Emphasis Areas .................................................................................. 4  
Public Participation .................................................................................................................. 8  

**Accomplishments in SFY 2017** ............................................................................................... 9  
Provide Program Administration ............................................................................................... 9  
Collect and Analyze Data .......................................................................................................... 9  
Develop SFY 2016 Annual Performance and Expenditure Report ............................................ 9  
Develop SFY 2018 Unified Planning Work Program .................................................................. 9  
Develop Annual Title VI Report ............................................................................................... 9  
Complete Calendar Year 2016 Self-Certification Review ............................................................ 9  
Develop 2017-2022 Metropolitan and Regional Transportation Improvement Program and  
2016 Annual Listing of Obligated Projects ............................................................................ 10  
Coordinate and Monitor Implementation of 2040 Plan and Provide Local Planning Assistance .... 10  
Maintain Coordinated Human Services Transportation Planning ......................................... 10  
Provide Technical Assistance for Long-Term Arterial Plan .................................................... 10  
Review Public Participation Plan .............................................................................................. 11  
Scope and Begin Development of Regional Bicycle and Pedestrian Study .............................. 11  
Scope Regional Transit Study .................................................................................................. 11  
Review MPA Boundary ............................................................................................................ 11  

**Work Elements and Activities for SFY 2018** .......................................................................... 12  
Task 1 Provide Program Administration .................................................................................. 12  
Task 2 Collect and Analyze Data .............................................................................................. 13  
Task 3 Develop SFY 2017 Annual Performance and Expenditure Report ............................... 13  
Task 4 Develop SFY 2019 Unified Planning Work Program .................................................... 13  
Task 5 Develop Annual Title VI Report ................................................................................... 14  
Task 6 Complete Calendar Year 2017 Self-Certification Review ............................................ 14  
Task 7 Develop 2018-2023 Metropolitan and Regional Transportation Improvement Program and  
2017 Annual Listing of Obligated Projects ............................................................................ 14  
Task 8 Coordinate and Monitor Implementation of 2040 Plan and Provide Local Planning Assistance .... 15  
Task 9 Maintain Coordinated Human Services Transportation Planning ............................. 16  
Task 10 Provide Technical Assistance for Long-Term Arterial Plan ....................................... 16  
Task 11 Review Public Participation Plan ................................................................................ 17  
Task 12 Complete Regional Bicycle and Pedestrian Study ...................................................... 17  
Task 13 Develop Regional Transit Study .................................................................................. 18  

**Funding and Expenditures** .................................................................................................... 20  
Primary Planning Funds ......................................................................................................... 20  
Funding by Source ................................................................................................................... 21  
Expenditure Overview ............................................................................................................. 22  

**Unfunded Work Priorities** ..................................................................................................... 24  

**Appendix A – Adopted UPWP Amendment Policy** ................................................................. I  
**Appendix B – Subcontracting Obligations** ............................................................................ III
Introduction

Metropolitan and regional transportation planning organizations facilitate the coordinated planning and implementation of a seamless transportation system for all users. This effort requires cooperation and close collaboration among all entities involved in implementing, maintaining, and improving individual network segments.

In the Walla Walla Valley, this responsibility is assigned to the Walla Walla Valley Metropolitan Planning Organization and Sub-Regional Transportation Planning Organization (WWVMPO/SRTPO), which includes representation from Oregon and Washington State, Valley Transit, the Port of Walla Walla, as well as cities and counties in the region.

Walla Walla Valley Metropolitan Planning Organization

Established on March 27, 2013, the Walla Walla Valley Metropolitan Planning Organization (WWVMPO) is a bi-state transportation planning agency located in the Walla Walla Valley region. As the federally designated MPO for an urbanized area with a population greater than 50,000, the WWVMPO carries out the continuing, cooperative, and comprehensive (3C) multimodal transportation planning process that encourages and promotes the safe and efficient development, management, and operation of a surface transportation system to serve the mobility needs of people and freight, and fosters economic growth and development, while minimizing transportation-related fuel consumption and air pollution. (23 USC 134)

Federal regulations require the WWVMPO to develop a regionally coordinated long-range transportation plan and short-range improvement program to ensure consistency and efficient use of federal transportation funds. The MPO’s bi-state planning area, shown in the figure on Page 2, includes the cities of College Place, Milton-Freewater, Prescott, Waitsburg, and Walla Walla, and Walla Walla County and northeastern Umatilla County.¹

The majority of funding for the WWVMPO is provided through transportation planning grants from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), administered and supported by the Oregon and Washington State Departments of Transportation (ODOT and WSDOT).

Walla Walla Sub-Regional Transportation Planning Organization

The Walla Walla Sub-Regional Transportation Planning Organization (SRTPO) was created by an agreement, effective July 1, 2013, between the Benton-Franklin-Walla Walla Regional Transportation Planning Organization (RTPO) and the WWVMPO as a means to make regional planning efforts with the new MPO more efficient. The SRTPO boundary, also shown in the figure on Page 2, assigns almost all of Walla Walla County to the WWVMPO, as the area covered under the newly developed SRTPO. The Burbank area, a small portion of western Walla Walla County, is by U.S. Census determination within the Kennewick-Pasco-Richland urbanized area. Therefore, this portion of Walla Walla County is part of the Benton-Franklin RTPO and MPO planning area.

The Walla Walla SRTPO activities comply with Washington State’s RTPO requirements (RCW 47.80), which call for transportation planning, at all jurisdictional levels, to be coordinated with local comprehensive plans in order to achieve both statewide and local transportation goals.

Instead of creating a separate Policy Board and Technical Advisory Committee (TAC) for the SRTPO, the WWVMPO chose to expand the current MPO Policy Board and TAC to include additional members. Agencies participating as members of the SRTPO include the MPO members in Washington State and representatives from the cities of Prescott and Waitsburg.

Funding for the SRTPO is appropriated directly from WSDOT, and is used to carry out the regional transportation planning activities.

¹ On January 4, 2017, the Policy Board authorized an expansion of the metropolitan planning area. The request for approval from the Oregon and Washington State Governors was granted on March 31 and March 21, 2017, respectively.
Figure: Walla Walla Valley MPO and SRTPO Study Area

Legend
- MPO Boundary
- SRTPO Area
- State Highways
- Local Public Roads
- Rail
- Consus - Urbanized Area
- County
- State
- National Forest
- Water Features

Cities
- College Place, WA
- Prescott, VIA
- Walla Walla, WA
- Milton-Freewater, OR

Planning Area Overview

Drawn By: Walla Walla Valley Metropolitan Planning Organization/ Sub-Regional Transportation Planning Organization

Date: March 2017

Disclaimer: WWVMPO/SRTPO Map Disclaimer applies. Refer to http://wwmopo.org/documents--msps.html
Purpose and Scope of the Unified Planning Work Program

The Unified Planning Work Program (UPWP) is the tool used to direct the continuous, cooperative, and comprehensive transportation planning efforts. In the UPWP, the WWVMPO/SRTPO describes tasks necessary to meet MPO and RTPO transportation planning requirements.

Updated annually, the UPWP lists activities and deliverables that were completed in the preceding state fiscal year, and describes planning tasks and products anticipated for the following state fiscal year, along with information on associated budget, responsible lead agency, and completion date. All listed activities are to be accomplished in state fiscal year (SFY) 2018, which covers the period of July 1, 2017 through June 30, 2018.

Created in cooperation with member entities, the tasks identified in the UPWP are consistent with the regional transportation goals and objectives identified in the Metropolitan and Regional Transportation - 2040 Plan. Development and implementation of the Unified Planning Work Program is among the transportation planning requirements that must be fulfilled in order for regional transportation projects to be eligible for federal funding.

Integrated Planning

Federal Legislative Mandate

The WWVMPO/SRTPO will focus on continued compliance with the Moving Ahead for Progress in the 21st Century (MAP-21) Act, while working towards transitioning to compliance with the Fixing America’s Surface Transportation (FAST) Act, which was signed into law on December 4, 2015. The majority of federal metropolitan transportation planning requirements are contained in Title 23 of the United States Code (USC) Section 134, 49 USC 5303, and Title 23 of the Code of Federal Regulations (CFR) Part 450 Subpart C.

Planning Factors

MAP-21 emphasized eight federal planning factors (23 USC 134 (h)(1) and 23 CFR 450.306) that should be considered as part of the metropolitan planning process:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety of the transportation system for motorized and non-motorized users;
- Increase the security of the transportation system for motorized and non-motorized transportation users;
- Increase the accessibility and mobility of people and freight;
- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- Promote efficient system management and operations; and
- Emphasize the preservation of the existing transportation system.

The FAST Act expands the scope of the metropolitan planning process to also consider the following:

- Improve the resiliency and reliability of the transportation system;
- Reduce or mitigate stormwater impacts of surface transportation; and
- Enhance travel and tourism.

MPO Core Functions

National policy sets forth the core functions the WWVMPO/SRTPO performs –

- Establish and manage a fair and impartial setting for effective regional decision-making;
- Use data and planning methods to identify and evaluate transportation improvement options;
- Prepare and maintain a metropolitan transportation plan (MTP) that covers a planning horizon of no less than 20 years, and uses performance measures and targets;
• Based on the MTP, develop a short-range, four-year transportation improvement program that represents immediate priority actions to achieve the area’s goals and system performance targets;
• In coordination with State and public transportation operators, identify performance measure targets and monitor whether implemented projects are achieving desired progress; and
• Involve the general public and other affected constituencies in the core functions listed above.

RTPO Legislative Mandate
The WWVMPO/SRTPO also has certain RTPO duties, which are described in RCW 47.80.023 –
• Prepare and periodically update a transportation strategy for the region;
• Prepare a regional transportation plan (RTP) that is consistent with countywide policies, comprehensive plans, and with state transportation plans;
• Certify that countywide planning policies and the regional transportation plan are consistent;
• Certify transportation elements of county and city comprehensive plans within the region;
• Review level of service methodologies used by cities and counties who plan under the Growth Management Act (GMA); and work with cities, counties, transit agencies, WSDOT, and others to develop level of service standards or alternative performance measures;
• Develop a six-year regional transportation improvement program;
• Every four years, submit a Coordinated Public Transportation - Human Services Transportation Plan (CPT-HSTP) and advance special needs transportation through specific opportunities and projects; and
• Submit a prioritized human services and rural transit project list every two years.

State Transportation Planning in Washington and Oregon
WSDOT guidance for the WWVMPO/SRTPO UPWP focuses on conducting transportation planning consistent with the federal requirements and state duties described in Revised Code of Washington (RCW) 47.80 and Washington Administrative Code (WAC) 468-86, which implement the GMA’s Statewide Planning Goal 3 (Transportation) to “encourage efficient multimodal transportation systems that are based on regional priorities and coordinated with county and city comprehensive plans.”

ODOT focuses on conducting transportation planning consistent with federal requirements and state duties described in Oregon Administrative Rule (OAR) Chapter 660, Division 12, which implements Statewide Planning Goal 12 (Transportation) to “provide and encourage a safe, convenient and economic transportation system.”

Consistency with statewide planning is achieved through the 2040 Plan, which considers state transportation goals.

Transportation Planning Emphasis Areas
Federal Emphasis Areas
The Federal Highway Administration and the Federal Transit Administration provide joint guidance on priority work program emphasis areas for the WWVMPO/SRTPO. Federal agency direction emphasizes a focus on documenting how the major activities in the UPWP accomplish the core functions of metropolitan planning identified in the United States Code (USC) and the Code of Federal Regulations (CFR). Special emphasis areas for federal review of this UPWP have been identified as described in the following sections.

Transition from MAP-21 and FAST Act Implementation
The particular focus remains on the transition to Performance Based Planning and Programming. As the analysis of the FAST Act evolves and transition from MAP-21 takes place, collaboration between WSDOT and the WWVMPO/SRTPO will continue related to any draft or final rules that are released.

Models of Regional Planning Cooperation
A particular emphasis is placed on cooperation and the coordination of transportation planning activities across MPO boundaries and across state boundaries to ensure a regional approach. This is particularly important in the WWVMPO/SRTPO area, as the MPO serves a bi-state, urbanized area. In the Walla Walla Valley, cooperation and
coordination occurs through the development of joint planning products. Further collaboration among the WWVMPO/SRTPO, state DOTs, and operators of public transportation is taking place in the areas of data collection, data storage and analysis, analytical tools, and performance based planning.

**Ladders of Opportunity**

Access to essential services, such as housing, employment, health care, education, and recreation, is a particularly important function of the regional transportation system. As part of the planning process, the WWVMPO/SRTPO will continue to identify transportation connectivity gaps and seek potential solutions which impact access and connectivity to these essential services, especially for traditionally underserved populations.

**State and Federal Emphasis Areas**

**Tribal Consultation**

Consultation is defined as a “respectful, effective communication in a cooperative process that works toward a consensus, before a decision is made or an action is taken.” Building on previous consultation efforts, the WWVMPO/SRTPO will continue its technical coordination with the Confederated Tribes of the Umatilla Indian Reservation (CTUIR), whereby CTUIR staff is consistently engaged in the development of Walla Walla Valley regional transportation plans and programs.

As FHWA recommends that tribal coordination efforts be formalized and documented, the WWVMPO/SRTPO will pursue the drafting of a related policy. WSDOT further encourages the WWVMPO/SRTPO to consider using technology, such as webinars, conference calls, and video conferencing to engage the tribal government in Policy Board and Technical Advisory Committee meetings.

**Annual Performance and Expenditure Report**

The WWVMPO/SRTPO is required by federal regulations (23 CFR 420.117) to submit an Annual Performance and Expenditure Report to ODOT, WSDOT, FHWA, and FTA no later than 90 days following the end of the Washington State fiscal year – resulting in a due date of September 30, 2017. WSDOT also requires that the WWVMPO/SRTPO include RTPO specific information in this annual report.

**Interlocal Agreements**

Interlocal Cooperation Agreements, as governed by the Washington State Interlocal Cooperation Act (RCW 39.34), are the legal instruments that were used to first establish the WWVMPO, and subsequently, to create the Sub-Regional Transportation Planning Organization for Walla Walla County through a second agreement.

Most recently, the MPO’s Interlocal Cooperation Agreement was amended to reflect organizational changes that occurred when the previous parent organization, the Walla Walla Joint Community Development Agency, was dissolved on December 31, 2014 and the WWVMPO/SRTPO became independent.

**Statewide Planning Efforts**

The WWVMPO/SRTPO is actively participating in statewide planning efforts with respect to the various state modal plans and the long-range transportation plans for Oregon and Washington State.

**Corridor Sketches**

The WWVMPO/SRTPO and its member entities are continuously collaborating with WSDOT in regard to the completion of Corridor Sketches for state-managed corridors within the region. Through combined input from WSDOT, the WWVMPO/SRTPO, and local governments, the Corridor Sketches capture and document consistent baseline information about a particular highway corridor. The sketches contain data that describes the corridor characteristics, common understanding of its current and future functions, performance targets and gaps, and cost-effective strategies for future consideration. Although not a substitute for detailed planning and analysis, nor a list of investments or projects, the Corridor Sketches may inform future investment decisions.
Past and future WWVMPO/SRTPO involvement activities in this process include:
- Participation in meetings, workshops and advisory groups;
- Review and input on data and documents related to corridor planning;
- Provision of data and modeling results related to corridor planning;
- Transportation modeling and analysis as needed to support corridor planning; and
- Use of Corridor Sketch information in the Walla Walla Valley Metropolitan and Regional Transportation Plan and other planning documents.

Performance Measures
The schedule for the release of MAP-21 required and performance related Notices of Proposed Rule Making (NPRM) and final rules changes frequently. WSDOT will continue to provide timelines and schedules to the WWVMPO/SRTPO regarding updated release dates. WSDOT will also continue to consult with FHWA and FTA and collaborate with the WWVMPO/SRTPO as the State works towards setting targets in response to the various federally required performance measures.

Regional Emphasis Areas
Implementation of 2040 Plan Vision, Goals, and Objectives
Based on the input received from the public, local stakeholders, and member entities, the WWVMPO/SRTPO crafted the 2040 Plan vision, which was endorsed by the TAC and adopted by the Policy Board.

2040 Plan Vision
Preserve and improve the safety, connectivity, and efficiency of our transportation system, and provide mobility options for all users to enhance quality of life and to be consistent with community character.

Adopted alongside the 2040 Plan vision, the following goals and accompanying objectives\(^2\) further verbalize the areas of transportation planning emphasis for the Walla Walla Valley region.

- **Safety** – Reduce the number of fatalities, injuries, crashes, and eliminate hot spot locations.
  - Reduce fatalities.
  - Reduce injury crashes.
  - Reduce number of conflict points.
  - Improve sight distance.
  - Implement clear zone.
  - Improve design and maintenance of infrastructure to enhance safety.

- **System Preservation** – Maintain, preserve, and extend the useful life of transportation infrastructure.
  - Establish transportation improvement priorities through data collection and analysis.
  - Coordinate timing of maintenance activities with utility work.
  - Prioritize preservation over capacity expansion projects.
  - Identify and reserve corridors and right-of-way for future transportation facilities and services.

\(^2\) Please note: Several objectives are applicable across multiple goals. To avoid duplication, each statement is only shown once based on the strength of association with the respective goal.
• **Quality of Life** – Foster livable community with increased transportation choices
  - Design a transportation system that serves all users.
  - Promote walking, biking, and public transportation.
  - Ensure that transportation improvements and services are provided equitably.

• **Economic Vitality** – Support and enhance the movement of people and goods to ensure a thriving economy.
  - Improve accessibility to regional employment and activity centers.
  - Encourage visually attractive streetscapes.
  - Implement strategies and facilities to support tourism.
  - Improve freight transportation options.

• **Regional Connectivity** – Focus on regional benefits and integrate transportation across jurisdictions.
  - Improve regionally significant corridors and cross-jurisdictional connectivity.
  - Promote consistent design standards.
  - Improve coordination among transportation providers.

• **Connectivity and Continuity** – Build an interconnected transportation network across all modes.
  - Close infrastructure or service gaps.
  - Provide meaningful connections between modes.

• **Efficiency - Connections, Accessibility, and Operations** – Optimize the transportation network, its performance and accessibility.
  - Improve transportation operations and maximize network efficiency.
  - Integrate access management principles.

• **Distinct Community Character** – Develop right-sized transportation solutions consistent within their urban and rural environment.
  - Improve integration of transportation and land use.
  - Plan context-sensitive projects in line with expected use and regional growth.

• **Funding for Maintenance and Improvements** – Identify and maintain sustainable funding.
  - Identify alternative funding opportunities.
  - Evaluate operational alternatives ahead of capacity projects.

**Implementation of Policy Recommendations**

The 2040 Plan specifically lists policy recommendations supportive of the regional vision and goals. Current implementation efforts are particularly focused on the following policy recommendations, which are multimodal in nature and support the vision of a safe, connected, and efficient transportation system for all users.

• Conduct a regional bicycle and pedestrian study, and implement identified recommendations and improvements to design effective and efficient corridors for a bikeable and walkable community.
• Conduct a regional transit study with a particular focus on rural public transportation; implement identified recommendations and improvements.
• Provide a comprehensive update to the Long-Term Arterial Plan.
Public Participation

The development of the WWVMPO/SRTPO SFY 2018 Unified Planning Work Program follows the guidelines established in the 2016 update of the agency’s Public Participation Plan (PPP). Select work tasks within the UPWP will include public participation activities outlined for the related plan or program. The following table provides an overview of public participation strategies, tools, and public comment periods described in the PPP.

<table>
<thead>
<tr>
<th>Public Participation - Overview of Strategies, Tools, and Public Comment Periods</th>
<th>Committee Meetings</th>
<th>Public Meetings</th>
<th>Member Interviews, Stakeholder Meetings, Agency Consultation</th>
<th>Website</th>
<th>Documents and Publications</th>
<th>Surveys</th>
<th>Public Notice</th>
<th>Call for Public Comments (Length)</th>
<th>Press Releases and Media Outreach</th>
<th>Call for Public Comments (Length)</th>
<th>Mailing Lists</th>
<th>Technical Coordination with Tribal Governments, Regional Meetings, Community Events</th>
</tr>
</thead>
<tbody>
<tr>
<td>Development - Metropolitan and Regional Transportation Plan</td>
<td>x</td>
<td>3 rounds</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>4 weeks</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>Amendment - Metropolitan and Regional Transportation Plan</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>2 weeks</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Metropolitan and Regional Transportation Improvement Program</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>2 weeks</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annual Listing of Obligated Projects</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>2 weeks</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public Participation Plan</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>2 weeks</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Human Services Transportation Plan</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>2 weeks</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td></td>
</tr>
<tr>
<td>Unified Planning Work Program</td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Annual Performance &amp; Expenditure Report</td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Title VI Plan</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>2 weeks</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Title VI Annual Accomplishment Report</td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Regionally Managed Project Selection</td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

It is important to note that public participation activities for non-recurring and special studies will be determined as part of the initial scoping.
Accomplishments in SFY 2017

In coordination with and through the support of its local member agencies, ODOT, and WSDOT, the WWVMPO/SRTPO was able to complete all tasks laid out in the SFY 2017 UPWP, which included the following:

Provide Program Administration

- Actively monitored and participated in relevant state, tribal, and federal discussions on transportation planning, funding, and/or policy matters
- Provided general office and staff management
- Monitored revenue and expenditures
- Maintained and frequently updated the WWVMPO/SRTPO website
- Prepared and advertised various public notices, and conducted public outreach according to the adopted Public Participation Plan
- **Deliverable** - Submitted 2015 financial information to the State Auditor’s Office
- **Deliverable** - Developed a request for proposals and secured a legal services provider
- **Deliverable** - Developed a request for proposals and secured an accounting services provider
- **Deliverable** - Prepared and adopted WWVMPO/SRTPO Calendar Year 2017 Operating Budget

Collect and Analyze Data

- Collected and analyzed data for the implementation of the 2040 Plan, as well as the development of the Long-Term Arterial Plan update, the Regional Bicycle and Pedestrian Study, and the Regional Transit Study
- Shared Geographic Information System (GIS), Travel Demand Model (TDM), and other relevant data sets with member agencies as requested
- **Deliverable** - Maintained and shared up-to-date GIS and TDM data - This task is ongoing.

Develop SFY 2016 Annual Performance and Expenditure Report

- **Deliverable** - Completed and submitted the SFY 2016 Annual Performance and Expenditure Report

Develop SFY 2018 Unified Planning Work Program

- **Deliverable** - Submitted the Draft SFY 2018 UPWP to ODOT, WSDOT, FHWA, and FTA
- **Important note:** The remaining activities, such as Policy Board approval and submittal of the adopted UPWP to ODOT, WSDOT, FHWA, and FTA will be completed ahead of the June 16, 2017 deadline.

Develop Annual Title VI Report

- **Deliverable** - Completed and submitted the WWVMPO/SRTPO Annual Title VI Report

Complete Calendar Year 2016 Self-Certification Review

- **Deliverable** - Completed and submitted the Calendar Year 2016 Self-Certification along with the 2017-2022 Metropolitan and Regional Transportation Improvement Program
Develop 2017-2022 Metropolitan and Regional Transportation Improvement Program and 2016 Annual Listing of Obligated Projects

- Used revised Surface Transportation Block Grant (STBG) and Transportation Alternatives (TA) STBG-Set Aside criteria for the selection of M/RTIP projects
- Updated list of funded metropolitan area and regional projects and compiled list of currently unfunded projects
- **Deliverable** - Completed regionwide call for STBG and TA projects, and selected new projects for inclusion in 2017-2022 M/RTIP
- **Deliverable** - Completed and submitted a fiscally constrained 2017-2022 M/RTIP
- **Deliverable** - Completed and submitted the calendar year 2016 Annual Listing of Obligated Projects

Coordinate and Monitor Implementation of 2040 Plan and Provide Local Planning Assistance

- Reviewed Countywide Planning Policies and the 2040 Plan for consistency
- **Deliverable** - In collaboration with member entities, prepared and adopted a Comprehensive Plan Review and Certification Manual to assist local governments in the preparation of required Comprehensive Plan updates
- **Deliverable** - Provided policy guidance and technical assistance to member entities as requested for the purpose of developing local comprehensive plans, six-year comprehensive transportation plans, transportation system plans, and transit development plans, in order to support consistency with the 2040 Plan - This task is ongoing.

Maintain Coordinated Human Services Transportation Planning

- Reached out to members of the Human Services Transportation Coalition and other interested agencies
- Analyzed demographic information on individuals with disabilities, older adults, and low-income populations as well as service data related to public transportation
- **Deliverable** - Released regional call for human services - public transportation projects eligible under WSDOT’s Consolidated Grant Program
- **Deliverable** - Ranked regional Consolidated Grant project submittals based on their merit related to CPT-HSTP identified needs and defined strategies
- **Deliverable** - Completed 2016 Update of the CPT-HSTP project list
- **Deliverable** - Provided outreach and technical assistance to local public transportation - human services agencies - This task is ongoing.
Provide Technical Assistance for Long-Term Arterial Plan

- Reviewed the 2005 county-city, jointly developed long-term vision for the urbanized area arterial system
- **Deliverable** - Conducted meetings with member entities to cooperatively define the scope of an update to the Long-Term Arterial Plan
- **Deliverable** - Designed thoroughfare plan scope to complement current comprehensive planning efforts and emphasize right-of-way preservation, regionwide roadway standards, and sensible system expansion, while considering all modes of transportation - *This task is ongoing.*

Review Public Participation Plan

- Reviewed the effectiveness of various outreach strategies and considered their incorporation into the Public Participation Plan (PPP)
- Began using “trusted messengers” to reach out to local Latino community members
- **Deliverable** - Completed a PPP outreach evaluation, which did not result in any changes to the current Public Participation Plan - *This task is ongoing.*

Scope and Begin Development of Regional Bicycle and Pedestrian Study

- Coordinated extensively with member entities and regional stakeholders, such as the City of Walla Walla Bicycle & Pedestrian Advisory Committee, Community Council, Umatilla County, state and federal resource agencies, and others
- Developed a project website ([bluezonetrails.org](http://bluezonetrails.org))
- **Deliverable** - Secured a technical assistance grant from the National Park Service – Rivers, Trails, and Conservation Assistance (RTCA) program
- **Deliverable** - Compiled an extensive inventory of existing and planned non-motorized transportation and trail infrastructure
- **Deliverable** - Conducted multiple rounds of public outreach - *This task is ongoing.*

Scope Regional Transit Study

- Explored technical assistance and funding resources to retain specialized rural mobility expertise
- Compiled existing information and data, as well as examples of rural public transportation and mobility services in peer areas
- **Deliverable** - Completed a funding application for a “Rural Mobility Strategic Plan” through WSDOT’s Consolidated Public Transportation Grant Program - *This task is ongoing.*

Review MPA Boundary

- Researched implications of a possible expansion of the Metropolitan Planning Area (MPA) boundary to encompass the entire SRTPM study area as well as additional areas within Oregon
- Reached out to affected member entities
- **Deliverable** - Completed 2017 Update of the Walla Walla Valley MPO – Metropolitan Planning Area, and submitted required documentation to the Oregon and Washington State Departments of Transportation and to the Governors of Oregon and Washington State
Work Elements and Activities for SFY 2018

It is anticipated that the WWVMPO/SRTPO will accomplish the following UPWP tasks during SFY 2018 or, if the task continues into the next fiscal year, make significant progress towards the anticipated goal or deliverable(s) associated with each of the UPWP tasks described in detail in the following sections.

Task 1 Provide Program Administration

Program administration includes ongoing agency management and operations, encompassing finance and grant reporting, communications, outreach activities relevant to WWVMPO/SRTPO projects and priorities, and agency involvement in local, state, tribal, and federal transportation policy development. Most tasks identified in this work program element are ongoing and include, but are not limited to:

- **General Office and Staff Management**
  - Provide clerical support and staff management.
  - Prepare, facilitate, and document all committee, ad hoc, and public meetings.
  - Build staff capacity through onsite training sessions and offsite workshops and conferences.
  - Maintain computer hardware and update or expand software capabilities.
  - Provide support to the legal service provider.

- **Fiscal and Work Program Management**
  - Develop the agency’s annual operating budget.
  - Prepare monthly, quarterly, and annual financial reports.
  - Monitor the Unified Planning Work Program, track progress, and amend as necessary.
  - Provide support to the accounting service provider.

- **External Communications**
  - Maintain content on the WWVMPO/SRTPO website.
  - Advertise public meetings and WWVMPO/SRTPO sponsored events.
  - Communicate with the media regarding current WWVMPO/SRTPO planning and policy activities.
  - Transmit WWVMPO/SRTPO recommendations and actions to appropriate local, state, tribal, and federal agencies and elected officials.
  - Respond to requests from local, state, tribal, and federal staff and officials for information on WWVMPO/SRTPO plans and programmatic priorities.

- **Interagency Coordination**
  - Monitor and participate in relevant local, state, tribal, and federal project, funding, or policy matters.
  - Coordinate and consult with member entity staff and elected officials, as well as other MPOs and RTPOs on tribal, state, regional, and local transportation projects and policies.
  - Coordinate with Valley Transit, area non-profits, and private sector transportation providers on public transportation projects and policies.
  - Continue tribal consultation and actively involve the Confederated Tribes of the Umatilla Indian Reservation (CTUIR) in the development of plans and programs.
  - Participate in State planning activities such as the Washington Transportation Plan (Phase II), Highway System Plan, Performance Target Setting Collaboration, Corridor Sketches, and others.

**Important Note:** As an agency, the WWVMPO/SRTPO does not anticipate engaging in lobbying activities during SFY 2018. In the event that a WWVMPO/SRTPO staff member or representative engages in lobbying, only local funds not associated with any federal or state transportation planning, programming, or project funding will be used, and the related activities will be reported, as required in 31 USC 1352 and 49 CFR 20 as well as 2 CFR Part 225 Appendix B and Part 220 Appendix A.

**Task Budget:** $145,000

**Deliverable:** Agendas, Meeting Minutes, Financial Statements, various Procedures Manuals, etc.

**Timeframe:** Ongoing

**Lead:** WWVMPO/SRTPO Executive Director

**Support:** WWVMPO/SRTPO Planning Assistant, Policy Board, TAC, CTUIR, ODOT, WSDOT, FHWA, and FTA

**Regulation:** 23 CFR 450.300 through 450.340; WAC 468-86-010 through 468-86-160
Task 2 Collect and Analyze Data
Data collection, analysis, maintenance, and reporting activities are necessary to sustain the WWVMPO/SRTPO decision making process and produce relevant transportation planning products. The data is used to identify transportation issues, propose solutions, and monitor performance. Data maintained by the WWVMPO/SRTPO is accessible to member agencies and the public. Data collection and analysis tasks may include the acquisition and maintenance of hardware, software, or licenses for travel demand modeling, geographic information systems, and traffic simulation applications.

Data collection and analysis activities are coordinated with WSDOT, ODOT, CTUIR, cities, counties, public transportation providers, and port districts to avoid duplication of efforts and to support statewide and regional transportation planning and programming priorities and decisions, as called for by the performance-based planning requirement first established under MAP-21 and continued by the FAST Act. Particular emphasis is placed on data supportive of advancing the seven national performance areas:

- Safety
- Infrastructure condition
- Congestion reduction
- System reliability
- Freight movements and economic vitality
- Environmental sustainability
- Reduced project delivery delays

Task Budget: $33,450
Deliverables: Data for Various Studies and Planning Tasks
Due Date: Ongoing
Lead: WWVMPO/SRTPO Executive Director
Support: WWVMPO/SRTPO Planning Assistant, TAC, member agency staff, ODOT, and WSDOT
Regulation: 23 CFR 450.324 and 450.326; WAC 468-86-110

Task 3 Develop SFY 2017 Annual Performance and Expenditure Report
The Annual Performance and Expenditure Report (APER) describes the progress made towards fulfilling the activities outlined in the previous year’s Unified Planning Work Program. The APER also details associated expenses and discusses any departure from the originally proposed task budgets.

Task Budget: $1,200
Deliverable: SFY 2017 Annual Performance and Expenditure Report
Due Date: September 30, 2017
Lead: WWVMPO/SRTPO Executive Director
Support: WWVMPO/SRTPO Planning Assistant, TAC, ODOT, WSDOT, FHWA, and FTA
Regulation: 23 CFR 420.117

Task 4 Develop SFY 2019 Unified Planning Work Program
The Unified Planning Work Program serves as the basis for requesting federal planning funds from the U.S. Department of Transportation’s Federal Highway Administration and the Federal Transit Administration. The UPWP is also a management tool for scheduling, budgeting, and monitoring progress of planning activities. Developed in cooperation with its member entities, the activities identified in the WWVMPO/SRTPO UPWP are consistent with the regional transportation goals and objectives identified in the Metropolitan and Regional Transportation - 2040 Plan.

\[^3\] The collection of transit asset management related data will be closely coordinated with Valley Transit.
Updated annually, the UPWP lists major activities, which were accomplished in the preceding state fiscal year, as well as describes those planning activities anticipated for the new state fiscal year, along with information on associated budget, responsible lead agency, and anticipated completion date for all related activities. The UPWP assists local, state, tribal, and federal agencies in coordinating transportation planning activities.

**Task 5 Develop Annual Title VI Report**
The WWVMPO/SRTPO is responsible for certifying that the agency consistently follows all Title VI rules and regulations. Each year, the WWVMPO/SRTPO completes an Annual Title VI Report, which provides an overview of relevant outreach and accomplishments for the various programs and activities the agency administers. The WWVMPO/SRTPO also reviews the Title VI Plan and submits any necessary updates to ODOT and WSDOT.

**Task 6 Complete Calendar Year 2017 Self-Certification Review**
The WWVMPO/SRTPO is responsible for certifying that the agency follows all federal and state transportation planning rules and regulations. Each year in conjunction with the Transportation Improvement Program (TIP) development, the WWVMPO/SRTPO completes the required self-certification. The Policy Board adopts and includes the approved certification in the submittal of the final TIP.

**Task 7 Develop 2018-2023 Metropolitan and Regional Transportation Improvement Program and 2017 Annual Listing of Obligated Projects**
Federal and state regulations require the WWVMPO/SRTPO to develop a short-term Transportation Improvement Program for its Metropolitan and Sub-Regional Transportation Planning Organization study areas. Federal requirements call for a four-year, financially constrained list of projects, whereas Washington State regulations stipulate a six-year list of projects. In lieu of producing two separate documents, the combined Walla Walla Valley Metropolitan and Regional Transportation Improvement Program (M/RTIP) is a six-year programming document, which demonstrates financial constraint for federal funds throughout the first four years of the integrated financial plan.

The M/RTIP is derived from Washington State city and county six-year Comprehensive Transportation Programs; Oregon member entities’ Transportation System Plans; six-year Transit Development Plans, developed and adopted by the local public transportation agencies; and the project lists compiled by ODOT and WSDOT.
The projects contained in the M/RTIP must also be consistent with policy and project recommendations included in the 2040 Plan, and must be designed to make progress toward achieving performance targets established in accordance with federal requirements (23 USC 134 [h][2]).

The M/RTIP is updated annually and functions as a project programming document and financial plan that identifies all federally funded and prioritized projects, as well as other transportation improvements of regional significance, regardless of their funding source.

The WWVMPO/SRTPO is also required to annually publish a list of transportation improvements, for which federal funds have been obligated in the preceding calendar year. The overview of these federal funding awards is documented in the Annual Listing of Obligated Projects (ALOP), which serves as record of project delivery and as a progress report for the purpose of disseminating public information and providing government transparency.

**Task Budget:** $8,000  
**Deliverable:** 2018-2023 Metropolitan and Regional Transportation Improvement Program  
**Due Date:** October 20, 2017  
**Approval:** FHWA and FTA  
**Deliverable:** 2017 Annual Listing of Obligated Projects  
**Due Date:** March 31, 2018  
**Lead:** WWVMPO/SRTPO Executive Director  
**Support:** WWVMPO/SRTPO Planning Assistant, Policy Board, TAC, CTUIR, ODOT, and WSDOT  
**Regulation:** 23 CFR 450.326 and 450.334; WAC 468-86-160

**Task 8 Coordinate and Monitor Implementation of 2040 Plan and Provide Local Planning Assistance**

Preparation of a Metropolitan Transportation Plan (MTP) is a Federal requirement for the urbanized areas in and around College Place, Milton-Freewater, and Walla Walla. The Washington State Growth Management Act establishes the requirement for a Regional Transportation Plan (RTP), which encompasses Walla Walla County. The Walla Walla Valley region is responsible for meeting both the federal and state transportation planning requirements, which overlap in many areas. Thus the WWVMPO/SRTPO has combined the MTP and RTP into a single long-range plan.

Adopted on March 2, 2016, the current Walla Walla Valley Metropolitan and Regional Transportation Plan - 2040 Plan offers an overview of cross-jurisdictional transportation inventories, identifies region-wide issues and existing needs, and analyzes future travel demand. The focus of the 2040 Plan is to coordinate the selection of the highest priority transportation projects and programs for regional funding and implementation. The plan is designed to provide a regional vision for future multimodal transportation strategies and investments that improve access and mobility within the entire Walla Walla Valley. In terms of roadways, the plan focuses only on those highways, county roads, and city streets that are deemed regionally significant. The document also addresses pedestrian, bicycle, and transit transportation infrastructure and services that perform regional functions. The 2040 Plan provides clear policy and project recommendations, and guides all other regional transportation planning and programming activities. The plan will be updated in 2020.

The WWVMPO/SRTPO continues to monitor the implementation of 2040 Plan recommendations, and provides related policy guidance and technical assistance to its member entities. The WWVMPO/SRTPO also processes requests to amend the 2040 Plan in accordance with the adopted plan amendment procedures, regulatory requirements, financial constraint considerations, and public involvement guidelines.

Furthermore, the WWVMPO/SRTPO continues to support local jurisdictions, and their consulting firms, during the update of interdependent transportation elements of local city and county comprehensive plans. Support is also provided to assist with the development of six-year Comprehensive Transportation Programs, Transportation System Plans, and six-year Transit Development Plans.
During the latter part of SFY 2018, the 2040 Plan is scheduled to undergo a review for currency (RCW 47.80.030(2)). At that time, the 2040 Plan will also be updated to include collaboratively established performance targets, coordinated with both ODOT and WSDOT, as called for by MAP-21 and the FAST Act (23 USC 134 (h)(2)). The resulting revisions to the 2040 Plan will be adopted by the Policy Board, and the documentation of this biennial review will be forwarded to ODOT and WSDOT.

**Task Budget:** $10,000  
**Deliverables:** Monitoring of Implementation Activities; Processing Requests for Amendment; Providing Technical Assistance; 2018 Currency Review  
**Due Date:** June 2018  
**Lead:** WWVMPO/SRTPO Executive Director  
**Support:** WWVMPO/SRTPO Planning Assistant, Policy Board, TAC, and member agencies staff  
**Regulation:** 23 CFR 450.324; WAC 468-86-110

**Task 9 Maintain Coordinated Human Services Transportation Planning**

The WWVMPO/SRTPO Coordinated Public Transportation - Human Services Transportation Plan (CPT-HSTP) was adopted in December 2014 and most recently updated in February 2017. The plan describes the overall transportation needs in the Walla Walla Valley for those who are unable to transport themselves or purchase transportation due to youth, limited income, being elderly, or having a disability. It outlines the current transportation options available in the region, identifies how some needs are met, and acknowledges where other needs remain. The WWVMPO/SRTPO is responsible for maintaining ongoing coordination efforts and for updating the CPT-HSTP every four years. The current CPT-HSTP was developed as a stand-alone document. As part of WSDOT’s 2017-2019 Consolidated Public Transportation Grant cycle, the CPT-HSTP’s project list was revised in December 2016, underwent public review in January 2017, and was adopted in February 2017. The next, complete update of the region’s CPT-HSTP is scheduled for the latter part of 2018 (SFY 2019).

The WWVMPO/SRTPO continues its coordination of human services and public transportation outreach and collaboration, which includes meetings of the Coordinated Transportation Coalition consisting of transit, tribes, regional transportation providers, and social service agencies involved in coordinated transportation. In addition, the WWVMPO/SRTPO continuously collects data that support CPT-HSTP planning and outreach activities, focusing on the analysis of the transportation needs and associated service gaps for individuals with disabilities, older adults, those who do not drive personal vehicles, and people with low incomes. All CPT-HSTP activities also support the continued coordination efforts with applicable regional and statewide planning processes.

**Task Budget:** $6,000  
**Deliverable:** Continued Outreach; Analysis of Needs/Service Gaps; Prioritized Project List; Plan Update  
**Due Date:** Ongoing (Continued Outreach); November 2018 (Complete CPT-HSTP Update)  
**Lead:** WWVMPO/SRTPO Executive Director  
**Support:** WWVMPO/SRTPO Executive Director, Policy Board, TAC, CTUIR, ODOT, WSDOT, Valley Transit, regional public and private transportation providers, and social services agencies  
**Regulation:** 23 CFR 450.306 (Guidance: FTA Circular 9070.1G)

**Task 10 Provide Technical Assistance for Long-Term Arterial Plan**

In 2004 and 2005, Walla Walla County and the cities of College Place and Walla Walla jointly developed a long-term vision for an arterial system that would serve the combined urban area. The purpose was to plan for a seamless transportation system with cross-jurisdictional thoroughfare connectivity that would be able to accommodate anticipated future growth.

The 2040 Plan recommends that the Long-Term Arterial Plan be reviewed and updated, making use of the recently completed regional travel demand model. Member entities have asked the WWVMPO/SRTPO to assist in the facilitation of this update, and the agency has therefore hosted cross-jurisdictional discussions that focused on
several aspects of thoroughfare planning. During the initial discussion, the following priorities were determined to be of high importance:

- **Right-of-Way Preservation**
  1. Determine realistic ROW needs
  2. Provide guidance to firm up supportive development regulations
  3. Balance ROW build-out and developer needs

- **Regionwide Roadway Standards**
  1. Use a planning-level approach to roadway/transportation design based on land use context
  2. Determine regionwide roadway standards that offer flexibility to accommodate city/county preferences, such as the presence vs. absence of street trees or use of bike lanes vs. sharrows
  3. Distinguish between urban area, urban-rural buffer, and highly traveled rural routes

- **Sensible Routes**
  1. For system expansions, take into account environmental concerns and constraints
  2. Create robust and redundant system of north-south and east-west connections that assist in mitigating legacy connection issues

- **Consider all modes of transportation**
  1. Develop a freight network overlay that supports regional economic activity and local agricultural use
  2. Tie in with the recommendations of the Regional Bicycle and Pedestrian Study for a non-motorized network overlay

The scope of the yet-to-be-renamed Long-Term Arterial Plan update will be refined as regional collaboration continues; nonetheless, the goal of the plan update is to provide a cross-jurisdictional vision for the function and conceptual design of regionally significant thoroughfare corridors. These cross-jurisdictional discussions will resume in SFY 2018 and the resulting recommendations are expected to inform the required 2018 update of local city and county comprehensive plans, as well as the future update of the 2040 Plan.

In addition, WWVMPO/SRTPO staff is available to assist with simple travel demand model (TDM) scenarios that explore the feasibility of various new connections or lane additions. The WWVMPO/SRTPO is also making the TDM available to member entities’ consulting firms for the purpose of more complex coding and analysis work.

**Task Budget**: $12,000
**Deliverable**: Facilitation of Cross-Jurisdictional Discussions; Coordination of Long-term Arterial Plan Update
**Due Date**: June 2018
**Lead**: WWVMPO/SRTPO Executive Director
**Support**: WWVMPO/SRTPO Planning Assistant, Policy Board, TAC, ODOT, WSDOT, and Valley Transit
**Regulation**: 23 CFR 450.318; WAC 468-86-100

**Task 11 Review Public Participation Plan**
The WWVMPO/SRTPO’s 2016 update to the Public Participation Plan (PPP) was developed in coordination with member entities and in consultation with all interested parties. The PPP outlines the agency’s participation and consultation process. Strategies and tools contained therein are designed to engage interested parties and involve the public in the metropolitan and regional transportation planning process at key decision points. The WWVMPO/SRTPO annually reviews the efficacy of strategies and tools documented in the PPP. Updates to the PPP are made as needed.

**Task Budget**: $1,000
**Deliverable**: PPP Evaluation Matrix
**Due Date**: June 2018
**Lead**: WWVMPO/SRTPO Planning Assistant
**Support**: WWVMPO/SRTPO Executive Director, Policy Board, TAC, CTUIR, ODOT, and WSDOT
**Regulation**: 23 CFR 450.316
Task 12 Complete Regional Bicycle and Pedestrian Study

Active transportation, such as walking and cycling, are an integral part of the transportation network and overall mobility within the Walla Walla Valley. These modes of transportation provide options that are beneficial to both individual and environmental health, have been shown to enhance the overall quality of life for residents, and are economically beneficial to the surrounding community. Pedestrian and bicycle projects also contribute to the efficacy and safety of the entire transportation system. The 2040 Plan therefore recommends that a regional bicycle and pedestrian study be conducted, which supports effective design and efficient corridors for bikeable and walkable communities throughout the region.

Since the initial regional study concept was laid out, the WWVMPO/SRTPO has joined forces with Blue Mountain area cities, counties, health departments, ports, state and federal resources agencies, and other entities. The project team consisting of 30 stakeholder agencies is closely working with the National Park Service - Rivers, Trails, and Conservation Assistance program (https://www.nps.gov/orgs/rtca) on the development of a regionwide non-motorized transportation and trails plan that encompasses neighboring jurisdictions.

The “Blue Mountain Region Trails” project takes place in six phases over the course of 16 months.

1. Data collection
2. Review of existing non-motorized infrastructure and 1st round of public workshops
3. Technical and environmental feasibility analysis, development of conceptual network, and 2nd round of public workshops
4. Determination of function and design for individual connections and 3rd round of public workshops
5. Completion of plan documentation
6. Adoption of jurisdiction-specific recommendations into local plans

This planning effort enables local entities to adopt identified sidewalk, bike route, and trail recommendations into the comprehensive plan - transportation and recreation elements. The objectives of the planning effort are to:

- Connect communities and enhance outdoor recreation
- Increase walking and biking options and safe routes to schools and parks
- Promote a healthy and active lifestyle for everyone
- Improve quality of life and economic development
- Create a plan to leverage public and private funding opportunities and grants

The first three phases have already concluded, and final project completion is anticipated for March 2018.

Task Budget: $15,000
Deliverable: Blue Mountain Region Trails Plan
Due Date: March 2018
Lead: WWVMPO/SRTPO Executive Director
Support: WWVMPO/SRTPO Planning Assistant, Blue Mountain Region Trails team members, Policy Board, TAC, member agency staff, local user groups, and the public
Regulation: 23 CFR 450.318; WAC 468-86-100

Task 13 Develop Regional Transit Study

Public transportation is an important component of the overall transportation system as it increases mobility, expands accessibility, and provides additional transportation choices for the Walla Walla Valley and its residents. Critical mobility needs of elderly, youth, disabled, and low-income residents are often met by the available public transportation services. Coverage areas and levels of service involve close coordination to deliver an efficient network across service providers. Public transportation must also provide sufficient connections to other modes of transportation in the region.

The urbanized portion of the WWVMPO/SRTPO area is currently served by fixed route, paratransit, demand response, and vanpool services. However, significant challenges remain to meeting public transportation needs,
especially for residents living in the more rural parts of the study area. The 2040 Plan therefore recommends that a Regional Transit Study be conducted with a particular focus on rural public transportation.

The WWVMPO/SRTPO submitted a successful 2017-2019 Consolidated Public Transportation Grant funding application to develop a consultant-supported “Rural Mobility Strategic Plan.” This study will evaluate mobility options as to their suitability, feasibility, and overall impact to address identified rural public transportation gaps.

With the Consolidated Grant award, agency staff plans to retain a consulting firm to work with public and private transportation service providers, advocacy groups, interested stakeholders, and the public to complete the following activities:

- Completion of a public transportation gap analysis, considering existing service from both formal and informal providers, community needs, and select individual mobility concerns
  - Service Inventory – services from formal and informal providers
  - Stakeholder Analysis – community organizations, businesses and elected bodies
  - Focus Group Meetings – identification of unmet needs
  - Prospective Rider Surveys – perception and knowledge of current service, as well as determination of barriers to public transportation use
  - Determining if service gaps are absence of service, funding, human resource, or information
- Identify and Build Support for Targeted Strategies
  - Develop a draft multi-year strategic plan to meet public transportation needs of Walla Walla County rural residents that considers at a minimum –
    - Partnership agreements and contracts among existing service providers
    - Improved travel information
    - Provision of flexible service options, i.e. contracted cabs and/or “guaranteed ride home”
    - Travel subsidies for seniors with limited incomes
    - Enhanced marketing and outreach
    - Potential provision of a mobility manager to develop a community-wide travel perspective
  - Conduct several community workshops
  - Consider all feedback given to create a community-supported Rural Mobility Strategic Plan

The desired outcome is the development of public transportation recommendations, strategies, and action steps that enhance rural mobility throughout the study area.

Activities, findings, and recommendations resulting from this “Rural Mobility Strategic Plan” will also be coordinated with the “Umatilla/Morrow County Travel Shed Analysis” that is being undertaken by local stakeholders and ODOT.

**Task Budget:** $12,000 (A - for WWVMPO/SRTPO staff time and supplies)

**Additional funds have been awarded following a successful Consolidated Grant application:**

$50,000 in state or federal funding and $12,500 in additional local match (B - for related consultant services during SFY 2018 and 2019)

**Deliverable:** Public Transportation Inventory; Stakeholder Analysis and Rider Surveys

**Due Date:** April 2019

**Lead:** WWVMPO/SRTPO Executive Director

**Support:** WWVMPO/SRTPO Planning Assistant, Transit Consultant, Policy Board, TAC, HSTC, Valley Transit, regional public and private transportation providers, and member agency staff

**Regulation:** 23 CFR 450.318; WAC 468-86-100
Funding and Expenditures

Primary Planning Funds

FHWA Metropolitan Planning Funds
Within Washington State, the WWVMPO/SRTPO uses federal metropolitan planning (PL) funds for up to 86.5% of a project, and the required 13.5% non-federal match is provided by local government dues. For activities within the Oregon MPO area, federal planning funds can be used for up to 89.73% of a project, and ODOT provides the non-federal match of 10.27% based on the Interstate Agreement with ODOT.

FTA Section 5303 Grant Funds
Section 5303 funds are federal funds designated for transit planning and research activities. For activities within Washington State, the WWVMPO/SRTPO member entities provide the local match of 13.5% based on the Metropolitan/Regional Transportation Planning Organization Agreement with WSDOT. For activities within Oregon, the WWVMPO/SRTPO member entities provide the local match of 10.27%.

FTA Section 5310 and 5311 Grant Funds
In the past, WSDOT apportioned Section 5310 and 5311 funds to the WWVMPO/SRTPO to aid regional transit planning. The only work identified in the UPWP that may utilize such funds are the Human Services Transportation Planning (Task 9) and the Regional Transit Study (Task 13) activities. (Please note: In previous years, funds used for CPT-HSTP planning and outreach did not have a local match requirement.)

RTPO Grant Funds
Based primarily on population distribution, the State of Washington allocates funds to all RTPOs within the state in order to perform the required planning activities. These funds do not have a local match requirement.

Local Member Entity Dues
According to Article 4.04 of the WWVMPO/SRTPO Interlocal Cooperation Agreement, “member agencies dues to cover expenses of the WWVMPO shall be based on the Annual Budget adopted by the Policy Board, and shared equally among the policy board members except that ODOT and WSDOT shall not pay dues.”

The calculation of the local dues is based on the local match amount required to obtain the FHWA PL and FTA 5303 federal grant funding and is reviewed annually.

Other Funding Sources
For specific studies, similar to the “Blue Mountain Region Trails Plan” or the “Rural Mobility Strategic Plan,” the WWVMPO/SRTPO may pursue additional grant opportunities. If such grant pursuits are successful, the additional funding will be included in the SFY 2018 UPWP according to the adopted UPWP Amendment Policy, detailed in Appendix A.
**Funding by Source**

On December 23, 2016, the MPO received correspondence from WSDOT on anticipated revenues for SFY 2018 MPO and SRTPO planning activities. On April 26, 2017, the MPO was notified by WSDOT that the agency will be awarded Consolidated Grant funding as previously requested.

The summary table shows the forecasted SFY 2018 revenue by source and also includes the estimated carry forward from previous SFYs.

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>FHWA Planning Funds (WA)</td>
<td>$139,000</td>
</tr>
<tr>
<td>FTA 5303 Funds (WA)</td>
<td>$25,000</td>
</tr>
<tr>
<td>Local Match (WWVMPO)</td>
<td>$25,603</td>
</tr>
<tr>
<td>SFY 2018-2019 Consolidated Grant Award</td>
<td>$50,000</td>
</tr>
<tr>
<td>Local Match (WWVMPO)</td>
<td>$12,500</td>
</tr>
<tr>
<td><strong>Total WA SFY 2018 Federal Planning funds available</strong></td>
<td><strong>$252,103</strong></td>
</tr>
<tr>
<td>FHWA Planning Funds (OR)</td>
<td>$18,210</td>
</tr>
<tr>
<td>State Match (OR)</td>
<td>$2,084</td>
</tr>
<tr>
<td>FTA 5303 Funds (OR)</td>
<td>$5,790</td>
</tr>
<tr>
<td>Local Match (WWVMPO)</td>
<td>$663</td>
</tr>
<tr>
<td><strong>Total OR SFY 2018 Federal Planning funds available</strong></td>
<td><strong>$26,747</strong></td>
</tr>
<tr>
<td><strong>SFY 2010 WA RTPO Planning funds (no match)</strong></td>
<td><strong>$32,000</strong></td>
</tr>
<tr>
<td>Carry Forward SFY 2017 FHWA/FTA Funds (WA)</td>
<td>$20,000</td>
</tr>
<tr>
<td>Carry Forward SFY 2017 FHWA/FTA Funds (OR)</td>
<td>$0</td>
</tr>
<tr>
<td>Carry Forward SFY 2017 Public Transit/Human Services</td>
<td>$0</td>
</tr>
<tr>
<td>Transportation Plan Funds (WA) (no match)</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Total WA/OR SFY 2017 Federal Planning funds available</strong></td>
<td><strong>$20,000</strong></td>
</tr>
<tr>
<td><strong>Total Estimated Revenue Available for SFY 2018</strong></td>
<td><strong>$330,850</strong></td>
</tr>
</tbody>
</table>
Expenditure Overview

Expenditure Summary Budget

Based on historical expenditures and anticipated resource needs, the table shows estimated expenditures for each of the SFY 2018 planning tasks.

<table>
<thead>
<tr>
<th>UPWP Major Activity or Task</th>
<th>Estimated Planning Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Provide Program Administration</td>
<td>$145,000</td>
</tr>
<tr>
<td>2. Collect and Analyze Data</td>
<td>$33,450</td>
</tr>
<tr>
<td>3. Develop a SFY 2017 Annual Performance and Expenditure Report</td>
<td>$1,200</td>
</tr>
<tr>
<td>4. Develop a SFY 2019 Unified Planning Work Program (UPWP)</td>
<td>$2,500</td>
</tr>
<tr>
<td>5. Complete Title VI Annual Report</td>
<td>$1,200</td>
</tr>
<tr>
<td>6. Complete a Self-Certification Review</td>
<td>$1,000</td>
</tr>
<tr>
<td>7. Develop 2018-2023 Metropolitan and Regional Transportation Improvement Program</td>
<td>$8,000</td>
</tr>
<tr>
<td>8. Coordinate and Monitor Implementation of 2040 Plan and Provide Local Planning Assistance</td>
<td>$10,000</td>
</tr>
<tr>
<td>9. Maintain Coordinated Public Transportation-Human Services Transportation (CPT-HSTP) Planning</td>
<td>$6,000</td>
</tr>
<tr>
<td>10. Provide Technical Assistance for Long-Term Arterial Plan</td>
<td>$12,000</td>
</tr>
<tr>
<td>11. Review Public Participation Plan</td>
<td>$1,000</td>
</tr>
<tr>
<td>12. Develop Regional Bicycle and Pedestrian Study</td>
<td>$15,000</td>
</tr>
<tr>
<td>13. Develop Regional Transit Study</td>
<td>$74,500</td>
</tr>
<tr>
<td><strong>Total Estimated Expenditure Budget for SFY 2018</strong></td>
<td><strong>$310,850</strong></td>
</tr>
</tbody>
</table>

The work activities listed in the SFY 2018 UPWP will be performed by the WWVMPO/SRTPO. Should additional grant funding be secured, which would allow for the retention of outside assistance, such as a private consulting firm, then the WWVMPO/SRTPO will coordinate with ODOT and WSDOT according to the subcontracting obligation listed in Appendix B.
Detailed Budget

The following table provides a listing of the WWVMPO/SRTPO tasks and proposed task budgets distributed across all sources of planning funds.

<table>
<thead>
<tr>
<th>Task Code</th>
<th>Task Description</th>
<th>FHWA - PL</th>
<th>FTA - S303</th>
<th>2018-2019 Consol. Grant</th>
<th>STATE - RTPO</th>
<th>TASK FUNDING SUMMARY</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Total FHWA 100%</td>
<td>FHWA 86.5% WA 89.7% OR</td>
<td>Local Match (WA)</td>
<td>State Match (OR)</td>
<td>Total FTA 100%</td>
</tr>
<tr>
<td>1</td>
<td>Program Administration</td>
<td>$77,009</td>
<td>$66,840</td>
<td>$8,731</td>
<td>$1,437</td>
<td>$14,991</td>
</tr>
<tr>
<td>2</td>
<td>General Office &amp; Staff Management</td>
<td>$10,871</td>
<td>$9,448</td>
<td>$1,207</td>
<td>$216</td>
<td>$2,129</td>
</tr>
<tr>
<td>3</td>
<td>Fiscal &amp; Work Program Management</td>
<td>$10,871</td>
<td>$9,448</td>
<td>$1,207</td>
<td>$216</td>
<td>$2,129</td>
</tr>
<tr>
<td>4</td>
<td>External Communications</td>
<td>$10,871</td>
<td>$9,448</td>
<td>$1,207</td>
<td>$216</td>
<td>$2,129</td>
</tr>
<tr>
<td>5</td>
<td>Interagency Coordination</td>
<td>$10,871</td>
<td>$9,448</td>
<td>$1,207</td>
<td>$216</td>
<td>$2,129</td>
</tr>
<tr>
<td>1</td>
<td>Program Administration Total</td>
<td>$109,621</td>
<td>$95,184</td>
<td>$12,353</td>
<td>$2,084</td>
<td>$21,379</td>
</tr>
<tr>
<td>2</td>
<td>Collect and Analyze Data</td>
<td>$22,118</td>
<td>$19,218</td>
<td>$2,900</td>
<td>$4,332</td>
<td>$3,770</td>
</tr>
<tr>
<td>3</td>
<td>Annual Report for SFY 2017</td>
<td>$1,003</td>
<td>$872</td>
<td>$131</td>
<td>$171</td>
<td>$216</td>
</tr>
<tr>
<td>4</td>
<td>SFY 2019 UPWP</td>
<td>$1,254</td>
<td>$1,090</td>
<td>$164</td>
<td>$246</td>
<td>$213</td>
</tr>
<tr>
<td>5</td>
<td>Title VI Report</td>
<td>$1,003</td>
<td>$872</td>
<td>$131</td>
<td>$171</td>
<td>$216</td>
</tr>
<tr>
<td>6</td>
<td>Self-Certification Review</td>
<td>$836</td>
<td>$727</td>
<td>$109</td>
<td>$142</td>
<td>$22</td>
</tr>
<tr>
<td>7</td>
<td>2018-2023 M/RTIP</td>
<td>$4,181</td>
<td>$3,634</td>
<td>$547</td>
<td>$819</td>
<td>$708</td>
</tr>
<tr>
<td>8</td>
<td>Monitor and Implement 2040 Plan</td>
<td>$2,509</td>
<td>$2,180</td>
<td>$328</td>
<td>$491</td>
<td>$425</td>
</tr>
<tr>
<td>9</td>
<td>Maintain CPT-HSTP Planning</td>
<td>$5,017</td>
<td>$4,361</td>
<td>$657</td>
<td>$983</td>
<td>$850</td>
</tr>
<tr>
<td>10</td>
<td>Tech. Assist. for Arterial Plan</td>
<td>$10,035</td>
<td>$8,721</td>
<td>$1,313</td>
<td>$1,965</td>
<td>$1,700</td>
</tr>
<tr>
<td>11</td>
<td>Review Public Participation Plan</td>
<td>$836</td>
<td>$727</td>
<td>$109</td>
<td>$142</td>
<td>$22</td>
</tr>
<tr>
<td>12</td>
<td>Regional Bicycle-Pedestrian Study</td>
<td>$12,543</td>
<td>$10,902</td>
<td>$1,642</td>
<td>$2,457</td>
<td>$2,125</td>
</tr>
<tr>
<td>13</td>
<td>Regional Transit Study - A</td>
<td>$10,035</td>
<td>$8,721</td>
<td>$1,313</td>
<td>$1,965</td>
<td>$1,708</td>
</tr>
<tr>
<td>13</td>
<td>Regional Transit Study - B</td>
<td>$12,500</td>
<td>$50,000</td>
<td>$50,000</td>
<td>$12,500</td>
<td>$62,500</td>
</tr>
<tr>
<td>13</td>
<td>Tasks 2 through 13 Total</td>
<td>$71,372</td>
<td>$62,026</td>
<td>$21,846</td>
<td>$0</td>
<td>$13,978</td>
</tr>
<tr>
<td>14</td>
<td>UPWP TOTAL</td>
<td>$180,993</td>
<td>$157,210</td>
<td>$34,199</td>
<td>$2,084</td>
<td>$35,357</td>
</tr>
</tbody>
</table>
Unfunded Work Priorities

State Route 125 at Plaza Way Alternatives Analysis

Lead
City of Walla Walla

Purpose
The intersection at SR 125 (Ninth Avenue) and Plaza Way experiences significant congestion and delay. The southbound left turn onto Plaza Way is particularly problematic. Difficult intersection geometry, numerous commercial driveways, and inadequate storage length for traffic travelling between Tietan Street and Ninth Avenue combine to create significant congestion. This is the most congested corridor within the City of Walla Walla, and possibly within the entire MPO area. This study will analyze the traffic volumes and movements, develop and analyze various alternative solutions, estimate costs and impacts, and present a preferred alternative.

Work Tasks
Core planning functions anticipated to be performed under this activity include, but are not limited to:

- Preparing traffic counts and analysis for the SR 125 and Plaza Way intersection
- Preparing traffic counts and analysis for the Plaza Way and Tietan Street intersection
- Analyzing the feasibility of a multi-lane roundabout at SR 125 and Plaza Way
- Analyzing the feasibility of a new signalized intersection with dual southbound left turn lanes on SR 125 to Plaza Way
- Identifying other improvements along Plaza Way such as roadway widening, signal improvements, access management, right of way needs, ADA improvements and drainage improvements
- Developing planning level cost estimates for all options
- Identifying and assessing potential environmental mitigation issues
- Meeting with adjacent property owners to identify issues and concerns
- Developing a recommended alternative to present to the City Council

Agency Responsibilities
The City of Walla Walla will be fully responsible for consultant selection and management and all other project aspects.

Estimated Cost
$75,000

Justification
This corridor is widely regarded as the most congested area within the city, and also possibly within the entire MPO area. The project will develop a preferred solution to be presented to the City Council for concurrence and used in future project funding requests. It will provide a well-defined path forward and minimize the risk of significant scope change as the design moves forward.
Citywide Sidewalk Repair and Installation Plan

Lead
City of Waitsburg

Purpose
Repair and installation of sidewalk around various areas of the City of Waitsburg will facilitate pedestrian traffic off the roadways to provide safe routes to the downtown corridor, schools and other facilities.

Work Tasks
Core planning functions anticipated to be performed under this activity include, but are not limited to:

- Determining and mapping areas where sidewalks need repair or need to be installed
- Public outreach – community meetings, public forums and information materials
- Identifying and assessing potential environmental mitigation issues
- Selecting a preferred design that can be adopted by the City of Waitsburg to be used should funding become available
- Working with adjacent land owners on potential cost sharing

Agency Responsibilities
The City of Waitsburg will be responsible for developing a scope of work, RFP, managing a consultant contract and reporting findings.

Estimated Cost
$25,000 per year

Justification
A large majority of the City of Waitsburg lacks adequate pedestrian facilities, forcing people to walk in the roadway or along shoulders. Sidewalk repair and installation will provide a safe route for pedestrians to travel throughout the city to various facilities and events.

Additional Transportation Planning Activities – Awaiting Full Scope

- City of Walla Walla
  - Ninth Avenue Signal Coordination – Identify needed hardware upgrades, and develop a coordinated timing plan for the corridor. Partner with WSDOT.
  - Poplar Street Signal Coordination - Identify needed hardware upgrades, and develop a coordinated timing plan for the corridor.
  - Third and Tietan Intersection Analysis – Develop new configuration for signalizing an offset intersection with significant crash history.
  - Park and Alder Street Intersection Analysis – Develop new configuration for awkward signalized intersection to improve efficiency, safety.
  - Howard and Chestnut Intersection Analysis - Develop new configuration for signalizing an offset intersection with significant operational concerns.

- City of Milton-Freewater/Umatilla County
  - Develop a Highway 11 Corridor Master Plan – Undertake a North Milton-Freewater/North Highway 11 corridor Land Use/Economic Development Study
Appendix A – Adopted UPWP Amendment Policy

Walla Walla Valley Metropolitan Planning Organization
and Sub Regional Transportation Planning Organization (WWVMPO/SRTPO)
A Resolution Adopting an Amendment Process for the
Unified Planning Work Program (UPWP)

RESOLUTION NO. 11-2015

WHEREAS, CFR 23.450.308 (b) requires that metropolitan transportation planning activities
performed with funds provided under title 23 U.S.C. and title 45 U.S.C. Chapter 53 be
documented in a unified planning work program; and

WHEREAS, each MPO, in cooperation with the State(s) and public transportation operator(s),
must develop a UPWP that includes a discussion of the planning priorities within the
Metropolitan Planning Area (MPA); and

WHEREAS, RCW 47.04.280 in Washington state law and Oregon Administrative Rule Chapter
660 Division 12 in Oregon state law provide for policy goals for statewide transportation
planning in Washington and Oregon respectively; and

WHEREAS, the UPWP must identify work proposed for the next one- or two-year period by
major activity and task, in sufficient detail to indicate who will perform the work, the schedule
for completing the work, the resulting products, the proposed funding by activity/task, and a
summary of the total amounts and sources of Federal and matching funds; and

WHEREAS, the work program includes activities to be carried out in and for the Walla Walla
Valley MPO and SRTPO areas; and

WHEREAS, the work proposed or the estimated funding amounts are subject to change during a
State Fiscal Year period, and therefore may trigger a necessary amendment; and

WHEREAS, during the 2016 state fiscal year UPWP interagency review meeting, MPO staff and
reviewing agencies discussed the formulation of a UPWP amendment process, including specific
criteria that they agreed should trigger the amendment of the UPWP for any given year; and

WHEREAS, MPO staff recommends adoption of the UPWP amendment process and criteria as
proposed for the Walla Walla Valley MPO and SRTPO areas; and

WHEREAS, the Policy Board has reviewed and considered the proposed amendment process
and criteria and approves of the same.

NOW, THEREFORE, the Walla Walla Valley MPO/SRTPO does resolve that the Unified Planning
Work Program amendment process will consist of the following:
1) When any of the following criteria occur, an amendment to the current UPWP must be created:
   a) A change to the product of a work element;
   b) A consultant is used to buy equipment not previously included in a work element;
   c) A reported change to Washington State Department of Transportation (WSDOT) or Oregon Department of Transportation (ODOT) in any work element task or expense that WSDOT or ODOT indicates is significant enough to trigger a federal review; or
   d) A total 25% change in the total UPWP expense.

2) Any amendments approving work element changes totaling 25% or more should be supported by documentation that accomplishes the following:
   a) Identifies the budget element impacted;
   b) Revises the scope of work for the element; and
   c) Justifies the need for the proposed amendment.

3) Any amendment must be approved by the WWVMPO/SRTPO Policy Board and then be submitted to WSDOT and ODOT for approval, with additional approval needed by FHWA and FTA for an amendment involving federal funds.

PASSED AND APPROVED this 5th of August, 2015.
Signed:

[Signature]

Linda Hall, Vice Chair
WWVMPO/SRTPO Policy Board

[Signature]

Andrea Weckmueller-Behringer, Executive Director
WWVMPO/SRTPO

Approved as to form:

[Signature]

Jared Hawkins, WWVMPO/SRTPO Legal Counsel
Appendix B – Subcontracting Obligations

As stated in Agreement No. GCB 1774 between WSDOT and WWVMPO, subcontracting obligations are as follows:

12 Subcontracting and Equipment

12.1 The services of the MPO/RTPO are to be directed by a Project Manager. The MPO/RTPO shall not assign, sublet, or transfer any of the work provided for under this Agreement without prior written approval from the STATE, and the STATE shall review and approve the MPO/RTPO’s consultant agreement prior to execution. The MPO/RTPO shall comply with all current federal and state laws and regulations governing the selection and employment of consultants. The STATE reserves the right to appoint a representative to serve on the MPO/RTPO’s consultant selection committee. Subcontracts for consultant services must contain all the required provisions to the extent applicable of Sections 3, 5, 8, 9, 13 through 15, and 19 through 22 of this Agreement.

12.2 Any equipment to be purchased under this Agreement shall be listed in the scope of work. All equipment must be purchased, managed, and disposed of in accordance with all current federal and state laws and regulations and the nondiscrimination provisions of Section 18 of this Agreement. The procurement of all equipment must be used for the sole purpose of urban and regional transportation planning activities. Any equipment on hand at the completion of the work shall become the property of the STATE.

As stated in Agreement No. GCB 1741 between WSDOT PT and WWVMPO, subcontracting obligations are as follows:

Section 6 Assignments and Subcontracts

A. Unless otherwise authorized in advance and in writing by WSDOT, the CONTRACTOR will not assign any portion of the Project or execute any contract, amendment, or change order thereto, or obligate itself in any manner with any third party with respect to its rights and responsibilities under this AGREEMENT.

B. The CONTRACTOR agrees to include sections 8 through 22 and Section 30 of this AGREEMENT in each subcontract financed in whole or in part with federal assistance provided by FTA; and in all contracts it enters into for the employment of any individuals, procurement of any materials, or the performance of any work to be accomplished under this AGREEMENT, subject to the limitations set forth in Sections 17.E.3 of this AGREEMENT. It is further agreed that those clauses shall not be modified in any such subcontract, except to identify the subcontractor or other person or entity that will be subject to its provisions. In addition, the following provision shall be included in any advertisement or invitation to bid for any procurement by the CONTRACTOR under this AGREEMENT:

Statement of Financial Assistance:

“This AGREEMENT is subject to a financial assistance contract between the Washington State Department of Transportation and the Federal Transit Administration and the appropriations of the State of Washington.”

As stated Agreement No. 30871 between ODOT and WWVMPO, subcontracting obligations are as follows:

WWVMPO Obligations

4. WWVMPO shall not enter into subcontracts for any of the work scheduled under this Agreement without obtaining prior written approval from ODOT.