

**Meeting Minutes for November 17<sup>th</sup>, 2011**  
Transportation Technical Committee Meeting  
Regional Enterprise Tower - Pittsburgh, PA

Attendees:

- Lynn Heckman, Allegheny County Economic Development
- Steve Shanley, Allegheny County Department of Public Works
- Darin Alviano, Armstrong County Planning Commission\*
- James Camp, Beaver County
- Tammy Frank, Beaver County
- Joel MacKay, Butler County
- Arthur Cappella, Fayette County Planning Department
- Jeff Grim, Indiana County Planning Department
- Pat Hassett, Pittsburgh Department of Public Works
- Jeff Leithauser, Washington County Planning Commission
- Chris Bova, Westmoreland County Planning Department
- Kevin McCullough, PennDOT Central Office
- Matt Smoker, FHWA
- Dave Cook, PennDOT District 10-0
- Doug Dupnock, PennDOT District 10-0
- Rob Miskanic, PennDOT District 11-0
- Jeff Skalican, PennDOT District 11-0
- Angela Saunders, PennDOT District 12-0
- Lynn Manion, Airport Corridor Transportation Management Association
- Mavis Rainey, Oakland Transportation Management Association
- Lucinda Beattie, Pittsburgh Downtown Partnership
- Chuck DiPietro, SPC Staff
- Chuck Imbrogno, SPC Staff
- Sara Walfoort, SPC Staff
- Domenic D'Andrea, SPC Staff
- Doug Smith, SPC Staff
- Tom Klevan, SPC Staff
- David Totten, SPC Staff
- Karen Franks, SPC Staff
- Matt Pavlosky, SPC Staff
- Ryan Gordon, SPC Staff
  
- (Indicates Voting Member)
- \* Participated via conference call

**1. October 13<sup>th</sup>, 2011 TTC Meeting Minutes (Attachment A)**

Chuck DiPietro called the meeting to order at 10:02 a.m. and reviewed the agenda for the meeting. The October 13<sup>th</sup> meeting minutes were approved with no revisions.

**2. Public Comment**

There was no public comment.

**3. FHWA/PennDOT Central Office Reports**

a.) Federal and State Updates

Matt Smoker commented briefly on the status of the federal surface transportation reauthorization and reviewed a related summary handout produced by AASHTO on federal legislative activities. The Senate Environmental and Public Works Committee have advanced a two-year authorization bill named “Moving Ahead for Progress in the 21<sup>st</sup> Century” (MAP 21). Among many of the proposed changes, the bill would consolidate the number of Federal transportation programs by two-thirds from about 90 programs to 30 programs.

Matt Smoker noted that the current Continuing Resolution is due to expire tomorrow and that Congress is expected to pass a small bundle of appropriations bills including the Transportation, Housing, and Urban Development Legislation that would extend funding for federal transportation activities.

Kevin McCullough discussed the status of the TFAC recommendations with the PA legislature. Kevin reported there has been no official statement coming out of the Governor’s office on the TFAC recommendations. Other critical legislative priorities for the fall legislative session appear to have bumped the TFAC recommendations further into the future, potentially to the spring legislative session. Kevin noted that there is a consensus among the administration and the legislature that something on transportation funding needs to be done.

b.) FHWA Discretionary Programs Request for Candidates (Handout 1)

Matt Smoker reviewed Handout 1 on the 12 FY 2012 discretionary grant programs, which recently issued a request for candidate projects. Chuck DiPietro noted that SPC staff had provided an email notification last week with all the details and links on the FY 2012 discretionary grant programs.

c.) 2040 Air Quality Conformity Determination Approval

Matt Smoker noted that the 2040 SPC Plan is progressing through the various stages of air quality conformity approval. Both EPA and FHWA have reviewed and approved the conformity documentation. Matt explained that a FHWA letter requesting review and final approval of the Air Quality Conformity Determination has been sent to FTA.

d.) October 18-20 Annual Statewide Program Partner Meeting

Chuck DiPietro discussed the proceedings at the Annual PennDOT Planning Partners Meeting, which was held October 18-20. Chuck highlighted a few of the topics that were discussed at the MPO/RPO session and in the joint meetings:

- Federal funding picture including Reauthorization and Highway Trust Fund
- State funding picture including the State Budget, TFAC recommendations, and the Decade of Investment.
- Marcellus Shale Industry Impact fees
- Local Project Development Task Forces
- Linking Planning and NEPA
- UPWP Development
- Local road and bridge asset management
- Performance measures.

Chuck DiPietro noted that Chuck Imbrogno and Kevin McCullough presented at a panel on the SPC CMAQ process. Chuck also highlighted some of the comments made by Secretary Schoch where he stressed that any type of increased funding for transportation coming out of the TFAC recommendations must have a transit element.

Kevin McCullough noted the collective realization that current funding mechanisms are inadequate to fund transportation infrastructure needs long term, and that alternative means to fund infrastructure maintenance must seriously be considered for advancement.

e.) Central Office Fourth Quarter TIP Progress Report (Attachment B)

Kevin McCullough reviewed the Attachment B, which was the fourth quarter/end of year TIP progress report. The SPC region was above the state average in percent of spending target achieved for both base and additional funds. Chuck DiPietro highlighted a couple of interesting numbers including the SPC CMAQ target, which was way above the state average. Kevin noted that the SPC CMAQ program management committee is always looking to advance small projects and make program adjustments to maximize the CMAQ expenditures within the SPC region.

**4. Action on Amendments and Modifications to the 2011 to 2014 TIP**

*The current administrative action and amendment procedures are attached following these meeting minutes.*

a.) PennDOT District 10-0 (Attachment C)

Dave Cook of PennDOT District 10-0 reviewed the administrative action requests. District 10-0 had one amendment request to the current TIP.

- Facility Upgrades to Mid-County Transit Authority in Armstrong County – \$40,000 flexed from Statewide transit line items to FTA.

Dave highlighted the administrative actions that required TTC action.

- Keister Bridge - Defer construction until 2013 moving construction funds to Gahagan Bridge.
- Gahagan Bridge – Advance construction to 2012 with funds from Keister Bridge.

The TTC motioned and unanimously approved the PennDOT District 10-0 administrative action requests to the TIP.

Karen Franks noted Handout 2, which summarized the Interstate administrative actions in District 10-0 involving a bridge replacement on I-79, which was provided to the TTC as informational material.

b.) PennDOT District 11-0 (Attachment D)

Rob Miskanic of PennDOT District 11-0 reviewed the requested amendments and administrative actions. District 11-0 had one amendment request:

- The New Castle Transit Authority Heavy Bus purchase - \$240,000 flexed from statewide transit line item to FTA.

The TTC motioned and unanimously approved both the PennDOT District 11-0 amendment requests and administrative action requests to the TIP.

c.) PennDOT District 12-0 (Attachment E)

Angela Saunders of PennDOT District 12-0 pointed to the amendments and administrative action requests to the 2011-2014 TIP. District 12-0 had three amendment requests this month.

- FACT Fare Collection Equipment – \$20,000 flexed from the statewide transit line item to FTA.
- MMVTA bus lane upgrades – \$48,000 flexed from the statewide transit line item to FTA.
- Washington Intermodal Transit Center - \$55,000 flexed from the statewide transit line item to FTA.

The TTC motioned and unanimously approved both the PennDOT District 12-0 amendments and administrative action requests to the TIP.

## 5. 2013-2016 TIP Update

a). Recap of 5<sup>th</sup> round of TIP Update sessions

Chuck DiPietro highlighted aspects of the previous round of TIP update sessions noting the local project delivery discussions, CMAQ discussions, and public involvement discussions.

b). 6<sup>th</sup> round of TIP Work Sessions

Chuck DiPietro reviewed the schedule for the upcoming round of TIP work sessions.

District 10-0 – December 6th, 1 PM at 10-0

District 11-0 – December 9th, 1:30 PM at 11-0

District 12-0 – December 14th, 10 AM at 12-0

Chuck noted that since there are insufficient funds available for new projects on the draft TIP, the TIP work groups are going to be compiling lists of critical asset management projects that are ready to go, but lack funding. Chuck emphasized the strategy of going aggressive after any available statewide discretionary funding in this manner. Karen Franks noted that developing these lists will be a focus of the December TIP work sessions.

Kevin McCullough shared that he is not sure of the Secretary's strategy regarding Spike funds; in the recent past these funds have focused on large bridge projects. Kevin also emphasized that there is a long way to go on this TIP update, with several critical steps to ensure completion, including: Central Office review, air quality conformity, and public involvement.

c). CMAQ CEC Progress Report (Handout 3)

Chuck Imbrogno reported on the activities going on related to the CMAQ Program and summarized Handout 3, a summary of the CMAQ carry over projects and candidate projects. Chuck reviewed the amount of funds allocated to the regional CMAQ program (\$92 million), the amount that has already been designated for carry over projects (\$66 million), and the available amount for new candidate projects (\$26 million). Chuck noted that the total amount requested through the eligible new CMAQ applications (39 projects) is approximately \$70 million. Chuck summarized the CMAQ request from each of the priority project categories and the distribution by project type. Chuck noted that the CMAQ evaluation committee has had two meetings and will have two forthcoming meetings before releasing the project priority recommendations. Chuck Imbrogno stated that he expects the CMAQ Evaluation Committee to release the project priority list on December 1.

Pat Hassett asked how the Evaluation Committee recommendations will be presented and the subsequent project selection process. Chuck Imbrogno explained that the recommendations will rank all the new projects in priority order and then draw a cut-off at the available dollar level. Chuck DiPietro added that the CMAQ Committee recommendations will be presented at both the December TOC and TTC meetings. The CMAQ Committee recommendations will be presented to SPC's Executive Committee on December 12 ( including any TOC and TTC comments).

Kevin McCullough noted that the CMAQ Evaluation Committee has a great process and their recommendations are to be given serious credibility. The recommendations are given a high-level review at PennDOT Central Office. Kevin noted that sometimes minor adjustments are required to balance funding by year.

d). Transit TIP

Tom Klevan reviewed the current status of the development of the draft transit component of the draft TIP. Tom's summary included the following key points:

- The amount of funding in the draft transit TIP is down 11% as compared to the current TIP.
- The Port Authority element of the TIP is down \$1 million.
- There are no major capital construction projects on the draft transit TIP.
- The transit operations category comprises 71% of the total TIP.
- The largest category of capital spending is bus purchases, which is really system preservation.

e.) Public Involvement Activities (Handout 4)

Matt Pavlosky reviewed the preparations for the public involvement efforts associated with the TIP update. Matt stated that a one-day regional TIP update PPP meeting will be held on December 8<sup>th</sup> from noon to 2:30 PM. Invitations to this event have gone out to over 50 invitees. Matt reviewed Handout 4 that presented the following detail for the regional PPP meeting including:

- 12 noon, PPP Chairpersons will assemble for lunch
- 12:30pm, PPP Partners will join the group after TTC
- Review of PPP input and STC Abstracts
- Program to include SPC staff presentations regarding draft TIP:
- Overview of the PPP's role, and the outlook for 2012

Chuck DiPietro noted that if anyone has any feedback on the design of the PPP session to contact Matt.

## 6. SPC Signal Program

Domenic D'Andrea provided a 20 minute presentation on the SPC Regional Signal Program. Domenic's presentation covered:

- District by District status report of Round 1 and Round 2 projects.
- Project descriptions and locations.
- Benefits including: reduced vehicle hours, reduced fuel consumption, reduced emissions, and reduced stops.
- Process steps, including agreements with over 40 municipalities.
- Cost - benefit analysis results.
- Other activities, including LED bulb replacements.

Domenic showed a before and after video of the U.S. Route 30 from SR 48 to the Parkway signal retiming project. Domenic concluded with a video on the adaptive video signal system, noting that the District 11-0 signal project in Wexford Flats is a pilot project for this type of technology.

## 6. Other Business

a). November 16<sup>th</sup> TOC

Tom Klevan reviewed the proceedings of the recent Transit Operators Committee. The meeting included:

- Current TIP Amendments.
- Updates and discussions on the Draft TIP.
- Transit flex discussion of the highway – bridge TIP amendments.
- Review of the annual Transit Report Card.

- Obligation reports updates to the web site.

Tom also noted that next month will include a presentation on the Keystone West rail project.

b.) December 8<sup>th</sup> PPP TIP Update Event

Matt Pavlosky again reminded the TTC of the one-day regional TIP update PPP meeting that will be held on December 8<sup>th</sup> from noon to 2:30.

c.) December 15<sup>th</sup> Air Quality Primer

Chuck Imbrogno noted the December 15<sup>th</sup> Air Quality Primer via webinar. The target audience will be the Districts and individual project sponsors like county and city public works departments. The webinar will focus on the project information required to conduct air quality conformity on the draft TIP.

d.) October 4<sup>th</sup> Freight Forum

Sara Walfoort reviewed the proceedings of the recent Freight Forum and noted that SPC is considering hosting a regional Freight event in 2012.

e.) October 12<sup>th</sup> Ped/Bike Committee Meeting

Sara Walfoort provided a brief report on the recent activities of the Pedestrian-Bicycle Committee. Sara covered the following in summary of the meeting:

- CMAQ Program as it relates to bicycle and pedestrian projects.
- Local project assistance on Walk Pittsburgh, City of Pittsburgh bike route signage, and PCTI Strip District project.
- Bike suitability maps.
- Bike count program.
- Winter maintenance on bike transportation facilities.
- Walk ability assessments in Belleview.

f.) Next TTC Meeting – December 8<sup>th</sup>

g.) Next Commission meetings December 12<sup>th</sup> & January 30<sup>th</sup>

## **TTC administrative action and amendment procedures**

For general information purposes, SPC is using the following administrative action and amendment procedures:

### **Administrative Actions**

To be considered as an administrative action a proposed change must meet the following criteria:

- Exempt from air quality testing
- Does not add a new project or delete an existing project (except for emergency situations and 100% state or local funded projects as stated below)
- No significant change in project scope or design concept
- Maintains overall and year-to-year fiscal balance

Administrative actions may include any of the following types of changes:

- Adds a project for emergency relief purposes except those involving substantial, functional, location, or capacity changes
- Adds a project from a funding initiative or line item that utilizes 100% state or local funding
- Correction of a misprint or data entry error
- Addition of local match funds
- Schedule change, for projects or phases in any of the first four years of the TIP
- Change in the funding source
- Exempt projects

### **New or Deleted Phase**

The Transportation Technical Committee or Transit Operators Committee can approve an administrative action if the cost is \$5 million or less for a highway and/or transit project.

### **Line Items**

The programming on the TIP of specific projects within an approved line item (i.e., betterments, rail-highway crossings, Transit Section 5310 Program, transportation enhancements, bridge preservation and local bridges, etc.) is an administrative action as long as the line item is reduced

by the same amount as the eligible project. Line item-based actions require Transportation Technical Committee or Transit Operators Committee approval.

### **Cost Changes**

Changes in the cost of a project or project phase can be handled as an administrative action if the cost change is \$5 million or less. A project sponsor is permitted to make an administrative cost change of \$1 million or less by reporting the change to the committee for informational purposes only. The Transportation Technical Committee or Transit Operators Committee must approve a cost change greater than \$1 million but \$5 million or less for a highway and/or transit project. The action becomes effective when it is forwarded by the committee to PennDOT and FHWA or FTA.

Administrative actions do not require Federal approval but FHWA and FTA reserve the right to reject an administrative action if it is not consistent with federal regulations and the current STIP/TIP Modifications Memorandum of Understanding between PennDOT, FHWA, and FTA. SPC and PennDOT will work cooperatively to address and respond to any such administrative actions rejected and returned by FHWA and/or FTA.

### **TIP Amendments**

Any project change that cannot be processed within the rules governing administrative actions must be handled as a TIP amendment request. A proposed change must be considered as a TIP amendment if it meets any of the following criteria:

- Affects air quality conformity (regardless of funding source)
- Adds or deletes a project (regardless of project cost, except for existing approved line item changes and any emergency projects that are considered administrative actions)
- Adds a new project phase or deletes a phase that exceeds \$5 million for a highway and/or transit project
- Creates a new line item
- Adds or deletes a project or a project phase that transfers Federal funds between a TIP and a Statewide line item
- Involves a major change in the project scope of work or design concept

### **New or Deleted Project**

The Transportation Technical Committee or Transit Operators Committee can approve an amendment to add a new project or delete an existing project if the total cost change is \$10 million or less. Total cost changes that exceed \$10 million for a highway and/or transit project

require approval by the Commission.

### **Cost Changes**

For changes in the cost of an already approved project or project phase, the dollar level of the change will determine the procedures that are required for approval. Changes of \$5 million or less are administrative actions. Changes that exceed \$5 million are amendments. Cost changes of \$10 million or less can be approved by the Transportation Technical Committee or Transit Operators Committee. Changes that exceed \$10 million require approval by the Commission.

### **Major TIP Amendments**

A proposed change must be considered as a Major TIP amendment if it meets any of the following criteria:

- Turnpike projects advancing under the 1987 Turnpike Expansion Act
- Amendment requests with an air quality impact that requires air quality testing and conformity determination and a 30-day public comment period including a public meeting before they can be presented to the Commission.
- Highway funds flexed to Transit projects
- A major significant change in the scope and/or schedule of an existing project
- A major deferral/delay to a lower priority project
- High visibility projects deemed potentially controversial. The Transportation Technical Committee or Transit Operators Committee will interpret if any such proposed TIP change should follow the Major TIP Amendment procedures.
- A Major fiscal impact to the region

An opportunity for public review and comment will be provided for all major TIP Amendment requests. Amendment requests with an impact that has been deemed Major, are subject to a 30-day public comment period and a public meeting before they can be presented to the Commission.

Transportation Technical Committee or Transit Operators Committee Authorization to handle TIP modifications as Administrative Actions and/or Amendments is an option intended to streamline the procedures and the effectiveness of the review process. Transportation Technical Committee or Transit Operators Committee members may request that Major TIP Amendment requirements be applied regardless of whether the change would otherwise qualify.

**Special Expedited Approval Option**

A proposed change requiring Transportation Technical Committee, Transit Operators Committee, or Commission action, may be expedited via e-mail, fax, and/or telephone ballot if it meets any of the following criteria:

- The safety of the public would be jeopardized by waiting until the TTC/TOC/Commission meets formally
- A project or projects would be significantly delayed by waiting until the TTC/TOC/Commission meets formally
- A delay would significantly and adversely affect, the scheduling, cost and/or funding of the project or projects
- The project is not considered a Major TIP Amendment
- When special funding uniquely made available through federal or state channels may be jeopardized by delays in project delivery or funding obligation

**Expedited Procedures**

A project narrative will be prepared by the project sponsor requesting expedited action including the project name and contact person, project description (including map), requested action, the justification for the ballot, the project funding, impacts to other projects, and any other discussion needed to supply the best information to the voting members.

The project request and narrative, will be e-mailed, faxed, and/or mailed to all voting members of the appropriate Committee and/or Commission within an appropriate time for a decision to be made. (A minimum of one week will be allowed for review and questions prior to the request for a vote. If less than one week is needed for the vote, justification shall be given.)

A deadline will be established for the tallying of votes. If a vote is not received by the deadline, SPC staff will attempt to contact the voting members to receive their votes. If approved, the action will then be forwarded by SPC staff to PennDOT and FHWA or FTA in accordance with established procedures. TIP amendments only become effective when federal approvals are received by SPC. As with administrative actions, SPC and PennDOT will work cooperatively to address and respond to any FHWA and/or FTA comments on TIP amendment actions.

Results of the vote will be presented at the next regularly scheduled meeting of the Committee/Commission. Any remaining discussion of the issue will be allowed.