



243 High Street Room 026  
Morgantown, WV 26505  
(304) 291-9571  
[www.plantgether.org](http://www.plantgether.org)

### **Agenda**

Citizens Advisory Committee  
By Webex  
MPO Offices  
243 High Street Room 026  
Morgantown WV  
November 12, 2020  
6 PM

1. Call To Order
2. Approval of Minutes
3. TIP Amendments
4. 2021 Calendar
5. Review of summary for MTP Update/Comp Plan RFQ
6. Request for additional work items for the FY 2021-2022 UPWP
7. Other Business
8. Meeting Adjournment



243 High Street Rm. 026  
Morgantown, WV 26505  
(304) 291-9571  
[www.plantgether.org](http://www.plantgether.org)

### Memorandum

**Date:** November 5, 2020  
**To:** CAC Members  
**From:** Bill Austin, AICP  
**Subject:** November 12 Meeting Agenda Items

This memorandum is to inform you of the action items for the November 12, 2020 CAC Meeting to be held by Webex in the MPO's Offices 243 High Street at 6 PM. A link to connect to the meeting was included in the agenda transmittal email.

**-Proposed TIP Amendments-** The West Virginia Department of Transportation Division of Highways and Mountain Line Transit have proposed the following Transportation Improvement Program amendments:

#### **West Virginia Department of Transportation Division of Highways**

##### **FY 2022**

##### **DELETE**

**VAN VOORHIS RD (GO BOND 4)-Right of Way- IMPROVE I/S & WIDEN -Project Number U3315909400-CR 059-BMP 0 for 0.93 Miles Total Cost \$5,000,000, Federal Funds \$4,000,000 (superseded by Van Voorhis Rd Widening Project, State ID U3315900000, Federal ID STP0059007D)**

##### **FY 2023**

##### **DELETE**

**VAN VOORHIS RD (GO BOND 4)-Right of Way- IMPROVE I/S & WIDEN -Project Number U3315909400-CR 059-BMP 0 for 0.93 Miles Total Cost \$11,000,000, Federal Funds \$0. (superseded by Van Voorhis Rd Widening Project, State ID U3315900000)**

These projects were put into the TIP when the WVDOH originally planned the Van Voorhis Road improvement project for the segment between West Run Road and Bakers Ridge Road. The Division of Highways did not request the removal of these projects at the time the correct segment from West Run to Burroughs Street was included in the TIP. The WVDOH is now requesting that the MPO remove these projects from the TIP.

**-2021 Meeting Calendar-**Please review the attached 2021 meeting calendar for potential conflicts. It is requested that the TTAC recommend approval of the calendar to the Policy Board.

**-Discussion of upcoming Transportation Plans and Comprehensive Plan Updates-**Please find attached a summary of the items to be included in the RFQ for a consultant(s) to perform the proposed Comprehensive Plan and Metropolitan Transportation Plan update. It is anticipated that we will have the RFQ ready for the January Policy Board meeting and release immediately after their approval.

**-Request for work items for the FY 2021-22 UPWP-**MPO staff will be preparing a draft UPWP for the period 2021-2022 for the Policy Boards review in January. It is respectfully requested that the CAC provide MPO staff with input on any work items in addition to the Comp Plan/MTP update you would like to see performed in the upcoming year. As a reminder MPO staff will be doing a traffic study (including pedestrian traffic) of the Mineral Ave./WV 7 intersection this coming spring.



## CITIZENS ADVISORY COMMITTEE MEETING

October 15, 2020

This meeting was held virtually on  
<https://morgantownmonongaliampo.my.webex.com/meet/baustin>

### Members Present:

Christiaan Abildso (Chair), Matt Cross, Maria Smith, Ralph Mullins, Chip Wamsley, Ed Sneckenberger, Heather Britton, Bill Austin

**Other Present:** Jing Zhang

---

### 1. Call to Order

Mr. Austin noted that due to the COVID 19 pandemic, the CAC meeting was held as a teleconference. The phone number and web address to access the teleconference were publicized.

With a quorum present, Chairman Abildso called the meeting of the CAC to order at 6:03 PM.

### 2. Approval of Minutes

Chairman Abildso noted that the minutes of the last meeting were included in the agenda packet. Mr. Austin noted that Mr. Sneckenberger sent an email to the committee about his comments on TIP projects and he noted grammatical errors in the minutes. Mrs. Maria moved to approve the draft minutes with proposed corrections, seconded by Mr. Sneckenberger.

Mr. Wamsley moved to approve the minutes as noted; seconded by Mrs. Smith. With no further discussion, the motion was approved. With no discussion, the motion was passed unanimously.

### 3. Mountain Line Transit Study Scope of Work Amendment

Mr. Austin noted that the Mountain Line Transit received an Accelerating Innovative Mobility (AIM) grant from the FTA to identify unified fare collection mechanisms that could potentially work in the region. Mountain Line proposed an amendment the scope work of the current transit study to include this additional work funded by the AIM grant.

Mr. Sneckenberger asked if the scope of work of the grant can fit into the original study. Mr. Austin noted that the proposed work will be an expansion of the original scope of work.

Mr. Wamsley moved to recommend approval of the proposed scope of work amendment to the Policy Board; seconded by Mr. Cross. With no discussion, the motion was passed unanimously.

#### 4. TIP Aendments

Mr. Austin noted that the WV DOH proposed several projects for TIP amendments. The projects include Fairchance Rd resurfacing project, Daybrook Rd resurfacing project, Pedlar Run-Hagans Rd resurfacing project, Burroughs St ADA ramp installation project, I-79 Westover Bridge rehabilitation project, Holland Ave APA ramp installation project, and University Ave APA ramp installation project.

Mr. Sneckenberger noted that the University Ave project is about 1 mile long but its cost is about \$1.5 million. Mr. Austin noted that the project probably includes drainage fixes in addition to ramp installation.

Mr. Cross asked if the University Ave project will begin its construction after the roundabout project on Collins Ferry Ave intersection is completed. Mr. Austin noted the University Ave ramp project will come after the Collins Ferry intersection project.

Mr. Mullins asked if the DOH would consider removing the bricks beneath the asphalt on Holland Ave. He noted that the bricks under the Holland Ave has been continuously causing the potholes on Holland Ave. Resurfacing the road with removing the bricks will not fundamentally solve the problem. Mr. Austin noted trhat the DOH representative on TTAC raised this issue in the last meeting. There are some environmental concerns on this issue. Mr. Austin noted that the DOH should be working with the city to identify an appropriate approach to address this issue.

Mr. Cross noted that the turning radius of intersection on Buroughs St are small. Trucks often encroach on sidewalk when making turns at intersections. Mr. Cross suggested DOH considering modifying the intersection curb for a larger turning radius to ensure pedestrian safety at intersections.

Mr. Sneckenberger noted that the sidewalk on Burroughs St is narrow. The DOH should be considering widening the sidewalk to ADA stand in addition to ramp installation. Mr. Sneckenberger noted that some project names are misleading and the DOH should provide better project information for TIP amendment.

Mr. Austin noted that the MPO has been urging the DOH to provide a definition of the groupable project and that these naming issues are part of that discussion. He noted that it will improve the TIP amendment process for both the MPO and the DOH.

Mr. Austin noted that the Mountain Line Transit requested TIP amendment to add FY 2021 the Accelerating Innovative Mobility Funding. Mr. Austin noted that the fund is used to expand the scope of the ongoing transit study for coordinated fare and fee collection.

Mr. Wamsley moved to recommend approval of the proposed TIP amendment to the Policy Board; seconded by Mr. Mullins. With no discussion, the motion was passed unanimously.

#### 5. Performance Measures

##### *a. Highway Safety Performance Measures*

Mr. Austin noted that State's are required to adopt goals for these Performance measures to document progress in achieving national goals. The MPO are asked to adopt the Highway Safety goals. Mr. Austin read the goals identified by the WV DOH.

Chairman Abidlso asked about the punishment if the DOH fails to accomplish those identified goals. Mr. Austin noted that if the goals are met, the FHWA can force the state to re-orient its funding scheme focusing on areas where the goals were not met.

Chairman Abidlso noted that the vehicle safety goals use fatality and serious injury rates as their performance metrics. He noted that they are not reliable metrics to assess the road safety, since vehicle

design and advancing safety technology could largely impact the fatality and serious injury rates rather than roadway design does. He noted that crash rates per miles traveled is a more reliable indicator of highway safety. Mr. Austin noted that those metrics are based on national practice. The MPO could develop more appropriate local performance measures.

Mrs. Britton moved to recommend approval of the Highway Safety Performance Measures to the MPO's Policy Board; seconded by Mr. Wamsley. With no discussion, the motion was passed unanimously.

*b. Transit Asset Management Performance Measure*

Mr. Austin noted that similar to the requirements put on states for the maintenance of bridges, transit providers are to develop performance measures and goals for the maintenance of their infrastructure and equipment. For the purposes of these measures, the WVDOT Division of Public Transit works with the transit systems around the state to develop the performance measures and target goals for the state's public transportation providers. Mr. Austin read the identified goals for 2021.

Mr. Wamsley moved to recommend approval of the Transit Asset Management Performance Measure to the MPO's Policy Board; seconded by Mr. Cross. With no discussion, the motion was passed unanimously.

*c. Transit Safety Performance Targets*

Mr. Austin noted that as part of the same legislation that mandates the Highway Performance Measures, the Federal Transit Administration is required to mandate that State and local transit agencies adopt Safety performance measures to ensure that Federal funding is meeting goals for efficiency and safety. Mr. Austin noted that Mountain Line's performance measures for the Public Transportation Safety Plan is included in the agenda package.

This is an informational item. No action is required from the committee.

## **6. Discussion of upcoming Transportation Plan Update and Comprehensive Plans**

Mr. Austin noted that the MPO is preparing to update the MPO's Metropolitan Transportation Plan. MPO Staff is proposing that the area's municipalities as well as Monongalia County update their comprehensive plans in conjunction with MTP Update, in a single effort that would develop updated land use for use in the MPO's regional travel demand model. These comprehensive plans as well as the Comprehensive Plans for Westover, Granville and Monongalia County are all due for an update in 2022. Mr. Austin noted that the MPO would use transportation planning funds to supplement the local funds for public involvement in the development of the Comprehensive plans. It will more efficiently develop all of the plans.

Mr. Austin noted that the scope of work for the updates consists of three stage, including 1) comprehensive plan update; 2) travel demand model updates; and 3) project prioritization. The recently adopted regional bicycle and pedestrian plan and the ongoing Mountain Line short and medium range strategic plan will be integrated into the plan update. Mr. Mullins noted that he likes this idea and is looking forward to working with the MPO on this matter.

## **7. Other Business**

Mr. Cross noted that as the WVU shut down PRT service because of the pandemic, more students are walking on the University Ave. He noted that the whole University Ave corridor should continue to be a

focus of pedestrian safety improvement. Mr. Austin noted that the city is to start construction of the sidewalks on 8th St. The project includes pedestrian safety improvement at the 8<sup>th</sup> and University Ave intersection.

Chairman Abildso noted that the virtual public meetings held by the DOH for the Van Voorhis Rd Project and Greenbag Rd were very helpful. He asked how the DOH handles the comments submitted through the virtual meetings. Mr. Austin noted that the project manager will review the comments and the FHWA will also review it to evaluate potential environmental impact. The decision will not necessarily go in favor of the majority of submitted comments, but concerns and opinions are noted in the environmental assessment document.

## **8. Meeting Adjournment**

Meeting adjourned at 7:36 pm.

## 2021 Morgantown Monongalia MPO Committee Meeting Schedule

### **MPO Policy Board**

**Unless noted otherwise meetings begin at 6 pm  
at Morgantown City Hall**

Thursday, January 14, 2021

Thursday, March 18, 2021

Thursday, May 20, 2021

Thursday, June 17, 2021

Thursday, August 19, 2021

Thursday, October 21, 2021

Thursday, November 18, 2021

### **Citizens Advisory Committee**

**Unless noted otherwise meetings begin  
at 6 pm at the MPO's offices**

Thursday, January 14, 2021

Thursday, March 11, 2021

Thursday, May 13, 2021

Thursday, June 10, 2021

Thursday, August 12, 2021

Thursday, October 14, 2021

Wednesday, November 10, 2021

### **Technical Advisory Committee**

**Unless noted otherwise meetings begin  
at 1:30 at the MPO's Offices**

Tuesday, January 12, 2021

Tuesday, March 9, 2021

Tuesday, May 11, 2021

Tuesday, June 8, 2021

Tuesday, August 10, 2021

Tuesday, October 12, 2021

Tuesday, November 9, 2021

### **Policy Advisory Committee**

**Meeting Locations and time TBD**

Monday, January 11, 2021

Monday, October 11, 2021

### **Freight Advisory Committee**

**Unless noted otherwise meetings begin  
at 11 am at the MPO's Offices**

Thursday, March 11, 2021

Thursday August 10. 2021



## REQUEST FOR QUALIFICATIONS

Planning and Engineering Consulting Firm

### **Comprehensive Plan & Metropolitan Transportation Plan Update**

Released: January 22, 2021

Due Date: February 18, 2021

Morgantown Monongalia Metropolitan Planning Organization

243 High Street Room 026, Morgantown, WV 26505

[www. Plantogether.org](http://www.Plantgether.org)

## Request for Qualification Summary Page

<b>1. RELEASING DATE</b> January 22, 2021	<b>2. DUE DATE</b> February 18, 2021	<b>3. INTERVIEW PERIOD</b> March 3-10, 2021
<b>4. TASK NAME</b> Comprehensive Plans & Metropolitan Transportation Pan Update		
<b>5. JOB TITLE</b> Comprehensive Planning, Transportation Planning	<b>7. CONTACT INFORMATION</b> Bill Austin, AICP, Executive Director	
<b>6. CONTRACT AGENCY NAME AND ADDRESS</b> Morgantown Monongalia Metropolitan Planning Organization 243 High Street Room 026 Morgantown, WV 26505	Phone: 304-291-9571 Email: <a href="mailto:baustin@labyrinth.net">baustin@labyrinth.net</a> 243 High Street Room 026 Morgantown, WV 26505	
<b>8. PARTNERING AGENCIES</b> Monongalia County Planning Commission, WV City of Morgantown, WV City of Westover, WV Town of Granville, WV Star City, WV	<b>9. FUNDING SOURCE</b> FHWA, WV DOT, Monongalia County, City of Morgantown (potentially Westover, Star City, and Granville)	
<b>10. SUPPLEMENTARY NOTES</b> The towns of Granville, Star City, and the City of Westover are interested in participating in the project, but their participation is dependent on the consultant selection process.		
<b>11. SCOPE OF WORK ABSTRACT</b> The service consists of updating the Morgantown Monongalia MPO's Metropolitan Transportation Plan and updating the comprehensive plan for the Monongalia County, the City of Morgantown, the City of Westover, and the towns of Granville and Star City. The essence of the service is to conduct an extensive and effective public involvement process to develop consensus for preferred land use development and transportation infrastructure investment priority for the region.  The planning process includes three stages: 1) Comprehensive Plan Updates; 2) Regional Travel Demand Model Enhancement; and 3) Metropolitan Transportation Plan Update. The MTP update shall give special consideration to public involvement, plan integration, performance measures, project prioritization, and freight movement.  The selected consultant shall develop the plans in compliance with WV codes and federal regulations.		
<b>12. UPWP FFY</b> 2021-2023	<b>13. PLANNING HORIZON</b> 2050	<b>14. SCALE</b> Regional

## -- Scope of Work --

The selected firm will be responsible for providing the following services in compliance with WV codes:

- Updating the Comprehensive Plan for the City of Morgantown
- Updating the Comprehensive Plan for the Town of Granville
- Updating the Comprehensive Plan for the City of Westover
- Updating the Comprehensive Plan for the Star City
- Updating Comprehensive Plan for Monongalia County.
- Updating the MMMPO's Metropolitan Transportation Plan and regional travel demand model. The updates will be based on land use data from the comprehensive plan updates. The MTP updates will be in compliance with pertinent federal requirements.

The scope of work is expected to be carried out in three stages. Public involvement should be incorporated throughout the planning process. The primary tasks of each stage are shown as following:

### **Stage I - Comprehensive Plan Update**

- Review existing planning documents, mapping, and legislative requirements.
- Work Sessions with staff of participating entities and committee members.
- Develop baseline (2020) socioeconomic data by census block group and by transportation analysis zones (TAZs) in the MMMPO's travel demand model.
- Develop future year (2050) data for population and socioeconomic changes, and their geographic distribution by block groups and TAZs.
- Develop draft comprehensive plan for each entity, including standard analysis of demographics, transportation, housing, infrastructure, public services, recreation, economic development, and existing land use.

### **Stage II – Regional Travel Demand Model Enhancement**

Regional Travel Demand Model (RTDM) enhancement will be based on MMMPO's current model updated with the West Ridge development scenario. It is expected that the RTDM enhancement be completed in a cost-effective manner.

- Update the existing network to reflect existing and committed improvements, including, but not limited to:
  - West Ridge / Mylan Park area development
  - Mileground Rd Improvement
  - Van Voorhis Rd Improvement
  - West Run Rd Improvement
  - Beechurst Ave Improvement
  - Proposed I-79 Access Northern Connector Project
- Update current and future year trip generation and distribution based on socioeconomic data obtained in Stage I and based on current and anticipated major land use development and transportation infrastructure investment.
- Enhance mode share for transit and non-motorized trips.
- Model calibration and validation.

### Stage III - Metropolitan Transportation Plan Update

- Deficiency analysis and project recommendation. Evaluate how land use will affect transportation network and environmental justice.
- Project prioritization and implementation. Prioritization is the essential component of Stage III. Selected consultant is expected to conduct extensive community engagement to reach consensus-based transportation investment priorities for the region.
- Develop performance measures in compliance with federal regulations. Metrics and objectives are expected to meet the need of local community as well as compatible with state measures.
- Final document. The format of the MTP final document should be consistent with the MMMPO's 2013-2040 Long Range Transportation Plan.

### Special Considerations

#### *Public Involvement*

- Selected consultant should conduct an integrated public involvement process for both the comprehensive plans and the metropolitan transportation plan. Public engagement is expected to be cost-effective, inclusive, and innovative.
- Public involvement should be carried out throughout the planning process, with focus on developing consensus for preferred land use development and transportation infrastructure investment priority for the region.
- Public outreach should consider the impact of the COVID-19 on local communities, economic status, and public engagement strategies.

#### *Integrating adopted plans*

- Integrating Morgantown Regional Bike & Pedestrian Transportation Plan (2020) as the non-motorized transportation component of the 2050 MTP. Pedestrian and bicycle projects shall be consolidated as a part of highway improvement projects, as appropriate, and be prioritized accordingly.
- Integrating the Mountain Line Transit Authority (MLTA) Short and Medium Range Plan (2020) as the transit component of the 2050 MTP. Transit projects shall be consolidated as a part of highway improvement projects, as appropriate, and be prioritized accordingly.

#### *Project Prioritization*

- Innovative and effective consensus building process to address transportation infrastructure investment priorities. Prioritized projects shall be in consistent with land use development decision. Prioritization scheme shall be dynamic and adaptable to potential changes within the planning horizon.

#### *Freight Movement*

- Freight is a part of the larger transportation system and communities, creating vibrant economies and jobs. While it is essential to regional economy growth, negative externalities have been an issue to the community. Selected consultant should work with the stakeholders to identify policies and designs to mitigate negative externalities that can impact local communities and to harmonize the movement of freight within the natural and built environment.

## -- Evaluation Criteria --

Criteria		Description	Maximum Score
Qualifications (35 Points)	<i>Firm</i>	A brief overview of the firm qualifications to perform this type of work.	5 Points
	<i>Team Members</i>	An introduction of key staff members who will work directly on this project, identifying their role and availability for this project.	10 Points
	<i>Experience</i>	An annotated listing of applicable projects completed by team members, and a brief description of how the experience of each project can contribute the work.	10 Points
	<i>Uniqueness</i>	A statement of unique reasons the consultant should be selected.	10 Points
Approach to Project (55 Points)	<i>Specificity</i>	The proposal identifies approaches that are specifically tailored to address the tasks in the project.	10 Points
	<i>Cost-effectiveness</i>	The proposal demonstrates that the identified strategies are potentially more cost-effective in comparison with others strategies, with emphasis on the synergy of public involvement for both comprehensive plan updates and MTP updates.	15 Points
	<i>Suitability</i>	Identified approaches use appropriate technologies and update-to-date planning practice that are proven to be effective in similar areas.	10 Points
	<i>Innovativeness</i>	The proposal identifies unique skills or innovations that will creatively accomplish the work.	10 Points
	<i>Timeline</i>	The appropriateness of proposed schedule, benchmarks, and priorities to illustrate command of the scope and priorities of the project.	10 Points
Overall Quality (20 Points)	<i>Understanding</i>	Proposal shows a clear understanding of the scope of work for this project.	10 Points
	<i>Clarity</i>	The proposal is concise, well-organized, and directly addresses the point of issues.	10 Points