

**Berkeley-Charleston-Dorchester
Council of Governments**

**Rural Transportation
Planning Work Program**

Fiscal Year 2012 Scope of Work

**July 1, 2011 - June 30, 2012
Adopted April 4, 2011**

www.BCDCOG.com/TransportationPlanning.htm



BERKELEY-CHARLESTON-DORCHESTER
COUNCIL OF GOVERNMENTS
1362 McMillan Avenue, Suite 100
North Charleston, South Carolina 29405
(843) 529-0400 Fax: (843) 529-0305

BERKELEY-CHARLESTON-DORCHESTER COUNCIL OF GOVERNMENTS
Rural Transportation Planning Work Program
FY 2011-2012

Background

During fiscal year 2011-2012, the Berkeley-Charleston-Dorchester Council of Governments (BCDCOG) will undertake the following rural transportation planning activities within the region. As a regional agency serving Berkeley, Charleston, and Dorchester counties, BCDCOG has agreed to assist the South Carolina Department of Transportation (SCDOT) with statewide planning responsibilities in BCDCOG's program area.

Purpose of the Rural Transportation Planning Program

The Rural Transportation Planning Program offers a forum for cooperative transportation planning and education serving the rural (non-urban, as defined by US Census Bureau) portion of the region. This rural program is coordinated with the Charleston Area Transportation Study (CHATS) Metropolitan Planning Organization (MPO) to ensure continuity between urban and rural transportation programs.

Organization

Rural transportation policy decisions are designated to the BCDCOG Board of Directors. The Board of Directors is governed by its own bylaws. Staff to the rural transportation planning process shall consist of BCD Council of Governments staff and SCDOT's Planning Section. The Board of Directors has an advisory committee, whose function is to review, evaluate and recommend ranking of proposed projects and policies to the Board of Directors.

General Functions

This section relates to general activities that will be carried out throughout the planning process. In the implementation of all items of the work plan, BCDCOG will strive to:

- Integrate safety and security into the transportation planning process, through analyzing and utilizing traffic safety data and incorporating safety principles into planning efforts for motorized and non-motorized users
- Promote the integration of transportation and environmental planning by incorporating environmental considerations and resource agencies into the planning process at an early stage of project development.
- Protect and enhance the environment, promote energy conservation, and promote consistency between transportation improvements and state and local planned growth and economic development patterns
- Consider management and operations concerns during the planning process to preserve the existing system
- Enhance the integration and connectivity of the transportation system across and between modes, for people and freight
- Enhance the technical capacity of the planning process by accessing and utilizing the best information and techniques available
- Increase the accessibility and mobility for the movement of people and freight

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Task A – Advisory Staff (27%)

Objectives

BCDCOG and the SCDOT shall share the responsibility of providing advisory staff to the BCDCOG Board of Directors and the Rural Transportation Study Team.

Methodology

The Rural Transportation Study Team will have regularly scheduled meetings to review the status on various elements of the Rural Planning Work Plan (RPWP), Rural Long-Range Transportation Plan (Rural LRTP) and the Statewide Transportation Improvement Program (STIP), and to provide recommendations and guidance to the BCDCOG Board of Directors. BCDCOG will provide staff support services as needed.

Task B – Technical Assistance (41%)

Objectives

BCDCOG and the SCDOT shall share the responsibility of providing technical assistance to the Counties and jurisdiction within the rural transportation planning area.

Methodology

This task includes outreach to member governments in the form of technical assistance, and to the general public. Provide technical assistance to member governments, public and private organizations, and the general public as needed and requested. Travel and training related to rural programs and current trends in transportation planning methods (including travel and lodging expenses, registration, purchase of publications and other related expenses) are included in this item.

- Assist local governments in the interpretation and enforcement of local land use activities and regulations so as to minimize adverse effects on the transportation system
- Ensure that transportation issues and recommendations are integrated into regional and statewide plans and programs
- Provide technical support to the County Transportation Sales Tax Committees to develop project evaluation and programming for implementation
- Coordinate transportation projects with the County Transportation Committees (CTCs)
- Assist Tri-County Link (Berkeley-Charleston-Dorchester Rural Transportation Management Association) by providing technical assistance with long and short range planning. Assist other transit providers, including human services transit providers, as needed to facilitate better and more coordinated service provision
- Prepare an update to the BCD Regional Human Service Transportation Coordination Plan required to direct FTA Section 5310, 5316, and 5317 programs
- Work with SCDOT Mass Transit Office to implement the revised FTA Section 5316 and 5317 funding programs. A methodology has been developed to prioritize and select projects. Staff will oversee the competitive award process and assist the Subrecipients
- Administer Mobility Management program to facilitate transit trip planning and related travel information to citizens, and travel demand management to preserve system capacity

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- Work with SCDOT on pre-screening of projects for environmental, historic, environmental justice, and civil rights concerns within proposed project areas
- Assist and support local jurisdiction in developing transportation enhancement projects from inception to application and project execution
- Provide local government assistance for all phases of transportation project development.

Task C – Rural Planning Work Program (0.5%)

Objectives

BCDCOG shall annually prepare a RPWP with a description of work to be accomplished in the following fiscal year, cost estimates by activity or task, division of work responsibility, and identification of work items eligible for State Planning and Research (SPR) funding. The RPWP must be approved by the BCDCOG Board of Directors and SCDOT prior to the beginning of the federal fiscal year. All modifications to the RPWP thereafter must be approved by SCDOT.

Methodology

BCDCOG will review and update the RPWP annually and submit for appropriate approval.

Task D – State Transportation Improvement Program Component (0.75%)

Objectives

BCDCOG, in cooperation with SCDOT, shall develop the STIP component for BCDCOG's geographic area for consideration by SCDOT's Commission. BCDCOG's STIP component shall include a financial plan that demonstrates how the STIP component will be implemented, a project summary, and an Act 114 rating. SCDOT shall provide financing and project cost estimate information. The development of the STIP component shall be included in the RPWP.

Methodology

BCDCOG will work with the SCDOT to develop, update, and maintain the STIP component as described above.

Task E – Long Range Transportation Plan Component (3%)

Objectives

BCDCOG, in cooperation with SCDOT, shall continue to implement a long-range transportation plan for its geographic area that is consistent with SCDOT's Statewide Long Range Transportation Plan. BCDCOG shall maintain and provide socio-economic data and travel characteristics collected for the plan. In the portions of the study area that the travel demand model exists, BCDCOG staff and SCDOT shall perform and/or oversee alternative scenario analysis for the plan. SCDOT will provide project cost estimates and funding projections for the purpose of developing a financially constrained plan. SCDOT and BCDCOG shall staff the public review of the plan. BCDCOG shall publish, and make available to the public, copies of the plan. BCDCOG shall update the plan every five years from the date of adoption.

During this fiscal year, the BCDCOG Rural LRTP will be updated. Socio-economic data and travel characteristics will be collected for the plan, particularly with the release of 2010 Census

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data. The project will include opportunities for public involvement, visioning and goal-setting, project prioritization, and implementation strategies.

Methodology

In this fiscal year, work on this task will include the following items.

- Implement the statewide multimodal transportation plan for the Berkeley-Charleston-Dorchester region, in cooperation with SCDOT staff and other agencies and organizations
- Seek funding sources to implement the project-specific, financially feasible long-range transportation plan for the region, addressing system upgrade, intersections/safety, freight, bridges, maintenance/resurfacing, signalization, mass transit, and bicycle/pedestrian elements, with assistance from SCDOT
- Include regular public input in updating the plan, specifically in corridors identified as priority projects
- Coordinate Rural LRTP with the CHATS LRTP, County Transportation Committee projects, and County Sales Tax programs
- Collect socioeconomic data and related forecasts necessary for development of regional travel demand model, in coordination with development of CHATS urban travel demand model
- Use expanded CHATS model coverage to analyze rural transportation projects within the model area
- Work with a technical subcommittee or Study Team for the BCDCOG Board of Directors to address transportation issues, and schedule regular meetings
- Draft an update of the Rural LRTP, with the target of a FY12 adoption.

Task F – Advanced Project Planning Reports (0.75%)

Objectives

SCDOT, in cooperation with BCDCOG, shall develop Advanced Project Planning Reports (APPRs) for each project included in the Rural LRTP prior to programming the project in the STIP. BCDCOG shall approve the project scope and design outlined in the APPR prior to a project being eligible for inclusion in the STIP.

Methodology

BCDCOG will assist SCDOT with the development of APPRs, as described above and in rural planning assistance contract between BCDCOG and SCDOT. Reports will be based on each jurisdiction's comprehensive land use plans and a data driven purpose and need statement.

Task G – Public Participation / Assistance (2%)

Objectives

BCDCOG shall continue the process for public involvement in the development of the STIP component, Rural LRTP, and special studies. BCDCOG shall advertise STIP component revisions and forward public comments to SCDOT prior to Commission consideration. SCDOT shall advertise STIP amendments of statewide significance.

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Methodology

Public Outreach will be conducted in a coordinated outreach program to ensure that all segments of the public have an opportunity to comment on long and short-term transportation planning efforts and specific projects.

- Assist SCDOT in conducting public hearings and meetings on transportation improvement projects and programs in the region
- Undertake a public education program to disseminate information through traditional and non-traditional means, including the website, briefings, news releases, annual reports, and presentations to community groups
- Document all public outreach efforts and evaluate strategies on an annual basis that parallels the procedures promulgated in the SAFETEA-LU legislation

Task H – Information and Reports (25%)

Objectives

BCDCOG shall provide information and documentation relative to the work in a format acceptable to SCDOT. BCDCOG shall provide quarterly status reports as required by SCDOT. The status reports shall be delivered within 30 days following the end of each quarter.

Methodology

This task consists of data collection and compiled reports, in support of the activities described above. In addition to providing needed reporting to SCDOT, BCDCOG will continue to function as a regional clearinghouse for geographic and statistical data to aid in the transportation planning process.

- Maintain and update a geographic information system (GIS) database of transportation and land use information
- Provide maps and mapping services of transportation networks and traffic count locations for the region
- Assist local governments and citizens in accessing and interpreting Census data results through producing publications and responding to individual information requests
- Provide statistical information and maps, including Census results, traffic counts, socioeconomic data, and building permit information, to individuals, agencies, and organizations in the region
- Publish statistical and program information on the BCDCOG website and in printed publications
- Research and monitor economic development and growth trends
- Compile and report building permit activity throughout the region
- Complete a transportation element for all comprehensive plan updates being prepared by member jurisdictions.

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Project Budget

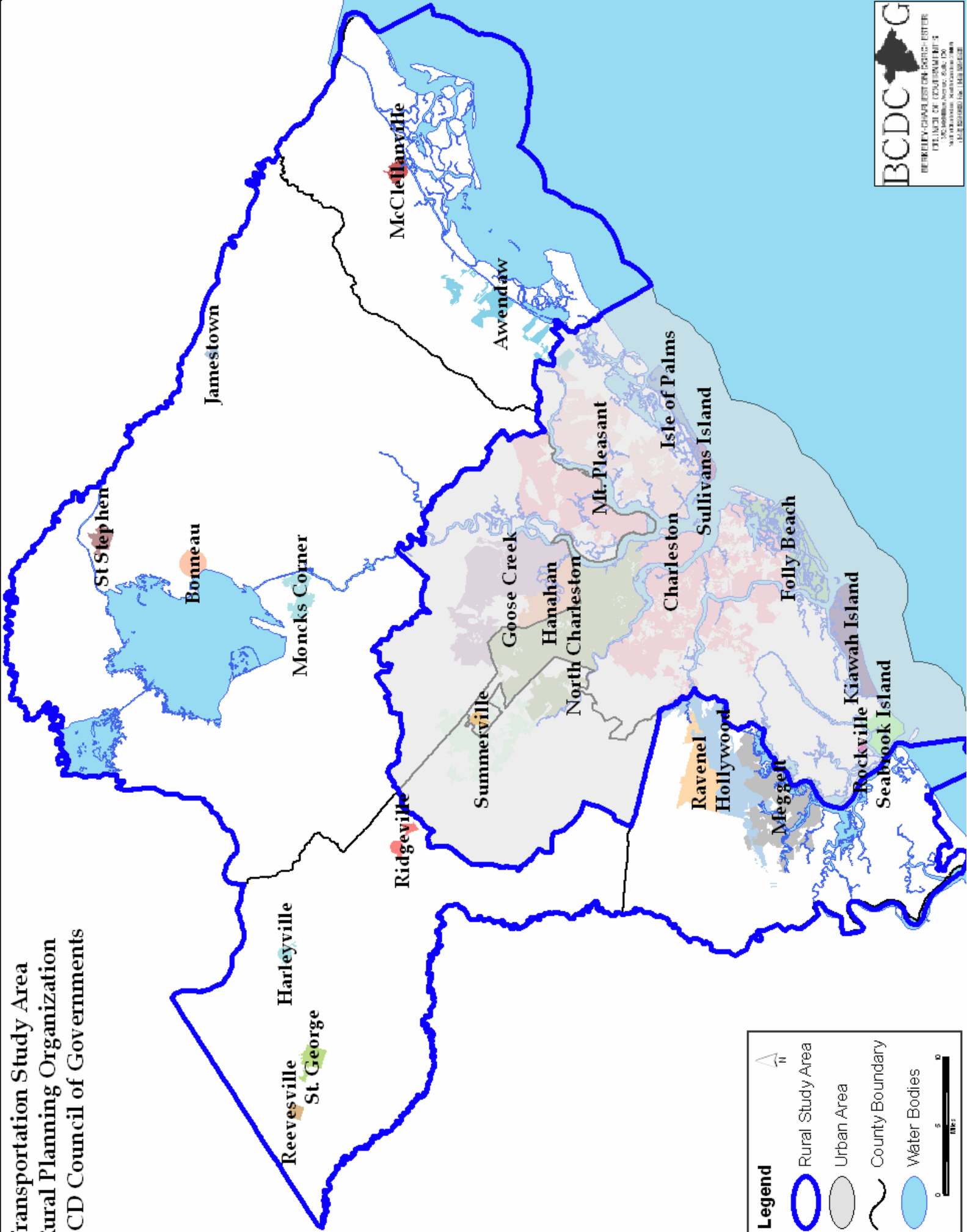
Dollar Amounts by Work Program Task & Category Funding

FY 2011/2012 RPWP
 Berkeley-Charleston-Dorchester Council of Governments

Dollar Amounts by Work Program Task & Category Funding

	FHWA RURAL PLANNING	LOCAL MATCH	TOTAL
Advisory Staff	20,500	5,125	25,625
Technical Assistance	30,700	7,675	38,375
Rural Planning Work Program	400	100	500
STIP	560	140	700
Long Range Plan	2,000	500	2500
Advanced Project Planning Reports (APPR)	560	140	700
Public Participation	1,520	380	1,900
Information and Reports	18,760	4,690	23,450
TOTALS	75,000	18,750	93,750

Transportation Study Area
 Rural Planning Organization
 BCD Council of Governments



Legend

- Rural Study Area
- Urban Area
- County Boundary
- Water Bodies

Scale: 0 5 10 Miles

North Arrow