

# UNIFIED PLANNING WORK PROGRAM

for the Greater Bridgeport &  
Valley Planning Region: 2024 & 2025

Approved at the May 25, 2023 GBVMPO Meeting



NAUGATUCK VALLEY  
COUNCIL of GOVERNMENTS



METROCOG  
Connecticut Metropolitan Council of Governments

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## ABSTRACT

The FY 2024 and 2025 Unified Planning Work Program (UPWP) for the Greater Bridgeport and Valley Metropolitan Planning Organization (GBVMPO) describes all urban transportation and transportation-related planning activities anticipated during the state's 2024 and 2025 fiscal years, between July 1, 2023 to June 30, 2025. The UPWP discusses the major regional transportation issues, goals, and objectives. The UPWP includes federal funding resources and budget summaries.

### Effective Date

The UPWP will be effective after it is endorsed by the GBVMPO and upon approval by all relevant Federal transportation agencies.

### Acknowledgments

This UPWP was developed by the Greater Bridgeport and Valley Metropolitan Planning Organization (GBVMPO), in cooperation with its member municipalities, the Connecticut Department of Transportation, the US Department of Transportation (Federal Highway Administration and Federal Transit Administration), and public transit operators in the Greater Bridgeport and Valley Metropolitan Planning Region. The opinions, findings, and conclusions expressed in this publication are those of the GBVMPO and do not necessarily reflect the official views or policies of the CTDOT and/or USDOT.

### Amendment

This Statement on Transportation Planning may be amended from time to time or to coincide with annual UPWP approval as jointly deemed necessary or in the best interests of all parties, including Federal transportation agencies.

### Non-Limitation of Statutory Authority

Nothing contained in this Statement is intended to or shall limit the authority or responsibilities assigned to signatory organizations under Connecticut law, federal law, local ordinance, or charter.

RESOLUTION

**GREATER BRIDGEPORT AND VALLEY METROPOLITAN PLANNING ORGANIZATION**

Ansonia●Bridgeport●Derby●Easton●Fairfield●Monroe●Seymour●Shelton●Stratford●Trumbull

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**RESOLUTION 2023-09**

**FY 2024 AND 2025 UNIFIED PLANNING WORK PROGRAM  
GREATER BRIDGEPORT AND VALLEY  
METROPOLITAN PLANNING ORGANIZATION**

**WHEREAS**, the Greater Bridgeport and Valley MPO (GBVMPO) is the federally designated transportation planning agency for the Greater Bridgeport and Valley planning region and receives metropolitan transportation planning funds from the US Department of Transportation to conduct the transportation planning process in conformity with federal planning guidelines;

**WHEREAS**, the GBVMPO is required to prepare a Unified Planning Work Program (UPWP) that describes the tasks it will undertake over the next two years;

**WHEREAS**, the GBVMPO has prepared the Unified Planning Work Program for FY 2024 and FY 2025.

**NOW, THEREFORE BE IT RESOLVED** that the Greater Bridgeport and Valley MPO has reviewed the draft UPWP for the GBVMPO and adopts it as the UPWP for the MPO.

**BE IT FURTHER RESOLVED** that the Greater Bridgeport and Valley MPO authorizes the Executive Director of the Connecticut Metropolitan Council of Governments to negotiate and execute any and all planning agreements with the Connecticut Department of Transportation relating to the UPWP, and to make minor changes to the UPWP as may be necessary.

This resolution shall become effective as of May 25<sup>th</sup>, 2023.

I do hereby certify that the resolution adopted by the GBVMPO at a public meeting held on May 25<sup>th</sup>, 2023, at which a quorum was present and that the same is a correct and true transcript from the original thereof.

Respectfully submitted,



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Matt Fulda, Executive Director  
MetroCOG – MPO Co-Secretary



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Richard T. Dunne, Executive Director  
NVCOG – MPO Co-Secretary

Date: May 25<sup>th</sup>, 2023

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**Responsible Metropolitan Transportation Planning Agencies**

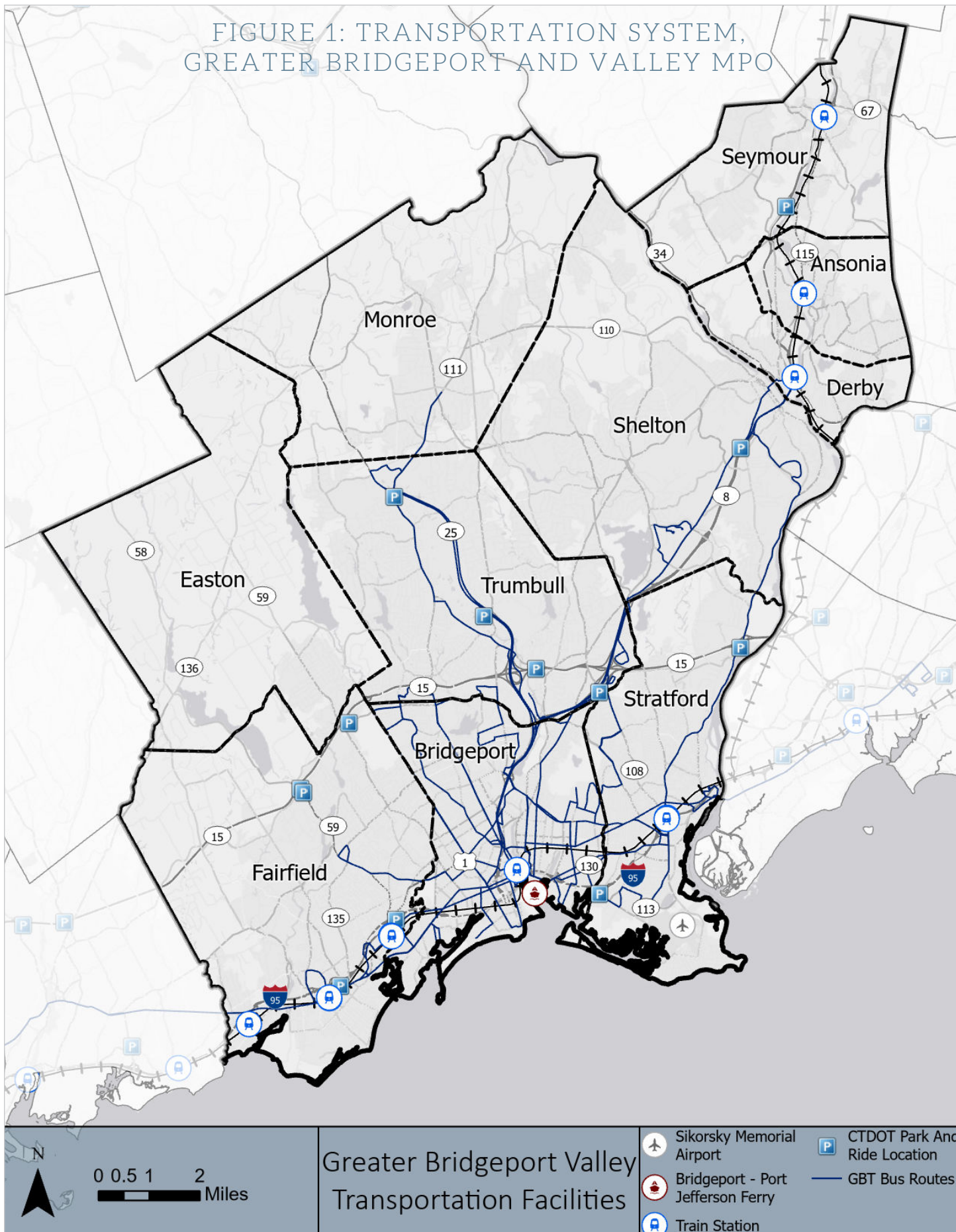
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FIGURE 1: TRANSPORTATION SYSTEM,  
GREATER BRIDGEPORT AND VALLEY MPO



## INTRODUCTION

The Greater Bridgeport Valley Metropolitan Planning Organization's (GBVMPO) FY 2024 – FY 2025 Unified Planning Work Program (UPWP) describes all urban transportation and transportation-related planning activities anticipated to be initiated and completed over a two-year period beginning July 1, 2023, and ending June 30, 2025. The UPWP is prepared in accordance with Title 23 CFR Part 420 and Part 450 Section 308. The metropolitan transportation planning activities documented in the UPWP will be performed using funds provided under Title 23 U.S.C. and Title 49 U.S.C. Chapter 53. The UPWP will be updated in June 2025 to reflect accomplishments during the 2024 and 2025 fiscal years and identify those planning activities to be completed and undertaken in FY 2026. **The UPWP contains:**

- A description of GBVMPO's transportation planning process.
- A description of the Region's transportation systems, major issues, and deficiencies.
- A description of planning tasks to address the Region's major transportation issues. The responsible agency, party performing the work, a schedule, work products, and costs are identified for each task.
- The status and progress of on-going transportation planning studies and activities initiated during the previous program year and continuing into the current UPWP.
- A financial summary that breaks out federal, non-federal matching funds and carryover funds by each task.
- General duties for each employee classification and maximum hourly rates.

The UPWP incorporates corrective actions and recommendations from the 2022 Bridgeport-Stamford, CT Transportation Management Area Planning Certification Review, summarized in Appendix A. A meeting to coordinate the development of UPWP sub-tasks was held with WestCOG (SWRMPO) and NVCOG on March 14th, 2023. [The full certification review is available here.](#)

## The Greater Bridgeport & Valley Metropolitan Planning Region & Transportation Systems

The Greater Bridgeport & Valley Metropolitan Planning Organization is located in the southwestern part of Connecticut and consists of Fairfield and New Haven Counties. It is comprised of the Cities of Ansonia, Bridgeport, Derby, and Shelton and the Towns of Easton, Fairfield, Monroe, Seymour, Stratford and Trumbull. Some of these municipalities are located along the Interstate 95 and the Northeast Rail Corridor which provides rail access to which connects eight states and the District of Columbia. The GBVMPO's four expressways, five rail stations along Metro North's New Haven line and three stations along Metro North's Waterbury line provide access to New York City, Boston, MA and areas throughout Connecticut.

With a population of about 414,600 people and a land area of about 196 square miles, the Region has a population density of approximately 2,109 persons per square mile. This density and intensive development patterns are reflected in the high proportion of the region that lies within the Census-defined Bridgeport-Stamford Urbanized Area, with over 95% of the population living in the urban area. A significant percentage of the GBVMPO's total land area is within designated federal-aid urban boundaries. Roughly 35% of the Region's residents live in the City of Bridgeport.

The transportation system of the Region is diverse and offers residents an integrated range of options. Key transportation facilities are mapped in Figure 1 and listed on the next page.

## Organization & Management

The Region's transportation planning process is carried out by the consolidated Greater Bridgeport and Valley Metropolitan Planning Organization (GBVMPO). The GBVMPO is primarily responsible for providing policy direction on all aspects of the transportation planning process, as specified in federal transportation acts poli-

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## KEY TRANSPORTATION FACILITIES

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Interstate Route 95 – Governor John Davis Lodge Turnpike.

CT-15 – Merritt Parkway.

CT-8 and CT-25 Expressways.

Principal Arterials – US Route 1, CT-25, CT-34, CT-58, CT-113, CT-115, Main Street in Bridgeport and Pershing Drive in Ansonia.

Interconnected Minor Arterials and Collector Roads – CT-59, CT-67, CT-108, CT-110, CT-111, CT-113, CT-115, CT-127, CT-135, CT-188, CT-243, CT-313, CT-334, Bridgeport Avenue, Broadbridge Avenue, Constitution Boulevard, Daniels Farm Road, Fairfield Woods Road, Huntington Road, Huntington Street, Madison Avenue, and Park Avenue.

Greater Bridgeport Transit (GBT) & CTTransit - Local fixed-route bus services.

GBT & Valley Transit District (VTD) - Specialized para-transit services for the elderly and disabled.

Metro North Railroad Commuter Rail Service - New Haven Main Rail Line and Waterbury Branch Line

Amtrak -Intercity and interstate passenger rail.

Bridgeport-Port Jefferson Steamship Company - Passenger and Auto Ferry Service.

Bridgeport Harbor – Deepwater port.

Sikorsky Memorial Airport – General aviation/charter operations

Regional shared-use trails: Pequonnock River Trail, Naugatuck River Greenway, Derby Greenway, Ansonia Riverwalk and Shelton Riverwalk

Freight and goods movement – motor carriers, freight rail, waterborne shippers, air cargo and multi-modal shipments.

Commuter Parking Lots – Located along limited access highways.

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cies, rules, and guidelines. These responsibilities include urban transportation planning, developing an UPWP and adopting and maintaining a Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP).

The MPO replaced the Tri-State Regional Planning Commission and a separate Greater Bridgeport Transportation Endorsement Board in June of 1981. A Memorandum of Understanding (MOU) for Transportation Planning in the Greater Bridgeport and Valley Planning Regions was adopted July 7, 1981 that established membership of the GBVMPO member towns and “a unified, comprehensive, cooperative, officially coordinated, continuing process for transportation planning.” Beginning on January 1, 1982, the MPO was consolidated to include the 10 Chief Elected Officials of the communities within the combined boundary of the Greater Bridgeport and Valley Planning Regions, as well as the two transit districts.

The MPO’s bylaws have been periodically amended since 1982. Most recently the bylaws were amended in

2021 to allow for a CTDOT representative to serve as a non-voting member.

A combined “Technical Coordination Group” (TCG) was developed which consists of representatives from GBRPA (now MetroCOG), Valley RPA (no longer in existence, absorbed by Naugatuck Valley), CTDOT, Greater Bridgeport Transit District (GBT), Valley Transit District (VTD), each Town/City (ten total), FHWA, and FTA. The current term for this committee is the Transportation Technical Advisory Committee (TTAC)

The MOU was reaffirmed in FY 1996 and rewritten in 2006 to reflect new federal transportation planning guidelines and requirements from the Safe, Accountable, Flexible Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). The new MOU was adopted by the MPO at its July 26, 2006 meeting and subsequently signed by all involved organizations.

The Connecticut Department of Energy and Environmental Protection (CTDEEP) is the designated air quality planning agency in Connecticut. The GBVMPO and

## GREATER BRIDGEPORT & VALLEY METROPOLITAN PLANNING ORGANIZATION

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Ansonia	Easton	Shelton
Bridgeport	Fairfield	Stratford
Derby	Monroe	Trumbull
	Seymour	
Greater Bridgeport Transit (GBT)		
Valley Transit District (VTD)		

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DEEP have an agreement in place that describes the respective roles and responsibilities for air quality related transportation planning in the Bridgeport-Stamford Urbanized Area. Both the MTP and TIP must conform to air quality goals and advance the attainment of National Ambient Air Quality Standards for Ozone and fine particulate matter (PM2.5).

In 2008, an agreement was executed between the GBVMPO, the South Western Region MPO, the Housatonic Valley MPO, the New York Metropolitan Transportation Council, and the North Jersey Transportation Planning Authority that covers the coordination of transportation planning within the federally designated New York Metropolitan Transportation Management Area. As part of this MOU, these agencies exchange planning documents and meet to discuss transportation projects and programs affecting the entire area. Revised MOUs for agency name changes and adding additional agencies were endorsed by MetroCOG and NVCOG in 2017 and 2020. The additional agencies include the Capitol Region Council of Governments (Hartford), Lehigh Valley Planning Commission (PA), Lower Connecticut River Valley Council of Governments, and the Orange County Transportation Council (NJ).

Prior to 2016, the Greater Bridgeport and Valley Planning Regions developed separate but complementary planning products. Beginning in 2016 the FHWA requested that the MPO begin developing a single set of planning products, which includes the UPWP, TIP, MTP, and public participation planning.

The GBVMPO proactively maintains the Public Participation Plan, Title VI Program, and Limited English Proficiency Plan. These documents stipulate all members of the public are provided with the opportunity to review and comment on MPO plans, programs, and projects. These documents also ensure that the transportation planning process is consistent with, and conforms to, Executive and US DOT orders on Environmental Justice, including identifying disadvantaged areas and households with limited English proficiency. The most recent versions of these plans were adopted by the GBVMPO in 2023.

### Transportation Planning Process & Program of Projects

As the federally designated transportation planning agency for the Greater Bridgeport & Valley Metropolitan Planning Regions, the GBVMPO conducts a Continuing, Cooperative, and Comprehensive transportation planning process. A “Continuing” process enables changes in the transportation system to be assessed, monitored, and considered. A “Cooperative” process involves local, state, and federal agencies, as well as the general public, in the development of transportation alternatives, soliciting input, achieving mutual support, and considering community concerns. A “Comprehensive” process ensures that all transportation modes are considered, system impacts are assessed, and recommended transportation projects relate to the surrounding environment. The “3-C” process is guided by federal regulations, through the MAP-21, FAST Act and Bipartisan Infrastructure Law (BIL) authorizations.

#### The primary tasks of the GBVMPO’s Transportation Planning Process are:

- Task I: Data Collection, Analysis & Applications
- Task II: Multi-Modal Transportation Planning
- Task III: Technical Assistance
- Task IV: Public Participation
- Task V: Administration
- Task VI: Special Planning Studies

## Justice40 & Transportation Equity

The Justice40 Initiative has committed the federal government to the goal of allocating 40 percent of the overall benefits of certain federal investments to disadvantaged communities and those that are marginalized, underserved, and overburdened by pollution. Programs funded through the Bipartisan Infrastructure Law (BIL) are included in the Justice40 Initiative. The GBVMPO will continue to develop strategies that strengthen Title VI, Environmental Justice, and Justice40 initiatives in projects, plans, and policies; and strategies that advance racial equity and support underserved and disadvantaged communities. The GBVMPO will ensure that Transportation Equity is observed throughout all phases of project development. **Strategies to ensure Transportation Equity include:**

- Improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities.
- Plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management.
- Reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors.
- Offer reduced public transportation fares as appropriate.
- Target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services.

## 2021 Planning Emphasis Areas

In addition to Justice40, the FHWA, and FTA announced additional planning emphasis areas in 2021. These include:

**2020 Census:** Monitor announcements made regarding urban areas and implications to Transportation Management Areas (TMAs).

**Complete Streets:** A complete street network equitably prioritizes safety, comfort, and connectivity for all people who use the street network. The MPO should identify

activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities and ensure a complete travel network for those without access to a single-occupancy vehicle, including in those communities who have historically experienced disinvestment.

**Data forecasting:** For urbanized areas with more than 1 MPO, consistent data should be used across the UZA. The Bridgeport-Stamford UZA is made up of multiple MPOs: In addition to the GBVMPO, these include Housatonic Valley, Naugatuck Valley, South Central and Southwestern.

**Certification Review Findings:** Include activities to address identified recommendations and corrective actions from the 2022 certification review (this UPWP indicates the subtask items that address certification review findings).

**Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future:** Identify barriers/opportunities for deployment of fueling and charging infrastructure; evaluate opportunities to reduce GHGs by reducing SOV trips, increase access to public transportation and shift to lower emission modes of transportation; identify transportation system vulnerabilities to climate change impacts and evaluating potential solutions.

**Public Involvement:** Integrate Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices.

**Planning and Environment Linkages (PEL):** Implement PEL as part of the transportation planning and environmental review processes.

**Consider equitable and sustainable practices** while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations.

**Housing coordination and planning:** Encourages and promotes the safe and efficient management, operation, and development of transportation systems to better connect housing and employment. Encourages MPOs



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## PLANNING FACTORS

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to consult officials responsible for housing. Requires the planning process to consider projects and strategies that promote consistency between transportation improvements and housing patterns (in addition to planned growth and economic development patterns). Recommends housing/population distribution as a component in scenario planning. In a TMA, permits the transportation planning process to address the integration of housing, transportation, and economic development strategies through a process that provides for effective integration, including by developing a housing coordination plan. The GBVMPO shares a TMA with the Southwestern MPO.

The 2024-2025 UPWP has integrated these emphasis areas into the UPWP's sub-tasks.

In fiscal years 2022 and 2023, the transportation planning process considered the impacts of the global **COVID-19 pandemic** on the transportation system.

Specific tasks included the following:

- Tracking and monitoring changes in travel patterns across all modes.
- Maintaining inventory of regional and local transit assets.
- Assisting with local, regional, and statewide recovery efforts.

The GBVMPO will continue to maintain a regional inventory of transit assets and will consider the impacts of the pandemic during data analysis and as transportation decisions are made.

### Transportation Planning Issues & Goals

A “balanced” transportation system is the primary goal of the transportation planning process. It is important to preserve and maintain essential infrastructure and services, while making the system operate as safely and efficiently as possible. It is equally critical to enhance the equitable mobility of people and goods by increasing choice, access, and convenience, while selectively and strategically expanding transportation capacity. The tasks, objectives and activities within the UPWP reflect

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and nonmotorized users.
3. Increase the security of the transportation system for motorized and nonmotorized users.
4. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
5. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
6. Increase the accessibility and mobility of people and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
10. Enhance travel and tourism.

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the **ten planning factors** that federal legislation requires MPOs to consider and provides a framework for the transportation planning process and for making transportation investment decisions. The GBVMPO's most current MTP—the goals and objectives of which complement the federal planning factors— provide further guidance on the agency's work program

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## Aligning the UPWP with the MTP

The [Metropolitan Transportation Plan \(MTP\)](#) anticipates future transportation needs and identifies strategies to accommodate existing travel, improve current transportation system efficiency, meet growing travel requirements, and improve mobility. The MTP is consistent with anticipated funding levels for both highway and transit improvements. The regional goals developed through the MTP outreach process can be found on the next page – these goals align with national goals and the state’s vision for the transportation system. UPWP tasks reflect many of the issues and deficiencies that were identified in the draft 2023-2050 MTP. The GB-VMPO’s transportation planning process utilizes significant data resources and GIS analysis described in Task I and is informed by the public participation, Title VI, and LEP process detailed in Task 4.

**Highways, Roads & Bridges:** Coordination with CTDOT and municipalities to monitor the condition of assets and system performance. Participate in I-95 PEL and identify areas for corridor studies. Assist with funding opportunities and furthering state and federally funded transportation projects to completion. Identify opportunities for Transportation Demand Management (TDM), operational upgrades, access management, and mitigating impacts on air quality.

**Active Transportation:** Integrate Complete Streets approach into local, regional, and statewide transportation plans, policies, and projects. Participate in statewide and local efforts and funding programs that support safer streets, Vision Zero, traffic calming, and encouraging nonmotorized forms of transportation. Identify and assist in furthering projects that will provide the equitable distribution of context sensitive bicycle and pedestrian facilities, including multi-use, off-road paths. Maintain existing active transportation planning products.

**Bus:** Work with GBT and VTD on capital and operational plans and strategies to improve connectivity across all modes, frequency, facilities, bus shelters and amenities. Evaluate options for shared micro-mobility and equitable

alternatives to traditional fixed-route bus and demand response service. Continue working toward a resilient, zero-emission bus fleet balanced with the continuing evolution of the industry. Evaluate fare structure equity and statewide integration.

**Rail:** Identify facility, station, service and connectivity improvements to NHL and WBL. Participate in the New Haven Line High-Speed (Fairfield to Stratford) Planning and Environmental Linkages (PEL) Study. Assist municipalities and CTDOT with station parking needs.

**Ferry/Aviation:** Assist Bridgeport and Connecticut Port authorities with improvements to Bridgeport Harbor consistent with the City’s Waterfront Plan. Work with Bridgeport-Sikorsky airport to develop strategies for appropriate services.

**Freight:** Participate in statewide freight planning, project development and data maintenance. Identify freight supportive land uses and truck parking locations.

**Safety, Operations & Emerging Technologies:** Maintain Regional Transportation Safety/Safety Action Plans and participate in statewide safety planning. Monitor and analyze crash data to determine the High Injury Network and Crash Hot Spot locations. Utilize a Safe System and Vision Zero approach in developing and identifying safety countermeasures. Continue to participate in DEMHS Region 1 emergency management planning; identify critical facilities and vulnerabilities in the transportation system. Maintain and continue to develop a comprehensive transportation GIS database. Monitor evolution of the CAV industry and consider integrate CAV supportive elements in transportation projects and plans.

**Resilience & Mitigation:** Monitor federal, regional, state and local efforts in planning for and implementing projects that will strengthen resilience to climate change, reduce stormwater and mitigate air quality. Utilize the most up-to-date sea level rise projections in the transportation planning process. Update the Regional Natural Hazard Mitigation Plan. Determine improvements necessary to support Electric Vehicles.

**Performance Measures & Targets:** Assess plans, policies and projects for how they will help the state achieve performance targets. Continue to develop staff reports on existing system performance and future targets.

**Congestion Management Process:** Maintain the Congestion Management Plan (CMP) and assess impact of

completed projects on congestion in the region. Continue TMA-wide coordination.

**Fiscal Constraint:** Maintain fiscal constraint and monitor federal and state sources to fund transportation.

## GOALS FOR THE GBVMPO REGION (2023-2050 MTP)

### 1. Promote Safety Across all Aspects of the Transportation System.

- a. Work towards zero traffic deaths and serious injuries regionwide.
- b. Incorporate targeted safety countermeasures into the multimodal transportation system.

### 2. Bring all Regional Roads and Infrastructure to a State-of-Good-Repair.

- a. Build resilience into the system to lessen the impacts of roadway events.
- b. Evaluate and enhance how the right-of-way is utilized.

### 3. Increase the Efficiency and Reliability of all Transportation Modes.

- a. Improve implementation project delivery time by reducing project delays.
- b. Increase the frequency and reliability of public transit.
- c. Reduce vehicular congestion by implementing the Congestion Management Process (CMP).
- d. Facilitate the movement of goods and services through diverse transportation modes.
- e. Advance the use of data and technology throughout transportation infrastructure and systems.

### 4. Bolster Interconnected, Public Transportation across the Region and Strengthen Access to Economic Opportunity Centers.

- a. Foster an efficient, reliable, and inter-modal regional public transportation network.
- b. Identify opportunities for public transportation to support local economic development.
- c. Strengthen first- and last-mile connections and services

### 5. Ensure Data-Driven Transportation Investments with Equitable Benefits to all Users.

- a. Promote affordability and equitable access to public transportation in the region.
- b. Prioritize transportation investments in historically disadvantaged census tracts and areas of persistent poverty.
- c. Identify opportunities to mitigate transportation related adverse health outcomes.

### 6. Provide Shared/Active Transportation Initiatives that Strengthen First- and Last-Mile Connections.

- a. Expand, maintain, and improve accessible pedestrian infrastructure and amenities.
- b. Increase mobility choice and access to greenways, trails, and bike lanes.
- c. Support micro-mobility, shared transportation, and encourage flexibility as innovative services become available.

### 7. Promote Resilience and Environmental Sustainability within the Transportation System.

- a. Support reduced and zero-emissions transportation.
- b. Ensure transportation infrastructure is prepared to withstand the effects of climate change.

# TASK I: DATA COLLECTION, ANALYSIS & APPLICATIONS

## 1.1 Regional GIS

Continue to update and maintain the Regional GIS Basemap developed through the 2012 Office of Policy and Managements Regional Performance Incentive Program (RPIP) grant award, which is the basis for numerous transportation datasets. Continue to refine the local and regional funding mechanism to maintain GIS base data and explore options for data development, including oblique imagery acquisition, and maintenance coordination amongst partner agencies.

Continue to maintain and update parcel, right-of-ways, zoning, land cover (planimetrics) and land-use data to support parcel-level analyses, network analyses and the development of an activity based, land use and transportation model. Coordinate with CT DOT Central Surveys with the maintenance of GIS right-of-way datasets. Coordinate with member municipalities with the maintenance of local GIS parcel, right-of-way, zoning datasets and assets. Develop parcel-based land-use standardization process to develop regional land-use dataset.

Coordinate with the CT GIS Office and Geographic Information Officer to utilize the most up to date, verified datasets, including municipal boundaries. Municipal boundaries with improved accuracy are critical to numerous policy, design, construction and safety programs.

Continue to maintain a regional trail viewer built on AGOL platform. Continue to collect trail data utilizing the state standard that was developed through coordination with other COGs as well as state and local agencies.

Building off the 2012 OPM RPIP grant, MetroCOG has developed a 3D basemap for the region that can now be utilized in a variety of applications in ArcGIS Urban. ArcGIS Urban is a web-based solution that utilizes 3D data for urban planning. MetroCOG will work with municipal staff to develop web applications to assist with scenario planning, public outreach and engagement.

## Products

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Regional GIS base map. Planimetrics, Parcels, Right-of-Way, Aerial Imagery, Street Level Imagery, Elevation, Survey Control, Addresses

Regional, multi-modal Transportation GIS. Sidewalks, Bus Routes, Signals, Signs, Guardrails, Noise Barriers, Bridges, Culverts, Stormwater Infrastructure, Street Centerlines, Rail

Regional ArcGIS Urban planning environment

Regional trail web application

Interactive maps on website (Story Maps, Web Maps, & Web Applications)

Traffic Counts, Turning Movement Counts, data summary reports, traffic volume and travel time profiles included within Transportation GIS dataset

Transportation system data clearinghouse and potential automated data sharing with CTDOT.

Travel demand model

Performance measures and targets

Freight inventory

Brownfields Inventory

Congestion Management Process

536 Report on local road improvements

Coordinated MS4 Mapping elements

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Maintain data on significant conservation areas, sensitive habitats and protected open space to identify opportunities to reduce or mitigate the stormwater impacts of surface transportation and potential non-motorized linkages.

Continue to update and maintain a brownfields inventory that is made accessible to town staff via a web application.

Coordinate with member municipalities and CT DOT Environmental Planning with the mapping elements of the CT DEEP MS4 permit.

**Integrate 2020 census data and other federally developed GIS data to inform the transportation planning process:**

- Develop regional and local profiles with 2020 Census data.
- Complete comparative analysis on previous UZA and TMA designations and boundaries and develop visual models or applications for review.

## 1.2: Transportation GIS

**Maintain roadway geometry, roadway assets and travel data as part of the Regional GIS:**

- Coordinate with the CTDOT Roadway Inventory Unit in the maintenance of the statewide roadway Linear Referencing System (LRS) network. Work with the Department of Public Safety to align the 911 road database with the CT DOT roadway network. Utilize the CT GIS Office and GIO to improve coordination with these agencies
- Maintain and incorporate Rights-of-Way data into local parcel data.
- Continue to build and update parking space dataset. This data is made available via a web application that has been shared with member municipalities.
- Assist member municipalities with the evaluation of local culverts for inclusion within the Local Bridge program or the NBI Program. Culvert and Bridge Data to be developed in coordination with CT DOT utilizing their Transportation Enterprise Database (TED)

**Work with CTDOT to assess highway performance and include statewide travel assumptions:**

- Utilize the 2023 Bridgeport-Stamford TMA Congestion Management Process (CMP), transportation datasets and Intelligent Transportation Systems (ITS) to assess and report on safety and congestion management issues. Integrate detailed traffic data to analyze transportation system usage and assess opportunities for safety improvements.

- Integrate travel data (counts and turning movements) into the regional GIS; provide travel data generated from local and regional transportation planning projects and corridor studies to CTDOT for inclusion in the development of AADT's and VMT's for non-state roadways.

Develop and maintain a travel demand model; use advanced traffic modeling software in conjunction with GIS to assess projected land uses in the region, identify major growth corridors and analyze related transportation improvements.

**Integrate parcel level data, land use, and census data to support activity-based modeling:**

- Assess traffic operations, performance and patterns to determine existing and future operating conditions.
- Coordinate with regional businesses to refine commuting data.
- Prepare regional demographic/economic profiles.
- Coordinate with Councils of Governments, transit agencies and NYMTC for compatibility among travel demand models.

**Continue to support and compile transit data and assets into the Regional GIS:**

- Maintain and update route alignments, service areas, stop locations, amenities and ADA facilities.
- Integrate census, employment and business data to support GBT's Title VI, LEP and EJ Programs.
- Develop a transit demand model to evaluate existing local bus route performance and assess future service improvements.
- Develop and utilize a transit needs assessment model; integrate ridership data to spatially identify attractors, generators, barriers and constraints to transit services and to identify gaps in access to essential services.
- Leverage GIS for advanced analysis during the implementation of regional transit ITS infrastructure development.

### **Continue to support and compile active transportation data and assets into the Regional GIS:**

- Continue to collect remaining trail location data as well as associated point datasets for use within the regional trail viewer. Staff will use the ArcGIS collector application and the statewide trail standard, to facilitate the collection of new features as well as edit existing features and push the information up to AGOL in real time.
- Integrate pedestrian and bicyclist counts.
- Conduct a pedestrian and bicycle suitability analysis by identifying existing data to represent attractors, generators and barriers.
- Maintain the multimodal network, with a focus on transit and other high traffic facilities. Incorporate ADA Ramps, other ADA compliant features and various pedestrian infrastructure.

### **Continue to utilize the Regional GIS for freight planning:**

- Work with CTDOT and other stakeholders to compile a freight inventory, including an inventory of existing conditions, barriers, connections (or needed connections) between various modes of freight and redundancy routes.
- Integrate as a layer in the Regional GIS to support analysis, identification of improvements and performance measures.
- Use GIS to inform current and potential future freight movement within the region. Develop any GIS data necessary to accomplish this.
- Work with CTDOT, NYDOT, NJDOT and TRANSCOM to monitor and assess the movement of freight and to improve analyses tools and models.

Utilize data from the Connecticut Crash Data Repository to update the High Injury Network and Crash Hot Spots in the Regional Transportation Safety Plan.

Identify areas on the High Injury Network for potential funding through the Safe Streets and Roads for All (SS4A) Grant Program.

Support comprehensive transportation planning by incorporating demographic, land use, economic development, conservation, public safety, environmental, natural

hazard data and other mapping from the Regional GIS Program into the planning process. Utilize all possible data to understand deficiencies and needs in improving the safety and efficiency of the transportation systems. Analyze and report on transportation system use, mobility and safety.

## **1.3: Data Collection**

**Regional Traffic Counting Program** (roadway and vehicular data collection): Collect traffic count, turning movements, speed and vehicle classification data as needed for program and project studies and incorporate into transportation GIS dataset.

- In 2020, MetroCOG purchased two Miovision Scout Collection Units. Miovision Scout is a fully connected, portable video traffic data collection device used for unattended field operations.
- MetroCOG will utilize the collection units to gather traffic counts, turning movement counts, and travel times for our member municipalities, corridor studies and other transportation programs and projects. To bolster and increase data collection activities that support regional projects, 2 additional Scout units were purchased in 2022.
- Through this program, MetroCOG will provide CTDOT with all data collected to assist with developing VMTs.

**Monitor highway performance and operations, including delay and travel time using virtual techniques and outside vendors, consistent with CTDOT congestion management procedures and as needed.**

- Incorporate and compile monthly NPMRDS data from Inrix into GIS data layers, analysis and reporting.
- Evaluate the procurement of NPMRDS Expansion TMC data to obtain similar metrics on local and other roadways as available on NHS segments within NPMRDS.

Upon availability, utilize StreetLight Data and Insight Program to analyze local and regional travel patterns. Continue to assess the reliability of the application for state and local transportation planning programs and projects.

Utilize crash data from the Connecticut Roadway Safety Management System, Connecticut Crash Data Repository and local police departments to inform the Regional Safety Action Plan and graphically identify hotspots, high-risk areas, countermeasure approaches, and safety analyses for other plans and projects.

#### **Transit data collection:**

- Continue to coordinate transit data collection and analysis with Greater Bridgeport Transit, including bus ridership data from GBT's CAD/AVL system – daily, monthly by route; develop enhanced access queries for reporting and assessment of operations.
- Conduct field surveys and inventory of bus stops and transit amenities.
- Inventory and survey New Haven mainline stations and structures.
- Support the analysis of future regional ride sharing programs and microtransit solutions.
- Maintain inventory of local and regional transit assets/operators and share with DEMHS Region 1 periodically.

#### **Active Transportation data collection:**

- Monitor bicycle and pedestrian activity on trails.
- Survey the condition of the sidewalk network and other active transportation facilities (locations to be determined).
- Monitor usage of various active transportation facilities (locations to be determined).
- Coordinate with the City of Bridgeport and Town of Fairfield (and other municipalities if applicable) to understand utilization of each respective shared micro-mobility program.

#### **Freight data collection:**

- Work with CTDOT and other stakeholders to identify data collection needs.
- Work with CTDOT, outside vendors and stakeholders to identify sources of freight data, monitoring freight performance and data collection procedures.
- Obtain and compile basic data on freight stakeholders, generators, movements and facilities in the

Region through CTDOT's statewide dataset and other secondary sources.

#### **Parking Counts:**

- Collect commuter parking counts on a quarterly basis using a web application developed by CTDOT in ArcGIS Online.
- Assist municipalities with collecting parking patterns and behaviors, as needed.
- Track rail commuter lot usage, parking patterns and permit usage in local transportation centers.
- As necessary, collect parking counts around trail areas.

#### **Refine data collection processes:**

Create a standardization system and manuals that outline data collection methods for the region that address classifications, collection systems, and other elements like metadata formatting; provide databases to all member municipalities.

Develop automated tools for data collection to support seamless upload into the Regional GIS.

Continue to require consulting firms to provide GIS data collected through studies and projects in a standard format for upload into the Regional GIS.

Continue to request transportation relevant data from transportation sources like Streetlight, Synchro, etc. developed and analyzed by consultants through studies and projects.

### **1.4: Intelligent Transportation Systems (ITS)**

Review, maintain and update the regional ITS architecture, as necessary.

Utilize the ITS architecture to assess performance, effectiveness and the need for future improvements.

Work with GBT, municipalities and adjacent regions to identify ITS improvements, funding sources and opportunities to integrate the ITS of other transit providers.

Work with the Federal DOT, CTDOT, NYS DOT, MNR and transit agencies to implement transit and transpor-

## Task I: Data Collection, Analysis & Applications

	Fiscal Year 2024: July 1 <sup>st</sup> , 2023 - June 30 <sup>th</sup> 2024				Fiscal Year 2024: July 1 <sup>st</sup> , 2024 - June 30 <sup>th</sup> , 2025			
Task	Q1 Jul-Sep	Q2 Oct-Dec	Q3 Jan-Mar	Q4 Apr-Jun	Q1 Jul-Sep	Q2 Oct-Dec	Q3 Jan-Mar	Q4 Apr-Jun
1.1	REGIONAL GIS: ALL QUARTERS							
1.2	TRANSPORTATION GIS: ALL QUARTERS							
1.3	DATA COLLECTION: ALL QUARTERS							
1.4	INTELLIGENT TRANSPORTATION SYSTEMS: ALL QUARTERS							
1.5	PERFORMANCE MONITORING, METRICS & MODELING: ALL QUARTERS							
1.6	DATA CLEARINGHOUSE, SHARING & COORDINATION: ALL QUARTERS							
1.7	GEOSPATIAL TECHNICAL ADVISORY COMMITTEE: ALL QUARTERS							

tation linked ITS infrastructure, especially coordination between the highway system and Metro-North railroad. Utilize ITS infrastructure as a tool for disseminating emergency management information throughout the region. Coordinate and collaborate with TRANSCOM on the implementation of region specific ITS notifications.

### 1.5: Performance Monitoring, Metrics & Modeling

Coordinate with CTDOT in setting performance measures and targets. Continue a performance-based assessment of transportation investments. Link investment priorities to achieve performance targets, including projects and strategies identified in the TIP and MTP.

Collect performance measure data, as required by the BIL, future authorizations and CTDOT.

Utilize travel demand modeling and high-quality GIS data to assess transportation system performance.

Evaluate the condition and performance of the transportation system; utilize findings to inform the CMP.

Monitor the operating characteristics of the region's transit services, including paratransit/dial-a-ride services.

Monitor the operating characteristics of passenger and freight rail service, with emphasis on the interface between rail and other modes.

Monitor passenger rail ridership data, operations, performance, and project status through regular communication with CTDOT Office of Rails and MetroNorth.

Explore future opportunities of acquiring "big data" through other third-party vendors to develop transportation metrics, inter-zonal trip tables, trip origin-destination matrices, and inter-zonal speed tables.

Support performance-based planning and maintain performance measures and target data.

### 1.6: Data Clearinghouse, Sharing & Coordination

Collaborate with state agencies, MPOs, transit agencies and TRANSCOM on data collection, storage, analysis, analytical tools, performance monitoring and measures and the development of a data sharing platform. Continue to strengthen the 3C planning process by coordinating data collection and analysis across the TMA.

Serve member municipalities, the region, state agencies and other COGs by acting as a clearinghouse for GIS data management best practices. Work within state professional GIS and related organizations to develop and maintain data standards relevant to Local, Regional and State Transportation GIS programs.

Coordinate with the state GIS Office to provide datasets that can be compiled and shared at the state level. Par-



ticipate on the CT GIS Advisory Council to guide GIS initiatives in the state. Unify datasets, processes and data maintenance techniques to achieve consistency across state, local and other organizations through expanded coordination amongst partner agencies.

Inform the public and partner agencies by presenting data and spatial analyses through maps, online and mobile mapping applications, Story Maps, infographics and other innovative visualization methods.

Continue to develop an Open Data Portal in ArcGIS Online to facilitate the sharing of MetroCOG Regional and Transportation GIS datasets.

Continue ongoing regional GIS consortium services where cities and member agencies share costs, leverage economies of scale, optimize resources, and develop standardized data collection methods.

Continue to utilize regional Laserfiche license to provide document management and streamline workflows for member municipalities.

Provide FHWA, FRA and FTA with more accurate locations of bridges, railroad crossings and other GIS elements to update the National Transportation Atlas Database.

Coordinate with NYMTC, NJTPA and other transportation agencies on data-sharing through the ArcGIS Hub.

#### **CTDOT Coordination:**

- Work directly with CTDOT to help define future enhancements to their Transportation Enterprise Database (TED). Expected future enhancements include the development of processes to feed our Transportation GIS data directly to TED helping CT DOT drive better data driven, performance-based decision making on all roads.
- Assist CTDOT in obtaining information from local municipalities to complete the 536 Reports on capital expenditures on local roads.
- Provide all transportation data collected through projects and planning studies to CTDOT.
- Assist CTDOT with revisions to and updates of its

Land Use Forecast files and major new development file.

- Coordinate with CTDOT to integrate all transportation improvements projects into regional GIS database.
- Coordinate with CTDOT to integrate Right-of-Way data into local parcel datasets.
- Coordinate with Municipalities and CTDOT regarding the MS4 Program.
- Utilize CTDOT enterprise GIS services to develop customized web applications.
- Provide CTDOT any localized transportation data to include and host in their Open Data portal.

### **1.7: Geospatial Technical Advisory Committee (GTAC)**

Convene and hold meetings of the Geospatial Technical Advisory Committee (GTAC) to guide development and expansion of the Regional GIS Program. Meetings will take place several times throughout the year when coordination is needed.

Provide coordination, support services and technical assistance, as necessary, to the GTAC.

Involve various interested stakeholder groups.

## TASK II: MULTI-MODAL TRANSPORTATION PLANNING

### 2.1: Multi-Modal Transportation System Investment & Project Development

Preserve the existing transportation system, maintain a state of good repair and improve multi-modal access/connectivity.

Establish and refine transportation system priorities (across all modes) that align with major growth corridors, construction of affordable housing and projected, sustainable land uses. Reduce connectivity gaps in the multi-modal transportation system, especially as it may impact equitable access to essential services, employment and affordable housing

Coordinate with municipalities, GBT, VTD, and other stakeholders to develop strategies that focus on mobility, safety and connectivity within the multi-modal transportation system, especially first and last mile connections.

Serve as the liaison between CTDOT and member municipalities to identify capital and operational improvements and priority projects that will preserve and improve the existing transportation system. Consider connected and autonomous vehicle needs in the project development process.

Assist member municipalities with determining state and federal project eligibility, project development, regional review and prioritization. Funding sources include but are not limited to STP-BS, CMAQ, TAP, TRIP and LOTCIP. As projects are selected for funding, work with sponsors to monitor schedules and ensure advancement. Identify opportunities to leverage funding streams in support of regionally significant projects.

Develop and maintain short- and long-term transportation plans, including the Metropolitan Transportation Plan (MTP), Transportation Improvement Program (TIP), and Plan of Conservation and Development (POCD).

Support a performance management approach to the transportation planning and programming process

## Products

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Metropolitan Transportation Plan  
Regional Safety Action Plan  
Transportation Improvement Program, amendments and actions  
Congestion Management Process  
Regional Active Transportation Plan  
Local/Regional Complete Streets Plans  
Transit Oriented Development Plans  
Natural Hazard Mitigation Plan  
Performance Measures and Targets  
Air Quality Conformity  
Transportation Demand Planning and Land Use  
Capital Needs Planning  
Intelligent Transit Systems  
Coordinated Public Transit Human Services  
Transportation Plans

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Strengthen the resiliency of the transportation system to natural hazards and public health emergencies.

### 2.2: Transportation Safety

Further multi-modal safety planning in the region and the agency's commitment to Vision Zero.

#### Maintain the Regional Safety Action Plan:

- Hold bi-monthly-quarterly meetings of the Safety Planning Subcommittee.
- Prepare and disseminate annual report.
- Biannual/quarterly safety data analysis:
- Establish base line performance and update regularly to evaluate safety improvements.

- Utilize GIS and the Connecticut Crash Data Repository to update the High Injury Network and Crash Hot Spots.
- Determine regional trends and issues through data/graphical analysis, with a focus on crashes involving vulnerable road users.
- Assist member municipalities with the identification of safety needs and safety improvement projects on local roads.
- Integrate appropriate elements of the Regional Transportation Safety Plan into the Regional Safety Action Plan.
- Utilize the Safety Action Plan in the project selection process and document how projects will support achievement of safety performance targets (2022 Certification Review Recommendation 18, Transportation Safety and Security, see Appendix A).
- Begin planning for a 5-year, comprehensive update (2022 approval, 2027 update)

Review CTDOT's Strategic Highway Safety Plan (SHSP), Highway Safety Improvement Plan (HSIP) and Highway Safety Program for recommendations and countermeasures relevant to the region and municipalities.

Maintain consistency with the Metropolitan Transportation Plan and related plans that address multi-modal transportation safety.

Monitor, review, and support statewide policy recommendations developed within Connecticut's Vision Zero Council and its member organizations for transportation safety related legislation and laws

Utilize all planning products to initiate a regional safety improvement program and identify low cost, effective measures to reduce crash frequency and severity across all modes.

Continue to distribute information about state and federal funding opportunities for transportation safety improvements, training, technical assistance, and data analysis. Provide application and project development assistance as needed.

Integrate safety into plans and project development. Identify strategies to equitably improve system safety, security and resiliency

## 2.3: Roadways & Congestion Management Process

**Use and follow the Congestion Management Process (CMP) developed in FFY 2019 and updated in FY2023 to monitor congestion and highway system performance. The CMP reflects the six congestion management process elements:**

- Determine the CMP network in the region for both the highway and transit networks;
- Define congestion – measured parameters and thresholds;
- Develop strategies to address congested links: geometric, operational and travel demand related.
- Implement strategies: short and long term (include in MTPs and TIPs)
- Monitor network: collect and assess data to determine where any improvements have resulted
- Share specialized traffic information with CTDOT's Traffic Analysis Unit.

Prepare CMP strategy reports that include regional and multimodal options.

Continue to coordinate CMP activities with all MPOs in the Bridgeport-Stamford Urbanized Area (as well as CTDOT, NYMTC and NJTPA) to produce a TMA-wide congestion management process, including data-sharing and development of mutual objectives and performance measures.

Assess the highway network, evaluate operational and management strategies and identify projects to improve the performance of the existing transportation system.

Monitor the autonomous/connected vehicle industry, evaluate state/federal policies, and identify improvements to support existing technologies and strategies as the industry evolves.

Monitor the state's Transportation Asset Management Plans to identify state of good repair needs in the region.

Encourage and support strategic circulation and operational improvements that can reduce roadway inefficiencies, such as access management, shared parking, bus turnouts, modern roundabouts and turn lanes.

Participate in the Planning and Environmental Linkages study for I-95 between Bridgeport and Greenwich; continue to cooperate with CTDOT on various congestion management systems.

## 2.4: Local Public Bus & Bus Facilities Technical Assistance

Continue working with GBT and VTD in refining regional public transportation priorities. Utilize priorities to determine project scopes, prepare applications and evaluate proposals. As projects are selected for funding, assist with capital funding pursuit, programming, and advancement. Assist with securing funding to program/implement priority projects.

### **Provide technical assistance to GBT and VTD to plan for fixed route (GBT) and demand response/paratransit services, working towards seamless connections between all modes of transportation and operational and capital improvements.**

- Assess mobility gaps, identify opportunities to enhance service and improve the coordination of inter-regional and intra-regional transit services.
- Work towards the development of new service delivery models to meet mobility needs not efficiently addressed with traditional fixed route service.
- Evaluate bus connections to rail services, intermodal facilities, intercity bus service and other customer centric modes.
- Coordinate with neighboring MPOs on strengthening the connectivity between transit districts and CTTransit.
- If selected, assist GBT with the FTA's Areas of Persistent Poverty Program funded project proposal. Ongoing review to identify connectivity, scheduling, service span, and frequency gaps in access to employment centers, affordable housing, education, health care and recreation (essential services) and plan for

short- and long-term solutions. Assist in the pursuit of funding for the implementation of new services.

- Evaluate MicroTransit and transportation network company (TNC) solutions to address gaps in service areas/hours. Assist GBT and VTD with the development of service plans for MicroTransit services.
- Assist GBT, VTD, and CTDOT in the upcoming statewide fare project which will address one of the known barriers to seamless public transportation in the region.
- Work with GBT, VTD, NVCOG, CTDOT, and communities along the Waterbury Branch line to enhance coordination between local bus services and rail schedules, ensure adequate service access and improve the transit experience along the Route 8 corridor, and assist in marketing efforts aimed at bus riders who would benefit from the WBL.

Assist in the development of mapping and select spatial analyses associated with transportation planning, Title VI, and LEP populations.

Work with GBT, VTD, and CTDOT and adjacent transit districts in programming and implementing recommendations from completed transit studies and integrating priority projects into the MTP.

Assess expansion of the Go CT Card to transit districts.

Assist GBT and VTD with revising and updating its various capital financial plans, 10-year capital improvement program, Transit Asset Management (TAM), and Public Transit Agency Safety Plans (PTASP).

Advance the transition of the region's fleet of public transportation rollingstock to zero-emission buses and the associated facilities and charging infrastructure. Identify opportunities to ensure equitable distribution, system resilience, and alternative power sources.

Work with GBT to identify suitable locations for a new administrative facility, bus depot and bus maintenance center including satellite charging facilities.

Assist with maintaining, updating and measuring the progress in service design and implementation. Provide technical assistance, support and coordination services, as needed, for local and regional transit advisory com-

mittees, public officials, stakeholder organizations, and non-profit transportation providers.

Include GBT and VTD in the public participation component of the development of the Regional Transportation Improvement Program (TIP).

Support the public transit system, livability, and equity by advancing context sensitive projects to improve safety, reliability, efficiency, accessibility and integration with the overall transportation network.

### **Bus Stop Safety, Security Amenities & Accessibility**

- Assist GBT and VTD in the implementation of bus stop, shelter and amenity installation throughout the region; participate in the CTDOT statewide shelter/amenity deployment program.
- Assess the safety of bus passengers throughout the system: at bus stop locations prior to boarding and after exiting. Identify barriers to safety and accessibility.
- Evaluate pedestrian paths to and from bus stops; identify stops not properly served by sidewalks, crosswalks or ADA facilities, and work to fill gaps in the network.
- Integrate pre- and post-boarding passenger safety issues and needs into the Regional Safety Action Plan. In coordination with GBT's facility guidelines, identify needed improvements and funding sources. These include reconstruction of the curb and bus stop area, relocation of the bus stop, removal of on-street parking spaces and obstructions, sidewalk enhancements, schedule and route change information, bus pull out areas, signage, and amenities.
- Assist with prioritizing bus shelter requests. Develop model bus stop and shelter parameters that can be applied to locations throughout the system.
- Assess opportunities for satellite transfer centers.

### **2.5: Human Service Transportation Coordination Planning**

Provide technical assistance to municipalities, GBT, VTD and other stakeholders with coordinating elderly and disabled transit services and programs and planning for human services transportation.

Continue to assist CTDOT in maintaining the Locally Coordinated Human Services Transportation Plan (LOCHSTP), which was adopted in 2021. This includes identifying gaps in system, developing strategies to address gaps, coordination with regional stakeholders and assisting with public outreach.

Coordinate grant applications and assist the Region's municipalities and paratransit providers with the FTA's Section 5310 program and the state's Municipal Matching Grant program for senior and disabled demand responsive transportation.

Assist VTD with planning and implementing a MicroTransit pilot program.

### **2.6: Commuter Rail & Facilities**

Evaluate New Haven Main Line and Waterbury Branch Line structures, amenities, facilities and parking to determine future improvements and identify funding mechanisms.

Assess bicycle and pedestrian linkages and facilities in station areas; develop strategies to improve the safety and accessibility of local non-motorized connections to rail stations, especially from bus stops. Identify and secure funds necessary for improvements.

Monitor, evaluate and develop strategies to address commuter rail parking needs. Develop plans to implement station-area parking enhancements, such as shared parking and connections to/from "park and ride" lots.

Participate in the NHL High-Speed (Fairfield to Stratford) Planning and Environmental Linkages (PEL) Study.

Coordinate with NVCOG and CTDOT to program and advance proposed Waterbury Branch Line improvements and enhancements.

Assist the City of Bridgeport with the Intermodal Transportation Center project and the development of a second rail station in Bridgeport's East Side.

Monitor the Northeast Corridor (NEC) Future planning program and other megaregional planning initiatives.

## 2.7: Transit Oriented Development

Partner with the State, municipalities and transit providers to leverage rail stations to drive new transit-oriented residential development targeted at commuters. Identify equitable transportation improvements that will support physical, social and economic linkages between educational institutions, employers, businesses, innovation districts and incubators.

Target major transportation corridors and key transit nodes in existing regional and town centers to create livable, mixed-use developments at a density that can be accommodated by the existing transit system (or with short to mid-term improvements).

Assess opportunities for the construction of complementary affordable and market-rate housing units within TOD target areas. Encourage pedestrian oriented, complimentary building design and complete streets/streetscape improvements by identifying best practices for zoning regulations and design guidelines.

Identify resources, such as federal and state funding, grants and public private partnership opportunities to incentivize and/or stimulate mixed-use/income transit-oriented development in suitable locations.

Continue to assess opportunities and feasibility of the Alt Modes Phase II study – through location analysis and an implementation guidebook for Ansonia, Derby/Shelton and Seymour. Includes parking utilization, zoning guidelines and suitability analysis.

Align land use and transportation planning: promote consistency between transportation improvements, employment, major growth corridors, affordable housing developments, future land uses, brownfields revitalization and historic preservation.

Foster compact development and leverage transit nodes in city and town centers to create walkable, mixed-use/mixed income districts that serve as “transit-oriented development nodes.”

## 2.8: Active Transportation Planning

Continue to assist in developing a comprehensive, coordinated regional trail network, including the Housatonic River Greenway, Naugatuck River Greenway, and the Pequonnock River Trail (PRT) with future linkages to the overall trail system, including the East Coast Greenway:

- Assist municipalities with identifying and applying for funding on designing and constructing trail segments.
- Identify safety improvements on roads utilized by bicyclists and pedestrians to access trails.
- Organize meetings and provide staff support for the quarterly meetings of the Naugatuck River Greenway Steering Committee
- Link local parks and open spaces by expanding local trail systems that connect to the regional trail network. Assess how regional and long-distance trails connect to multi-modal transportation facilities.

Continue to provide technical assistance to municipalities on implementing bicycle route networks (on and off-road), including evaluating proposed routes, project scoping and design, equipment needs, and consistency with guidelines/standards.

Assist CTDOT and municipalities in developing, implementing and maintaining plans for equitable active transportation, pedestrian safety and Complete Streets, including state plans, Fairfield’s Bicycle and Pedestrian Plan and Complete Street Policy, Bridgeport’s Complete Streets Plan and Stratford’s Complete Streets Plan:

- Safely and equitably accommodate motorists, pedestrians, and bicyclists on appropriate roadways.
- Identify gaps in the sidewalk network and evaluate against the High Injury Network and Crash Hot Spot maps developed through the Regional Safety Action Plan.
- Connect neighborhoods to parks, civic uses, commercial areas, and schools.
- Consolidate the bicycle and pedestrian plans for the Cities of Ansonia, Derby and Shelton and the Town of Seymour into an active transportation plan for the GBVMPO.

Investigate interest and/or develop a regional Complete Streets and/or Bicycle & Pedestrian for the member municipalities in the MetroCOG region.

Continue to assist interested municipalities and GBT with implementing a shared active transportation system that can ultimately be scaled to towns throughout the Region. This includes bike shares, scooter shares and other innovative forms of micro-mobility.

Research, review and evaluate the role active transportation facilities have in public health.

Continue participation and membership in the statewide Active Living Active Transportation Advisory Committee group organized by Capitol Region Council of Governments. Identify, share, and support opportunities for MetroCOG municipalities to utilize funding from DPH's SPAN Grant program to educate, enhance, and improve opportunities for community health improvements through active transportation strategies/initiatives.

Promote complete streets and active transportation plans, policies and projects that equitably improves livability, public health and walkability/bikeability throughout the region.

## 2.9: Freight Planning

Integrate freight considerations into the transportation planning process and identify opportunities for intermodal connections.

**Develop a report on regional freight that considers all modes of freight (vehicular, rail, air and maritime) and share data with CTDOT, FHWA and FTA (Certification Review Recommendation 20):**

- Maintain lists and develop GIS files of freight stakeholders and major freight generators in the region.
- Develop and maintain GIS data for freight supportive land use areas.
- Maintain the list and GIS file of system constraints for freight movements (multi-modal), i.e. local geometric challenges, local bridge height, weights, turning radii, etc.;

- Identify opportunities for truck parking/idling locations.
- Analyze freight issues and opportunities.
- Incorporate findings and recommendations into future MTPs.

Work with CTDOT in maintaining the state freight plan.

## 2.10: Aviation, Maritime & Traditional & High-Speed Ferry Planning

Support and help identify funding for investments for the Bridgeport-Sikorsky Airport and Bridgeport Harbor to increase utilization and enhance the economic competitiveness of the region.

Assist Bridgeport-Sikorsky Airport in planning for and identifying improvements and funding to support commuter airline services, meet corporate needs, and enhance safety, as requested.

Continue to work with the Connecticut and Bridgeport Port Authorities on implementing high-speed services from Bridgeport and other points in Connecticut to New York City.

## 2.11: Environmental Protection

Coordinate and undertake planning activities necessary to address critical environmental issues, including air and water quality, flooding, and contaminated brownfield sites.

Evaluate opportunities to integrate resilience and environmental mitigation strategies into the transportation planning process. Plan for equitable sustainable infrastructure that can adapt to climate change (Recommendation #24, Environmental Mitigation and Resiliency).

### Air Quality Conformity:

- Submit the Metropolitan Transportation Plan and Transportation Improvement Plan project lists to CTDOT for conformity determination; respond to comments as needed.
- Attend the Interagency Consultation Group meeting and submit concurrence form.

- Review and assess the results and findings of regional emissions analyses performed by CTDOT.
- Facilitate the 30-day public review by publishing CTDOT's analyses to the website, providing copies upon request and addressing any public comments.
- Approve and adopt the CTDOT air quality conformity determinations for Ozone and PM2.5 and forward determinations to CTDOT.

**For TIP/STIP amendments found to be non-exempt, follow the transportation conformity process.**

- Identify actions, in coordination with CTDOT, to mitigate the potential environmental impacts of transportation projects, especially those that occur in historically disadvantaged/underserved communities:
  - Assist in the planning and environmental linkages (PEL) process to identify environmental concerns in potential project areas.
  - Assess current and future impacts of sea level rise and climate change.
  - Continue integrating requirements per MAP-21, the FAST Act BIL and the Justice 40 initiative.
  - Identify green infrastructure elements that can be incorporated into transportation projects to reduce and manage stormwater runoff and reduce pollution.
  - Identify sensitive natural areas and protect regional assets, such as local watersheds, riparian zones, pollinators, regional water supplies, and wetlands, while promoting an integrated network of park and recreation areas throughout the Region.

Link the transportation planning and the National Environmental Policy Act (NEPA) processes. Identify the purpose and need for the action, assess alternatives, and eliminate actions that are not feasible.

Target brownfield assessment and cleanup funding to sites along transportation corridors with the greatest potential for redevelopment and reuse; assess the impact of future transportation system improvements on these sites.

Promote electric vehicles and alternative fuel usage across all modes. Identify necessary infrastructure to expand EV/alternative fuel usage and strengthen resilience. Monitor implementation of the State's EV plan.

(Recommendation #24, Environmental Mitigation and Resiliency).

Continue participation in the Governor's Council on Climate Change, Resilient CT (CIRCA) and Sustainable CT. As these initiatives produce deliverables, utilize deliverables to inform transportation planning products.

## 2.12: Metropolitan Transportation Plan

A major update of the Metropolitan Transportation Plan (MTP) occurred in FY 2023. The GBVMPO will maintain the 2023-2050 plan and will begin planning for an update of the MTP in mid-2026 to meet CTDOT's May 2027 deadline. The update addressed the following corrective actions and recommendations from the 2022 certification review (Appendix A).

- Corrective Action #3, CMP: A TMA-wide CMP was coordinated with SWRMPO.
- Recommendation #4, Financial Planning: Project costs were included inflation for their estimated year. The funding section explained how inflation was calculated for each time period.
- Recommendation #5, Financial Planning: The bus transit section was jointly developed with GBT and includes a discussion of how the operations investment is provided.
- Recommendation #10, Transit Planning: An intercity bus operator (Greyhound) was provided an opportunity to comment on the plan (a contact was identified for the MPO stakeholder list).
- Recommendation #11, Transit Planning: A discussion of ridership trends due to COVID was provided in the bus transit section.

Continue to collaborate with CTDOT, the statewide Travel Demand Model, and within the TMA to ensure a solid baseline of assumptions and forecasts for population, employment and traffic demand. For the 2023-2050 MTP, there was some concern about CTDOT's population forecasts which impacted inclusion of the TDM in the plan (Corrective Action 1).



Review training resources for FHWA's INVEST tool and utilize the "System Planning for Regions (SPR) module" to evaluate the sustainability of the MTP.

Amend the MTP as necessary, and in coordination with CTDOT's AQ modeling process.

Evaluate jointly developing and integrating the MTP across the TMA region.

### **2.13: Transportation Improvement Program**

Develop, amend and maintain a short range, financially constrained Transportation Improvement Program (TIP) that is consistent with the Metropolitan Transportation Plan (MTP) and State Transportation Improvement Program (STIP). The development process for the 2024-2027 TIP will begin in mid-to late-2023.

In TIP amendment staff reports, continue to provide a matrix that evaluates how project(s) will impact achieving performance targets. Evaluate how best to present this matrix in the 2024-2027 TIP (Recommendation #21, Performance Management).

Review, approve and record Administrative Actions.

Evaluate jointly developing and integrating the TIP across the TMA region. Assess opportunities for transitioning to a third party TIP application. Continue refining the existing database which records projects, amendments and actions. Automate updates to GIS to support the interactive map on the website.

Revise financial plans and prepare reports to inform GBVMPO members of proposed amendments and changes to the TIP/STIP.

As the TIP is amended, upload revised document to the website; post the annual obligated project listing to website (within 90 days of the end of the federal fiscal year).

### **2.14: Transportation Technical Advisory Committee**

Coordinate and host bi-monthly meetings of the Transportation Technical Advisory Committee to provide face-

to-face opportunities for local engineers and planners to discuss and exchange ideas regarding transportation issues, deficiencies and solutions. Meetings are held prior to GBVMPO/COG meetings or as necessary.

Review amendments to the federal Transportation Improvement and state Local Transportation Capital Improvement programs and offer prioritization and advisory recommendations to the GBVMPO member towns.

Provide coordination, support services and technical assistance to the TTAC.

The Transportation Safety Planning Subcommittee, responsible for the Regional Safety Action Plan, meets an hour prior to the TTAC meetings. Continue to identify multi-disciplinary stakeholders to serve on the committee.

### **2.15: Models of Regional Planning & CTDOT Coordination**

Ensure a regional approach to transportation planning by promoting cooperation and coordination across MPO boundaries and across state boundaries, where appropriate.

Hold regular TMA collaboration meetings with NVCOG and WestCOG. Prepare an agenda to include a review of planning programs and projects/programs of mutual interest (such as the CMP). Meetings should be held annually (or more) and include FHWA/FTA representatives.

Increase cooperation between state, regional, and local governments in identifying, funding, and implementing major infrastructure investments, including design/build projects. Understand local, regional and state concerns among a range of stakeholders through consultation with various economic development, land use management, environmental resources, environmental protection, conservation, security, emergency management and historic preservation agencies, airport operators and freight stakeholders.

## Task II: Multi-Modal Transportation Planning

Task	Fiscal Year 2024: July 1 <sup>st</sup> , 2023 - June 30 <sup>th</sup> 2024				Fiscal Year 2024: July 1 <sup>st</sup> , 2024 - June 30 <sup>th</sup> , 2025			
	Q1 Jul-Sep	Q2 Oct-Dec	Q3 Jan-Mar	Q4 Apr-Jun	Q1 Jul-Sep	Q2 Oct-Dec	Q3 Jan-Mar	Q4 Apr-Jun
2.1	REGIONAL GIS: ALL QUARTERS							
2.2	TRANSPORTATION SAFETY: ALL QUARTERS							
2.3	ROADWAYS & CONGESTION MANAGEMENT PROCESS: ALL QUARTERS							
2.4	LOCAL PUBLIC BUS TECHNICAL ASSISTANCE & BUS FACILITIES TECHNICAL ASSISTANCE: ALL QUARTERS							
2.5	HUMAN SERVICE TRANSPORTATION COORDINATION PLANNING: ALL QUARTERS							
2.6	COMMUTER RAIL & FACILITIES: ALL QUARTERS							
2.7	TRANSIT ORIENTED DEVELOPMENT: ALL QUARTERS							
2.8	ACTIVE TRANSPORTATION PLANNING: ALL QUARTERS							
2.9	FREIGHT PLANNING: ALL QUARTERS							
2.9	FREIGHT PLANNING: ALL QUARTERS							
2.10	AVIATION, MARITIME & TRADITIONAL & HIGH-SPEED FERRY PLANNING: ALL QUARTERS							
2.11	ENVIRONMENTAL PROTECTION: ALL QUARTERS							
2.12	METROPOLITAN TRANSPORTATION PLAN (MTP): ALL QUARTERS							
2.13	TRANSPORTATION IMPROVEMENT PROGRAM (TIP): ALL QUARTERS							
2.14	TRANSPORTATION TECHNICAL ADVISORY COMMITTEE (TTAC): ALL QUARTERS							
2.15	MODELS OF REGIONAL PLANNING & CTDOT COORDINATION: ALL QUARTERS							
2.16	STAFF DEVELOPMENT: ALL QUARTERS							
2.17	POLICY: ALL QUARTERS							

Continue coordinating with CTDOT in the capital planning process and development of the five-year capital plan.

Utilize interagency collaboration, especially with CTDOT and their CEPA and Environmental Classification Documentation (ECD) to improve the inclusivity of public involvement with environmental and transportation projects to best facilitate an inclusive decision making and to ensure project success.

Continue participation in CTDOT's LEAN events to optimize CTDOT/MPO collaboration and coordination.

Participate in the PEL process as CTDOT initiates new PELs that may impact the region.

Coordinate with CTDOT, adjacent MPOs, CTDEEP, OPM, DECD and other stakeholder agencies, as necessary, on various transportation plans, programs, initiatives, corridor studies and projects.

Coordinate multi-state and mega-regional transportation planning activities in the Connecticut, New York, New Jersey, Pennsylvania Metropolitan Area through participation in the MAP Forum. Continue role as Co-Chair of the MAP Forum's Resiliency Working Group.

Ensure that planning products and documents of each respective MAP Forum MPO consider and take into account the impacts of the plans and programs developed by the other MPOs.

## 2.16: Staff Development

Maintain and enhance the professional and technical capabilities of staff through attendance in CTDOT/FHWA sponsored courses and local, regional and national conferences regarding transportation, land use, conservation, natural hazard mitigation, economic development and brownfields planning.

Maintain and increase proficiency in GIS, transportation and traffic engineering software and analytical applications. Evaluate opportunities for training on the FHWA's INVEST application.

**Procure technical resources and organize technical trainings, as necessary, including those recommended in the 2022 Certification Review findings:**

- NHI Fundamentals of Environmental Justice, FHWA-NHI-142074 (Recommendation 13, Civil Rights)
- Attend webinars/trainings on recent Executive Orders: "Tackling the Climate Crisis at Home and Abroad" (EO 14008) and "Advancing Racial Equity and Support for Underserved Communities Through the Federal Government" (EO 13985). Addresses Recommendation 14, Civil Rights.

## 2.17: Policy

Monitor and review federal legislation and Notices of Proposed Rulemaking (NPRM) related to the transportation planning process. Offer comments and recommendations, as appropriate, including but not limited to MPO coordination, performance measures, transit planning, and transportation performance management rules.

Continue coordination with adjacent MPOs on current and future planning region configuration.

Monitor the status of potential UZA boundary, TMA designation and functional classifications that may change as 2020 Census data is released. Adjust existing agreements, sub-allocation funds and project programming as needed.

Establish and refine regional transportation policies.

## TASK III: TECHNICAL ASSISTANCE

### 3.1: Local Technical Assistance Program

Identify regionally beneficial projects and opportunities to leverage funding streams.

- Monitor announcements and updates for various funding programs.
- Solicit new project proposals for funding and provide technical assistance with determining project eligibility, preparing applications, and evaluating proposals.
- Federal funding streams include but are not limited to the FHWA's Surface Transportation Block Grant Program for the Bridgeport-Stamford Urbanized Area (STBG), Transportation Alternatives (TA), Congestion Mitigation and Air Quality (CMAQ) program and BIL programs.
- State programs include but are not limited to Local Transportation Capital Improvement Program (LOTICIP) and the Community Connectivity Program.

Coordinate, monitor and manage financials for federal and state funding programs, including LOTICIP.

Recommend changes in program schedules to ensure financially constrained programs and assess regional fair-shares. Develop and maintain capital, operating, and financial plans to ensure consistency with available funding levels.

Review CTDOT obligation plans and commitment letters; participate in the project concept review process and capital planning meetings.

Work with partners to monitor project schedules and progress. Ensure project consistency with regional priorities across the TMA, local goals, and the congestion management process.

Identify and develop local strategies and operational improvements to preserve the existing highway system and local transportation assets.

## Products

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Regional Plan of Conservation & Development (POCD)

Municipal Plans of Conservation & Development

Economic Development Site Selector/  
Brownfields Inventory

Natural Hazard Mitigation Plan

Comprehensive Economic Development Strategy (CEDs)

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Provide context-sensitive technical assistance to member municipalities to assess impacts of regional planning initiatives on the transportation system. Assess programs for regional equity priorities and equitable distribution of benefits.

Provide transportation planning technical assistance, data, and advanced GIS services to municipalities to support transportation planning, including updating Plans of Conservation and Development (POCDs) and other studies/plans, as needed.

Assist municipalities with assessing, evaluating, and optimizing local parking facilities.

Review changes to local zoning regulations and assess regional impacts.

Review, summarize NOFOs, and provide municipalities and advisory committees with IJJA/BIL information, answer questions and/or appropriate FHWA/FTA contacts. Evaluate opportunities for regional applications.

Upon request, the GBVMPO will assist municipalities with their ADA Transition planning efforts, utilizing CTDOT, ADA, and Section 504 guidance to identify accessibility barriers. As ADA Assessments are provided, forward to CTDOT/FHWA/FTA (2022 Certification Review Recommendation 15, Civil Rights, see Appendix A).

## 3.2: Plan & Project Implementation

Assist with implementing federal and state funded transportation projects, including establishing project priorities. Promote capital and operational transportation improvements that support system preservation.

Utilize the Planning & Environmental Linkages (PEL) process to consider the impacts of proposed transportation planning programs on the environment, community, and economy. Participate in regional transportation plan, study, and initiative development and utilize guidance from public information meetings, hearings, and public involvement procedures to inform finalized plans and projects.

Provide support and coordination developing, updating, and maintaining local and regional planning products.

**Assist municipalities with developing and implementing Vision Zero projects and local complete street policies and standards, as well as the implementation of recommendations from Road Safety Audits (RSAs), Local Plans of Conservation and Development, neighborhood plans, and other plans, including but not limited to:**

### Ansonia

- All Station Accessibility Program (IIJA) – conceptual planning to construction
- Kinneytown Dam removal planning, design, and construction

### Bridgeport

- Participate in the New Haven Line High-Speed (Fairfield to Stratford) Planning and Environmental Linkages (PEL) Study.
- Bridgeport Complete Streets Design Guidelines (in draft)
- Bridgeport Harbor Station Site Reuse & Planning Study (in preliminary phases)
- Bridgeport Waterfront Master Plan
- Fairfield Avenue Corridor Study (Black Rock neighborhood) – study initiated

- East End Streets Study (Connecticut Avenue and Stratford Avenue) – in final phases
- Feasibility and Concept Plan for the Realignment of Lafayette Circle (in final design)
- Feasibility Study for the Construction of a Pedestrian Bridge over Ash Creek (in final design)
- East Bridgeport - Seaview Avenue Development Corridor Alternative Transportation Assessment
- Barnum Station (East Bridgeport) Feasibility Study and the Barnum Station Transit-Oriented Development Master Plan and Adaptive Reuse Strategy .

### Derby

- RAISE funded for platform, renovation and station area improvements – conceptual planning to construction

### Easton

- Sport Hill Road Active Transportation Concepts
- Fairfield:
- Black Rock Turnpike Safety Plan
- Post Road Circle Study
- Fairfield Bicycle and Pedestrian Plan (undergoing an update)
- Transit Oriented Development Study

### Monroe

- Road Safety Audit for Route 110 and Wheeler Road/Old Tannery Road Intersection

### Seymour

- All Station Accessibility Program (IIJA) – conceptual planning to construction
- Route 67 spot improvement designs

### Stratford

- Route 110 Engineering Planning Study
- Stratford Center Revitalization Plan
- Stratford Center Complete Streets Improvement Plan (projects in construction/final design)
- Stratford Greenways Plan

## Trumbull

- Long Hill Village District plans

## Regional

- Alternative Transportation Modes (GBT)
- Shared Regional Micro-Mobility study
- Coastal Corridor Bus Study
- Comprehensive Economic Development Strategy (complete)
  - Engineering Planning Study for Routes 25 & 111 Planning Study (Monroe and Trumbull)
  - Long Range Transit Plan (GBT)
  - Model Transit Oriented Development guidelines
  - Naugatuck River Greenway Plans
  - Pequonnock River Trail
  - Regional Plan of Conservation and Development
  - Resilient CT (CIRCA)
  - Route 1 Bus Rapid Transit Study
  - Route 8 Alt Modes
  - Safety Action Plan and Regional Transportation Safety Plan
    - Sustainable Communities Initiative Plans
    - Sustainable CT

### 3.3: Regional Plan of Conservation & Development

Update the Regional Plan of Conservation and Development (POCD), adopted in 2015

Use the Regional POCD to guide the transportation planning process and inform local POCDs, the MTP, and future plans throughout the region.

Coordinate transportation planning and improvements with planned growth corridors, regional transportation nodes, and major developments.

Utilize the Regional POCD to assess potential effects of various land use management, economic development, conservation and natural hazards scenarios on the transportation system.

Coordinate with OPM to ensure the Regional and State POCD updates align.

Align local planning goals with regional plans and programs.

### 3.4: Economic Vitality, Development & Infrastructure

Support and plan for equitable transportation infrastructure upgrades that position the Region for economic vitality.

Evaluate regional commuting patterns for transportation opportunities and identify targeted infrastructure improvements to enhance economic growth such as linkages to urban/town centers and major employment corridors and accessible first- and last-mile connections to existing transit. Assess the impact of transportation improvements on travel and tourism in the region, including agritourism.

Assess the equity and efficiency of the regional transportation system and identify planning initiatives that provide access to economic opportunities.

Continue to align brownfields planning and reuse strategies with transportation infrastructure projects and mixed-use/transit-oriented development. Maintain inventory and monitor progress with the Economic Development Site Selector (GIS brownfields inventory) and engage the business/development community in identifying areas prime for redevelopment.

Support and help identify funding for freight, air (Sikorsky Airport) and water-borne modes (Bridgeport Harbor) of transportation to increase the economic competitiveness of the region through efficient movement of people and goods.

Maintain and implement the Comprehensive Economic Development Strategy and pursue Greater Bridgeport Economic Development District designation and maintain the region's CEDS and EDD designations.

Support economic vitality by utilizing ESRI Business Analyst for location-specific employment, consumer

behavior and business data, as well as economic and market analyses.

Identify opportunities to coordinate infrastructure investments such as access to broadband with economic development initiatives throughout the region.

Allocate EDA and DECD funding for the Small Business Web Design/Digital Services Program; review applications and administer contracts between qualified small businesses and digital consulting firms (contractor).

Direct consultant development of the Regional Economic Development website design; provide feedback on website wireframe (e.g. dedicated sections for entrepreneurial and small business resources, etc.), develop written content, and point consultant to relevant graphic content (e.g. images, regional resources, etc.). Liaise with regional partners to collate resources for a “partners” area of the website, which will connect all existing participants in the regional economic development process.

#### **Waste Management and Collection:**

- Enhance the efficiency of municipality hosted household hazardous waste collection events by implementing regional events with the goal of generating potential cost savings to our member municipalities through reduced or eliminated setup and administrative fees. Currently, each municipality conducts various numbers of independent collection events each year, while some partner with neighboring communities.
- Explore the potential of creating a Regional Waste Authority (RWA) in the region which would allow municipalities to share the burden of collecting and disposing of waste. A RWA would offer regional collection of trash, recycling, and food waste, possibly with unit-based pricing of trash. It would also coordinate public education and outreach efforts.

### **3.5: Natural Hazard Mitigation**

Update the Region’s 2019 Natural Hazard Mitigation Plan per FEMA requirements (2023 update with completion in mid- 2024) and track implementation progress for the strategies included in the plan. Develop a region-

al priority program list of infrastructure needs related to flood management and natural hazard mitigation.

Utilizing state, federal and regionally developed data sources, assess potential impacts of flooding and other natural hazards on the transportation system.

Work with CTDOT and other state and local agencies to identify vulnerable infrastructure and improve transportation system resilience to withstand natural hazards, climate change, sea level rise, extreme heat and severe storm events.

Foster inter-agency coordination and natural disaster contingency planning between local governments, public safety providers, state and federal agencies, and residents to ensure natural disasters are responded to efficiently.

### **3.6: Transportation Security, Emergency Preparedness, and Recovery Planning**

Link the transportation planning and emergency planning processes, including the state evacuation plan, diversion routes, asset management, and recovery assistance. Continue transportation system security planning for all modes.

Coordinate with state, regional, and local stakeholders to identify critical facilities, assets, functions, and system components included in emergency, security and transportation plans. Continue to coordinate with state and federal DOTs on emergency operations and response, planning exercises, best practices, and performance measures and targets.

Act as a Voting Member in Region 1 Emergency Planning Team (R1EPT) and as a Co-Chair of RESF-1 (Transportation) and provide technical assistance and guidance on Strengths, Weaknesses, Opportunities and Threats (SWOT) assessments, resource typing, and project needs to RESF-3 (Public Works) and other Emergency Support Functions (ESFs).

Participate in the ESF-5 Emergency Management Data Working Group of the DEMHS statewide Emergency

### Task III: Technical Assistance

Task	Fiscal Year 2024: July 1 <sup>st</sup> , 2023 - June 30 <sup>th</sup> 2024				Fiscal Year 2024: July 1 <sup>st</sup> , 2024 - June 30 <sup>th</sup> , 2025			
	Q1 Jul-Sep	Q2 Oct-Dec	Q3 Jan-Mar	Q4 Apr-Jun	Q1 Jul-Sep	Q2 Oct-Dec	Q3 Jan-Mar	Q4 Apr-Jun
3.1	LOCAL TECHNICAL ASSISTANCE PROGRAM: ALL QUARTERS							
3.2	PLAN & PROJECT IMPLEMENTATION: ALL QUARTERS							
3.3	REGIONAL PLAN OF CONSERVATION & DEVELOPMENT: ALL QUARTERS							
3.4	ECONOMIC VITALITY & INFRASTRUCTURE: ALL QUARTERS							
3.5	NATURAL HAZARD MITIGATION: ALL QUARTERS							
3.6	SECURITY, EMERGENCY PREPAREDNESS & RECOVERY PLANNING: ALL QUARTERS							
3.7	ADVISORY COMMITTEES: ALL QUARTERS							
3.8	MUNICIPAL ON-CALL ENGINEERING SERVICES: ALL QUARTERS							

and Management and Homeland Security Advisory Council.

Continue collaboration with DEMHS Region 1 and Region 5 Council of Governments and Regional Emergency Management Coordinators to develop and update the Emergency Transportation Inventory Database/Resources. Assist with COVID-19 recovery efforts as needed.

### 3.7: Advisory Committees

#### Conservation Technical Advisory Committee (CTAC):

- Hold quarterly meetings of the Conservation Technical Advisory Committee (CTAC) and involve various interested stakeholder groups.
- Through the CTAC, provide face-to-face opportunities to discuss and coordinate regional environmental and conservation initiatives and activities related to coastal resiliency, climate change, brownfield remediation, storm water management, and watershed plans issues.
- Provide coordination, support services, and technical assistance to the CTAC.

#### Economic Development and Tourism Advisory Committee (EDTAC)/Brownfields Working Group:

- Convene meetings of the Economic Development and Tourism Advisory Committee; collaborate with the Bridgeport Regional Business Council and local chambers of commerce on integrated land use, freight, and transportation planning.
- Involve interested groups, including private freight developers, operators, environmental groups, transit providers, arts, culture and tourism stakeholders and members of the business community in annual updates of the CEDS.
- Through the Brownfields Working Group, identify opportunities to align local economic development and brownfields reuse strategies in transportation infrastructure projects.
- Provide coordination, support services, and technical assistance to the EDTAC.

### 3.8: Municipal on-call Engineering Services

Maintain the Municipal On-Call Engineering Services list of prequalified consulting engineering/professional service firms interested in providing engineering services for various technical, consulting, design phase assistance and other work that may be required for municipally supported projects.



## TASK IV: PUBLIC PARTICIPATION

### 4.1: Public Involvement Program

Maintain, publicize and adhere to the 2023 Public Participation Plan to ensure consistency with BIL and future authorizations and new Title VI, Environmental Justice, Limited English Proficiency and Justice40 considerations as needed.

- Provide accurate and complete information, timely notice, full public access to key decisions and responses to comments and inquiries.
- Annually review and evaluate the public involvement process (2022 Certification Review Recommendation 12, Public Participation, see Appendix A).

Work with regional partners to engage the public in the transportation planning process, including GBT, VTD, member municipalities, community leaders, community organizations, educational institutions, libraries, and senior centers.

Hold public information meetings, workshops, and open houses for projects, plans and studies at convenient and transit/ADA accessible places and times. Utilize virtual public engagement platforms while continuing to research a variety of media to ensure equitable and inclusive participation, with a focus on communities with limited internet access.

Provide opportunities for constituents to safely and meaningfully engage with elected officials, local municipal staff, and key stakeholders throughout the transportation planning process, especially in the development of key planning products such as the Transportation Improvement Program (TIP), Metropolitan Transportation Plan (MTP) and transportation-related studies.

Target outreach in the Safety Action Planning process to communities that experience disproportionate transportation safety issues.

Ensure that comments received at public hearings and/or received in writing are recorded to document the public participation process and its results.

## Products

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MetroCOG website ([www.ctmetro.org](http://www.ctmetro.org)) and NVCOG website ([nvcogct.gov](http://nvcogct.gov))

User-friendly, electronic versions of presentations, informational brochures, plan summaries and project updates. Complement with interactive databases, maps, visioning platforms, story maps and surveys.

Public information sessions, workshops and open houses (virtual, in-person and hybrid). Provide alternatives to traditional meetings such as social media briefs, surveys, and email blasts.

Agendas and minutes for COG and MPO meetings

Agendas for TTAC, Safety Planning Subcommittee (bi-monthly), CTAC, EDTAC, GTAC and other advisory committee meetings (scheduled quarterly or as needed).

News releases and legal notices

Annual report

Public Participation Plan and Spanish Translation (2023)

Title VI Program and Limited English Proficiency (LEP) Plans; Document translated into Spanish (2023)

Spatial Assessment of Transportation System, TIP and Plan projects

Determine translation services by target audience and LEP Plan procedures.

GBVMPO stakeholder list.

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Make presentations (in-person and virtual) to member municipalities and attend stakeholder events to explain the transportation planning process, projects, and studies. Provide information via a variety of media, especially to populations and neighborhoods that are

transportation disadvantaged, experience higher levels of vulnerabilities and/or have traditionally been marginalized during the planning process.

**Continual review of the Public Participation Plan:**

- Assess effectiveness of engagement with underserved communities.
- Identify innovative strategies to promote public involvement and awareness, such as through printed and electronic newspaper postings, press releases, social media and virtual/hybrid options to attend meetings.
- Maintain and continuously update stakeholder contact lists and evaluate the use of email marketing services (Mailchimp, Constant Contact, etc) to manage stakeholder lists.
- Assess communications with persons with disabilities, including those with hearing and visual impairments (Certification Review Recommendation 6).
- Ensure that the plan reflects federal authorizations and Metropolitan Transportation Planning rule requirements.
- Submit all changes to CTDOT liaison, FHWA and FTA.
- Coordinate Public Outreach and Environmental Justice Policy with NVCOG to ensure consistency.

**Promote, maintain and optimize the performance of the MetroCOG and NVCOG websites:**

- Notify the public of COG and MPO meetings through the posting of meeting calendars, agendas and minutes.
- Publish proposed TIP Amendments.
- Post notices of Advisory Committees, Working Groups, public meetings, and statewide/multi-regional initiatives as needed.

- Provide project updates through project specific webpages with a means for public comment (such as a comment box or online survey). Regularly update project webpages to reflect progress and share documents via an information repository.
- Enhance the public’s engagement experience by integrating interactive databases, maps, storymaps and visioning applications.
- NVCOG anticipates a fully redesign of their website in 2024-2025.

Develop and distribute electronic versions of presentations, informational brochures, project summaries and/or newsletters with user-friendly content customized for the target audience(s).

Maintain links to member municipalities, GBT, state/federal agencies, data sources and sites about transportation planning to inform the public.

Continue to utilize google analytics and bitly reports to assess usage of the website and topics of interest.

Support models of regional planning by utilizing MetroCOG’s and NVCOG’s public outreach processes to increase public awareness of CTDOT, GBT, MAP Forum, local/regional organizations and other MPO plans and events.

Clearly link environmental planning initiatives with transportation planning projects early on to improve quality of public information and project success within NEPA and CEPA processes.

**Task IV: Public Participation**

	Fiscal Year 2024: July 1 <sup>st</sup> , 2023 - June 30 <sup>th</sup> 2042				Fiscal Year 2024: July 1 <sup>st</sup> , 2024 - June 30 <sup>th</sup> , 2025			
Task	Q1 Jul-Sep	Q2 Oct-Dec	Q3 Jan-Mar	Q4 Apr-Jun	Q1 Jul-Sep	Q2 Oct-Dec	Q3 Jan-Mar	Q4 Apr-Jun
4.1	PUBLIC INVOLVEMENT PROGRAM: ALL QUARTERS							
4.2	TITLE VI, ENVIRONMENTAL JUSTICE, & LIMITED ENGLISH PROFICIENCY PLANNING:: ALL QUARTERS							

## 4.2: Title VI, Environmental Justice, & Limited English Proficiency Planning

Ensure that the transportation planning process and the public involvement process are inclusive and consistent with state and federal Environmental Justice, Title VI, and Limited English Proficiency requirements.

Conduct outreach to ensure that traditionally underserved individuals and communities, including Environmental Justice communities and low income, minority, and Limited English Proficiency (LEP) persons are involved in the transportation planning process and are provided with opportunities to express their needs, concerns and priorities.

### **Maintain, publicize and adhere to the 2023 Title VI/LEP Plan to ensure consistency with BIL, Justice40 and future authorizations/considerations as needed.**

- Proactively improve the effectiveness of current public involvement activities, by utilizing demographic data to identify populations that have traditionally been underserved by existing transportation systems and implement innovative and inclusive techniques of engagement.
- Ensure that all significant language groups are identified and incorporated into the public participation process through the Title VI, Environmental Justice and LEP policy.
- Evaluate opportunities to strengthen outreach to Title VI, disability organizations and other community organizations focused on diverse populations; use this outreach to inform and improve communications (Certification Review Recommendation 17).
- As NVCOG updates its Title VI, LEP and EJ policies, coordinate to ensure consistency with MetroCOG/GBVMPO plans and policies.

Continue to translate documents and outreach materials based on the LEP plan and as additional needs are identified. Continue to provide language assistance at no cost to the public, upon request.

Hold virtual and in-person public information meetings on plans, programs and projects at convenient and accessible places and times, including utilizing a “go to

them” strategy. Provide community outreach to inform and involve community groups, and offer assistance to the visually impaired, hearing impaired and persons with limited English proficiency. Provide virtual and hybrid options for participation.

### **Develop a process to assess the benefits and burdens of transportation plans, policies and projects in historically disadvantaged/underserved communities.**

- Develop tools to spatially analyze the equitable distribution of transportation investments and TIP/MTP projects in the region.
- Conduct a benefit and burden analysis on projects selected in the TIP/STIP (Certification Review Recommendation 17)
- In addition to in-house GIS, utilize analytical tools developed by federal and state agencies, such as the EPA’s EJ Screen, the USDOT’s Areas of Persistent Poverty (AoPP) and Historically Disadvantaged Communities (HDCs) and RAISE Mapping Tools and Resilient CT’s Vulnerability Map.
- Assist GBT and VTD in preparing base mapping for their required FTA Title VI Plans, including spatial display of routes and census data relating to minority and vulnerable populations, residents with Limited English Proficiency (LEP), household income, and vehicle ownership.
- Assist GBT and VTD in evaluating possible service changes and preparing the Title VI Service Equity Analysis, including preparation of mapping and census data needed for this analysis.

Expand the distribution of transportation planning notices to include community and minority newspapers, newsletters, or similar publications.

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## TASK V: ADMINISTRATION

### 5.1: Council of Governments

Schedule monthly meetings of the Council. Prepare meeting agendas, resolutions, staff reports, financials and updates on the Local Transportation Capital Improvement Program (LOTICIP), GIS and other programs, as necessary.

Prepare meeting minutes and maintain past minutes.

Prepare, process, and maintain COG member resolutions.

Notify public about COG meetings and actions by submitting agendas to town clerks and posting member meeting agendas, minutes and adopted resolutions on the MetroCOG website.

Provide staff support to the MetroCOG Board. Develop staff reports, presentations, and summaries of legislation.

Provide technical assistance as needed in response to COG-identified priorities.

### 5.2: Metropolitan Planning Organization

Serve as the transportation planning staff to the Greater Bridgeport and Valley MPO.

Schedule bi-monthly meetings of the GBVMPO. Prepare meeting agendas and technical material, including plan, project and performance target summaries, technical memorandum and policy papers, as necessary.

Prepare GBVMPO meeting minutes and maintain records of previous meetings.

Prepare and process GBVMPO-endorsed resolutions.

Notify public about GBVMPO meetings and actions by submitting agendas to town clerks and posting member meeting agendas, minutes and adopted resolutions on MetroCOG and NVCOG websites.

Publish planning products such as the UPWP, MTP, TIP and Title VI/LEP Plans to the MetroCOG and NVCOG websites for the required public review period.

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## Products

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Meeting minutes, agendas and staff reports

Resolutions and amendments.

Documentation of the procurement process.

Certification report.

Annual audit.

Grant applications.

Unified Planning Work Program (UPWP)

DBE/WBE Reports

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Continue to maintain the most appropriate CTDOT representative as a non-voting member of the board (2022 Certification Review Recommendation 1, MPO Structure and Agreements, see Appendix A). Evaluate the role of an official representative of bicycle and pedestrian interests as a member of the MPO board.

Maintain all written agreements to ensure compliance with regulations and maximize coordination and cooperation with all MPOs and Transit Districts in the entire Bridgeport-Stamford Urbanized Area and New York Metropolitan Area (MAP Forum).

Coordinate with NVCOG on all GBVMPO activities, including development of the UPWP.

### 5.3: Unified Planning Work Program (UPWP)

Prepare and adopt the UPWP for FY 2024 & 2025.

Amend and/or update the 2024-2025 UPWP if necessary and/or upon CTDOT's request

Prepare all Programmatic and Financial Reports/Statements on planning activities completed under the UPWP. Submit progress reports within 10 days of the close of each quarter.

Allocate staff resources to effectively carry out the planning tasks included as detailed in this UPWP. Coordinate

work across tasks and functions to avoid duplication of effort and maximize efficiency.

Evaluate joint development and integration of the UPWP across the TMA region.

### 5.4: Administration

Maintain financial records and develop reports in accordance with USDOT and CTDOT regulations and guidance.

Integrate UPWP budget with overall agency budget.

Advise and inform participating agencies of program expenditures and activity.

If necessary, administer any work connected with potential MPO redesignation.

Participate on and provide administrative and/or technical support to various advisory committees.

Adhere to all CTDOT and USDOT procurement procedures and consultant selection requirements.

Form and participate on consultant selection committees.

### Staffing Administration:

- Human resource activities including: meetings between supervisor(s) and employee, annual reviews, new employee hiring and onboarding, staff development planning, and similar staff management activities.
- Planning for and assigning roles and responsibilities for agency staff.
- Activities related to professional memberships and associations.

### 5.5: Certification

The GBVMPO re-certification process was completed in FY 2022. A summary of findings for the GBVMPO can be found in Appendix A. This UPWP indicates where specific findings have been or will be addressed. MetroCOG, WestCOG and NVCOG will continue to work with CTDOT, FHWA and FTA to:

- Address and document corrective actions and recommendations.
- Comply with applicable federal standards and recertification requirements.
- Prepare for the 2026 recertification.

For FY24-FY54, the annual self-certification will occur

### Task V Administration

	Fiscal Year 2024: July 1 <sup>st</sup> , 2023 - June 30 <sup>th</sup> 2024				Fiscal Year 2025: July 1 <sup>st</sup> , 2024 - June 30 <sup>th</sup> , 2025			
Task	Q1 Jul-Sep	Q2 Oct-Dec	Q3 Jan-Mar	Q4 Apr-Jun	Q1 Jul-Sep	Q2 Oct-Dec	Q3 Jan-Mar	Q4 Apr-Jun
5.1	COUNCIL OF GOVERNMENTS: ALL QUARTERS							
5.2	METROPOLITAN PLANNING ORGANIZATION: ALL QUARTERS							
5.3	UNIFIED PLANNING WORK PROGRAM: ALL QUARTERS							
5.4	ADMINISTRATION: ALL QUARTERS							
5.5	CERTIFICATION: ALL QUARTERS							
5.6	ANNUAL AUDIT: FY24 Q1 & Q2; FY25 Q1 & Q2							
5.7	GRANT APPLICATIONS: ALL QUARTERS							
5.8	DBE/WBE PROGRAM: ALL QUARTERS							
5.9	DOCUMENTATION REQUIREMENTS: ALL QUARTERS							

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at MPO meetings, with a resolution that states that the planning process is consistent with applicable federal regulations.

### **5.6: Annual Audit**

For each fiscal year, (2024 and 2025), prepare an annual audit of revenue, expenditures and internal management practices.

### **5.7: Grant Applications**

Identify grant opportunities, review requirements, and determine applicability.

Prepare application packages for various federal-aid transportation programs, work programs and/or special studies, as needed.

Assist member municipalities, regional transit operators or other agencies with the preparation of applications for state and federal funds.

Prepare highway improvement projects applications under the STP: BS TA, CMAQ, and other federal and state programs.

Administer and manage federal and state grants.

Provide assistance with BIL grant applications; coordinate with member municipalities to identify opportunities for regional applications/project development.

### **5.8: DBE/WBE Program**

Continue efforts to expand the opportunities for DBE/WBE/MBE firms in contracting of special studies and the purchase of equipment.

Prepare and submit quarterly and yearly reports to the Connecticut Commission on Human Rights and Opportunities.

### **5.9: Documentation Requirements**

Document EEO, Affirmative Action, DBE/WBE, citizen participation, self-certification, procurement and other activities as needed.

## TASK VI: SPECIAL PLANNING STUDIES

### Planning Studies Underway:

These studies are funded through LOTCIP.

#### **Bridgeport: Connecticut Avenue & Stratford Avenue Transportation, Development and Safety Corridor Study**

This study will identify feasible improvements for the Connecticut Avenue and Stratford Avenue Corridor so as to increase safety for all modes, reduce traffic congestion and accommodate bicyclists, pedestrians and transit users. Viewed from west to east, the study area will concentrate on the Connecticut Avenue and Stratford Avenue Corridor as it extends from the paired origin of these two roadways at Seaview Avenue to their terminating confluence at the Bridgeport/Stratford border.

Stratford Avenue and Connecticut Avenue, which were part of the original U.S. Route 1, and were formerly two-way streets, were converted to one-way couplets in part to serve as escape valves to address traffic jams along I-95. The wider lanes resulting from the conversion have encouraged excessive speeding and contributed to poor site lines and dangerous intersection crossings for the approximately 14,000 vehicles that use the avenues daily. Over the past two years, there have been 413 traffic accidents in the project area, most of which were caused by speeding, failure to stop at red lights, and other dangerous driving behaviors. These couplets may serve those going through, but they do not serve those going to and about, the East End.

The study will produce a comprehensive planning document to guide future development, identify needed roadway and intersection improvements, address capacity and solve traffic safety issues along the corridor.

#### **Bridgeport: Fairfield Avenue Corridor Study**

Initiated in 2022, this study will develop strategies to improve vehicular, bicycle and pedestrian safety in Bridge-

port's Black Rock Neighborhood. The neighborhood is a mix of single family and multi-family residential, as well as a diverse mix of commercial development. The study area begins at the intersection of Fairfield Avenue and Railroad Avenue and extends along Fairfield Avenue to the Ash Creek Bridge in Fairfield, terminating at the Bridgeport/Fairfield city line. The study will provide the City of Bridgeport, MetroCOG, and DOT with a comprehensive planning document to guide future development, identify potential roadway improvements, address capacity issues, and rectify traffic safety along the corridor.

### Future Planning Studies:

If approved by CTDOT, the following studies will be funded through LOTCIP:

**Ansonia CT-334:** This study will look to realign CT Route 334 onto a new road connecting downtown Ansonia to Route 8. This will provide greater access to the Ansonia Copper and Brass site, spurring additional investments and revitalization and reducing volumes through the residential neighborhood currently around the existing alignment.

**Ansonia/Derby, Pershing Drive (CT-727) and Division Street (CT-853) intersection:** This study, in the conceptual stages, would address the interaction of these two state routes with recent improvements to Route 8 interchanges in the vicinity.

**Bridgeport, East Main Street/CT-127:** MetroCOG's Regional Safety Action Plan identified several problematic sections and intersections. The corridor is on the High Injury Network and several intersections are crash hot spots. Fatal and serious injury crashes and crashes involving pedestrians occurred during the plan's analysis period (2018-2021). A corridor study focused on multi-modal safety could begin to identify feasible strategies and countermeasures to improve the safety of drivers, pedestrians, cyclists and transit users.

**Stratford, Lordship Boulevard/Honeyspot Road Corridor Study:** Develop strategies to improve multi-modal

safety, access, and mobility in this primarily industrial corridor. Approximate project limits are the intersection of the I-95 access roads with Honeyspot Road, to the Lordship Boulevard (Route 130) intersection and continuing on Lordship Boulevard. \$375,000

These studies will likely be funded by a source other than LOTCIP:

**Alt Modes Phase II:** The NVCOG served as the project manager for the Route 8 & Waterbury Branch Line Corridor Transit Oriented Development & Alternate Transit Modes Assessment Project, which is almost complete. The second phase of the project will occur in FY2024 and FY2025. Alt Modes Phase II will include location analysis and development of an implementation guidebook for Ansonia, Derby/Shelton and Seymour. Project tasks will include parking utilization assessment, zoning guidelines and suitability analysis.

**Microtransit/Flex Route Study (coordinated by NVCOG but could touch VTD service area):** This study aims to identify the potential for microtransit or flex route transit to expand the service area of public transit within the region, better connect between existing fixed route services, and provide more mobility options to a larger portion of the population. This study will expand upon the recommendations of the Alternative Modes study to advance TOD planning and development.

**Bridgeport, Interstate 95/Seaview Avenue/Stratford Avenue Interchange:** This study would analyze the Interstate 95/CT-130/Seaview Avenue Interchange which is a complex intersection made up of a combination of 21 traffic lanes, a sprawling 24 acres of public right-of-way and harsh concrete retaining walls. Concepts for the entrance and exit ramps, including alternatives to remove or reduce the physical barriers in certain locations will be identified and evaluated. Most importantly, the intersection will be evaluated to ensure the network provides secure, reliable mobility options and access to economic opportunities.

## TASK VII: CARRYOVER FOR METROCOG

### E-TIP, EcoInteractive:

Task VII will utilize carryover funding, as detailed in the “MetroCOG FY2024 Direct Expenses by Task” table to implement a cloud-based electronic Transportation Improvement Program.

EcoInteractive provides a single, cloud-based system to manage, track, and report on TIP projects, including mapping and interactive viewing options for enhanced public engagement. **EcoInteractive has proposed to provide the following services through their partner program:**

- Implementation Services.
- TIP Project Import, Tracking, Workflow & Reporting.
- Document Management.
- GIS Services & Public Website.

**Implementation of this system will meet the following goals:**

- Save valuable staff time across multiple organizations.
- Improve planning process workflow efficiency and outcomes.
- Improve plan data quality and consistency.
- Communicate a compelling story.
- Enhance virtual collaboration.



# GBVMPO FINANCIALS: ANTICIPATED REVENUE

## FY2024 + FY2025 Anticipated Revenue (GBVMPO)

Funding Program	Regional Sponsor	Federal	State	Local	Total
Regional Transportation Planning: FY 2024 PL + FTA 5303 Funds	GBVMPO	\$1,034,667	\$129,333	\$129,333	\$1,293,334
Regional Transportation Planning: FY 2025 PL + FTA 5303 Funds	GBVMPO	\$1,034,667	\$129,333	\$129,333	\$1,293,334
FY 2020 Carryover	GBVMPO	\$80,015	\$10,002	\$10,002	\$100,019
<b>Total</b>		<b>\$2,149,350</b>	<b>\$268,669</b>	<b>\$268,668</b>	<b>\$2,686,687</b>

## FY2024 + FY2025 Anticipated Revenue (MetroCOG)

Funding Program	Regional Sponsor	Federal	State	Local	Total
Regional Transportation Planning: FY 2024 PL + FTA 5303 Funds	MetroCOG	\$724,267	\$90,533	\$90,533	\$905,334
Regional Transportation Planning: FY 2025 PL + FTA 5303 Funds	MetroCOG	\$724,267	\$90,533	\$90,533	\$905,334
FY 2020 Carryover	MetroCOG	\$31,206	\$3,901	\$3,901	\$39,007
<b>Total</b>		<b>\$1,479,740</b>	<b>\$184,968</b>	<b>\$184,968</b>	<b>\$1,849,675</b>

## FY2024 + FY2025 Anticipated Revenue (NVCOG)

Funding Program	Regional Sponsor	Federal	State	Local	Total
Regional Transportation Planning: FY 2024 PL + FTA 5303 Funds	NVCOG	\$310,400	\$38,800	\$38,800	\$388,000
Regional Transportation Planning: FY 2025 PL + FTA 5303 Funds	NVCOG	\$310,400	\$38,800	\$38,800	\$388,000
FY 2020 Carryover	NVCOG	\$48,809	\$6,101	\$6,101	\$61,012
<b>Total</b>		<b>\$620,800</b>	<b>\$77,600</b>	<b>\$77,600</b>	<b>\$776,000</b>

MetroCOG & NVCOG task allocations, labor by task, maximum hourly rates, and direct expenses by task are broken out separately.

# METROCOG FINANCIALS: FUNDING BY TASK & HOURLY RATES

## FY2024 MetroCOG Task Allocation, Funding Sources

Task	FHWA+FTA	State	Local	Total
Task I: Data Collection & Analysis	\$144,933	\$18,117	\$18,117	\$181,167
Task II: Multi-modal Transportation Planning	\$293,067	\$36,633	\$36,633	\$366,334
Task III: Other Technical Assistance	\$140,533	\$17,567	\$17,567	\$175,667
Task IV: Public Participation	\$75,067	\$9,383	\$9,383	\$93,833
Task V: Administration	\$70,667	\$8,833	\$8,833	\$88,333
Task VII: MetroCOG (2020 carryover)	\$31,206	\$3,901	\$3,901	\$39,007
<b>Total</b>	<b>\$755,473</b>	<b>\$94,434</b>	<b>\$94,434</b>	<b>\$944,341</b>

## FY2025 MetroCOG Task Allocation, Funding Sources

Task	FHWA+FTA	State	Local	Total
Task I: Data Collection & Analysis	\$144,933	\$18,117	\$18,117	\$181,167
Task II: Multi-modal Transportation Planning	\$293,067	\$36,633	\$36,633	\$366,334
Task III: Other Technical Assistance	\$140,533	\$17,567	\$17,567	\$175,667
Task IV: Public Participation	\$75,067	\$9,383	\$9,383	\$93,833
Task V: Administration	\$70,667	\$8,833	\$8,833	\$88,333
<b>Total</b>	<b>\$724,267</b>	<b>\$90,533</b>	<b>\$90,533</b>	<b>\$905,334</b>

## Connecticut Metropolitan Council of Governments: Planning Staff Maximum Hourly Rates

Position	FY24	FY25	Position	FY24	FY25
Executive Director	85	85	Regional Transportation Engineer	60	60
Deputy Director	75	75	GIS Director	65	65
Administrative Services Director	75	75	GIS Specialist	45	45
Planning Director	65	65	Regional Planner	49	49
Finance Director	65	65	Administrative Assistant	35	35
Senior Transportation Planner/ Engineer	60	60	Intern/ Planning Assistant	25	25
Transportation Planner	45	45			

# METROCOG FINANCIALS: LABOR BY TASK

## FY2024 MetroCOG Direct Salaries by Task with Overhead

	Task I: Data Collection & Analysis		Task II: Multi-modal Transportation Planning		Task III: Other Technical Assistance		Task IV: Public Participation		Task V: Administration	
Position	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost
Executive Director	56	\$10,979	99	\$19,519	50	\$9,759	50	\$9,759	124	\$24,398
Deputy Director	63	\$10,979	225	\$39,037	56	\$9,759	56	\$9,759	84	\$14,639
Administrative Services Director		\$-		\$-		\$-		\$-		\$-
Planning Director	146	\$21,958	260	\$39,037	130	\$19,519	97	\$14,639	65	\$9,759
Finance Director		\$-	130	\$19,519		\$-		\$0	65	\$9,759
Senior Transportation Planner/Engineer		\$-	282	\$39,037	141	\$19,519	70	\$9,759	35	\$4,880
Transportation Planner		\$-	376	\$39,037	188	\$19,519		\$-		\$-
Regional Transportation Engineer	79	\$10,979	141	\$19,519	70	\$9,759	35	\$4,880	35	\$4,880
GIS Specialist/Planning Assistant	106	\$10,979		\$-		\$-		\$-		\$-
Regional Planner	582	\$65,875	776	\$87,833	517	\$58,556	216	\$24,398	86	\$9,759
GIS Director	292	\$43,917	260	\$39,037	130	\$19,519	65	\$9,759	65	\$9,759
Administrative Assistant		\$-		\$-		\$-		\$-		\$-
Intern/Planning Assistant		\$-	169	\$9,759	169	\$9,759	84	\$4,880		\$-
<b>Total</b>		<b>\$175,667</b>		<b>\$351,334</b>		<b>\$175,667</b>		<b>\$87,833</b>		<b>\$87,833</b>

FY2025 MetroCOG Direct Salaries by Task with Overhead

	Task I: Data Collection & Analysis		Task II: Multi-modal Transportation Planning		Task III: Other Technical Assistance		Task IV: Public Participation		Task V: Administration	
Position	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost
Executive Director	56	\$10,979	99	\$19,519	50	\$9,759	50	\$9,759	124	\$24,398
Deputy Director	63	\$10,979	225	\$39,037	56	\$9,759	56	\$9,759	84	\$14,639
Administrative Services Director		\$-		\$-		\$-		\$-		\$-
Planning Director	146	\$21,958	260	\$39,037	130	\$19,519	97	\$14,639	65	\$9,759
Finance Director		\$-	130	\$19,519		\$-		\$-	65	\$9,759
Senior Transportation Planner/Engineer		\$-	282	\$39,037	141	\$19,519	70	\$9,759	35	\$4,880
Transportation Planner		\$-	376	\$39,037	188	\$19,519		\$-		\$-
Regional Transportation Engineer	79	\$10,979	141	\$19,519	70	\$9,759	35	\$4,880	35	\$4,880
GIS Specialist/Planning Assistant	106	\$10,979		\$-		\$-		\$-		\$-
Regional Planner	582	\$65,875	776	\$87,833	517	\$58,556	216	\$24,398	86	\$9,759
GIS Director	292	\$43,917	260	\$39,037	130	\$19,519	65	\$9,759	65	\$9,759
Administrative Assistant		\$-		\$-		\$-		\$-		\$-
Intern/Planning Assistant		\$-	169	\$9,759	169	\$9,759	84	\$4,880		\$-
<b>Total</b>		<b>\$175,667</b>		<b>\$351,334</b>		<b>\$175,667</b>		<b>\$87,833</b>		<b>\$87,833</b>

# METROCOG FINANCIALS: DIRECT EXPENSES BY TASK

## MetroCOG FY2024 Direct Expenses by Task

Tasks	Print	Equipment	Meeting Expenses	Training/Travel	Misc.	Contractor	Total
Task I: Data Collection & Analysis		\$2,500		\$3,000			\$5,500
Task II: Multi-modal Transportation Planning		\$3,000		\$10,000	\$2,000		\$15,000
Task III: Other Technical Assistance							\$-
Task IV: Public Participation	\$2,000		\$2,000		\$2,000		\$6,000
Task V: Administration					\$500		\$500
Task VI: Special Projects						\$404,111	\$404,111
Task VII: Carryover for MetroCOG						\$39,007	\$39,007
<b>Total</b>	<b>\$2,000</b>	<b>\$5,500</b>	<b>\$2,000</b>	<b>\$13,000</b>	<b>\$4,500</b>	<b>\$443,118</b>	<b>\$470,118</b>

## MetroCOG FY2025 Direct Expenses by Task

Tasks	Print	Equipment	Meeting Expenses	Training/Travel	Misc.	Contractor	Total
Task I: Data Collection & Analysis		\$2,500		\$3,000			\$5,500
Task II: Multi-modal Transportation Planning		\$3,000		\$10,000	\$2,000		\$15,000
Task III: Other Technical Assistance							\$-
Task IV: Public Participation	\$2,000		\$2,000		\$2,000		\$6,000
Task V: Administration		\$-		\$-	\$500		\$500
Task VI: Special Projects						\$349,200	\$349,200
<b>Total</b>	<b>\$2,000</b>	<b>\$5,500</b>	<b>\$2,000</b>	<b>\$13,000</b>	<b>\$4,500</b>	<b>\$349,200</b>	<b>\$376,200</b>

# NVCOG FINANCIALS: FUNDING BY TASK & HOURLY RATES

## FY2024 NVCOG Task Allocation, Funding Sources

Task	FHWA+FTA	State	Local	Total
Task I: Data Collection & Analysis	\$45,760	\$5,720	\$5,720	\$57,200
Task II: Multi-modal Transportation Planning	\$93,120	\$11,640	\$11,640	\$116,400
Task III: Other Technical Assistance	\$62,080	\$7,760	\$7,760	\$77,600
Task IV: Public Participation	\$46,560	\$5,820	\$5,820	\$58,200
Task V: Administration	\$44,960	\$5,620	\$5,620	\$56,200
Task VI: Special Projects	\$15,520	\$1,940	\$1,940	\$19,400
Task VII: NVCOG Carryover	\$48,810	\$6,101	\$6,101	\$61,012
<b>Total</b>	<b>\$356,810</b>	<b>\$44,601</b>	<b>\$44,601</b>	<b>\$446,012</b>

## FY2025 NVCOG Task Allocation, Funding Sources

Task	FHWA+FTA	State	Local	Total
Task I: Data Collection & Analysis	\$45,760	\$5,720	\$5,720	\$57,200
Task II: Multi-modal Transportation Planning	\$93,120	\$11,640	\$11,640	\$116,400
Task III: Other Technical Assistance	\$62,080	\$7,760	\$7,760	\$77,600
Task IV: Public Participation	\$46,560	\$5,820	\$5,820	\$58,200
Task V: Administration	\$44,960	\$5,620	\$5,620	\$56,200
Task VI: Special Projects	\$15,520	\$1,940	\$1,940	\$19,400
<b>Total</b>	<b>\$308,000</b>	<b>\$38,500</b>	<b>\$38,500</b>	<b>\$385,000</b>

## Naugatuck Valley Council of Governments: Planning Staff Maximum Hourly Rates

Position	FY24	FY25	Position	FY24	FY25
Executive Director	90	90	Senior Planners	60	60
Assistant Director	80	80	Planners	55	55
Director of Planning	75	75	Planning Assistants	30	30
Transportation Planning Director	70	70	Administration & Financial Management	75	75
Regional Transportation Engineer	70	70			

# NVCOG FINANCIALS: LABOR BY TASK

## FY2024 NVCOG Direct Salaries by Task with Overhead

	Task I: Data Collection & Analysis		Task II: Multi-modal Transportation Planning		Task III: Other Technical Assistance		Task IV: Public Participation		Task V: Administration		Task VI: Special Planning Studies	
Position	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost
Executive Director	-	\$-	-	\$-	-	\$-	-	\$-	-	\$-	-	\$-
Assistant Director	50	\$4,000	120	\$21,505	80	\$14,337	60	\$10,752	60	\$10,752	20	\$3,584
Director of Planning	20	\$3,360	30	\$5,040	50	\$8,400	10	\$1,680	10	\$1,680	5	\$840
Transportation Planning Director	50	\$7,840	200	\$31,361	105	\$16,465	20	\$3,136	20	\$3,136	10	\$1,568
Regional Transportation Engineer	50	\$7,840	50	\$7,840	21	\$3,229	50	\$7,840	-	\$-	-	\$-
Senior Planners	150	20,161	132	\$17,697	150	\$20,161	80	\$10,752	152	\$20,470	10	\$1,344
Planners	127	\$6,999	200	\$24,641	84	\$10,305	126	\$15,470	120	\$14,785	10	\$1,232
Planning Assistants	104	\$6,999	74	\$4,955	20	\$1,344	40	\$2,688	30	\$2,016	-	\$-
Administration & Financial Management	-	\$-	20	\$3,360	20	\$3,360	35	\$5,880	20	\$3,360	64	\$10,831
<b>Total</b>		<b>\$57,200</b>		<b>\$116,400</b>		<b>\$77,600</b>		<b>\$58,200</b>		<b>\$56,200</b>		<b>\$19,400</b>

## FY2024 NVCOG Direct Salaries by Task, 2020 NVCOG Carryover

	Task I: Data Collection & Analysis		Task II: Multi-modal Transportation Planning		Task III: Other Technical Assistance		Task IV: Public Participation		Task V: Administration		Task VI: Special Planning Studies	
Position	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost
Assistant Director	58	\$10,434	116	\$20,868	78	\$13,912	58	\$10,434	58	\$10,434	19	\$3,478
<b>Total</b>		<b>\$10,434</b>		<b>\$20,868</b>		<b>\$13,912</b>		<b>\$10,434</b>		<b>\$10,434</b>		<b>\$3,478</b>

FY2025 NVCOG Direct Salaries by Task with Overhead

Position	Task I: Data Collection & Analysis		Task II: Multi-modal Transportation Planning		Task III: Other Technical Assistance		Task IV: Public Participation		Task V: Administration		Task VI: Special Planning Studies	
	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost
Executive Director	-	\$-	-	\$-	-	\$-	-	\$-	-	\$-	-	\$-
Assistant Director	50	\$4,000	120	\$21,505	80	\$14,337	60	\$10,752	60	\$10,752	20	\$3,584
Director of Planning	20	\$3,360	30	\$5,040	50	\$8,400	10	\$1,680	10	\$1,680	5	\$840
Transportation Planning Director	50	\$7,840	200	\$31,361	105	\$16,465	20	\$3,136	20	\$3,136	10	\$1,568
Regional Transportation Engineer	50	\$7,840	50	\$7,840	21	\$3,229	50	\$7,840	-	\$-	-	\$-
Senior Planners	150	\$20,161	132	\$17,697	150	\$20,161	80	\$10,752	152	\$20,470	10	\$1,344
Planners	127	\$6,999	200	\$24,641	84	\$10,305	126	\$15,470	120	\$14,785	10	\$1,232
Planning Assistants	104	\$6,999	74	\$4,955	20	\$1,344	40	\$2,688	30	\$2,016	-	\$-
Administration & Financial Management	-	\$-	20	\$3,360	20	\$3,360	35	\$5,880	20	\$3,360	64	\$10,831
<b>Total</b>		<b>\$57,200</b>		<b>\$116,400</b>		<b>\$77,600</b>		<b>\$58,200</b>		<b>\$56,200</b>		<b>\$19,400</b>



# NVCOG FINANCIALS: DIRECT EXPENSES BY TASK

## NVCOG FY2024 Direct Expenses by Task

Tasks	Print	Equipment	Meeting Expenses	Training/Travel	Misc.	Contractor	Total
Task I: Data Collection & Analysis		\$1,000					\$1,000
Task II: Multi-modal Transportation Planning							\$-
Task III: Technical Assistance							\$-
Task IV: Public Participation	\$1,000	\$500		\$500			\$2,000
Task V: Admin							\$-
Task VI: Special Projects							\$-
<b>Total</b>	<b>\$1,000</b>	<b>\$1,500</b>	<b>\$-</b>	<b>\$500</b>	<b>\$-</b>	<b>\$-</b>	<b>\$3,000</b>

## NVCOG FY2025 Direct Expenses by Task

Tasks	Print	Equipment	Meeting Expenses	Training/Travel	Misc.	Contractor	Total
Task I: Data Collection & Analysis		\$1,000					\$1,000
Task II: Multi-modal Transportation Planning							\$-
Task III: Other Technical Assistance							\$-
Task IV: Public Participation	\$1,000	\$500		\$500			\$2,000
Task V: Administration							\$-
Task VI: Special Projects							\$-
<b>Total</b>	<b>\$1,000</b>	<b>\$1,500</b>	<b>\$-</b>	<b>\$500</b>	<b>\$-</b>	<b>\$-</b>	<b>\$3,000</b>

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## METROCOG EMPLOYEE TASKS

### Executive Director

- Work with the Board of Directors to oversee the comprehensive planning process for the Greater Bridgeport Region.
- Coordinate the functions necessary to carry-out the planning tasks included in the UPWP
- Administer the transportation planning process.
- Identify opportunities for and coordinate technical assistance to member communities.
- Maintain and enhance the professional and technical capabilities of the planning, GIS and support staff.
- Collaborate with the adjacent RPOs and MPOs as needed.
- Attend meetings, conferences, workshops, and training sessions as necessary.

### Deputy Director

- Assist the Executive Director in implementing the overall Council program, including needs identification, short and long-term planning, policies and procedures, program development, and local, State and Federal coordination.
- Assist in providing technical informational and planning assistance to member municipalities regarding land use, transportation, economic and environmental planning.
- Manage specific projects, including procurement, development of work programs, project-specific supervision of staff and consultants, reporting, project evaluation, contract administration, etc.
- Research various sources (websites, periodicals, etc.) for grant opportunities and coordinate the preparation of grant applications. In this capacity, provide notice and technical assistance to member municipalities on potential grant funding opportunities available to them.
- Interface as necessary with member municipalities, adjacent MPOs/ RPOs, state/federal agencies, community groups and citizens.
- Attend Council Meetings, and Council-related municipal, State or Federal meetings.

- Assist with development of work programs, management of the Council's administrative operations and coordination of the MPO, the Council and Regional Advisory Committees.

- Administration, advanced research and analysis, and presentation of information and recommendations on long-range land-use planning, regional planning, transportation planning, urban design and economic development issues.
- Project management and contract administration.
- Support a proactive public involvement process.
- Attend meetings, conferences, workshops, and training sessions as necessary.
- Assist with other tasks as necessary.

### Administrative Services Director

- Advise and inform the Council and participating agencies of program substance and expenditures.
- Overall responsibility for Administrative side of organization including but not limited to; finance, Human Resources, insurances (medical and liability and employment) and contractual.
- Reports directly to Executive Director.
- Assist in developing business plans to enhance organizations funding sources.

### Planning Director

- Oversee the coordination of transportation, land use, economic development, emergency management and conservation planning.
- Develop and maintain the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP). Assist in coordination of the CTDOT Air Quality Conformity process.
- Assess the potential for and feasibility of creating Transit Oriented Developments (TOD).
- Support regional sustainability, resiliency and active transportation planning.
- Administration, advanced research and analysis, and presentation of information and recommendations on long-range land-use planning, regional planning, transportation planning, urban design and economic development issues.

- Assist with development of short and long-range work programs, as well as project work scopes, schedules, procedures and budgets. Review local project proposals, designs, and plan documentation.
- Assist with the coordination of the MPO, the Council and Regional Advisory Committees.
- Identify opportunities for and coordinate technical assistance to member communities.
- Support a proactive public involvement process.
- Collaborate with adjacent RPOs and MPOs as needed.
- Project management and contract administration.
- Attend meetings, conferences, workshops, and training sessions determined by supervisor.
- Maintain and enhance the professional and technical capabilities of the planning staff.
- Assist with other tasks as necessary.

#### Finance Director

- Advise and inform the Council and participating agencies of program substance and expenditures.
- Provide financial data for state and federal reporting requirements.
- Project management and contract administration.
- Support a proactive public involvement process.
- Assist the Executive Director with tasks as needed.
- Attend meetings, conferences, workshops, and training sessions determined by supervisor. Provide financial data for state and federal reporting requirements.
- Coordinate annual auditing activities.
- Monitor grant budgets.
- Maintains general ledger, journals and all other fiscal records and reports in accordance with federal and state bookkeeping and auditing standards.
- Prepares project financial reports; contract reimbursements; quarterly FICA, FWT and unemployment reports; monthly balance sheets; monthly analysis of staff timesheets; makes out all checks including payroll.
- Maintains Council checking and savings accounts.
- Makes all deposits, withdrawals, and fund transfers.

- Monitors inventory.
- Assist with other tasks as necessary.

#### Senior Transportation Planner/Engineer

- Support the development and maintenance of the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP).
- Provide technical assistance to member communities and conduct transportation planning studies; assist with active transportation planning.
- Support the CTDOT Air Quality Conformity process.
- Develop short- and long-range work plans, procedures, and schedules.
- Review local project proposals, designs, and plan documentation.
- Project management and contract administration.
- Assist with development of work programs, including work scopes, schedules, and budgets.
- Hold meetings of the Transportation Technical Advisory Committee and Safety Planning Subcommittee.
- Link the transportation planning process with the NEPA process, other environmental and conservation issues, land use planning and emergency planning.
- Assess the potential for and feasibility of creating Transit Oriented Developments (TOD) districts and corridors.
- Support a proactive public involvement process.
- Collaborate with adjacent RPOs and MPOs as needed.
- Attend meetings, conferences, workshops, and training sessions determined by supervisor.
- Assist with other tasks as necessary.

#### Transportation Planner

- Support the development and maintenance of the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP).
- Support the CTDOT Air Quality Conformity process.
- Provide technical assistance to member communities and conduct transportation planning studies; assist with active transportation planning.

- Use computer-based modeling and application software to facilitate the transportation planning process.
- Monitor, analyze and report transportation systems use, performance, congestion, changes and safety issues.
- Monitor highway performance consistent with CTDOT procedures as needed.
- Link the transportation planning process with the NEPA process, other environmental and conservation issues, land use planning and emergency planning.
- Evaluate transportation systems to provide economic and social opportunities and benefits.
- Assist CTDOT with data coordination.
- Assist GBT with revising and updating the ten-year capital improvement program.
- Work with public transit operators to evaluate regional and local transit system deficiencies, capital and operating needs, and multi-modal opportunities and their inclusion in the long-range transit plan.
- Collaborate with regional stakeholders and GBT for opportunities for improved and alternate transit services and modes via the human service transportation group (LOCHSTP).
- Support planning initiatives for Transit Oriented Developments (TOD) districts and corridors through state and federal grant applications related to transit.
- Coordinate with GBT and the GIS Department to collect, maintain, and organize transit related data
- Attend meetings, conferences, workshops, and training sessions determined by supervisor.
- Assist with other tasks as necessary.

### Regional Transportation Engineer

- Provide transportation engineering technical assistance to member communities and conduct transportation planning studies.
- Support the CTDOT Air Quality Conformity process.
- Use computer-based modeling and application software to facilitate the transportation planning process.
- Assist CTDOT with data coordination. Monitor,

analyze and report transportation systems use, performance, congestion, changes and safety issues.

- Monitor highway performance consistent with CTDOT procedures and as needed. Use and follow the Congestion Management Process (CMP) to monitor congestion and highway system performance.
- Maintain, mainstream and use the regional ITS architecture.
- Support a proactive public involvement process.
- Attend meetings, conferences, workshops, and training sessions determined by supervisor.
- Assist with other tasks as necessary.

### GIS Director

- Enhance regional GIS program and mapping capabilities.
- Develop GIS based land use and transportation models to support economic development and vitality.
- Oversee GIS and database linkages.
- Oversee publication of GIS data on website that will support the public involvement process.
- Coordinate meetings of the Geospatial Technical Advisory Committee.
- Develop short- and long-range work plans, procedures, and schedules.
- Review local project proposals, designs, and plan documentation.
- Project management and contract administration.
- Coordinate technical assistance to member communities and conduct transportation planning studies.
- Assist with development of work programs.
- Develop project work scopes, schedules, and budgets.
- Maintain and enhance the professional and technical capabilities of the GIS staff.
- Attend meetings, conferences, workshops, and training sessions determined by supervisor.
- Assist with other tasks as necessary.

### GIS Specialist

- Maintain regional transportation traffic, transit, commuter parking/permit and bicycle pedestrian

count databases.

- Organize census and census transportation planning package data.
- Develop data reports to support the transportation planning process.
- Use GIS to develop maps and spatially illustrate trends, patterns and operating conditions.
- Link transportation and transit databases to GIS.
- Conduct land parcel analyses, network analyses, freight analyses, business inventories and transportation impact assessments.
- Develop interactive maps for website that will support the public involvement process.
- Participate in meetings of the Geospatial Technical Advisory Committee.
- Assist CTDOT with data coordination.
- Attend meetings, conferences, workshops, and training sessions determined by supervisor.
- Assist with other tasks as necessary.

### Regional Planner

- Assist with the preparation and management of transportation, land use, economic development, emergency management, conservation and brownfields plans, including the Regional Plan of Conservation and Development.
- Support a proactive public involvement process and facilitate public outreach/participation/education for various initiatives.
- Develop short and long-range work plans, procedures, budgets and schedules.
- Assist with meetings of the Conservation Technical Advisory Committee, Economic Development and Tourism Technical Advisory Committee and Emergency Management Technical Advisory Committee.
- Administration, advanced research and analysis, and presentation of information and recommendations on long-range land-use planning, regional planning, multi-modal transportation planning, urban design and economic development issues. Evaluate transportation systems and their role in providing economic and social opportunities and benefits.
- Link the transportation planning process with the

NEPA process and other environmental and conservation issues.

- Attend meetings, conferences, workshops, and training sessions determined by supervisor.
- Assist with other tasks as necessary.

### Administrative Assistant

- Assist the Executive Director with scheduling.
- Assist with all administrative tasks regarding planning events and booking venues.
- Support a proactive public involvement process.
- Organize and maintain resolutions endorsed by the GBVMPO member towns and Council.
- Record and maintain meeting minutes.
- Attend meetings, conferences, workshops, and training sessions determined by supervisor.
- Assist with other tasks as necessary.

### Intern/Planning Assistant

- Assist with data gathering, including the collection of traffic data (volume, speed, vehicle class) and travel time.
- Assist with duties related to the proactive public involvement process.
- Attend meetings, conferences, workshops, and training sessions determined by supervisor.
- Assist with other tasks as necessary.

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## NVCOG EMPLOYEE TASKS

### Executive Director

Directs the operations of the Naugatuck Valley Council of Governments (NVCOG) and supervises the transportation and regional planning staff. The Executive Director formulates policies, manages daily operations of the NVCOG and plans and coordinates use of resources for sustainability. The Executive Director serves as the Co-Secretary of the Greater Bridgeport and Valley MPO and Director of the Central Naugatuck Valley Region MPO, assists in formulating policy board actions and implementing recommendations, and facilitates the on-going interaction and relationships between the NVCOG and state, federal, non-profit and private sector partners. The Executive Director works with the New York-Connecticut Sustainable Communities Initiative Consortium in developing a regional plan for sustainability and with the Regional Plan Associations, CCM, and others to encourage more TODs in the state and region. Coordinates relationship between the NVCOG and partner agencies and MPOs within Connecticut and beyond.

### Assistant Director

Assists the Executive Director in daily operations of the NVCOG. In the absence of the Executive Director, the Assistant Director fills in to act on their behalf. The Assistant Director assists the Executive Director in setting agency direction, as well as formulating policies and coordinating staffing resources. In day to day operations, the Assistant Director provides guidance to staff and serves to communicate critical information between the Executive Director and the NVCOG staff, as well as back up to the Director and NVCOG and CNVMPO board. Metropolitan Area Planning Forum with directors of the New York Metropolitan Transportation Council (NYMTC), Northern New Jersey Transportation Planning Authority (NJTPA), and Lehigh Valley Planning Commission (LVPC). The Assistant Director also works closely with the Connecticut Department of Transportation

(CTDOT) and the other MPOs and Planning Agencies in Connecticut.

### Planning Director

Responsible for the implementation of the NVCOG's regional, environmental and transportation planning, and support of its mission as the Metropolitan Planning Organization for the Greater Bridgeport and Valley portions of the Bridgeport-Stamford urbanized area and the Central Naugatuck Valley Region of the Waterbury urbanized area. The Director of Planning is responsible for coordinating and collaborating with other regional organizations and MPOs in Connecticut and state and federal agencies, including the Connecticut Department of Transportation, Department of Energy and Environmental Protection, Office of Policy and Management and Department of Emergency Services and Public Protection. Works with the Executive Director in providing analysis and recommendations regarding key planning issues and coordinating all planning policies in order to create complementary and not contradictory policies. The Director of Planning coordinates with the FHWA and FTA on highway and transit capital programs and planning and leads the region's Transit-Oriented Development efforts. Works with and assists the Executive Director in coordinating mega-regional planning efforts as a member of the Metropolitan Area Planning Forum with directors of the New York Metropolitan Transportation Council (NYMTC), Northern New Jersey Transportation Planning Authority (NJTPA) and Lehigh Valley Regional Planning Commission.

### Director of Transportation Planning

Assists the Director of Planning in the implementation of the NVCOG's transportation planning program and supports of the NVCOG's mission as the Metropolitan Planning Organization for the Greater Bridgeport and Valley portions of the Bridgeport-Stamford urban area and the Central Naugatuck Valley Region of the Waterbury urban area. The Director of Transportation Planning is responsible for supervising the transportation planning staff and ensuring timely completion of plans and

projects. The Director of Transportation Planning is also responsible for NVCOG's interactions with the Air Quality Conformity Interagency Consultation Committee and Connecticut Bicycle and Pedestrian Advisory Board. Works with the Assistant Director in providing analysis and recommendations regarding key planning issues and coordinating all planning policies in order to create complementary and not contradictory policies. Works with and assists the Assistant Director and Director of Planning to direct interagency work required for delivery of transportation projects, including engagement with the MAP Forum, CTDOT, and other necessary partners.

### **Regional Transportation Engineer**

Under general direction of Executive Director and Director of Planning, manages all technical aspects of roadway, street, highway, and interstate design, modeling, and improvement. Provides transportation and traffic engineering technical assistance to the municipalities of the Naugatuck Valley Council of Governments, assesses traffic and highway operations on key corridors and intersections, develops highway capital improvement project concepts, develops preliminary engineering and design activities for project scoping and development, conducts and manages traffic engineering corridor and intersection studies, and responsible for NVCOG's travel demand forecasting and traffic simulation modeling activities. Reviews and provides technical opinions on design plans submitted by member municipalities under the state funded LOTCIP for NVCOG and assists in developing project scopes and preparing concept drawings. Responsible for project selection, scheduling, cost control and contract administration and consults with towns regarding LOTCIP, STP, TAP and CMAQ projects. The Regional Transportation Engineer provides guidance and direction to the Transportation Engineer II and Transportation Engineer I.

### **Senior Transportation Planner**

Reporting to the Director of Transportation Planning, the Senior Transportation Planner supervises transportation planning staff, assists in guiding the conduct of

the regional transportation planning process, and helps the Director of Transportation Planning and Director of Planning coordinate the long-range transportation plan (MTP) and short term transportation improvement program (TIP) and ensures the planning program is conducted in accordance with these documents. The Senior Transportation Planner oversees transportation modelling activities of the NVCOG and is responsible for analyses using transportation analytics. Assists the Director of Planning and Director of Transportation Planning in special projects, program coordination and the development and analysis of their respective policy impacts upon the agency. The Senior Transportation Planner establishes and conducts the meeting schedule, agendas and business of the Transportation Technical Advisory Committee (TTAC) and supervises special projects recommended and approved by the TTAC.

### **Transportation Planner II**

Assist the Director of Transportation Planning and Senior Transportation Planner in the conduct of various transportation planning studies and tasks as outlined and contained in the Unified Planning Work Program. The transportation planner II will be required to manage projects, both internal and with external consultants. This position will, at the direction of transportation planning leadership, complete final reports, present information to the NVCOG and CNVMPO board, and participate in federally required planning for the CNVMPO.

### **Transportation Planner I**

The Transportation Planner I will assist the Transportation Planner II, Senior Transportation Planner, and Director of Transportation Planning in implementation of the various transportation planning tasks and program management. Transportation Planner I will, in support of the broader transportation planning program, conduct data collection work and perform analysis as requested. Additional tasks as identified within the UPWP may be assigned to the Transportation Planner I at the discretion of senior planning staff.

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### Senior Transit Planner

Supervises the transit planning staff and oversees the development, coordination and implementation of regional transit priorities and leads the NVCOG's long-range and short-term transit planning efforts in order to enhance the transit systems in the Naugatuck Valley planning region to better link land use, housing, employment and new bus rapid transit and rail opportunities. The Senior Transit Planner works with the Director of Planning and Senior Transportation Planner in working with the GBVMPO, CNV MPO, CCMPO, CTDOT, CT Transit, VTD and the municipalities to identify funding sources and strategies to implement plan recommendations and coordinates planning efforts with the VTD, GBT and CT Transit related to special transportation needs, including jobs access, elderly and handicapped transportation grant programs (LOCHSTP and Municipal Grant Program).

### Transit Planner

Assists the Senior Transit Planner with the development, coordination and implementation of regional transit priorities and works on the NVCOG's long-range and short-term transit planning efforts in order to enhance the transit systems in the Naugatuck Valley planning region to better link land use, housing, employment and new bus rapid transit and rail opportunities. The Transit Planner works with the transportation planning staff in working with the GBVMPO, CNV MPO, CCMPO, CTDOT, CT Transit, VTD and the municipalities to identify funding sources and strategies to implement plan recommendations and coordinates planning efforts with the VTD, GBT and CT Transit related to special transportation needs, including jobs access, elderly and handicapped transportation grant programs (LOCHSTP and Municipal Grant Program).

### Finance Director

Works under the general supervision of the Executive Director and maintains general ledger, journals and all other fiscal records and reports, including all NVCOG

checking and savings accounts, in accordance with federal and state accounting and auditing standards. The Financial Officer prepares project financial reports, requests contract reimbursements, prepares quarterly financial reports (FICA, FWT and unemployment), prepares monthly balance sheets, analysis of staff timesheets and financial reports, and makes out all checks including payroll. The Financial Officer processes invoices received from consulting firms under NVCOG contract.

### Planning Fellow

In support of planning director and senior planners, under the direction of the Director of Planning, the Planning Fellow is a project based employee. On a term dictated by a project timeline, the Planning Fellow will be responsible for data collection and analysis, policy review, report preparation, and work necessary for implementation of major projects. Additional responsibilities may be assigned at the discretion of supervising planners.

### Planning Intern/Planning Assistant

Is a durational position that carries out specific planning and program tasks under the direction and supervision of the Director of Planning, Senior Transportation Planner or a designated staff member and assists the transportation and regional planning staff in the conduct of a wide variety of planning tasks, including the preparation of planning documents, data collection and analysis, and GIS support and maintenance.



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# STATEMENT OF COOPERATIVE MPO/STATE/TRANSIT OPERATORS PLANNING ROLES & RESPONSIBILITIES: AMENDED MARCH 10, 2021

## **Statement of Cooperative MPO/State/Transit Operators' Planning Roles & Responsibilities**

### **Purpose**

The purpose of this statement is to outline the roles and responsibilities of the State, the Greater Bridgeport and Valley Metropolitan Planning Organization and appropriate providers of public transportation as required by 23 CFR Sec. 450.314(a), (h) "Metropolitan Planning Agreements".

### **General Roles & Responsibilities**

The Greater Bridgeport and Valley Metropolitan Planning Organization will perform the transportation planning process for their region and develop procedures to coordinate transportation planning activities in accordance with applicable federal regulations and guidance. The transportation process will, at a minimum, consist of:

1. Preparation of a two-year Unified Planning Work Program that lists and describes all transportation planning studies and tasks to be completed during this two-year period.
2. Preparation and update of a long range, multi-modal metropolitan transportation plan.
3. Preparation and maintenance of a short-range transportation improvement program (TIP).
4. Financial planning to ensure plan and program are financially constrained and within anticipated funding levels.
5. Conduct planning studies and system performance monitoring, including highway corridor and intersection studies, transit system studies, application of advanced computer techniques, and transportation data collection and archiving.
6. Public outreach, including survey of affected populations, electronic dissemination of reports and information (website), and consideration of public comments.
7. Ensuring the transportation planning process evaluates the benefits and burdens of transportation projects and/or investments to ensure significant or disproportionate impacts on low income and minority populations are avoided and/or mitigated. This will be accomplished using traditional and non-traditional outreach to Title VI populations, including outreach to LEP populations.
8. Development and implementation of a Congestion Management Process as appropriate.
9. Ensuring plans, projects and programs are consistent with and conform to air quality goals of reducing transportation-related emissions and attaining National Ambient Air Quality Standards.
10. Self-certify the metropolitan planning process at least once every four years, concurrent with TIP adoption and submittal, certifying the planning process is being conducted in accordance with all applicable federal requirements and addressing the major issues facing the area.

### **Long Range Metropolitan Transportation Plan**

1. The Greater Bridgeport and Valley Metropolitan Planning Organization will be responsible for preparing and developing the long range (20–25 years) metropolitan transportation plans for their respective region.
2. The Greater Bridgeport and Valley Metropolitan Planning Organization may develop a consolidated transpor-

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tation plan summary report for the planning region that includes the key issues facing the area and priority programs and projects.

3. CT DOT will provide the following information and data in support of developing the transportation plan:
  - a. Financial information - estimate of anticipated federal funds over the 20-25 year time frame of the plan for the highway and transit programs.
  - b. Trip tables - for each analysis year, including base year and the horizon year of the plan by trip purpose and mode. *(CT DOT will provide this only if requested since the Greater Bridgeport and Valley Metropolitan Planning Organization may maintain their own travel forecast model.)*
  - c. Traffic count data for state roads in the Greater Bridgeport and Valley Metropolitan Planning Organization region, and transit statistics as available.
  - d. List of projects of statewide significance by mode, with descriptions, so that they can be incorporated into the long range metropolitan transportation plans.
  - e. Assess air quality impacts and conduct the regional emissions assessment of the plan. Will provide the results of the assessment in a timely manner to allow inclusion in the plan and to be made available to the public at public information meetings. (Refer to air quality tasks.)
4. The Greater Bridgeport and Valley Metropolitan Planning Organization may conduct transportation modeling for the area.
4. The Greater Bridgeport and Valley Metropolitan Planning Organization will consult with the appropriate providers of public transportation on local bus capital projects to include in the transportation plan, and will work together to develop local bus improvements for the plan from the 10-year capital program. Through consultation, they will identify future local bus needs and services, including new routes, service expansion, rolling stock needs beyond replacement, and operating financial needs.

### **Transportation Improvement Program (TIP)**

1. The selection of projects in the TIP and the development of the TIP will occur through a consultative process between CT DOT, Greater Bridgeport and Valley Metropolitan Planning Organization, and the appropriate provider(s) of public transportation.
2. CT DOT will send a draft proposed 5-year Capital Plan to the Greater Bridgeport and Valley Metropolitan Planning Organization for review and comment. The draft list will reflect input that the CT DOT received from the Greater Bridgeport and Valley Metropolitan Planning Organization during the consultation process on the previous year's plan.
3. CT DOT will prepare an initial list of projects to include in the new TIP. This list will be based on the current TIP that is about to expire and the 5- year Capital Plan.
4. CT DOT will consult with and solicit comments from the Greater Bridgeport and Valley Metropolitan Planning and transit providers on the TIP and incorporate where practicable.
5. CT DOT will provide detailed project descriptions, cost estimates and program schedules. The project descriptions will provide sufficient detail to allow the Greater Bridgeport and Valley Metropolitan Planning Organization to explain the projects to the policy board and the general public.
6. CT DOT will provide a list of projects obligated during each of the federal fiscal years covered by the TIP/STIP. The annual listing of obligated projects should include both highway and transit projects.
7. The Greater Bridgeport and Valley Metropolitan Planning Organization will compile the TIP for the Region,

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including preparing a narrative. Projects will be categorized by federal aid program and listed in summary tables. The TIP will be converted into a format that will allow it to be downloaded to the Region's website. The Greater Bridgeport and Valley Metropolitan Planning Organization will maintain the TIP by tracking amendments and changes to projects (schedule, scope and cost) made through the TIP/STIP Administrative Action/Amendment/Notification process.

8. CT DOT will develop the STIP based on the MPOs' TIPs and projects located in the rural regions of the State.
9. CT DOT will include one STIP entry each for the Bridge program and the Highway Safety Improvement program. This entry will list the total funds needed for these programs for each fiscal year. All Regions will receive back up lists in the form of the Bridge Report and the Safety Report monthly. The one line entry will reduce the number of entries needed in the STIP. Any projects listed in the Bridge and or Safety Report that are over \$5m and on the NHS, will be transferred directly into the STIP as its own entry per the TIP/STIP Administrative Action/Amendment/Notification process.
10. CT DOT will provide proposed amendments to the Greater Bridgeport and Valley Metropolitan Planning Organization for consideration. The amendment will include a project description that provides sufficient detail to allow the Greater Bridgeport and Valley Metropolitan Planning Organization to explain the proposed changes to the Greater Bridgeport and Valley Metropolitan Planning Organization board and project management contact information. It will also provide a clear reason and justification for the amendment. If it involves a new project, CT DOT will provide a clear explanation of the reasons and rationale for adding it to the TIP/STIP.
11. When an amendment to the TIP/STIP is being proposed by the Greater Bridgeport and Valley Metropolitan Planning Organization, the project sponsor will consult with CT DOT to obtain concurrence with the proposed amendment, to obtain Air Quality review and consistency with Air Quality Conformity regulations and ensure financial consistency.
12. CT DOT will provide a financial assessment of the STIP with each update. The Greater Bridgeport and Valley Metropolitan Planning Organization should prepare a TIP summary table listing all projects by funding program sorted by year based on CT DOT's financial assessment, demonstrating and maintaining financial constraint by year.

### **Air Quality Planning**

1. CT DOT and the Greater Bridgeport and Valley Metropolitan Planning Organization should meet at least once per year to discuss the air quality conformity process, the regional emissions analysis and air quality modeling.
2. CT DOT will conduct the regional emissions analysis, which includes the Greater Bridgeport and Valley Metropolitan Planning Organization area and provide the results to the Greater Bridgeport and Valley Metropolitan Planning Organization. The regional emissions analyses for the build or future years will include the proposed transportation improvements included in the regional long-range metropolitan transportation plans and TIP.
3. The Greater Bridgeport and Valley Metropolitan Planning Organization will prepare a summary report of the conformity process and regional emissions analysis for the Region. It will contain a table showing the estimated emissions from the transportation system for each criteria pollutant and analysis year.
4. The summary report on the regional emissions analyses will be inserted into the long-range transportation plan and TIP.
5. The Greater Bridgeport and Valley Metropolitan Planning Organization will make the regional emissions

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analysis available to the public.

### **Public Participation Program**

1. The Greater Bridgeport and Valley Metropolitan Planning Organization will annually review and evaluate their public participation program.
1. The Greater Bridgeport and Valley Metropolitan Planning Organization will update and prepare a list of neighborhood and local organizations and groups that will receive notices of MPO plans, programs and projects.
2. The Greater Bridgeport and Valley Metropolitan Planning Organization will work to ensure that low-income, minority and transit dependent individuals are afforded an adequate opportunity to participate in the transportation planning process, receive a fair share of the transportation improvement benefits and do not endure a disproportionate transportation burden. The Greater Bridgeport and Valley Metropolitan Planning Organization will comply with federal legislation on these issues.
3. The Greater Bridgeport and Valley Metropolitan Planning Organization's process for developing plans, projects, and programs will include consultation with state and local agencies responsible for land use and growth management, natural resources, environmental protection, conservation and historic preservation.
4. The Greater Bridgeport and Valley Metropolitan Planning Organization will maintain their website to provide clear and concise information on the transportation planning process and provide an opportunity to download reports and documents. This will include developing project and study summaries, converting reports into a pdf or text format, and maintaining a list of available documents. The website will provide links to other associated organizations and agencies.

### **Public Transportation Planning**

1. The Greater Bridgeport and Valley Metropolitan Planning Organization will allow for, to the extent feasible, the participation of transit providers at all transportation committee and policy board meetings to provide advice, information and consultation on transportation programs within the planning region.
2. The Greater Bridgeport and Valley Metropolitan Planning Organization will provide the opportunity for the transit provider(s) to review and comment on planning products relating to transit issues within the region.
3. The Greater Bridgeport and Valley Metropolitan Planning Organization will allow for transit provider(s) to participate in UPWP, long-range plan, and TIP development to ensure the consideration of any appropriate comments.
4. The Greater Bridgeport and Valley Metropolitan Planning Organization and CT DOT will assist the transit provider(s), to the extent feasible, with planning for transit-related activities.

### **Fiscal/Financial Planning**

1. The CT DOT will provide the Greater Bridgeport and Valley Metropolitan Planning Organization with up-to-date fiscal and financial information on the statewide and regional transportation improvement programs to the extent practicable. This will include:
  - a. Anticipated federal funding resources by federal aid category and state funding resources for the upcoming federal fiscal year, as shown in the TIP financial chart.
  - b. Will hold annual meetings to discuss authorized funds for the STP-Urban and LOTCIP accounts.
  - c. Annual authorized/programmed funds for the FTA Section 5307 Program as contained in the STIP and the annual UZA split agreements.

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d. Monthly updates of STP-Urban Program showing current estimated cost & scheduled obligation dates.

1. The CT DOT will notify the Greater Bridgeport and Valley Metropolitan Planning Organization when the anticipated cost of a project, regardless of funding category, has changed in accordance with the agreed upon TIP/STIP Administrative Action/Amendment/Notification process.
1. The Greater Bridgeport and Valley Metropolitan Planning Organization will prepare summary tables and charts that display financial information for presentation to the policy board.

### **Congestion Management Process (CMP) Program**

1. The Greater Bridgeport and Valley Metropolitan Planning Organization, if located in a TMA, will conduct a highway performance monitoring program that includes the gathering of available traffic counts and travel time information and determination of travel speeds and delay.
2. The Greater Bridgeport and Valley Metropolitan Planning Organization will conduct congestion strategies studies for critical corridors and identify possible improvements to reduce congestion and delay.
3. The Greater Bridgeport and Valley Metropolitan Planning Organization will work with CT DOT on programming possible congestion-reducing projects.
4. The Greater Bridgeport and Valley Metropolitan Planning Organization will, upon implementation of a congestion reduction improvement, assess post-improvement operations and determine level of congestion relief.

### **Intelligent Transportation Systems (ITS) Program**

1. The CT DOT will maintain the statewide ITS architecture and ensure consistency with the Regional ITS Architecture for the Greater Bridgeport and Valley Metropolitan Planning Organization.
2. The Greater Bridgeport and Valley Metropolitan Planning Organization will maintain and update the Regional ITS Architecture for the Greater Bridgeport and Valley Metropolitan Planning Organization, where appropriate.

### **Performance Based Planning and Programming**

#### **A. Collection of Performance Data**

1. All data collected for performance measure goals will be collected by the CTDOT and will meet the MAP 21/FAST ACT provisions and requirements, unless the MPO decides to set its own performance target, in which case the MPO will be responsible for collecting their own data.
2. All data collected for goals for Federal Transit Administration's (FTA's) State of Good Repair performance measures and Safety performance measures established under the Public Transportation Agency Safety Plan (PTASP) will include data provided by the Transit Districts to the National Transit Database (NTD) and through CTDOT, in accordance with the Transit Asset Management Rule.
3. CTDOT will make the compiled data collected for each performance measure available on a platform accessible by CTDOT and the MPO's.
4. CTDOT will develop a Measures and Deliverables tracking spreadsheet outlining each Performance Measure, the deliverables required, the submittal dates and the CTDOT contact and provide to the Greater Bridgeport and Valley Metropolitan Planning Organization.

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## **A. Selection of Performance Targets**

CTDOT will draft statewide performance targets for each of the FAST Act performance measures and coordinate with the MPOs and Transit Representatives, as required by 23 CFR Parts 450 and 771, as well as 49 CFR Part 613 as outlined below:

1. The CTDOT will discuss performance measures at each of the regularly scheduled monthly meetings (via teleconference or in person meeting).
2. The CTDOT will present data collected for each performance measure and collaborate with the Greater Bridgeport and Valley Metropolitan Planning Organization and Transit Representatives on assumptions.
3. The CTDOT will provide the Greater Bridgeport and Valley Metropolitan Planning Organization and Transit Representative with 30 days to provide feedback on the data received and the assumptions provided.
4. The feedback received will be discussed at the next scheduled monthly meeting.
5. CTDOT will set targets for each performance measure with consideration of feedback received.

## **A. Reporting of Performance Targets**

1. CTDOT will notify the Greater Bridgeport and Valley Metropolitan Planning Organization and Transit Representatives by email when final statewide targets are established.
2. CTDOT will send the targets that have been set, the backup information and a PowerPoint presentation to the Greater Bridgeport and Valley Metropolitan Planning Organization for their use in educating the MPO Policy Board. CTDOT will provide region level data summaries, if available.
3. The Greater Bridgeport and Valley Metropolitan Planning Organization has 180 days after the CTDOT establishes their targets to establish their own targets or endorse the State's targets and agree to plan and program projects so that they contribute toward the accomplishment of the performance targets.
4. If the Greater Bridgeport and Valley Metropolitan Planning Organization is establishing their own targets, the Greater Bridgeport and Valley Metropolitan Planning Organization will report those targets to the CTDOT by email no later than the 180 day timeframe.
5. The Greater Bridgeport and Valley Metropolitan Planning Organization will share this information with the Policy Board and will require Policy Board resolution to support the targets set by CTDOT or endorse their own targets.
6. The Greater Bridgeport and Valley Metropolitan Planning Organization will forward the Policy Board resolution to the Performance Measures Unit at the CTDOT before the 180 day limitation for FHWA performance measures via the [DOT.Map21@ct.gov](mailto:DOT.Map21@ct.gov) email box.
7. For FTA performance measures, it is noted that the Greater Bridgeport and Valley Metropolitan Planning Organization provided a resolution of support for the initial transit State of Good Repair (SGR) performance targets on July 1, 2017. Thereafter, in accordance with FTA, transit providers will continue to share their targets annually with the Greater Bridgeport and Valley Metropolitan Planning Organization. However, the Greater Bridgeport and Valley Metropolitan Planning Organization targets are not required to be updated annually, only revisited whenever the Greater Bridgeport and Valley Metropolitan Planning Organization updates their MTP and/or TIP on or after October 1, 2018.
8. For FTA safety performance measures as part of the PTASP, the Greater Bridgeport and Valley Metropolitan Planning Organization has received the Plan which included safety performance targets and will have 180 days to support these initial targets. Each transit provider is required to review its agency Safety Plan annually and update the plan, including the safety performance targets, as necessary.

**A. Reporting of progress toward achieving goal**

1. CTDOT will document progress towards achieving statewide performance targets annually, and report to the NTD. Information will be available to the Greater Bridgeport and Valley Metropolitan Planning Organization and transit representatives for use in updates to the Long Range Transportation Plan, the Statewide Transportation Improvement Program, the CTDOT TAM Plans and the FTA Annual report by email after the required reports are issued to Federal Agencies.
2. CTDOT will share updated TAM Plans with the Greater Bridgeport and Valley Metropolitan Planning Organization in a timely manner, and the MPOs will incorporate them into their planning process.
3. The Greater Bridgeport and Valley Metropolitan Planning Organization will document progress towards achieving performance targets and report that information to CTDOT in the Metropolitan Transportation Plan and the Transportation Improvement Plan as outlined in the Measures and Deliverables tracking spreadsheet via email. The CTDOT will collect this information and file until requested from FHWA/FTA.

**A. The collection of data for the State asset management plan for the NHS**

1. CTDOT will collect all asset management data required for all NHS routes, regardless of ownership.

30 Performance Measures

Highway Safety	Number of Fatalities - 5-Year Rolling Average
Highway Safety	Rate of Fatalities per 100 million VMT - 5-Year Rolling Average
Highway Safety	Number of Serious Injuries - 5-Year Rolling Average
Highway Safety	Rate of Serious Injuries per 100 million VMT - 5-Year Rolling Average
Highway Safety	Number of Non-Motorized Fatalities and Non-Motorized Serious Injuries - 5-Year Rolling Average
Bridges & Pavements	Percentage of Pavements of the Interstate System in Good Condition
Bridges & Pavements	Percentage of Pavements of the Interstate System in in Poor Condition
Bridges & Pavements	Percentage of Pavements of the Non-Interstate NHS in Good Condition
Bridges & Pavements	Percentage of Pavements of the Non-Interstate NHS in Poor Condition
Bridges & Pavements	Percentage of NHS Bridges classified in Good Condition (by deck area)
Bridges & Pavements	Percentage of NHS Bridges classified in Poor Condition (by deck area)

System Performance	Percent of the Person-Miles Traveled on the Interstate That Are Reliable
System Performance	Percent of the Person-Miles Traveled on the Non-Interstate NHS That Are Reliable
Freight	Percent of the Interstate System mileage providing for reliable truck travel times
Congestion and Air Quality(beg 2022)	Annual Hours of Peak-Hour Excessive Delay (PHED)
Congestion and Air Quality	Percent of Non-SOV Travel
Congestion and Air Quality(beg 2022)	Total Emissions Reduction
Transit Asset Management	Percentage of Service (non-revenue) Vehicles that have met or exceeded their Useful Life Benchmark (ULB)
Transit Asset Management	Percentage of Facilities with an asset class rated below condition 3 on the TERM scale.
Transit Asset Management	Infrastructure (rail, fixed guideway, track, signals, and systems) - Percentage of track segments with performance restrictions
Transit Asset Management	Percentage of Revenue Vehicles within a particular asset class that have met or exceeded their ULB
FTA C 5010.1E	Number of fatalities per “vehicle revenue miles.” by mode.
FTA C 5010.1E	Number of serious injuries per “vehicle revenue miles.” by mode.
PTASP safety performance targets	Fatalities (total number of reported fatalities)
PTASP safety performance targets	Fatalities (fatality rate per total vehicle revenue miles by mode)
PTASP safety performance targets	Injuries (total number of reportable injuries)
PTASP safety performance targets	Injuries (injury rate per total vehicle revenue miles by mode)
PTASP safety performance targets	Safety Events (total number of reportable safety events)
PTASP safety performance targets	Safety Events (safety event rate per total vehicle revenue miles by mode)
PTASP safety performance targets	System Reliability (mean distance between mechanical failures by mode)



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**Amendment**

This Statement on Transportation Planning may be amended from time to time or to coincide with annual UPWP approval as jointly deemed necessary or in the best interests of all parties, including Federal transportation agencies.

**Effective Date**

This Statement will be effective after it has been endorsed by the Greater Bridgeport and Valley Metropolitan Planning Organization as part of the UPWP, and as soon as the UPWP has been approved by the relevant Federal transportation agencies.

**No Limitation on Statutory Authority**

Nothing contained in this Statement is intended to or shall limit the authority or responsibilities assigned to signatory organizations under Connecticut law, federal law, local ordinance, or charter.

# APPENDIX A: 2022 CERTIFICATION REVIEW, FINDINGS SUMMARY



U.S. Department of Transportation  
**Federal Highway Administration**  
**Federal Transit Administration**

<b>Greater Bridgeport Valley MPO</b>	
<b>Review Area</b>	<b>Corrective Action</b>
1. Metropolitan Transportation Plan	The MTP is required to consider the current and projected transportation demand of persons and goods in the metro planning area over the period of the transportation plan (23 CFR 450.324(f)). In addition, BIL enhances the requirements for ensuring consistent data is used when more than one MPO serves the same urbanized areas, including population and employment data and forecasts. For the next update of the MTP, GBVMPO must collaborate with the CTDOT, the statewide Travel Demand Model, and within the TMA to ensure the plan has a solid baseline of assumptions and forecasts for population, employment and traffic demand. The updated MTP, including appropriate data and forecasts, must be completed by May 1, 2023.
2. Transportation Improvement Program	The MPO must upload the FFY2021 Obligated Project Listing to the MetroCOG website to comply with 23 CFR 450.334. The FY2021 listing must be posted by September 1, 2022. All future listings must be posted within 90 days of the end of the fiscal year. <i>(This item was addressed and completed prior to issuance of the final document.)</i>
3. Congestion Management Process / Management and Operations	GBVMPO must coordinate their CMP efforts within the TMA, cooperatively developing and implementing it with SWRMPO by May 1, 2023. Specifics as to how the coordination, development of methodologies, and how implementation will be accomplished should be included in the CMP.

<b>Bridgeport Stamford TMA</b>	
<b>Review Area</b>	<b>Corrective Action</b>
1. TMA Coordination	The MPOs must ensure collaboration meetings within the TMA occur on a regular basis, annually at a minimum. WestCOG and MetroCOG/NVCOG staff may consider alternating who facilitates the meeting and invite FHWA/FTA officials. The agenda should include a review of each other's planning programs and an identification of projects or programs of mutual interest. The first coordination meeting must be held by October 31, 2022.



## Greater Bridgeport Valley MPO

Review Area	Recommendation
1. MPO Structure and Agreements	MetroCOG, NVCOG, and GBVMPO should work together with CTDOT to ensure the state transportation official to the MPO board is well-defined, engaged, and participating in the MPO in a beneficial manner.
2. MPO Structure and Agreements	The MPO should consider amending their bylaws or developing other documentation to better clarify roles, responsibilities and composition of the TTACs. If the TTACs are intended to be primarily informal forums for municipal staffs to discuss items of common interest that should be documented, and if the TTACs are intended to be advisory to the MPO that should be acknowledged.
3. MPO Structure and Agreements	MetroCOG and NVCOG should consider assessing TTAC membership to determine if participation by additional organizations could benefit the metropolitan planning process. These committees offer a forum for cooperative planning and information sharing to inform decision making. MetroCOG and NVCOG are encouraged to consider additional participants that can assist in creating a safe, multi-modal, equitable, sustainable transportation system. Published documents and website materials should be updated to appropriately reflect membership.
4. Financial Planning	The MPO should convert costs into YOE and indicate in the list of projects the YOE.
5. Financial Planning	The MPO should take a more active role in the development of the financial plan and better document its coordination with CTDOT and local transit providers. The Financial Plan should indicate if transit providers in the region have sufficient funding to meet operate and maintain all services and facilities under their control.
6. Metropolitan Transportation Plan	The MPO should consider including a process for equitable distribution of prioritized projects throughout the region in the 2023 update of the MTP. This will ensure stakeholders are aware of how projects are selected as well as ensure projects are equitably distributed.



Review Area	Recommendation
7. Transportation Improvement Program	CTDOT and the MPO should work cooperatively to assess if the TIP and STIP revision procedures from 2010 included in CTDOT's <i>Handbook</i> are still appropriate or if updates are needed. Additionally, it is recommended that CTDOT and the MPO consider how eSTIP processes should be reflected in the revision procedures. CTDOT and the MPOs should also ensure that the revision process is transparent and available as public information.
8. Transportation Improvement Program	The MPO should ensure that amendments to the TIP are posted to the website shortly after MPO endorsement and that a TIP amendment date is included when the TIP is amended.
9. Transit Planning	The MPO and public transportation providers should develop a strategy for coordination to ensure all parties are regularly sharing data and other information that may be of use to the other parties.
10. Transit Planning	The MPO should seek ways to consider the role that intercity buses may play in reducing congestion, pollution, and energy consumption in a cost-effective manner and strategies and investments that preserve and enhance intercity bus systems, including systems that are privately owned and operated.
11. Transit Planning	It is recommended that the MPO work closely with the region's transit providers to evaluate ridership and trends as the COVID-19 pandemic subsides. The MPO and their transit partners should consider surveys to better understand how the pandemic has impacted ridership and to ensure the existing level of service is appropriate to meet the demands of the public.
12. Public Participation	An annual review and evaluation of the public involvement process, as stipulated in the Statement of Cooperative MPO/State/Transit Operators Planning Roles & Responsibilities of the UPWP, should be developed and included as a task in the next update of the UPWP.
13. Civil Rights	<b>EJ:</b> To be consistent with the Executive Order on EJ, the MPO will need to conduct a benefit and burden analysis on projects selected in the TIP and MTP. The data collection and analysis should be consistent in its consideration of all groups under Title VI and not limited to minority individuals. Title VI protected classes include persons of any race, color and national origin. The MPO staff should become familiar with the requirements of the EJ Executive Order and associated guidance. Staff is recommended to take the virtual NHI Fundamentals of EJ class (course number FHWA-NHI-142074) to understand the basics of EJ and to document the analysis in the TIP and MTP.



Review Area	Recommendation
14. Civil Rights	<b>Executive Orders 14008 and 13985:</b> The MPO staff should increase its awareness of the two Executive Orders, <a href="#">EO 14008</a> and <a href="#">EO 13985</a> and prepare for the rollout by attending webinars and other virtual meetings as they become available.
15. Civil Rights	<b>ADA:</b> The MPO should continue their coordination with CTDOT in educating municipalities on their responsibilities under ADA and Section 504 and send a summary of the Municipal ADA Assessments to FHWA/FTA annually.
16. Civil Rights	<b>ADA:</b> The MPO should assess how they communicate with disabled persons. Alternative communication methods such as TTY (Teletypewriter) and TDD (Telecommunication Device for the Deaf) and relay services that will allow the hearing-impaired individual to communicate through the telephone to receive information from the MPO should be considered. In addition, the MPO will need to provide alternative formats for written documentation and ensure accessibility for electronic communication for individuals with disabilities. As discussed at the certification review, CTDOT is willing to provide technical assistance on the alternative formats to communicate with people with disabilities.
17. Civil Rights	The MPO should strengthen outreach to Title VI, disability organizations and other community organizations focused on diverse populations. This will help to inform how the MPO can increase and improve communications with these organizations.
18. Transportation Safety and Security	GBVMPO is encouraged to develop a documented approach on how safety is considered as part of their project selection process. The specific uses of the RTSP in this process could be further defined to ensure limited resources are focused on addressing safety on all projects. This documented approach should also consider the specific goals (e.g., reduction of fatalities, serious injuries, or all crashes) of the funding programs to ensure projects selected will support achievement of the safety performance targets.
19. Transportation Safety and Security	GBVMPO should consider coordinating with CTDOT and the T2 Center on the potential uses of the CT Roadway Safety Management System (CRSMS) application. The CRSMS application can support safety project identification efforts, as well as benefit-cost analysis, project prioritization, and safety effectiveness evaluations. The use of the CRSMS modules can support the decision making on which safety projects will be most effective in achieving their safety-related objectives, as well as potential safety benefits from other projects that are not solely focused on safety.



Review Area	Recommendation
20. Freight Planning	GBVMPO should start to put more emphasis on freight planning at a regional level, working to advance a freight profile illustrating commodity flows and major truck origins and destinations, at a minimum. It is recommended that MetroCOG coordinate with NVCOG to understand available StreetLight Data analytics within the MPO.
21. Performance Management	The TIP should include a description of how the anticipated effects of the projects in the TIP are working toward achievement of the adopted performance targets and how these regional transportation investments align with targets. Consider summarizing the investments by category (e.g., bridges, pavements, congestion mitigation) as a way to analyze how these program investments help to meet the targets.
22. Congestion Management Process / Management and Operations	GBVMPO should work collaboratively with CTDOT to update the Diversion Route plans. This may include identification of ITS / traffic signal technologies and digitizing the plans to support quicker and more efficient deployment of diversion responses when needed.
23. Congestion Management Process / Management and Operations	GBVMPO should update their website to ensure the 2018 Connecticut Statewide ITS Architecture is available. GBVMPO and CTDOT should also evaluate opportunities to collaborate on ITS initiatives and share information and data within the TMA.
24. Environmental Mitigation and Resiliency	The MPO should look for ways to institutionalize consideration of resiliency needs and environmental mitigation opportunities throughout the planning process such as in planning studies, MTP development (including consultation with appropriate agencies), and project evaluation processes. This will better position the MPO to plan for a sustainable infrastructure system that works for all users, advance the transition to electric and other alternative fueled vehicles, and undertake actions to prepare for and adapt to the impacts of climate change.

## APPENDIX B: COMMENTS

**From:** [Pacacha, Jennifer](#)  
**To:** [Matt Fulda](#); [Patrick Carleton](#); [Meghan Sloan](#)  
**Cc:** [Tedesco, Kevin](#)  
**Subject:** UPWP Comments  
**Date:** Thursday, April 27, 2023 11:30:35 AM  
**Attachments:** [IIJA-BIL Section 11206 Implementation Guidance - 041223.pdf](#)  
[2024 2025 UPWP Guidance letter.pdf](#)

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Good Morning,

Please see the comments below regarding the UPWP. **Reminder that all COG's will need to have resolution from appropriate boards during the month of May (attached is the guidance for reference).**

### All COGs

- CTDOT to comment to all MPOs – how to reflect 2.5% CS items if MPOs elect to and if not the necessary opt out items
- CTDOT to get all MPOs schedule for UPWP revisions (FHWA/FTA previously prepared)
- CTDOT to comment to all MPOs as it relates to boundary smoothing and incorporation in the UPWPs **(needs to be accounted for in the first year)**
- Although no formal guidance has been issued, assume all FHWA/FTA Discretionary planning grants (e.g. SS4A, RAISE) should this be listed in the UPWP even if in simplistic tabular form showing funding source, FY, amount, recipient, and a general description.

### GBVMPO

- Well prepared, defer to 'all MPO comments'

Thanks,

### ***Jennifer Pacacha***

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## ACKNOWLEDGEMENTS

### GREATER BRIDGEPORT & VALLEY METROPOLITAN PLANNING ORGANIZATION

Ansonia	Mayor David Casseti	Monroe	First Selectman Kenneth Kellogg
Bridgeport	Mayor Joseph P. Ganim	Seymour	First Selectwoman Annmarie Drugonis
Derby	Mayor Richard Dziekan	Shelton	Mayor Mark Lauretti, Vice-Chair
Easton	First Selectman David Bindelglass	Stratford	Mayor Laura Hoydick, Chair
Fairfield	First Selectwoman Brenda L. Kupchick	Trumbull	First Selectman Vicki Tesoro
Greater Bridgeport Transit	Doug Sutherland	Valley Transit District	Mayor Mark Lauretti



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Katie Schlick, Environmental Planner

Karen Svetz, P.E., Regional Transportation Engineer

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Faith Thurmond, Staff Accountant/Program Coordinator

Savannah-Nicole Villalba, AICP, Senior Regional  
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