



BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

Jamey Tesler, MassDOT Secretary and CEO and MPO Chair
Tegin L. Teich, Executive Director, MPO Staff

TECHNICAL MEMORANDUM

DATE: September 15, 2022
TO: Unified Planning Work Program Committee
FROM: Tegin Teich, Executive Director
RE: Recommended Revisions to the Unified Planning Work Program (FFY 2022)

The Unified Planning Work Program (UPWP) is a one-year budget and planning document that lists the research projects, technical assistance, and other activities that the Boston Region Metropolitan Planning Organization (MPO) staff will undertake over the next federal fiscal year (FFY). Throughout the fiscal year, staff perform thorough assessments of the spending patterns and propose a slate of UPWP budget adjustments. Following the approval of Amendment Two to the FFY 2022 UPWP on August 18, 2022, this memo contains MPO staff recommendations for further adjustments, forming Adjustment One to the FFY 2022 UPWP.

The reason for this adjustment is that project or line-item needs have continued to evolve since the approval of Amendment Two. The Federal Highway Administration allows an adjustment of not more than 25 percent of each budget line item. This proposed adjustment falls below the 25 percent threshold. The adjustment, shown in Table 1, continues to have a net zero impact on the overall UPWP budget.

Thank you for your time in reviewing these recommended adjustments. MPO staff will be happy to discuss and answer any questions from UPWP committee members. After a discussion, we hope that you will agree with these recommended adjustments. We request you then vote to approve Adjustment One to the FFY 2022 UPWP and recommend that the MPO vote to endorse it.

Civil Rights, nondiscrimination, and accessibility information is on the last page.

Table 1
FFY 2022 UPWP Adjustments

Project Number	Project Name	Approved FFY 2022 Budget	Total Adjustments	Proposed FFY 2022 Budget	Comments
9122	Support to the MPO and its Committees	\$263,500	40,000	\$303,500	Increase needed to support staff time to prepare for and conduct in-person Certification Review meeting and work with the Administration and Finance (A&F) Committee on the Operations Plan.
6022	Computer Resource Management	\$309,000	19,000	\$328,000	Increase needed to support continued work on IT-related projects.
8322	Unified Planning Work Program (UPWP)	\$125,000	12,000	\$137,000	Increase needed to finalize the UPWP document.
13305	Intersection Improvement Program	\$66,325	7,000	\$73,325	Increase needed to finalize memos for the the intersections improvements in Stow, Wellesley, and Woburn.
2122	Congestion Management Process (CMP)	\$100,500	6,500	\$107,000	Increase needed to complete calculations of the performance measures for expressway corridors and support of the conflation of the CMP arterial network.
20906	Staff-Generated Research & Tech Assistance	\$11,000	2,500	\$13,500	Increase needed to finalize the work product for the COVID-19 Pandemic/Durable Transit Ridership research.
13310	Parking Policy and Trip Generation	\$20,000	(3,000)	\$17,000	Remaining budget will be transferred to another FFY 2022 UPWP project.
8222	Transportation Improvement Program (TIP)	\$194,000	(4,000)	\$190,000	Staff turnover and delay in hiring new TIP manager.
2222	Freight Planning Support	\$65,000	(5,000)	\$60,000	Staff time reallocated to other projects. Remaining budget after adjustment will be spent in FFY.
9622	Public Participation Process	\$150,000	(8,000)	\$142,000	Staff time reallocated to other projects. Remaining budget after adjustment will be spent in FFY.

8122	Long-Range Transportation Plan (LRTP)	\$359,000	(10,000)	\$349,000	Staff time reallocated to other projects. Remaining budget after adjustment will be spent in FFY.
7122	Regional Model Enhancement	\$880,000	(10,000)	\$870,000	Staff time reallocated to other projects. Remaining budget after adjustment will be spent in FFY.
13314	Addressing Equity and Access in the Blue Hills	\$40,000	(10,000)	\$30,000	Staff time reallocated to other projects. Remaining budget after adjustment will be spent in FFY.
13313	The Future of the Curb Phase 3	\$70,000	(17,000)	\$53,000	Construction/implementation planned for two of the case study projects to be completed in the fall. Before and after analysis for these two curbs will be conducted after construction complete.
8522	Transportation Equity Program	\$125,000	(20,000)	\$105,000	Staff time reallocated to other projects. Remaining budget after adjustment will be spent in FFY.
Grand Total		\$2,778,325	\$0	\$2,778,325	

The Boston Region Metropolitan Planning Organization (MPO) operates its programs, services, and activities in compliance with federal nondiscrimination laws including Title VI of the Civil Rights Act of 1964 (Title VI), the Civil Rights Restoration Act of 1987, and related statutes and regulations. Title VI prohibits discrimination in federally assisted programs and requires that no person in the United States of America shall, on the grounds of race, color, or national origin (including limited English proficiency), be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination under any program or activity that receives federal assistance. Related federal nondiscrimination laws administered by the Federal Highway Administration, Federal Transit Administration, or both, prohibit discrimination on the basis of age, sex, and disability. The Boston Region MPO considers these protected populations in its Title VI Programs, consistent with federal interpretation and administration. In addition, the Boston Region MPO provides meaningful access to its programs, services, and activities to individuals with limited English proficiency, in compliance with U.S. Department of Transportation policy and guidance on federal Executive Order 13166.

The Boston Region MPO also complies with the Massachusetts Public Accommodation Law, M.G.L. c 272 sections 92a, 98, 98a, which prohibits making any distinction, discrimination, or restriction in admission to, or treatment in a place of public accommodation based on race, color, religious creed, national origin, sex, sexual orientation, disability, or ancestry. Likewise, the Boston Region MPO complies with the Governor's Executive Order 526, section 4, which requires that all programs, activities, and services provided, performed, licensed, chartered, funded, regulated, or contracted for by the state shall be conducted without unlawful discrimination based on race, color, age, gender, ethnicity, sexual orientation, gender identity or expression, religion, creed, ancestry, national origin, disability, veteran's status (including Vietnam-era veterans), or background.

A complaint form and additional information can be obtained by contacting the MPO or at http://www.bostonmpo.org/mpo_non_discrimination.

To request this information in a different language or in an accessible format, please contact

Title VI Specialist
Boston Region MPO
10 Park Plaza, Suite 2150
Boston, MA 02116
civilrights@ctps.org

By Telephone:

857.702.3700 (voice)

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