MEETING AGENDA

A. Call to Order.............................................................................................................J. Saylor

B. Public Forum.............................................................................................................J. Saylor

ACTION ITEMS

C. Approval of the February 14, 2020 MPO Meeting Minutes.................................J. Saylor

   If acceptable, approve the minutes of the February 14, 2020 SEDA-COG MPO meeting.

D. TIP Administrative Modifications and Amendments .........................................J. Saylor

   If acceptable, approve the TIP amendment for Geisinger’s federal transit grant.

   If acceptable, approve the TIP administrative modifications for PennDOT District 2-0.

   If acceptable, approve the TIP administrative modifications for PennDOT District 3-0.

E. Draft 2021-2024 Transportation Improvement Program (TIP).........................S. Herman

   If acceptable, approve releasing the Draft 2021-2024 TIP for public comment.
Agenda Item C
MPO VOTING MEMBERS
Mark Colussy, Mifflin County
Katie de Silva, Clinton County
Lisa Dooley, Town of Bloomsburg
Lincoln Kaufman, Snyder County
Brad Kerstetter, Juniata County
Jack Kyttle, Borough of Berwick
Shawn McLaughlin, Union County
Carey Mullins, PennDOT Central Office
Steve Phillips, SEDA-COG Board, Multi-Modal Interests
Jonathan Ranck, PennDOT District 3-0
Richard Ridgway, SEDA-COG Board At-Large Member
Vickie Rusnak, PennDOT District 2-0
Jim Saylor, SEDA-COG
Justin Skavery, Northumberland County
Eric Stahley, Columbia County

OTHER MPO MEMBERS
Jamie Lemon, Federal Highway Administration
Anne Messner, Centre County MPO
Scott Williams, Lycoming County Planning

GUESTS
Chuck Beck, Milton Borough
John Krajcovic, PennDOT District 2-0
Cara Lane, Gannett Fleming
Bill Lowthert, Lewisburg Borough
Jess Novinger, Milton Borough
Catherin Reuther, Peters Consultants
Mark Schultz, PennDOT District 2-0
Robert Watts, McCormick Taylor
Steve Wilver, Larson Design Group

STAFF PRESENT
Kay Aikey, Program Assistant
Don Kiel, Senior Principal Program Analyst
Steve Herman, Transportation Planner
Katherine Lewis, GIS
Jeff Stover, Transportation Program Chief
OTHER SEDA-COG STAFF
Betsy Lockwood, Economic Development

Call to Order

Mr. Saylor called the meeting to order at 9:36 a.m. Introduction of MPO members, guests and staff present.

Public Forum

No comments were received from the general public.

Approval of the November 22, 2019 Meeting Minutes of the SEDA-COG MPO

Mr. Kaufman made a motion to approve the minutes from the November 22, 2019, MPO meeting; Mr. Kyttle seconded the motion; motion carried.

TIP Administrative Modifications and Amendments

Mr. Mullins made a motion to approve the TIP administrative actions for PennDOT District 2-0; Ms. de Silva seconded the motion; motion carried.

Mr. McLaughlin made a motion to approve the TIP administrative actions for PennDOT District 3-0; Mr. Kaufman seconded the motion; motion carried.

Marsh Road Construction Project

Ms. Lockwood stated that the ARC Local Access Road Program Project for Marsh Road in Milton Borough, Northumberland County, was SEDA-COG’s number one ranked ARC access road project in the region. An application for $697,659 was submitted to the Appalachian Regional Commission. Ms. Lockwood stated that she recently received word that the project received funding. Staff is requesting that this Marsh Road Access Road project be added to the TIP.

Ms. Lockwood stated this is a really good economic development project. Patton Warehousing is planning to build an $8 million distribution center and another $7 million build to suit building. They are estimating at least 60 permanent, full-time, non-construction jobs to be created and will retain 600 jobs. This project was approved for funding about 20 years ago, but there was a spadefoot toad issue; however, the spadefoot toad is now considered less endangered than it was years ago. There is no evidence of spadefoot toad habitat. This project has been designed to mitigate the spadefoot toad issue, if necessary.

Mr. Beck stated that the borough owns the 33-foot easement and is proposing a 5 ½ foot extension on both sides of the easement if need be due to the toad issue and this could shrink the footprint of this project. The project as proposed does contain toad mitigation tunnels so the toads can cross under the road.

Ms. Lockwood stated that this project has recently been awarded two $1 million multimodal grants from the Commonwealth Financing Agency (CFA) and the access road funding represents about 28% of the overall total project cost. This is the last piece of this project to get the project funded.
Mr. Beck stated that the borough will contribute $32,000 for this project.

*Mr. Kaufman made a motion for the MPO to add this project to the SEDA-COG TIP; Mr. McLaughlin seconded the motion; motion carried.*

Mr. Saylor reviewed the following handouts provided in the meeting packet:

- Summary of Transportation Projects in the SEDA-COG Region Approved for TIP Addition Pending Available Funding/Actions by Other Parties.
- SEDA-COG MPO TIP Local Project Tracking.
- SEDA-COG MPO TIP Project Updates.
- Requests to Add Projects to the SEDA-COG MPO TIP.
- Simplified Project Summary by County from the 2019-2022 TIP.

**Central Susquehanna Valley Transportation Project Status**

Mr. Ranck provided the following update:

Northern Section: There is random activity at the bridge. Still on track for this section to be open in 2022.

Southern Section: Working towards the first letting in 2021 timeframe.

More information is available at [http://www.csvt.com/](http://www.csvt.com/)

**Unified Planning Work Program (UPWP) Update**

Mr. Saylor provided an update on the activities since the November MPO meeting.

Mr. Saylor reviewed the following handouts provided in the meeting packet:

- SEDA-COG MPO Staff Activity Report for February 2020.
- PennDOT Announcement regarding appointment of Tom Zurat to the position of District Executive for District 2-0.
- PennDOT flyer on Lowest Life Cycle Cost (LLCC).
- FY 2020-21 PennDOT Multimodal Fund Projects Application Review Comments.
- Updated tracker from the MPO Strategic Plan.

Mr. Herman reviewed the following handouts provided in the meeting packet:

- SEDA-COG Wraps up Successful Year for Local Technical Assistance Program – Spring Classes Scheduled.
- Transportation Alternatives Program (TAP) Projects Status Update2016 Funding Round and 2018 Funding Round.

**SEDA-COG Long Range Transportation Plan Update**

Mr. Kiel provided a PowerPoint presentation on the Long Range Transportation Plan 2021 Update Introduction.
Topics included in the PowerPoint:

- LRTP Purpose
- History of LRTP at SEDA-COG
- Developments Since Last Update
- Trends and Issues/Changes in Emphasis
- Areas of Emphasis from the MPO 2019-2023 Strategic Plan
- Scope/Outcomes
- Project Steps and Projected Schedule
- Your Role as MPO Board Members

Annual List of Obligated Projects

Mr. Herman reviewed the following handout provided in the meeting packet:

- SEDA-COG Metropolitan Planning Organization Annual Listing of Obligated Projects Federal Fiscal Year 2019

Mr. Herman stated that the annual list of obligated projects report is a requirement of current federal transportation law, known as the Fixing America’s Surface Transportation Act (FAST Act), which requires MPOs to publish an annual report on the projects for which federal funding has been obligated during the federal fiscal year from October 1 to September 30.

During FFY 2019, the SEDA-COG MPO saw a total of $38,071,208 obligated for 55 projects. The highest was Surface Transportation Program: $14,675,882 (38.5% of total) and the next highest was National Highway Performance Program: $7,516,697 (19.7% of total).

PennDOT serves as the project sponsor responsible for carrying out the project or phase for all the listed projects, except for MPMS 7498: T-309 over Penns Creek, which is administered by Union County and Hartley Township.

2021 Twelve Year Program Update

Mr. Herman provided an update on the 2021 Twelve Year Program development process and reviewed the following handouts provided in the meeting packet:

- 2021-2024 SEDA-COG MPO TIP Highway/Bridge Element Funding at a Glance
- Listing of New Projects on Draft 2021 SEDA-COG TIP
- FFY 2021 SEDA-COG TIP (listed by county)
- Simplified Project Summary by County from the 2021-2024 Draft TIP
- 2021 TIP Update Timeline

Mr. Herman stated that the next MPO meeting is April 17 and members will be asked to approve advertising the draft TIP for public comment. The current plan is to run the comment period from April 24 to May 24. The public meeting will be held on May 13 at the Union County Government Center. At the June 19 MPO meeting, members will be asked to adopt the draft TIP.

Ms. Lewis stated that there are two separate handouts for the local bridge prioritization – Revised Prioritized Local Bridge Candidates for the SEDA-COG 2021-2024 TIP Update and Revised Prioritized Local Bridge Candidates for the SEDA-COG 2021-2024 Update – BOF Funds.
Lewis stated that members met with various people to go over the local bridge prioritization. Surveys were sent out in the fall asking for feedback on some of the bridges that members had designated. That information was brought to the November 2019 MPO meeting where it was decided to push it out to a later date as some counties did not respond. The packet of rankings was submitted to PennDOT in December. Five bridges did make it onto the 2021 TIP that were involved in this process and three additional bridges that were not involved in the process. Three of them were on the BOF funding sheet and two were retroactive reimbursements all in PennDOT District 3-0.

Mr. Herman reviewed the following handout provided in the meeting packet:

- Pennsylvania’s 2021 Transportation Program General and Procedural Guidance

**Active Transportation Committee Update**

Ms. Lewis provided an update on the activities of the newly formed Active Transportation Committee. She stated that the committee met on January 27. The committee voted on adopting the policies and procedures and voted to approve the terms of reference for two of the Committee’s work groups.

A copy of the Middle Susquehanna Active Transportation Committee Organizational Policies and Procedures was included in the meeting packet as well as a copy of the Middle Susquehanna Active Transportation Committee Connections Work Group Terms of Reference. These documents outline the goals of the committee and what the committee is going to do.

The next meeting of this committee will be held March 30 at 2 p.m. at SEDA-COG. Roy Gothie, PennDOT’s statewide bicycle and pedestrian coordinator will discuss the statewide active transportation plan which is currently being finalized. All three work groups are scheduled to meet in the next few weeks.

**Census Participant Statistical Areas Program**

Ms. Lewis summarized the PSAP boundary review process. She stated that the 90-day verification phase began January 15. Seven of the SEDA-COG counties completed their verification; we’re still waiting to hear from four of the other counties. Clinton County and Centre County both submitted some designated places to be added and the Census Bureau accepted almost all of them.

**Member Forum**

The following handouts were provided in the meeting packet:

- Items of Potential Interest to MPO Members as of February 2020.
- PennDOT Connects by the Numbers.
- Meeting calendars for February, March and April.

Mr. McLaughlin inquired as to why the Green Light-Go Program statewide funding has been reduced to $10 million for the FY 20-21 application round. Mr. Mullins stated that he will check into this.
Adjournment

Mr. Saylor adjourned the meeting at 11:14 a.m. The next regular meeting of the MPO is scheduled for April 17, 2020.
Agenda Item D
Amendment to add $499,484 in funding from a competitive Federal Transit Administration (FTA) Access & Mobility Partnership Initiative grant award to Geisinger Clinic.

Since this is a new project using federal funds, it must be voted on as a TIP amendment. The funding will be used to employ innovative approaches for increasing access to healthcare by combining mobility management and technology solutions. In order for Geisinger to access these funds, PennDOT needed to submit an application to FTA on Geisinger’s behalf. Representatives from PennDOT Bureau of Public Transportation and Geisinger will participate in the 4/17/20 conference call to provide additional information about this project prior to the MPO’s voting action.
DEPARTMENT OF TRANSPORTATION

Federal Transit Administration

Fiscal Year 2018 and 2019 Competitive Funding Awards: Access & Mobility Partnership Grants [Innovative Coordinated Access and Mobility Pilot Program (ICAM) and Human Services Coordination Research (HSCR) Grant Program]

AGENCY: Federal Transit Administration (FTA), Department of Transportation (DOT).

ACTION: Access & Mobility Partnership Grants (ICAM and HSCR Programs) Announcement of Project Selections and Implementation Guidance

SUMMARY: The Federal Transit Administration (FTA) announces the selection of projects with Fiscal Year (FY) 2018 and 2019 Access & Mobility Partnership Grants Initiative, including the Innovative Coordinated Access and Mobility Pilot Program (ICAM) and the Human Services Coordination Research (HSCR) Grant Program; and provides administrative guidance on project implementation.

FOR FURTHER INFORMATION CONTACT: Successful applicants should contact the appropriate FTA Regional office for information regarding applying for the funds or program-specific information. A list of Regional offices can be found at https://www.transit.dot.gov/ and go to the “Find Your Regional Office” tab on the webpage. In the event the contact information provided by your organization in the application has changed, please contact your FTA Regional office with the current information to expedite the grant award process. Unsuccessful applicants may contact Kelly Tyler, Office of Program Management at (202) 366-3102, email: Kelly.Tyler@dot.gov to arrange a proposal debriefing within 30 days of this announcement. A TDD is available at 1-800-877-8339 (TDD/FIRS).

SUPPLEMENTARY INFORMATION: The Access and Mobility Partnership Grants is comprised of two separate and distinct grant programs. The Innovative Coordinated Access and Mobility Pilot Program (ICAM) is authorized under Section 3006(b) of the Fixing America’s

On September 12, 2018, FTA published a Notice of Funding Opportunity (NOFO) through a Federal Register notice announcing the availability of Federal funding for the program. Section 3006(b) of the FAST Act authorizes $3,250,000 in FY 2018 and $3,500,00 in FY 2019 for grants under the ICAM Pilot Program. The funds that FTA is making available also includes $187,822 in FY 2016 funds and $465,893 in FY 2017 funds that remain available. Additionally, the NOFO announced the HSCR Program, under which FTA makes available $2,434,767 under the Public Transportation Innovation Program, 49 U.S.C. 5312(b), to finance capital and/or operating projects that develop and deploy an enhancement or improvement to the coordination of human services transportation. The total amount of funds also includes $2,148,053 in remaining balances from FY 2015 and $286,714 from FY 2016.

The ICAM Pilot Program grants will support capital projects that address the challenges the transportation disadvantaged face when accessing healthcare, such as: getting to the doctor or returning home from a hospital procedure, or going to rehabilitation, behavioral health services, the pharmacy, or free health screening services. These projects seek to improve the coordination of transportation services and non-emergency medical transportation services for targeted populations. The goals of the ICAM Pilot Program are to: (1) increase access to care, (2) improve health outcomes, and (3) reduce healthcare costs.

The HSCR program supports operating and capital projects that will build upon identified gaps in services for the improvement of services, as outlined in a locally developed Coordinated Public Transit-Human Services Transportation Plan. The goal of the HSCR Program is to implement a coordinated public transportation project that offers innovative solutions to improve
local coordination or access to coordinated transportation services. Additionally, this program seeks to support transit agencies, human service agencies, and local communities as they:

- integrate new mobility tools like smart phone apps, demand-responsive bus and van services;
- aim to improve multi-modal connectivity for seniors, people with disabilities, and low-income individuals;
- address accessibility issues through innovative technologies and practices;
- improve the quality of the traveler experience and the transit product; and
- identify new mobility-enhancing practices and technologies.

Funds under the ICAM Pilot Program may be used for capital expenditures only. Funds under the HSCR Program may be used for operating or capital expenditures that are tied to the locally developed Coordinated Public Transit-Human Services Transportation Plan. Project expenditures for both the ICAM and HSCR Programs must be consistent with the specific eligibility and priorities established in the September 2018 NOFO. Pre-award authority is as of May 22, 2019 when the projects were announced by press release.

For the ICAM and HSCR Programs, a total of $9.6 million dollars is available under this Access and Mobility Partnership Grants Initiative. A total of 126 proposals were received from 39 States, District of Columbia, and Virgin Islands requesting $37 million. Project proposals were evaluated based on each applicant's responsiveness to the program evaluation criteria outlined in FTA's September 2018 NOFO. On May 22, 2019, FTA announced on the Access and Mobility Partnership Grants landing page the selection of 37 projects in 37 states, totaling $9,601,981. The projects selected in Table 1 provide funding for twenty-three ICAM projects and 14 HSCR projects. Funds must be used only for the specific purposes identified in Table 1. Allocations may be less than what the applicant requested. Applicants selected for competitive
funding should work with their FTA regional office to finalize the grant application in FTA’s Transit Award Management System (TrAMs) for the projects identified in the attached table to expeditiously obligate funds. In cases where the allocation amount is less than the proposer’s requested amount, applicants should work with the regional office to ensure the funds are obligated for eligible aspects of the projects, and for specific purpose intended as reflected in Table 1. A competitive project identification number has been assigned to each project for tracking purposes, and must be used in the TrAMs application. For more information about TrAMs, please visit https://www.transit.dot.gov/. The post award reporting requirements include submission of the Federal Financial Report (FFR), Milestone Progress Report in TrAMs, and FTA’s National Transit Database (NTD) reporting as appropriate. (see the current version of FTA Circular 9040.1G).

An independent evaluation of the pilot program or research grants may occur at various points in the deployment process and at the end of the pilot project. In addition, FTA is responsible for producing an annual report to Congress that compiles evaluations of selected projects, including an evaluation of the performance measures identified by the applicants. All applicants must develop an evaluation plan to measure the success or failure of their projects and describe any plans for broad-based implementation of successful projects. The FTA may request data and reports to support the independent evaluation and annual report.

FTA has designated the National Aging and Disabilities Transportation Center (NADTC) to support grantees with project performance evaluations and provide technical assistance. NADTC will also develop and host a Learning Collaborative available to all Access and Mobility Partnership Grantees. Grantees will be contacted by NADTC regarding participation in the Learning Collaborative.
All Access and Mobility Partnership grantees must comply with all applicable Federal statutes, regulations, executive orders, FTA circulars, and other Federal requirements in carrying out the project supported by the FTA grant.

Funds allocated in this announcement must be obligated in a grant by September 30, 2021 or the funds will no longer be available. As previously mentioned, applicants selected for competitive funding should work with their FTA regional offices to finalize the grant application in FTA's TrAMs.
<table>
<thead>
<tr>
<th>State</th>
<th>Recipient</th>
<th>Project Description</th>
<th>Project ID</th>
<th>Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>AL</td>
<td>United Way of Central Alabama, Inc.</td>
<td>The United Way of Central Alabama will receive funding to address identified gaps and barriers in service through modernization of technology. The funds will be used to purchase software and app development that will help to increase system efficiency throughout Central Alabama.</td>
<td>D2019-HSCR-008</td>
<td>$148,000</td>
</tr>
<tr>
<td>AZ</td>
<td>Southeastern Arizona Governments Organization (SEAGO)</td>
<td>Southeastern Arizona Governments Organization (SEAGO) will receive funding to create a mobile service hub in which medical, food, and transportation services will be offered simultaneously at strategic locations throughout the County.</td>
<td>D2019-HSCR-005</td>
<td>$235,852</td>
</tr>
<tr>
<td>CA</td>
<td>San Diego Metropolitan Transit System</td>
<td>San Diego Metropolitan Transit System will receive funding to enhance the automated and web reservation system for arranging Non-Emergency Medical Transportation trips for NEMT purposes. This will give paratransit riders an easier way to make reservations through an automated phone and web reservation system.</td>
<td>D2019-ICAM-023</td>
<td>$536,000</td>
</tr>
<tr>
<td>CO</td>
<td>Disability Services Inc., dba Envida</td>
<td>Disability Services, Inc. will receive funding to purchase vehicles and scheduling and routing software to increase access to healthcare. Additionally, a Mobility Manager will increase coordination and foster partnerships with the healthcare services in the community.</td>
<td>D2019-ICAM-013</td>
<td>$249,526</td>
</tr>
<tr>
<td>DC</td>
<td>Capitol Hill Village</td>
<td>Capitol Hill Village will receive funding to improve health outcomes of low-income seniors and persons with disabilities by developing transportation skills through a travel training program designed to increase clients' transportation awareness, knowledge, and confidence. Peer Support Health Educators will work one-on-one with clients to assess transportation needs, enroll in appropriate transportation, and assist in planning medical visits.</td>
<td>D2019-ICAM-015</td>
<td>$290,500</td>
</tr>
<tr>
<td>State</td>
<td>Organization</td>
<td>Funding Description</td>
<td>Grant Number(s)</td>
<td>Amount</td>
</tr>
<tr>
<td>-------</td>
<td>---------------------------------------------------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>--------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>PA</td>
<td>Geisinger Clinic</td>
<td>Geisinger Clinic will receive funding to employ an innovative approach to increase access to healthcare by combining mobility management and technology Solutions.</td>
<td>D2019-ICAM-020, D2019-ICAM-021</td>
<td>$ 499,484</td>
</tr>
<tr>
<td>RI</td>
<td>Rhode Island Public Transit Authority</td>
<td>Rhode Island Public Transit Authority will receive funding to address an unmet need for transportation for employment through the Rides to Work program.</td>
<td>D2019-HSCR-007</td>
<td>$ 150,000</td>
</tr>
<tr>
<td>SC</td>
<td>Central Midlands Regional Transit Authority</td>
<td>Central Midlands Regional Transit Authority will receive funding to provide Mobility as a Service to increase access to coordinated healthcare services in Columbia South Carolina. This project allows staff at medical facilities as well as patients to request and book transportation options that are affordable for veterans, seniors, and single parent head of household populations.</td>
<td>D2019-ICAM-014</td>
<td>$ 249,912</td>
</tr>
<tr>
<td>SD</td>
<td>West River Transit Authority, Inc.</td>
<td>West River Transit Authority, Inc. will receive funding to expand services for medical and other rides by increasing customer access via smartphone apps for ride booking, cancellation and confirmation, with ease of use enabling more people access.</td>
<td>D2019-ICAM-012</td>
<td>$ 220,000</td>
</tr>
<tr>
<td>TN</td>
<td>Southeast Tennessee Human Resource Agency</td>
<td>Southeast Tennessee Human Resource Agency will receive funding to purchase additional buses and for additional operating assistance to address identified gaps and barriers in service.</td>
<td>D2019-HSCR-001</td>
<td>$ 388,000</td>
</tr>
<tr>
<td>TX</td>
<td>North Central Texas Council of Governments</td>
<td>The North Central Texas Council of Governments will receive funding to implement My Ride North Texas 2.0, a regional mobility management program to improve the coordination of transportation services and medical services. The Project will leverage healthcare and transportation-focused partnerships in the North Central Texas 16-county region, to identify and address specific populations that lack transportation to wellness resources.</td>
<td>D2019-ICAM-022</td>
<td>$ 511,106</td>
</tr>
</tbody>
</table>
### Overall Change Amount: $1,049,057

<table>
<thead>
<tr>
<th>Action ID</th>
<th>Commit Date</th>
<th>Action Type</th>
<th>Change Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>116376</td>
<td>03/04/2020</td>
<td>Administrative Action</td>
<td>$453,089</td>
</tr>
</tbody>
</table>

**Narrative:**

Influx of De-Obligations

---

#### To: SEDA-COG/District 2-0

<table>
<thead>
<tr>
<th>Project</th>
<th>County</th>
<th>S.R.</th>
<th>Section</th>
<th>Project Title</th>
<th>Phase</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>68128</td>
<td>Clinton</td>
<td>000</td>
<td></td>
<td>Reserve Betterment/Safety Line Item</td>
<td>CON</td>
<td>$453,089</td>
</tr>
</tbody>
</table>

---

<table>
<thead>
<tr>
<th>Action ID</th>
<th>Commit Date</th>
<th>Action Type</th>
<th>Change Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>116381</td>
<td>03/04/2020</td>
<td>Administrative Action</td>
<td>$595,968</td>
</tr>
</tbody>
</table>

**Narrative:**

Add MPMS# 114943 (Expansion of Commerce Drive) Construction phase to the TIP using APL Funding.

---

#### To: SEDA-COG/District 2-0

<table>
<thead>
<tr>
<th>Project</th>
<th>County</th>
<th>S.R.</th>
<th>Section</th>
<th>Project Title</th>
<th>Phase</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>114943</td>
<td>Mifflin</td>
<td></td>
<td></td>
<td>Expansion of Commerce Drive</td>
<td>CON</td>
<td>$595,968</td>
</tr>
</tbody>
</table>
Overall Change Amount: $60,953

<table>
<thead>
<tr>
<th>Action ID</th>
<th>Commit Date</th>
<th>Action Type</th>
<th>Change Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>116326</td>
<td>03/02/2020</td>
<td>Administrative Action</td>
<td>$21,264</td>
</tr>
</tbody>
</table>

Narrative:

MA is to increase the CON phase for MPMS# 103842 Retro-Active Reimbursement amount as per request from the Danville Borough and approved by the District Bridge Engineer. The funds are coming from the SEDA-COG line item in FFY 2020. There is a non-zero balance in period two due to the addition of Local funds.

<table>
<thead>
<tr>
<th>Action ID</th>
<th>Commit Date</th>
<th>Action Type</th>
<th>Change Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>116481</td>
<td>03/18/2020</td>
<td>Administrative Action</td>
<td>$35,619</td>
</tr>
</tbody>
</table>

Narrative:

MA is to add the Construction phase for Permanent Repair Flood Project MPMS# 111925 in FFY 2020. This addition of Federal Disaster Funds is causing a non-zero balance in period 2.

<table>
<thead>
<tr>
<th>Action ID</th>
<th>Commit Date</th>
<th>Action Type</th>
<th>Change Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>116533</td>
<td>03/20/2020</td>
<td>Administrative Action</td>
<td>$4,070</td>
</tr>
</tbody>
</table>

Narrative:

MA is to add Permanent Federal Flood Repair Work Funds done by State Department Forces to the Construction phase for MPMS# 114964 in FFY 2020. This includes a state match of County 582 fund. There is a non-zero balance in period 2 due to the addition of these funds.
Agenda Item E
In accordance with guidance provided by the Center for Program Development and Management at PennDOT (CPDM) and the Federal Highway Administration, the SEDA-COG Metropolitan Planning Organization (MPO) is taking the following steps to ensure that the public is fully and fairly invited to participate in the development process for the 2021-2024 Transportation Improvement Program (TIP) while ensuring staff and public safety.

Background

Beginning in mid-March of 2020, mitigation measures designed to slow the spread of COVID-19 were developed and put in place by the State of Pennsylvania. This began with the closure of all schools on March 13, 2020, and includes a Statewide Stay-at-Home order put in place on April 1, 2020 and expected to remain in place through at least April 30, 2020. SEDA-COG and many of the MPO member and stakeholder organizations have closed their offices to the general public and encouraged their staff to work at home, wherever possible.

These measures were implemented as the MPO was nearing the end of the TIP development process. The staff of the MPO note that public participation is critical to the ongoing improvement and adaption of the TIP and other plans to the changing needs, priorities and circumstances of the MPO region.

The TIP is comprehensively updated every two years in Pennsylvania. The 2021-2024 update is being completed in accordance with financial guidance documents, including the 2021 Program Development Schedule. While exact dates are not specified, the schedule calls for public comment to occur in April, May and June of 2020, and submission of the regional TIP to PennDOT to occur in May, June or July of 2020. The plan for the public comment period was developed in conformance with the goals of the MPO Public Participation Plan (PPP), with the goals of extending the reach of the program, encouraging the diversity of participants, increasing the impact of participation, increasing participant satisfaction, realizing opportunities for education, and formalizing the use of participant indicators.
Staff at the MPO have determined the need to alter the way some components of the comment period are approached to preserve the opportunity for the public to fully and fairly participate in the 2021-2024 TIP update while ensuring staff and public safety.

Assumptions

Staff worked under the following assumptions in developing this approach:

1. Mitigation measures such as social distancing, work restrictions and travel restrictions would remain in place for an unknown extent of time, lasting far enough into the 3-month period specified for public comment that it would not be possible or prudent for staff to adopt a wait-and-see approach. Taking the course of waiting for restrictions to be lifted before scheduling public involvement activities would result in not being able to conduct an effective comment period in conformance with guidance provided and still meet the July timeline for submission of the regional TIP to PennDOT.

2. Mitigation measures such as the suspension of the construction of non-emergency projects by PennDOT for at least a two-month period in the current construction season will create follow-on impacts in funding, project work flow, project phasing and available staff and resources that will have notable impacts on the projects included in the 2021-2024 TIP update. The extent of these impacts will not become clear until restrictions are lifted and there is some time to assess impacts and market conditions, likely until after the 2020 construction season. It is therefore not possible to delay development of the TIP until the extent of these impacts is clear and meet the requirements for submission of the regional TIP to PennDOT. The TIP presented for review and comment should therefore be the document and project listing developed before mitigation measures were put in place.

3. The responsibilities of MPO, PennDOT and stakeholder staff in resuming normal activities after mitigation measures are limited will be extensive. This will make rescheduling meetings with sufficient notice to facilitate attendance by enough members for a quorum difficult in proportion with the extent of time that the mitigation measures are in place, meaning that the longer MPO staff postpone action on rescheduling the comment period and adoption activities, the more difficult it will be to schedule those activities in a way that meets the 2021 Program Development Schedule.

Changes to the Public Participation Approach

A checklist showing the public participation plan for a TIP update is attached. The SEDA-COG staff propose the following modifications to the procedures in this list:

1. Release the DRAFT TIP – Make the DRAFT TIP available in a hard copy format at the SEDA-COG Office, county government offices, public transit agencies, and PennDOT District 2-0 & 3-0 offices.
   • MPO staff note that the majority of these offices are currently closed to the public as part of mitigation measures in place and are likely to remain so for at least a portion of the planned comment period.
   • MPO staff recommend asking staff at these agencies to either post the DRAFT TIP in accessible electronic format on their public websites, or post links, press releases or other notices directing the public to the copies posted on the SEDA-COG website.
Include reasonable language in the documents accompanying the DRAFT TIP noting the modifications in public participation approach made to address current conditions, and identifying the public participation approach that will be followed in the event that Major Amendments are made to the TIP after adoption.

2. Notify public and agencies of opportunities to comment – Conduct at least one (1) public meeting at an accessible location.
   - MPO staff note that current travel and activity restrictions may be in place for a considerable portion of the planned comment period (April 24, 2020 – May 24, 2020).
     o Conduct the public meeting as a web and teleconference, publishing the login information with the meeting notice in accordance with current guidance provided by CPDM and FHWA. The meeting will be interactive, allowing time for audience participation.
     o Strive to develop meeting materials as a series of presentations that could be posted to the SEDA-COG MPO website (and potentially other hosts), broken out by topic.
     o Consult with PennDOT CPDM in advance of the meeting to determine appropriate procedures for encouraging questions and input from the public via chat, audio and other submission channels. Plan for appropriate responses to participation aimed at disrupting the meeting rather than providing input.

MPO staff propose that the remainder of the public participation activities can be followed as presented in the PPP.

Future Steps

MPO staff realize that the extent of impacts from the spread of COVID-19 and the mitigation measures put in place at local, state and federal levels to limit spread create a fluid situation for conducting MPO activities, and significant changes to conditions may require revisions to this approach for the 2021-2024 TIP update. Changes required will be given similar consideration and documented accordingly.

In accordance with further guidance provided by CPDM and FHWA, MPO staff propose to review the PPP with the specific purpose of considering the treatment of Virtual Public Input technologies as part of the 2020-2022 Unified Planning Work Program.
The Draft 2021-2024 SEDA-COG TIP contains 229 projects worth a total cost of $375,476,687. In addition, the 2021-2024 SEDA-COG TIP includes:

- 37 new projects worth $24.5 million
  - 10 new roadway projects worth $8.2 million
  - 25 new bridge projects worth $16.1 million
- 187 carry-over projects worth $341.9 million
  - 72 carry-over roadway projects worth $237.1 million
  - 104 carry-over bridge projects worth $86.5 million
- 5 line item projects worth $9.2 million
- $166 million for continuing the Central Susquehanna Valley Transportation (CSVT) project

The Draft 2021 TIP comment period is intended to run from April 24, 2020 to May 24, 2020. The public meeting is planned for May 13th, starting at 6:00 PM, and is anticipated to be conducted as a virtual meeting (platform and access details to be determined). Staff will compile any public comments and appropriate responses to them. The Draft TIP will be considered for adoption at the June 19th MPO meeting. The 2021 TIP will take effect on October 1, 2020; the next comprehensive TIP update will occur in 2022.
Highway/Bridge TIP Total Funding
$375,476,687

- $209,399,919 (56%)
- $166,076,768 (44%)

Project Phases

- $336,092,079 (90%)
- $39,384,608 (10%)

Project Phases:
- Construction
- Pre-construction
## 2021 TIP Submission
### Required Documentation

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>Status</th>
<th>Include for Public Review &amp; Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Cover Letter</td>
<td>Pending</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>TIP Development/Project Selection Process Documentation</td>
<td>Started</td>
<td>✓</td>
</tr>
<tr>
<td>3.</td>
<td>TIP Development Timeline</td>
<td>Completed</td>
<td>✓</td>
</tr>
<tr>
<td>4.</td>
<td>PM1, PM2, and PM3 Narrative Documentation</td>
<td>Awaiting template</td>
<td>✓</td>
</tr>
<tr>
<td>5.</td>
<td>Transit Performance Measures Narrative Documentation</td>
<td>Awaiting template</td>
<td>✓</td>
</tr>
<tr>
<td>6.</td>
<td>Highway and Bridge TIP Listing with public narrative</td>
<td>Completed</td>
<td>✓</td>
</tr>
<tr>
<td>7.</td>
<td>Public Transportation TIP Listing with public narrative</td>
<td>Completed</td>
<td>✓</td>
</tr>
<tr>
<td>8.</td>
<td>Interstate TIP Listing with public narrative</td>
<td>Completed</td>
<td>✓</td>
</tr>
<tr>
<td>9.</td>
<td>Statewide TIP Listing (Spike, TAP, RRX, HSIP, other)</td>
<td>Pending</td>
<td>✓</td>
</tr>
<tr>
<td>10.</td>
<td>TIP Financial Constraint Chart</td>
<td>Pending</td>
<td>✓</td>
</tr>
<tr>
<td>11.</td>
<td>Public Transportation Financial Capacity Analysis (MPO Only)</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>12.</td>
<td>EJ Core Elements Documentation</td>
<td>Started</td>
<td>✓</td>
</tr>
<tr>
<td>13.</td>
<td>Air Quality Conformity Determination Report (if applicable)</td>
<td>N/A</td>
<td>✓</td>
</tr>
<tr>
<td>14.</td>
<td>Air Quality Resolution (if applicable)</td>
<td>N/A</td>
<td></td>
</tr>
<tr>
<td>15.</td>
<td>Public Comment Period Advertisement</td>
<td>Started</td>
<td>✓</td>
</tr>
<tr>
<td>16.</td>
<td>Documented Public Comments received (if applicable)</td>
<td>Pending</td>
<td></td>
</tr>
<tr>
<td>17.</td>
<td>Title VI Policy Statement</td>
<td>Completed</td>
<td>✓</td>
</tr>
<tr>
<td>18.</td>
<td>TIP Revision Procedures</td>
<td>Awaiting template</td>
<td>✓</td>
</tr>
<tr>
<td>19.</td>
<td>Self-Certification Resolution</td>
<td>Started</td>
<td></td>
</tr>
<tr>
<td>20.</td>
<td>List of major projects from the previous TIP that were implemented</td>
<td>Completed</td>
<td></td>
</tr>
<tr>
<td>21.</td>
<td>List of major regional projects from the previous TIP that were delayed</td>
<td>Completed</td>
<td></td>
</tr>
<tr>
<td>22.</td>
<td>TIP Checklist</td>
<td>Pending</td>
<td></td>
</tr>
</tbody>
</table>