

Boston Region MPO
FFY 2022 - UPWP Spending through Quarter 2

UPWP Page	Project Number	Project Name	Client	Project Type	Status	UPWP Spending				Life of Project Spending			
						FFY22 UPWP Budget	Total FFY22 Spending	FFY22 Balance	% UPWP Budget Expended	Project Budget	Project Spending	Project Balance	% Project Budget Expended
Support to the MPO and its 3C Process													
3-11	9022	3C Planning and MPO Support	MPO	Ongoing	Active	\$460,000	\$185,680	\$274,320	40%	\$460,000	\$185,680	\$274,320	40%
3-18	9222	MPO General Graphics	MPO	Discrete	Active	\$93,800	\$56,428	\$37,372	60%	\$93,800	\$56,428	\$37,372	60%
3-18	3122	Provision of Materials in Accessible Formats	MPO	Discrete	Active	\$120,685	\$68,641	\$52,044	57%	\$120,685	\$68,641	\$52,044	57%
3-19	9522	Professional Development	MPO	Discrete	Active	\$64,500	\$64,221	\$279	100%	\$64,500	\$64,221	\$279	100%
3C Planning and Programming and Other Certification Requirements													
3-21	8122	Long-Range Transportation Plan (LRTP)	MPO	Ongoing	Active	\$326,000	\$134,435	\$191,566	41%	\$326,000	\$134,435	\$191,566	41%
3-24	8222	Transportation Improvement Program (TIP)	MPO	Discrete	Active	\$274,000	\$102,767	\$171,233	38%	\$274,000	\$102,767	\$171,233	38%
3-27	8822	Performance-Based Planning & Programming	MPO	Discrete	Active	\$125,000	\$26,753	\$98,247	21%	\$125,000	\$26,753	\$98,247	21%
3-30	8422	Air Quality Conformity Determination and Support	MPO	Ongoing	Active	\$25,500	\$13,421	\$12,079	53%	\$25,500	\$13,421	\$12,079	53%
3-34	8322	Unified Planning Work Program (UPWP)	MPO	Discrete	Active	\$116,000	\$42,425	\$73,575	37%	\$116,000	\$42,425	\$73,575	37%
3-36	8522	Transportation Equity Program	MPO	Discrete	Active	\$139,000	\$44,307	\$94,693	32%	\$139,000	\$44,307	\$94,693	32%
3-39	2122	Congestion Management Process	MPO	Discrete	Active	\$100,500	\$52,540	\$47,960	52%	\$100,500	\$52,540	\$47,960	52%
3-41	2222	Freight Planning Support	MPO	Ongoing	Active	\$65,000	\$32,552	\$32,448	50%	\$65,000	\$32,552	\$32,448	50%
3-43	7122	Regional Model Enhancement	MPO	Discrete	Active	\$840,000	\$506,589	\$333,411	60%	\$840,000	\$506,589	\$333,411	60%
3-46	7222	Research Next Generation Data and Tools	MPO	Discrete	Active	\$57,000	\$35,634	\$21,366	63%	\$57,000	\$35,634	\$21,366	63%
3-48	8922	Transit Working Group Support	MPO	Discrete	Active	\$50,000	\$35,924	\$14,076	72%	\$50,000	\$35,924	\$14,076	72%
3-50	8722	MPO Resiliency Program	MPO	Ongoing	Active	\$11,000	\$7,818	\$3,182	71%	\$11,000	\$7,818	\$3,182	71%
MPO Planning Studies													
4-7	13421	Add'g Sfty, Mblty & Access on Subreg. Priority Rdwys: FY21	MPO	Discrete	Active	\$19,000	\$46,411	(\$27,411)	244%	\$118,100	\$124,853	(\$6,753)	106%
4-7	13305	Intersection Improvement Program	MPO	Discrete	Active	\$17,000	\$37,791	(\$20,791)	222%	\$73,500	\$57,116	\$16,384	78%
4-7	13621	Low-Cost Imp to Express Hwy Bottleneck Locations FFY21	MPO	Discrete	Active	\$13,500	\$20,971	(\$7,471)	155%	\$55,500	\$61,124	(\$5,624)	110%
4-7	13521	Priority Corridors from LRTP Needs Assessment FY21	MPO	Discrete	Active	\$24,000	\$37,813	(\$13,813)	158%	\$134,000	\$128,842	\$5,158	96%
4-11	13310	Trip Generation Follow-Up	MPO	Discrete	Not Begun	\$20,000	\$0	\$20,000	0%	\$20,000	\$0	\$20,000	0%
4-13	13311	Travel Demand Management Follow-Up	MPO	Discrete	Active	\$10,000	\$6,118	\$3,882	61%	\$10,000	\$6,118	\$3,882	61%
4-14	13312	COVID-19 Recovery Research and Technical Assistance	MPO	Discrete	Not Begun	\$10,000	\$0	\$10,000	0%	\$10,000	\$0	\$10,000	0%
4-15	13422	Add'g Sfty, Mblty & Access on Subreg. Priority Rdwys	MPO	Discrete	Active	\$133,000	\$42,434	\$90,566	32%	\$133,000	\$42,434	\$90,566	32%
4-17	13522	Priority Corridors from LRTP Needs Assesment	MPO	Discrete	Active	\$145,000	\$51,595	\$93,405	36%	\$145,000	\$51,595	\$93,405	36%
4-19	13722	Safety & Oper Analyses at Selected Int's	MPO	Discrete	Active	\$82,000	\$21,749	\$60,251	27%	\$82,000	\$21,749	\$60,251	27%
4-20	13313	The Future of the Curb Phase 3	MPO	Discrete	Active	\$70,000	\$15,529	\$54,471	22%	\$70,000	\$15,529	\$54,471	22%
4-21	13314	Addressing Equity and Access in the Blue Hills	MPO	Discrete	Active	\$40,000	\$343	\$39,657	1%	\$40,000	\$343	\$39,657	1%
4-23	13315	Identifying Transportation Inequities in the Boston Region	MPO	Discrete	Active	\$70,000	\$16,875	\$53,125	24%	\$70,000	\$16,875	\$53,125	24%
4-24	20906	Staff-Generated Research & Tech Assistance	MPO	Discrete	Active	\$20,000	\$0	\$20,000	0%	\$20,000	\$0	\$20,000	0%

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MPO Technical Analysis													
4-26	2322	Roadway Safety Audits	MPO	Ongoing	Active	\$13,000	\$4,057	\$8,943	31%	\$13,000	\$4,057	\$8,943	31%
4-28	2722	Traffic Data Support	MPO	Ongoing	Active	\$15,000	\$6,645	\$8,356	44%	\$15,000	\$6,645	\$8,356	44%
4-29	4222	Transit Data Support	MPO	Ongoing	Active	\$12,000	\$1,501	\$10,499	13%	\$12,000	\$1,501	\$10,499	13%
4-30	2422	Community Transportation Technical Assistance	MPO	Ongoing	Active	\$67,000	\$35,847	\$31,153	54%	\$67,000	\$35,847	\$31,153	54%
4-31	2522	Bicycle and Pedestrian Support Activities	MPO	Ongoing	Active	\$74,000	\$27,983	\$46,017	38%	\$74,000	\$27,983	\$46,017	38%
4-33	4122	Regional Transit Service Planning Technical Support	MPO	Ongoing	Active	\$50,000	\$19,246	\$30,754	38%	\$50,000	\$19,246	\$30,754	38%
Administration, Resource Management & Support Activities													
6-5	6022	Computer Resource Management	MPO	Discrete	Active	\$282,000	\$166,743	\$115,257	59%	\$282,000	\$166,743	\$115,257	59%
6-7	5022	Data Resources Management	MPO	Discrete	Active	\$218,000	\$135,471	\$82,529	62%	\$218,000	\$135,471	\$82,529	62%
6-9	1022	Direct/Non-Labor Support-MPO 3CPL & 5303	MPO	Discrete	Active	\$92,000	\$26,164	\$65,836	28%	\$92,000	\$26,164	\$65,836	28%

3C Planning and MPO Support FFY22 (3.2 - 9022)

Mgr: J. Church

Financial Status

Total Project Budget:	\$460,000	
Total Labor Expended This Period:	\$36,981	(8% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$113,033	(25% of total budget)
Balance:	\$346,967	(75% of total budget)

Work Status

Ongoing

Progress

Analyzed potential PL funding increases in FFY 2022 and FFY 2023

Attended the January 2022 Transportation Manager's Group meeting

Attended the Massachusetts Association of Regional Planning Associations (MARPA) meeting

Provided logistical, outreach, and communications support to two Inner Core Committee Transportation subregional meetings

Provided outreach and communications support to the Microtransit Forum

Developed website text updates, social media content, and MailChimp messages

Organized and drafted responses to press inquiries and public comments

Provided communications support to the TIP Amendments One and Two Public Review Period

Provided communications support to staff recruitment efforts for open positions

Provided support to ongoing discussion of future hybrid MPO meeting scenarios

Provided translation, logistical, and communications support to FFY 2023 UPWP Study Ideas survey

Participated in the MAPC Subregional Coordinators meeting

Attended MPO meeting on 1/20/22

Prepared for 1/20/22 MPO meeting via agenda setting meeting with OTP

Prepared draft Executive Directors report

Products

Agendas, minutes, and presentation materials for MPO meetings

January MAPC Matters MPO Corner newsletter submission

7 MailChimp messages regarding the MPO agendas, the Microtransit Forum, the UPWP Study Ideas Survey, and TIP Amendment Two Public Comment

Website text updates for the TIP page

12 Tweets

7 LinkedIn posts

3 Facebook posts

2 Instagram posts

Meetings

January 4, Transportation Manager's Group Meeting

January 11, Transit Working Group Coffee Chat, Human Services Transportation

January 12, Regional Transportation Advisory Council

January 18, Transit Working Group Microtransit Forum

January 18, Inner Core Committee Transportation subregional meeting

January 20, Boston Region MPO

January 28, MARPA meeting

Objectives for Next Month

Continue to test and provide recommendations related to updating the formula used to distribute federal planning dollars to Massachusetts MPOs

To continue to plan regularly scheduled MPO, MPO Committee, Advisory Council meetings

To continue to plan and execute virtual public outreach for the LRTP, TIP, UPWP, and Equity Program, Public Outreach Program, and technical projects as needed

To continue to plan a kickoff outreach event for the LRTP

To continue to produce communications material for the MPO's website, mailing list, blog, and Facebook/Twitter /Instagram/ LinkedIn as needed

To continue to produce updates for MAPC Matters, MPO mailing list, and TE subscribers

To continue to process public input and communicate information back to the board

To continue to respond to press inquiries as needed

To continue to plan and facilitate Inner Core Committee Transportation Meetings

To continue work to rename the agency blog

To continue to plan co-sponsored APA MA Transportation Committee and MPO webinars

To continue to plan hybrid/virtual/in-person meeting logistics post-COVID

To continue to provide communications and outreach support for Transit Working Group activities

To continue to coordinate with the MBTA Bus Network Redesign and Fare Transformation teams

To continue to plan Plain Language Working Group meetings

To provide communications support to publicize the Bluebikes StoryMap and CBD studies

MPO General Graphics FFY22 (3.2 - 9222)

Mgr: K. Dumas

Financial Status

Total Project Budget:	\$93,800	
Total Labor Expended This Period:	\$9,362	(10% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$31,063	(33% of total budget)
Balance:	\$62,737	(67% of total budget)

Work Status

Ongoing.

Progress

Continued to support the Boston Region Metropolitan Planning Organization (MPO) and Central Transportation Planning Staff (CTPS) by creating high quality graphics, as needed.

Products

Worked on posters, maps, charts, graphs, brochures, flyers, web banners, presentations, and photographs.

Meetings

None.

Objectives for Next Month

Continue to create graphics for the MPO and CTPS as needed.

Professional Development FFY22 (3.2 - 9522)

Mgr: S. Ayvazyan

Financial Status

Total Project Budget:	\$64,500	
Total Labor Expended This Period:	\$0	(0% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$64,221	(100% of total budget)
Balance:	\$279	(0% of total budget)

Work Status

60% complete.

Progress

None.

Products

None.

Meetings

None.

Objectives for Next Month

Meet staff professional development goals to advance knowledge and enhance skills to better service the Boston Region MPO.

Professional Development FFY22 (3.2 - 9522)

Mgr: S. Ayvazyan

Financial Status

Total Project Budget:	\$64,500	
Total Labor Expended This Period:	\$0	(0% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$64,221	(100% of total budget)
Balance:	\$279	(0% of total budget)

Work Status

60% complete.

Progress

None.

Products

None.

Meetings

None.

Objectives for Next Month

Meet staff professional development goals to advance knowledge and enhance skills to better service the Boston Region MPO.

Provision of Materials in Accessible Formats (FFY22) (3.2 - 3122)

Mgr: K. Dumas

Financial Status

Total Project Budget:	\$120,685	
Total Labor Expended This Period:	\$12,066	(10% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$38,127	(32% of total budget)
Balance:	\$82,558	(68% of total budget)

Work Status

Ongoing.

Progress

Continued to support the MPO and CTPS in the production of accessible materials in pdf and html formats.

Worked on the Document Production Training Module, created a presentation and presented it to the committee.

Updated and added new templates to the intranet.

Products

Html and PDF formatted meeting minutes, work scopes, memorandum, reports and other public materials for posting on the Boston MPO website.

Document Production Training Module presentation.

New templates.

Meetings

January 11, 2022, meeting with Directors to discuss the committee's agenda.

January 19, 2022, Template Committee meeting.

Objectives for Next Month

Continue to provide alternative format material support to the Boston MPO.

Continue support, as required.

Continue to update the Document Production Guide.

Make edits to the Document Production Training Module presentation.

Air Quality Conformity Determination and Support FFY22 (3.3 - 8422)

Mgr: A. McGahan

Financial Status

Total Project Budget:	\$25,500	
Total Labor Expended This Period:	\$1,937	(8% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$8,643	(34% of total budget)
Balance:	\$16,857	(66% of total budget)

Work Status

Ongoing

Progress

Developed text for the CTPS website directing users to MassDOT's website for emission factors to be used in air quality analyses.

Prepared air quality analyses for projects requesting funding in the MPO's Transportation Improvement Program (TIP) to be used in project evaluation.

Products

Text for website directing users to MassDOT's website for emission factors.

Air quality analyses for projects requesting funding in the MPO's TIP.

Meetings

January 12, meeting with MassDOT to discuss future CMAQ analyses.

Objectives for Next Month

Work with MassDOT to update CMAQ templates

Work with MassDOT, FHWA, EPA, and DEP on the requirements of the reinstated air quality conformity regulations as needed.

Coordinate with the MassDOT Office of Transportation Planning, the MBTA, FHWA, DEP, and EPA on conformity as needed.

Coordinate with MassDOT, DEP, EPA, and FHWA on air quality issues as needed.

Congestion Management Process FFY22 (3.3 - 2122)

Mgr: R. Hicks

Financial Status

Total Project Budget:	\$100,500	
Total Labor Expended This Period:	\$7,207	(7% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$31,883	(32% of total budget)
Balance:	\$68,617	(68% of total budget)

Work Status

Ongoing.

Progress

Staff continued to work on the State of Congestion Study.

Staff obtained access to the INRIX signals dashboard.

Staff began analyzing INRIX signal data and selecting intersections that will be monitored by INRIX in the future.

Products

None.

Meetings

None.

Objectives for Next Month

Continue to work on the State of Congestion study.

Select intersections to be added to the INRIX signals database.

Continue analyzing INRIX signal data.

Freight Planning Support FFY22 (3.3 - 2222)

Mgr: S. Johnston

Financial Status

Total Project Budget:	\$65,000	
Total Labor Expended This Period:	\$6,101	(9% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$27,575	(42% of total budget)
Balance:	\$37,425	(58% of total budget)

Work Status

Ongoing

Progress

Continued to engage stakeholders on freight planning.

Continued to advance LRTP freight analyses.

Developed second draft of proposal for integrating freight and land use planning.

Researched methods for advancing truck modeling within the CTPS Travel Demand Model.

Compiled selected truck volume estimates from recent studies appropriate for inclusion in a new on-line database.

Estimated traffic by vehicle type for newly implemented I-90 ramps in Weston.

Products

Compilation of data on selected truck volume estimates from recent studies appropriate for inclusion in a new on-line database.

Data on estimated traffic by vehicle type for newly implemented I-90 ramps in Weston.

Meetings

January 20, 2022: Meeting with Catherine Lawson, University at Albany.

January 24, 2022: Northeast Diesel Collaborative Ports Working Group meeting.

Objectives for Next Month

Identify possible freight program studies for remainder of FFY 2022.

Continue to advance freight and land use program concept.

Continue to engage stakeholders on freight needs.

Continue to research improvements to truck modeling in the CTPS Travel Demand model.

Begin and possibly complete work to transform past Freight Planning data from static to interactive and online.

Long-Range Transportation Plan (LRTP) FFY22 (3.3 - 8122)

Mgr: M. Scott

Financial Status

Total Project Budget:	\$326,000	
Total Labor Expended This Period:	\$17,289	(5% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$94,727	(29% of total budget)
Balance:	\$231,273	(71% of total budget)

Work Status

Ongoing

Progress

Continued coordination of work for the next LRTP and Needs Assessment to be adopted in 2023:

Conducted project management and budgetary planning for LRTP and Needs Assessment tasks.

Continued to meet with staff to discuss analysis for the Needs Assessment.

Met with MPO and Metropolitan Area Planning Council (MAPC) staff to discuss how to model scenarios and strategies using the MPO's travel demand model.

Continued to discuss public outreach and general communications plans for Destination 2050.

Updated the Destination 2050 website.

Summarized information received at the scenario focus group for MPO members.

Discussed next steps for implementing Destination 2040's Transit Modernization Program.

Coordinated with MassDOT and MAPC on developing socioeconomic projections.

Attended the January 2022 Transportation Managers Group (TMG) meeting.

Attended the Inner Core Transportation committee and Neponset Valley Suburban Mobility committee meetings.

Attended the MARPA meeting which provided guidance on upcoming certification documents.

Attended the January 17, 2022, MPO meeting.

Attended webinars discussing the Bipartisan Infrastructure Law (BIL).

Continued to coordinate with Massachusetts Department of Transportation (MassDOT) and Massachusetts Bay Transportation Authority (MBTA) staff about long-range plans.

Installed Massachusetts Coastal Flood Risk Model (MC-FRM) data from the Woods Hole Group on the CTPS file server, including updates and corrections. Installed updates/corrections to the base deliverable on January 27. Compiled an inventory of data received to support plan development and related activities.

Products

Draft summary of information from the MPO member focus group on scenario planning.

Updates to the Destination 2050 website.

Massachusetts Coastal Flood Risk Model data, including updates/corrections, installed on CTPS file server.

Inventory of Massachusetts Coastal Flood Risk Model data received from Woods Hole Group.

Meetings

January 4, attended the TMG meeting.

January 5, attended coordination meeting for statewide socioeconomic projections committee.

January 7, attended a Federal Highway Administration webinar about the BIL.

January 13, attended coordination meeting with MassDOT Office of Transportation Planning (OTP) on the statewide LRTP and the Boston MPO LRTP.

January 19, attended the Inner Core Committee on Transportation meeting.

January 19, attended an Association of Metropolitan Planning Organizations webinar about the BIL.

January 20, attended the MPO meeting.

January 21, attended LRTP coordination meeting with the MBTA.

January 24, attended a scenario planning coordination meeting with MAPC staff.

January 26, attended the Neponset Valley Suburban Mobility meeting.

January 28, attended the January 2022 MARPA meeting.

Objectives for Next Month

Continue to provide support for Massachusetts Coast Flood Risk Model data use, as required.
Examine and evaluate the data and identify subsets of the data most applicable to CTPS projects.

Continue to meet internally with staff to discuss web development and communication needs for Destination 2050.

Continue conducting project management planning for LRTP and Needs Assessment tasks.

Continue peer reviews of other MPO processes for assessing needs and conducting scenario planning.

Review public feedback, transportation studies, and transportation policies for incorporation into the Needs Assessment.

Continue to work with input collected from MPO members and other regional stakeholders to develop a list of potential scenarios to be prioritized by the MPO.

Attend the 2022 Consortium on Scenario Planning virtual conference.

Continue to coordinate with the Volpe Center on the MPO's scenario planning process.

Present about the LRTP at outreach meetings and public events, as requested.

Attend February 2022 MPO meetings.

Attend the February 2022 Socioeconomic Projections Committee and related coordination meetings.

Meet with staff and external partners to discuss data needs and resources.

Continue internal coordination on refreshing MPO goal areas to support the next LRTP and Needs Assessment development.

Continue implementing LRTP investment programs.

Continue supporting public outreach and updates on Destination 2040 implementation.

Continue to conduct analysis for the next LRTP Needs Assessment

Continue to coordinate with MAPC on modeling, scenario planning, and developing socioeconomic projections.

Continue to coordinate with MassDOT and other external partners on LRTP development.

MPO Resiliency Program (3.3 - 8722)

Mgr: J. Church

Financial Status

Total Project Budget:	\$11,000	
Total Labor Expended This Period:	\$1,546	(14% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$5,676	(52% of total budget)
Balance:	\$5,324	(48% of total budget)

Work Status

Ongoing

Progress

CTPS staff met internally to coordinate on resiliency issues in the MPO area.

Staff continued to analyze data and develop tools using sea level rise information for the coastal region of the Boston MPO.

Attended webinar on the new federal requirements on resiliency in the Infrastructure Investment and Jobs Act.

Boston MPO staff presented information on their resiliency activities to the New York State Association of MPOs at their quarterly meeting.

Products

PowerPoint presentation of Boston MPO Resiliency Activities.

Meetings

January 18, Internal resiliency coordination meeting with CTPS staff.

January 26, Attended webinar on the new resiliency requirements in the federal IIJA.

January 27, Presented at the New York State Association of MPOs on Boston MPO resiliency activities.

Objectives for Next Month

Continue to address the resiliency of the transportation network in the Boston region.

Continue to coordinate with state and regional agencies and advocacy groups.

Analyze data from MassDOT on sea level rise.

Continued coordination with MAPC, MBTA, and MassDOT the resiliency.

Performance-Based Planning and Programming FFY22 (3.3 - 8822)

Mgr: M. Scott

Financial Status

Total Project Budget:	\$125,000	
Total Labor Expended This Period:	\$4,940	(4% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$14,303	(11% of total budget)
Balance:	\$110,697	(89% of total budget)

Work Status

Ongoing.

Progress

Attended the Federal Highway Administration (FHWA) National Virtual MPO Peer Exchange on Target-Setting Coordination.

Attended the 2023 Massachusetts Strategic Highway Safety Plan Virtual Summit.

Attended the January 2022 Massachusetts Association of Regional Planning Agencies meeting.

Conducted single-point and regional destination access analysis using Conveyal and reviewed the results.

Reviewed roadway safety targets from the Massachusetts Department of Transportation (MassDOT) and relevant roadway safety data.

Carried out project management tasks for performance-based planning and programming (PBPP).

Developed a memorandum and presentation about calendar year (CY) 2022 federally required roadway safety performance targets. Coordinated with MassDOT Highway Safety Division and Office of Transportation Planning staff about target methodologies and presentation.

Compiled Boston Region MPO PBPP materials for the Massachusetts Bay Transportation Authority (MBTA) for their Triennial Review.

Products

Memorandum and presentation describing CY 2022 roadway safety performance targets.

Meetings

January 18, attended the FHWA National Virtual MPO Peer Exchange on Target-Setting Coordination.

January 21, met with MassDOT Highway Safety Division staff to discuss CY 2022 federally required roadway safety performance targets.

January 25, attended the 2023 MA SHSP Virtual Summit.

January 28, attended the January 2022 MARPA meeting.

Objectives for Next Month

Present CY 2022 federally roadway safety targets for MPO review and approval.

Attend the February 2022 Transportation Manager's Group performance subcommittee meeting.

Carry out project management tasks for performance-based planning and programming.

Coordinate with the Transportation Improvement Program (TIP) manager about performance data needs for the federal fiscal year 2023–27 TIP.

Review available Public Transportation Agency Safety plans, transit safety targets, and transit asset management targets from the Massachusetts Bay Transportation Authority, the Cape Ann Transportation Authority, and the MetroWest Regional Transit Authority.

Develop memoranda and presentations about transit safety and transit asset management targets for the MPO.

Continue to explore the Conveyal destination access software application and coordinate with staff and external partners about ways to use it.

Update information on federally required performance measures to support the Long-Range Transportation Plan Needs Assessment.

Regional Model Enhancement FFY22 (3.3 - 7122)

Mgr: M. Milkovits

Financial Status

Total Project Budget:	\$840,000	
Total Labor Expended This Period:	\$90,199	(11% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$338,276	(40% of total budget)
Balance:	\$501,724	(60% of total budget)

Work Status

Ongoing.

Progress

Developed process to collect and process parking costs from web, initiated data collection and for estimation.

Estimated draft HBW mode choice parameters

Completed transit path building transfer penalty calibration.

Completed balanced traffic count data review and developed plan to update other counts.

Developed process to log status from python components of TDM23 and continued development of vehicle availability.

Finalized walk intersection density calculations

Ported household survey to PostgreSQL

Revised Trip Generation Research report

Products

None.

Meetings

January 4, Model Steering Committee Meeting.

January 12, 18, 24 LRTP coordination.

Objectives for Next Month

Finalize parking cost inputs for estimation.

Trip production and attraction rate estimation.

Continue mode choice estimation.

Attach MS2 count location IDs to model network.

Complete transit path building calibration.

Complete development of vehicle availability and work from home python components within TDM23 framework.

Integrate network initialization steps into TDM23 framework

Research Next Generation Data and Tools FFY22 (3.3 - 7222)

Mgr: S. Andrews

Financial Status

Total Project Budget:	\$57,000	
Total Labor Expended This Period:	\$13,810	(24% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$33,344	(58% of total budget)
Balance:	\$23,656	(42% of total budget)

Work Status

58% complete.

Progress

Continued cleaning the Data Axle dataset.

Products

None.

Meetings

None.

Objectives for Next Month

Complete work reviewing Data Axle employment data quality.

Begin reviewing other opportunities to use project resources.

Transit Working Group Support FFY22 (3.3 - 8922)

Mgr: S. Johnston

Financial Status

Total Project Budget:	\$50,000	
Total Labor Expended This Period:	\$8,090	(16% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$24,363	(49% of total budget)
Balance:	\$25,637	(51% of total budget)

Work Status

Ongoing.

Progress

Successfully hosted forum on microtransit in partnership with MAPC.

Successfully hosted coffee chat on human services transportation.

Continued planning for and promoting February TWG meeting.

Created agenda for the February TWG meeting.

Organized and scheduled future coffee chats.

Finalized several outstanding coffee chat and meeting summaries.

Finalized memorandum summarizing information about the transit working group pilot, including participant feedback.

Drafted a presentation about the Transit Working Group pilot for the MPO board.

Met with MassDOT Office of Transportation Planning (OTP) staff to discuss the history of the Transit Working Group.

Products

Several meeting summaries.

Agenda for the February 10, 2021 TWG meeting.

Memorandum summarizing the transit working group pilot.

Meetings

January 13, 2022: Check-in meeting with Alistair Sawers, MBTA Director of Rail Transformation.

January 18, 2022: Microtransit forum.

January 24, 2022: met with MassDOT OTP staff to discuss the history of the Transit Working Group.

Objectives for Next Month

Finalize remaining outstanding meeting summaries.

Finalize plans for upcoming coffee chats.

Update TWG web page with meeting summaries and future coffee chats.

Hold TWG meeting on February 10.

Hold several coffee chats.

Present information about the Transit Working Group pilot to the Boston Region MPO.

Update the Transit Working Group about the discussion the Boston Region MPO had about the pilot.

Transportation Equity Program FFY22 (3.3 - 8522)

Mgr: E. Harvey

Financial Status

Total Project Budget:	\$139,000	
Total Labor Expended This Period:	\$7,466	(5% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$29,553	(21% of total budget)
Balance:	\$109,447	(79% of total budget)

Work Status

Ongoing.

Progress

Researched options for replacing the Google Translate widget on the MPO's website, and worked on updating the MPO's approach to website translations to reflect the retirement of the widget.

Provided guidance for the Silver Line extension environmental justice analysis.

Prepared for and presented the study A Decade of Bluebikes in the Boston Region at the January Inner Core Committee meeting.

Developed budget for January 2022 to September 2022 to assess programs needs and anticipated costs for that time period.

Products

Presentation for the StoryMap A Decade of BlueBikes in the Boston Region.

Meetings

January 19, 2022, Inner Core Committee subregional transportation meeting: Presented the results of the study A Decade of BlueBikes in the Boston Region

Objectives for Next Month

Continue to develop strategy for replacing the Google Translate widget on the MPO website.

Continue work on an internal language assistance guide, in collaboration with the Outreach and Communications Team.

Begin work on a staff guide for EJ analyses.

Transportation Improvement Program (TIP) FFY22 (3.3 - 8222)

Mgr: M. Genova

Financial Status

Total Project Budget:	\$274,000	
Total Labor Expended This Period:	\$28,712	(10% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$69,382	(25% of total budget)
Balance:	\$204,618	(75% of total budget)

Work Status

Ongoing.

Progress

Continued scoring new projects for funding in the FFYs 2023-27 TIP.

Continued rescoring currently programmed TIP projects to set baseline cost-effectiveness values for the FFYs 2023-27 TIP cycle.

Finalized FFYs 2022-26 TIP Amendment One, including presenting public comments to the MPO board.

Presented FFYs 2022-26 TIP Amendment Two to the MPO board.

Began drafting content for the FFYs 2023-27 TIP document, including Appendix F.

Continued work on TIP supporting materials, including and project scoring methodologies and investment program scorecards.

Reviewed resumes and cover letters for TIP Manager job candidates, in preparation for February interviews.

Updated TIP budget for remainder of FFY 2022 to reflect revised needs, priorities, and projected staff capacity.

Presented general TIP overview at CTPS all-staff meeting.

Products

Final FFYs 2022-26 TIP Amendment One MPO presentation, tables, and web updates.

Draft FFYs 2022-26 TIP Amendment Two MPO presentation, table, and web updates.

Draft FFYs 2023-27 TIP Appendix F.

Revised drafts of project scoring methodologies and final drafts of investment program scorecards.

Updated TIP budget for remainder of FFY 2022 to reflect revised needs, priorities, and projected staff capacity.

TIP overview presentation for CTPS all-staff meeting.

Meetings

January 6, TIP check-in meeting (Foxborough/MassDOT).

January 19, Belmont Community Path Project Committee.

January 19, Inner Core Committee.

January 20, Boston Region MPO.

January 28, MARPA.

January 31, Inner Core Committee planning meeting.

Objectives for Next Month

Finish scoring new projects for funding in the FFYs 2023-27 TIP and send draft scores to project proponents for their review.

Finish rescore currently programmed TIP projects to set baseline cost-effectiveness values for the FFYs 2023-27 TIP cycle.

Finalize FFYs 2022-26 TIP Amendment Two, including presenting public comments to the MPO board.

Continue drafting content for the FFYs 2023-27 TIP document.

Present project scoring process and TIP financial picture to the MPO board.

Present project readiness updates to the MPO board.

Continue work on TIP supporting materials, including TIP how-to guide, and project scoring methodologies and scorecards.

Finalize interview process for new TIP Manager.

Unified Planning Work Program (UPWP) FFY22 (3.3 - 8322)

Mgr: S. Murthy

Financial Status

Total Project Budget:	\$116,000	
Total Labor Expended This Period:	\$8,801	(8% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$22,042	(19% of total budget)
Balance:	\$93,958	(81% of total budget)

Work Status

Ongoing.

Progress

- Welcomed new UPWP manager.
- Sent out public-facing UPWP study ideas survey.
- Sent out staff UPWP study ideas survey.
- Began working on relevant UPWP materials.

Products

None.

Meetings

- January 19, 2022: Attended Inner Core Committee transportation planners' meeting.
- January 26, 2022: Attended Neponset Valley TMA Suburban Mobility Working Group meeting.

Objectives for Next Month

Solicit study concepts from partner agencies.

Schedule future UPWP Committee meetings.

Attend February RTAC meeting to solicit study ideas.

Support and hold UPWP Committee meeting on February 17, 2022.

Finalize Chapter 1 and appendices E and F.

Review Chapters 2 and 6 of FFY 2023 UPWP.

Initiate project manager review of Chapter 3 of the FFY 2023 UPWP.

Begin synthesizing and analyzing study ideas survey results.

Add'g Sfty, Mblty & Access on Subreg. Priority Rdwys: FY21 (4.2 - 13421)

Mgr: C. Wang

Financial Status

Total Project Budget:	\$118,100	
Total Labor Expended This Period:	\$49	(0% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$120,748	(102% of total budget)
Balance:	(\$2,647)	(-2% of total budget)

Work Status

94% complete.

Progress

Continued internal review of the draft report.

Products

None.

Meetings

None.

Objectives for Next Month

Complete internal and editorial review of the study report.

Complete review of the draft report with the study advisory members.

Submit the study for inclusion in the upcoming MPO meeting.

Add'g Sfty, Mblty & Access on Subreg. Priority Rdwys: FY22 (4.2 - 13422)

Mgr: C. Wang

Financial Status

Total Project Budget:	\$133,000	
Total Labor Expended This Period:	\$9,171	(7% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$11,650	(9% of total budget)
Balance:	\$121,350	(91% of total budget)

Work Status

8% complete.

Progress

Informed the MPO Board the selection of Washington Street in Canton for this study cycle on January 20.

Conducted crash data analyses and constructed collision diagrams, based on the data collected from MassDOT Crash Data Portal.

Received turning movement counts at major intersections in the study corridor from MassDOT.

Products

The corridor crash data (2015 to 2019) collected from MassDOT Crash Data Portal.

Meetings

January 20, 2022, Boston Region MPO.

Objectives for Next Month

Complete crash data analysis and collision diagrams.

Receive and review the count data from MassDOT.

Construct the study area network for capacity analysis and traffic simulation.

Identifying Transportation Inequities in the Boston Region (4.2 - 13315)

Mgr: E. Harvey

Financial Status

Total Project Budget:	\$70,000	
Total Labor Expended This Period:	\$3,392	(5% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$5,435	(8% of total budget)
Balance:	\$64,565	(92% of total budget)

Work Status

8%

Progress

Completed work on a literature review of analyses conducted by other MPOs on existing inequities in their regions.

Developed outreach plan for the study and sent email invites of environmental justice and transportation advocacy groups to meet to discuss the metrics that the study could analyze.

Began work identifying possible metrics to analyze for the study, methodology, and data inputs.

Practiced using Conveyal in preparation for doing the metric analyses once they are finalized.

Products

None

Meetings

January 13: Met with Alison Felix and Jessica Boulanger at the Metropolitan Area Planning Council to discuss opportunities for supporting this study.

Objectives for Next Month

Decide on preliminary baseline metrics and begin drafting a presentation of these metrics to the MPO.

Meet with environmental justice and advocacy groups to discuss metrics that could be analyzed in this study.

Intersection Improvement Program (4.2 - 13305)

Mgr: C. Claude

Financial Status

Total Project Budget:	\$73,500	
Total Labor Expended This Period:	\$3,552	(5% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$39,381	(54% of total budget)
Balance:	\$34,119	(46% of total budget)

Work Status

54% complete.

Progress

Documented existing intersection conditions.

Documented intersection needs.

Began analysis of intersection crashes.

Products

Draft documentation of existing intersection conditions.

Draft documentation of intersection needs.

Meetings

None.

Objectives for Next Month

Complete traffic analysis for study intersections.

Complete crash analysis for study intersections.

Complete signal analysis for study intersections.

Low-Cost Imp to Express Hwy Bottleneck Locations FFY21 (4.2 - 13621)

Mgr: C. Wang

Financial Status

Total Project Budget:	\$55,500	
Total Labor Expended This Period:	\$13,927	(25% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$54,759	(99% of total budget)
Balance:	\$741	(1% of total budget)

Work Status

84% complete.

Progress

Completed base-year and future-year high capacity analyses for various freeway segments in the study corridor of Interstate 95 (I-95) between Exit 57 and Exit 61.

Developed low-cost improvement alternatives at applicable locations in the study corridor.

Completed the graphics of traffic volumes, crash data analyses, highway capacity analyses, and proposed improvements for the entire study corridor.

Started drafting the study report.

Products

Draft figures of traffic volumes, crash data analyses, highway capacity analyses, and proposed improvements in the study corridor.

Meetings

None.

Objectives for Next Month

Complete a draft report of the study process, analyses, and proposed improvements.

Complete internal review of the draft report.

Priority Corridors from LRTP Needs Assessment: FFY22 (4.2 - 13522)

Mgr: S. Asante

Financial Status

Total Project Budget:	\$145,000	
Total Labor Expended This Period:	\$11,927	(8% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$21,019	(14% of total budget)
Balance:	\$123,981	(86% of total budget)

Work Status

14% complete.

Progress

MPO staff analyzed crash data for the corridor and prepared collision diagrams for the Highway Safety Improvement Program (HSIP) intersection crash clusters. In addition, staff completed setting up the relevant GIS layers for analysis, reviewing past studies, and gathering historical traffic count data and past recommendations made for the corridor. In addition, staff completed the street network to examine the peak-hour traffic operations for the existing conditions. Finally, staff worked on the presentation for the initial scoping meeting.

Products

Synchro traffic networks for assessing the existing conditions, final, 2/28/2022

Traffic volume and signal data for existing condition analyses, draft, 2/28/2022

Collision diagrams for the HSIP intersection crash clusters, draft, 2/28/2022

Meetings

None

Objectives for Next Month

To continue existing conditions analysis.

To continue with the analysis of existing traffic operations analysis

Priority Corridors from LRTP Needs Assessment FY21 (4.2 - 13521)

Mgr: S. Asante

Financial Status

Total Project Budget:	\$134,000	
Total Labor Expended This Period:	\$2,420	(2% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$125,788	(94% of total budget)
Balance:	\$8,212	(6% of total budget)

Work Status

94% complete.

Progress

MPO staff continued documenting the study results. Staff also presented the improvement concepts to the study's advisory task force for improvements feedback. In addition, staff attended road safety audits that were scheduled for the corridor. Finally staff addressed feedback and comments and refined some of the improvement concepts to incorporate feedback.

Products

PowerPoint presentation to the advisory task force, 1/31/22.

Comments and feedback from the advisory task force, 1/31/22.

Meetings

January 18, 2022: Advisory task force to discuss the improvement concepts and obtain feedback.

Objectives for Next Month

To complete draft report and submit for editing and final review and comments.

Safety & Oper Analyses at Selected Int's: FFY22 (4.2 - 13722)

Mgr: S. Asante

Financial Status

Total Project Budget:	\$82,000	
Total Labor Expended This Period:	\$3,231	(4% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$11,112	(14% of total budget)
Balance:	\$70,888	(86% of total budget)

Work Status

14% complete.

Progress

MPO staff finalized Hull count documents and sent count requests to MassDOT Office of Transportation Planning. In addition, staff collected and organized five-year Hull crash data, updated/collected data for all intersections on selection table, and narrowed selections down to top 10 intersections. In addition, staff updated selection section of memo and collected and organized five-year Weymouth crash data.

Products

Memo describing study locations selection process, January 31, 2022, draft.

Table showing the list of intersections, selection criteria, scores, ranks, and rating, January 31, 2022.

Meetings

None.

Objectives for Next Month

To complete the study location selection process and begin studies at the locations.

To finalize Weymouth count documents and send count requests.

To create crash tables and collision diagrams for each intersection.

To create volume/TMC diagrams.

To build each intersection in Synchro, possibly begin analysis.

The Future of the Curb Phase 3 (4.2 - 13313)

Mgr: B. Acton

Financial Status

Total Project Budget:	\$70,000	
Total Labor Expended This Period:	\$1,565	(2% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$1,565	(2% of total budget)
Balance:	\$68,435	(98% of total budget)

Work Status

2% complete.

Progress

Began process of selecting case studies and strategies.

Products

None.

Meetings

None.

Objectives for Next Month

Complete selection of strategies and began planning for case studies.

Travel Demand Management Follow-Up (4.2 - 13311)

Mgr: S. Johnston

Financial Status

Total Project Budget:	\$10,000	
Total Labor Expended This Period:	\$3,062	(31% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$3,503	(35% of total budget)
Balance:	\$6,497	(65% of total budget)

Work Status

33% complete.

Progress

Finalized surveys for peer MPOs and regional stakeholders about elements of TDM.

Identified peer MPOs to survey.

Identified methods for reaching peer MPOs and regional stakeholders.

Scheduled a coffee chat on TDM through the Transit Working Group.

Continued discussions with stakeholders.

Products

Surveys on elements of TDM for peer MPOs and regional stakeholders.

List of peer MPOs to survey and possibly interview.

Zoom invitation for coffee chat on TDM.

Meetings

January 12, 2022: Attended Department of Housing and Community Development webinar on MBTA Communities legislation.

Objectives for Next Month

Further publicize surveys for peer MPOs and regional stakeholders.

Gain feedback on TDM at February ICC transportation planners' meeting and TWG Coffee Chat.

Discuss potential funding for TDM work in FFY 2023 UPWP with CTPS management.

Bicycle and Pedestrian Support Activities FFY22 (4.3 - 2522)

Mgr: C. Claude

Financial Status

Total Project Budget:	\$74,000	
Total Labor Expended This Period:	\$3,047	(4% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$16,882	(23% of total budget)
Balance:	\$57,118	(77% of total budget)

Work Status

Ongoing

Progress

Attended meetings and webinars related to transportation planning for people who walk and bike.

Continued learning about best practices for people walking and bicycling.

Continued learning about developments related to people walking and bicycling in the Boston MPO Region and beyond.

Products

None.

Meetings

January 25th, 2022: 2023 Massachusetts Strategic Highway Safety Plan Virtual Summit: Planning for Zero Deaths.

January 26th, 2022: Massachusetts Bicycle and Pedestrian Advisory Board.

January 27th, 2022: Pedestrian and Bicycle Information Center's Webinar: "Child and Youth Pedestrian Crashes Deserve Another Look: Why and How to Do It".

Objectives for Next Month

Attend meetings and webinars related to transportation planning for people who walk and bike.

Continue learning about best practices for people walking and bicycling.

Continue learning about developments related to people walking and bicycling in the Boston MPO Region and beyond.

Community Transportation Technical Assistance FFY22 (4.3 - 2422)

Mgr: M. Abbott

Financial Status

Total Project Budget:	\$67,000	
Total Labor Expended This Period:	\$2,890	(4% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$27,004	(40% of total budget)
Balance:	\$39,996	(60% of total budget)

Work Status

Ongoing

Progress

Continued working on updating Salem memo and studies in Quincy and Milton.

Products

Memorandum for Salem study

Meetings

None.

Objectives for Next Month

To continue working on the Blue Hills Highline Trail safety improvements.

To begin existing conditions analysis for the Medway study

Regional Transit Service Planning Technical Support FFY22 (4.3 - 4122)

Mgr: P. Christner

Financial Status

Total Project Budget:	\$50,000	
Total Labor Expended This Period:	\$1,575	(3% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$18,062	(36% of total budget)
Balance:	\$31,938	(64% of total budget)

Work Status

Ongoing

Progress

Completed final memorandum and submitted to NSTMA and City of Peabody.

Products

Final memorandum.

Meetings

None.

Objectives for Next Month

Marketing and Outreach for new project ideas.

Roadway Safety Audits FFY22 (4.3 - 2322)

Mgr: M. Abbott

Financial Status

Total Project Budget:	\$13,000	
Total Labor Expended This Period:	\$236	(2% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$2,165	(17% of total budget)
Balance:	\$10,835	(83% of total budget)

Work Status

Ongoing

Progress

Reviewed RSA report for Route 9 corridor and intersections at McDonald's Driveway/U-turn and Oak Street in Natick.

Products

RSA report

Meetings

None

Objectives for Next Month

Continue to attend and support Road Safety Audits.

Traffic Data Support FFY22 (4.3 - 2722)

Mgr: M. Abbott

Financial Status

Total Project Budget:	\$15,000	
Total Labor Expended This Period:	\$946	(6% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$3,915	(26% of total budget)
Balance:	\$11,085	(74% of total budget)

Work Status

Ongoing

Progress

Responded and provided historical traffic counts for the ramp-arterial junctions of Routes 16 and 107 in Revere.

Products

Historical traffic counts for the ramp-arterial junctions of Routes 16 and 107

Meetings

None.

Objectives for Next Month

Continue to respond to transportation related data requests.

Transit Data Support FFY22 (4.3 - 4222)

Mgr: P. Christner

Financial Status

Total Project Budget:	\$12,000	
Total Labor Expended This Period:	\$0	(0% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$482	(4% of total budget)
Balance:	\$11,518	(96% of total budget)

Work Status

Ongoing

Progress

Responded to transit data requests.

Products

None.

Meetings

None.

Objectives for Next Month

Respond to transit data requests as needed.

Bus Network Redesign Service Equity Analysis (5.2 - 13309)

Mgr: B. Acton

Financial Status

Total Project Budget:	\$48,190	
Total Labor Expended This Period:	\$934	(2% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$13,139	(27% of total budget)
Balance:	\$35,051	(73% of total budget)

Work Status

27% complete.

Progress

Awaiting new GTFS schedules from MBTA.

Products

None.

Meetings

None.

Objectives for Next Month

Receive revised GTFS files for an additional draft analysis.

MBTA Mobility Integration Framework (5.2 - 13316)

Mgr: S. Johnston

Financial Status

Total Project Budget:	\$138,384	
Total Labor Expended This Period:	\$1,778	(1% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$1,778	(1% of total budget)
Balance:	\$136,606	(99% of total budget)

Work Status

2% complete.

Progress

Gained MPO approval of scope for this project.

Began organizing work plan and adding staff to the project.

Began setting up project management systems and budgeting.

Began initial research to support scoping conversations with MBTA.

Products

Work plan and exhibits as approved by the client and the MPO.

Meetings

January 20, 2022: Attended MPO meeting to present this work plan and gain approval for it from the MPO.

January 25, 2022: Held internal kickoff meeting.

January 28, 2022: Held meeting with MAPC staff to discuss parallels between this project and their research on Mobility as a Service (MaaS).

Objectives for Next Month

Continue initial research on peer agencies and regional stakeholders.

Hold project kickoff meeting with MBTA staff.

Begin identifying peer agencies and regional stakeholders to interview.

Support in Updating MBTA DI/DB Policy (5.2 - 13802)

Mgr: R. McCarron

Financial Status

Total Project Budget:	\$83,340	
Total Labor Expended This Period:	\$3,564	(4% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$3,564	(4% of total budget)
Balance:	\$79,776	(96% of total budget)

Work Status

3% complete.

Progress

Started Project background research. Held kickoff meeting with MBTA.

Products

None.

Meetings

January 24, kickoff meeting with the MBTA and MassDOT.

Objectives for Next Month

Finalize question list and interviewee list. Begin interviews.

Computer Resource Management FFY22 (6.0 - 6022)

Mgr: G. Weaver

Financial Status

Total Project Budget:	\$282,000	
Total Labor Expended This Period:	\$28,845	(10% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$104,995	(37% of total budget)
Balance:	\$177,005	(63% of total budget)

Work Status

Ongoing.

Progress

Hardware (physical and virtual) purchasing, installation, and updates: installed Dell laptops for new staff. Reach out to building management about when they plan to have a cutout with the fire dept, so we can schedule the ICS Halon fire suppression maintenance. Join laptops to the domain. Setup VM's for new staff and existing staff. Install Smart Console on a VM. Added and removed users on Google groups. Had the PDU serviced for quarterly maintenance. Rejoin multiple Transcad desktops to the domain to resolve backup issue. Troubleshoot Ram issue on a VM host server. Recreated storage unit and disk pool access in backup software for AWS cloud storage. Troubleshoot an issue with rebooting the VCenter and the VCenter host server. Fixed an NTP error on the VMware servers. Fix a DNS issue on the Mac's. Setup a ITR and Property removal form template and put together forms for all staff and sent to staff to sign. Troubleshoot VPN issue. Updated Server room equipment list to find out wattage for each device.

Software purchasing, installation, and updates: Upgraded licenses, software and operational settings on a variety of agency computing resources. Performed troubleshooting processes on servers, software, backup and restore functions, HVAC system, GSuite, O365, Adobe, and Windstream settings. Installed a variety of software licenses and patches. Gathered quotes and submitted PO requests for various hardware and software maintenance contracts. Put together a schedule of operations to review upcoming projects for the remainder of the FY and beyond. Setup accounts for new hires. Configured limited access to AWS cloud storage for members of modeling and graphics groups and for network backup system. Troubleshoot system clock instability on Linux virtual machines and inability of Macintosh systems to reach office servers. Configured domain name records for VMware host. Setup Email, Phone, O365, Adobe, and Asana accounts for new staff. Backed up and deleted multiple Email and Drive accounts. Offboarded multiple users. Purchase the firewall maintenance contract, a Dell laptop charger, a Dell server. Work with Intrasystems to allow VMware Horizons access. Restore a Google Workspace account.

Monitoring and regular operations: Monitored firewall activity, backups, restores, server performance, and disk space usage on servers and, monitored performance of ISP and phone system. Installed OS updates on all servers, virtual machines, and TransCad workstations. Various user support resolution.

Products

none.

Meetings

January 3, 5, and 13, with VMware to troubleshoot VMware Horizons

January 5, with ServIQ to onboard the EMC Data Domain

January 7, with Retrofit to discuss Switches and Desktop and Server Support.

January 18, and 26, with Align to discuss re-cabling and data storage.

January 19, with Retrofit to discuss the PDU and Switches and re-cabling.

January 21, with Connection and Dell to discuss the replacement of the disk based backup appliance.

January 24, with Windstream to discuss the current circuit in the office suite.

January 26, with Intrasystems to discuss switches and re-cabling.

Objectives for Next Month

Finish configuring VM's for staff.

Setup laptops for new hires.

Install anaconda on existing VM's.

Upgrade VMware Horizons Connection Server to latest version.

Continued support as required.

Data Resources Management FFY22 (6.0 - 5022)

Mgr: D. Knudsen

Financial Status

Total Project Budget:	\$218,000	
Total Labor Expended This Period:	\$20,379	(9% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$104,093	(48% of total budget)
Balance:	\$113,907	(52% of total budget)

Work Status

Ongoing.

Progress

Installed updates to MassGIS reference data layers in CTPS spatial database. Corrected household travel survey database column and addressed access problem for a staff member.

Responded to requests for regional travel model data from consulting firms and graduate students, for demographic data by model zone from a consulting firm, and for growth rates for Wilmington from a consulting firm.

Participated in monthly INRIX/MassDOT/CTPS coordination meeting.

Fixed bug in user interface of draft balanced volumes application.

Assisted staff members in retrieving traffic counts from MassDOT website and in solving network problems using GIS software. Oriented new staff member to agency GIS resources.

Updated MPO website staff listing. Published guidebook for managing curb space and new All-hazards Planning application. Replaced VMT/VHT/emissions data of indeterminate provenance in data catalog with a link to data hosted by MassDOT. Investigated using content delivery network to serve LRTP development content. Continued migrating MPO website to newer version of content management system (CMS), Drupal. Enlisted staff to complete a testing checklist for the provisional new site using a variety of desktop and mobile devices, and substantially addressed all identified issues. Continued parallel maintenance of website content on provisional new site and legacy, live site.

Products

Updated CTPS spatial database.

Data products packaged for data requesters.

Updated draft balanced volumes application.

Updated MPO website pages.

Provisional upgraded MPO website.

Meetings

January 7, meeting with Director of Projects and Partnerships.

January 12, 26, and 27, Data Resources Group meetings.

January 19, monthly INRIX/MassDOT/CTPS coordination meeting.

Objectives for Next Month

Incorporate updates to standard reference data layers published by MassGIS to CTPS's spatial database.

Continue exploring alternate ways to present MPO meeting information.

Continue responding to requests for data.

Complete migration of MPO website to latest CMS version and mobile-responsive layout.

Direct/Non-Labor Support-MPO 3CPL & 5303 FFY22 (6.0 - 1022)

Mgr: S. Ayvazyan

Financial Status

Total Project Budget:	\$92,000	
Total Labor Expended This Period:	\$0	(0% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$65	(0% of total budget)
Balance:	\$91,935	(100% of total budget)

Work Status

% complete.

Progress

None.

Products

None.

Meetings

None.

Objectives for Next Month

None.

3C Planning and MPO Support FFY22 (3.2 - 9022)

Mgr: J. Church

Financial Status

Total Project Budget:	\$460,000	
Total Labor Expended This Period:	\$34,666	(8% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$147,699	(32% of total budget)
Balance:	\$312,301	(68% of total budget)

Work Status

Ongoing

Progress

Provided logistical, outreach, and communications support to one Inner Core Committee Transportation subregional meeting.

Developed materials for and presented at MPO meetings.

Provided logistical and communications support to MPO meetings.

Developed website text updates, social media content, and MailChimp messages.

Organized and drafted responses to press inquiries and public comments.

Provided scoping, outreach, and communications support to the Blue Hills study.

Provided communications support to staff recruitment efforts for open positions.

Provided support to ongoing discussion of future hybrid MPO meeting scenarios.

Provided translation, logistical, and communications support to FFY 2023 UPWP Study Ideas survey.

Participated in the MAPC Subregional Coordinators meeting.

Participated in monthly CTPS/LivableStreets Alliance meeting.

Products

Agendas, minutes, and presentation materials for MPO meetings

February and March MAPC Matters MPO Corner newsletter submissions

2 MailChimp messages regarding the MPO agendas

Website text updates for the MPO Elections, Performance-Based Planning and Programming, and Destination 2050 pages

5 Tweets

Meetings

February 2, LivablStreets Alliance Monthly meeting

February 3, Boston Region MPO

February 3, EDC VPI Committee

February 9, Inner Core Committee Transportation subregional meeting

February 9, Regional Transportation Advisory Council

February 10, Transit Working Group

February 17, Boston Reigon MPO

February 28, Subregional Coordinators meeting

Objectives for Next Month

To continue to plan regularly scheduled MPO, MPO Committee, Advisory Council meetings

To continue to plan and execute virtual public outreach for the LRTP, TIP, UPWP, and Equity Program, Public Outreach Program, and technical projects as needed

To continue to plan a kickoff outreach event for the LRTP

To continue to produce communications material for the MPO's website, mailing list, blog, and Facebook/Twitter/Instagram/LinkedIn as needed

To continue to produce updates for MAPC Matters, MPO mailing list, and TE subscribers

To continue to process public input and communicate information back to the board

To continue to respond to press inquiries as needed

To continue to plan and facilitate Inner Core Committee Transportation Meetings

To continue to plan co-sponsored APA MA Transportation Committee and MPO webinars

To continue to plan hybrid/virtual/in-person meeting logistics post-COVID

To continue to provide communications and outreach support for Transit Working Group activities

To continue to coordinate with the MBTA Bus Network Redesign and Fare Transformation teams

To continue to plan Plain Language Working Group meetings

MPO General Graphics FFY22 (3.2 - 9222)

Mgr: K. Dumas

Financial Status

Total Project Budget:	\$93,800	
Total Labor Expended This Period:	\$9,428	(10% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$40,491	(43% of total budget)
Balance:	\$53,309	(57% of total budget)

Work Status

Ongoing.

Progress

Continued to support the Boston Region Metropolitan Planning Organization (MPO) and Central Transportation Planning Staff (CTPS) by creating high quality graphics, as needed.

Products

Worked on posters, maps, charts, graphs, brochures, flyers, web banners, presentations, and photographs.

Meetings

None.

Objectives for Next Month

Continue to create graphics for the MPO and CTPS as needed.

Professional Development FFY22 (3.2 - 9522)

Mgr: S. Ayvazyan

Financial Status

Total Project Budget:	\$64,500	
Total Labor Expended This Period:	\$0	(0% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$64,221	(100% of total budget)
Balance:	\$279	(0% of total budget)

Work Status

60% complete.

Progress

None.

Products

None.

Meetings

None.

Objectives for Next Month

Meet staff professional development goals to advance knowledge and enhance skills to better service the Boston Region MPO.

Provision of Materials in Accessible Formats (FFY22) (3.2 - 3122)

Mgr: K. Dumas

Financial Status

Total Project Budget:	\$120,685	
Total Labor Expended This Period:	\$12,955	(11% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$51,082	(42% of total budget)
Balance:	\$69,603	(58% of total budget)

Work Status

Ongoing.

Progress

Continued to support the MPO and CTPS in the production of accessible materials in pdf and html formats.

Updated MPO external presentation template (added Vietnamese language offering) on Templates page.

Added new Transit Working Group PPT template on Templates page.

Made changes to and updated Work Plan and Programs on Templates page to reflect clarification in instructions on Collaborative Development form.

Incorporated changes into the Document Production Guidebook; reviewed and made other changes as necessary.

Provided overview of Document Production Guidebook changes to committee members and requested feedback.

Reviewed changes for Document Production Guide Training Module presentation.

Products

Html and PDF formatted meeting minutes, work scopes, memorandum, reports and other public materials for posting on the Boston MPO website.

Document Production Guidebook draft.

Document Production Guide Training Module updates and revision.s

Agenda.

Meetings

February 10, 2022, meeting with Directors to discuss the committee's agenda.

February 16, 2022, Template Committee meeting.

Objectives for Next Month

Continue to provide alternative format material support to the Boston MPO.

Continue support, as required.

Complete Document Production Guidebook changes.

Complete Document Production Guide Training Module.

Schedule date and time for presenting ' Document Production Guide Training Module'.

Air Quality Conformity Determination and Support FFY22 (3.3 - 8422)

Mgr: A. McGahan

Financial Status

Total Project Budget:	\$25,500	
Total Labor Expended This Period:	\$1,355	(5% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$9,998	(39% of total budget)
Balance:	\$15,502	(61% of total budget)

Work Status

Ongoing

Progress

Coordinated with MassDOT on idle emission factors to be used in air quality analyses.

Prepared air quality materials for training CTPS staff on MOVES 3.

Continued preparation of air quality analyses for projects requesting funding in the MPO's Transportation Improvement Program (TIP) to be used in project evaluation.

Products

Air quality analyses for projects requesting funding in the MPO's TIP.

Meetings

February 18, meeting with MassDOT to discuss air quality issues.

Objectives for Next Month

Work with MassDOT to update CMAQ templates

Work with MassDOT, FHWA, EPA, and DEP on the requirements of the reinstated air quality conformity regulations as needed.

Coordinate with the MassDOT Office of Transportation Planning, the MBTA, FHWA, DEP, and EPA on conformity as needed.

Coordinate with MassDOT, DEP, EPA, and FHWA on air quality issues as needed.

Congestion Management Process FFY22 (3.3 - 2122)

Mgr: R. Hicks

Financial Status

Total Project Budget:	\$100,500	
Total Labor Expended This Period:	\$9,626	(10% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$41,509	(41% of total budget)
Balance:	\$58,991	(59% of total budget)

Work Status

Ongoing.

Progress

Staff continued to work on the State of Congestion Study.

Staff selected signals to be submitted to the INRIX signal monitoring program.

Staff began determining performance measures that will be appropriate for monitoring signals.

Products

Draft list of signals for INRIX to monitor.

Meetings

MassDOT/INRIX meeting - Wednesday, February 16th

Objectives for Next Month

Continue to work on the State of Congestion study.

Determine performance measures for monitoring signals.

Continue analyzing INRIX signal data.

Freight Planning Support FFY22 (3.3 - 2222)

Mgr: S. Johnston

Financial Status

Total Project Budget:	\$65,000	
Total Labor Expended This Period:	\$2,175	(3% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$29,750	(46% of total budget)
Balance:	\$35,250	(54% of total budget)

Work Status

Ongoing

Progress

Reviewed truck data and data sources with GIS project intern.

Reviewed city of Boston truck route improvement plans at request of BPDA.

Advanced modernization of freight data collected over the years.

Advanced coordinated freight and land use program.

Developed partnership with University at Albany graduate class to write a guide to freight planning.

Attended various events and meetings to support freight analysis and planning.

Continued to meet with peer MPOs and regional stakeholders to discuss freight planning practices and needs.

Products

Plan for modernizing freight data.

Draft notes on partnership with University at Albany class.

Meetings

February 7, 2022: Meeting with Rhode Island Department of Administration staff about freight planning.

February 8, 2022: Kickoff internal meeting for freight data modernization effort.

February 11, 2022: attended meeting of TRB Committee on Freight Data.

February 12, 2022: Meeting with City of Framingham staff to discuss freight planning.

February 13, 2022: Attended Union of Concerned Scientists webinar on Advanced Clean Truck Rule.

February 18, 2022: Meeting on truck access in Newmarket section of Boston with BPDA.

February 18, 2022: The Eastern Transportation Coalition Truck Parking Working Group Meeting

February 22, 2022: Attended North Jersey Transportation Planning Authority Freight Committee meeting.

February 23, 2022: Meeting with Catherine Lawson, University at Albany, to discuss a partnership with her transportation planning class.

February 25, 2022: Regular check-in meeting on freight with MAPC and MassDOT staff.

Objectives for Next Month

Continue to meet with peer MPOs and regional stakeholders to discuss freight planning practices and needs.

Continue data modernization effort.

Develop partnership with University at Albany transportation planning course.

Continue to advance freight and land use program.

Discuss freight needs with ICC transportation planners' group.

Continue to attend other meetings and webinars as able.

Long-Range Transportation Plan (LRTP) FFY22 (3.3 - 8122)

Mgr: M. Scott

Financial Status

Total Project Budget:	\$326,000	
Total Labor Expended This Period:	\$22,599	(7% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$117,326	(36% of total budget)
Balance:	\$208,674	(64% of total budget)

Work Status

Ongoing

Progress

Continued coordination of work for the next LRTP and Needs Assessment to be adopted in 2023:

Conducted project management and budgetary planning for LRTP and Needs Assessment tasks.

Continued to meet with staff to discuss analysis for the Needs Assessment.

Updated the Destination 2050 website.

Analyzed strategies and how they might be integrated into exploratory scenarios for the LRTP

Analyzed content of the Bipartisan Infrastructure Law and related guidance.

Launched effort to modernize MPO freight data for use in the upcoming Needs Assessment.

Attended the Consortium on Scenario Planning's 2022 Conference.

Coordinated with the Massachusetts Department of Transportation (MassDOT) and the Metropolitan Area Planning Council (MAPC) on developing socioeconomic projections and attended the AMPO's Socioeconomic Working Group meeting.

Attended the Inner Core Transportation committee meeting.

Attended the February 3 and February 17 MPO meetings.

Continued to coordinate with MassDOT and Massachusetts Bay Transportation Authority (MBTA) staff about long-range plan

Developed a raster mosaic of Massachusetts Coastal Flood Risk Model data for all towns between Cape Cod and New Hampshire.

Developed ESRI layer files for Massachusetts Coastal Flood Risk Model data sets to allow them to be incorporated into ESRI ArcMap map documents.

Developed ESRI geodatabase feature classes from Massachusetts Coastal Flood Risk Model raster mosaics representing all areas that were subject to flood inundation for the given year and given flood probability.

Products

Draft plan for modernizing MPO freight data for use in the upcoming Needs Assessment.

Notes from the Consortium on Scenario Planning 2022 Conference

Updates to the Destination 2050 website.

Raster mosaics, ESRI layer files, and ESRI geodatabase feature classes for Massachusetts Coastal Flood Risk Model data.

Meetings

February 2, attended coordination meeting for statewide socioeconomic projections committee.

February 3 and 4, attended the Consortium on Scenario Planning 2022 conference.

February 9, attended the Inner Core Committee Transportation meeting.

February 9, attended the statewide socioeconomic projections committee meeting.

February 16, attended the AMPO Socioeconomic Working Group meeting.

February 16, attended Inner Core regional off-street parking discussion, hosted by MAPC.

Objectives for Next Month

Continue to provide support for Massachusetts Coast Flood Risk Model data use, as required.

Develop raster mosaics of "LEVEL_2" Massachusetts Coast Flood Risk Model Design Flood Elevation and Water Surface Elevation datasets.

Develop additional derivative products from the raw MC-FRM data as requested.

Draft internal blog post on the MC-FRM data.

Continue to meet internally with staff to discuss web development and communication needs for Destination 2050.

Continue conducting project management planning for LRTP and Needs Assessment tasks.

Continue peer reviews of other MPO processes for assessing needs and conducting scenario planning.

Review public feedback, transportation studies, and transportation policies for incorporation into the Needs Assessment.

Continue to work with input collected from MPO members and other regional stakeholders to develop a list of potential scenarios to be prioritized by the MPO.

Continue to coordinate with the Volpe Center on the MPO's scenario planning process.

Present about the LRTP at outreach meetings and public events, as requested.

Attend March 2022 MPO meetings.

Attend the March 2022 Socioeconomic Projections Committee and related coordination meetings.

Meet with staff and external partners to discuss data needs and resources.

Continue internal coordination on refreshing MPO goal areas to support the next LRTP and Needs Assessment development.

Continue implementing LRTP investment programs.

Continue supporting public outreach and updates on Destination 2040 implementation.

Continue to conduct analysis for the next LRTP Needs Assessment

Continue to coordinate with MAPC on modeling, scenario planning, and developing socioeconomic projections.

Continue to coordinate with MassDOT and other external partners on LRTP development.

Continue efforts around freight data modernization.

MPO Resiliency Program (3.3 - 8722)

Mgr: J. Church

Financial Status

Total Project Budget:	\$11,000	
Total Labor Expended This Period:	\$1,026	(9% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$6,701	(61% of total budget)
Balance:	\$4,299	(39% of total budget)

Work Status

Ongoing

Progress

CTPS staff met internally to coordinate on resiliency issues in the MPO area.

Staff continued to analyze data and develop tools using sea level rise information for the coastal region of the Boston MPO.

Met with MAPC staff to coordinate on resiliency issues.

Coordination with MassDOT on sea level rise data.

Attended Resilient Mystic Collaborative webinar.

Products

None.

Meetings

February 8, Resiliency coordination meeting with MAPC.

February 14, Internal resiliency coordination meeting with CTPS staff.

February 15, Attended Resilient Mystic Collaborative webinar.

Objectives for Next Month

Continue to address the resiliency of the transportation network in the Boston region.

Continue to coordinate with state and regional agencies and advocacy groups.

Analyze data from MassDOT on sea level rise.

Continued coordination with MAPC, MBTA, and MassDOT the resiliency.

Performance-Based Planning and Programming FFY22 (3.3 - 8822)

Mgr: M. Scott

Financial Status

Total Project Budget:	\$125,000	
Total Labor Expended This Period:	\$4,073	(3% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$18,376	(15% of total budget)
Balance:	\$106,624	(85% of total budget)

Work Status

Ongoing.

Progress

Presented CY 2022 federally roadway safety targets for MPO review and approval.

Attended the February 2022 Transportation Manager's Group performance subcommittee meeting.

Continued to carry out project management tasks for performance-based planning and programming (PBPP).

Coordinated with the Transportation Improvement Program (TIP) manager about performance data needs for the federal fiscal year 2023–27 TIP.

Began review of available Public Transportation Agency Safety plans, transit safety targets, and transit asset management targets from the Massachusetts Bay Transportation Authority, the Cape Ann Transportation Authority, and the MetroWest Regional Transit Authority.

Started to develop memoranda and presentations about transit safety and transit asset management targets for the MPO.

Continued to explore the Conveyal destination access software application and coordinate with staff and external partners about ways to use it.

Updated content on the MPO's PBPP web page.

Products

Updates to the MPO's PBPP web page.

Meetings

February 2, attended the MassDOT/MPO Performance Measures Subcommittee of the Transportation Manager's Group.

February 3, gave a presentation about CY 2022 roadway safety performance targets to the MPO board.

February 3, attended a Conveyal coordination meeting with MassDOT Office of Transportation Planning (OTP) staff.

February 17, attended a meeting with the Conveyal lead developer and MassDOT OTP staff.

Objectives for Next Month

Continue to review available Public Transportation Agency Safety plans and transit safety targets, from the Massachusetts Bay Transportation Authority, the Cape Ann Transportation Authority, and the MetroWest Regional Transit Authority. Document and present information about state fiscal year 2022 transit asset management targets and transit safety targets for MPO review and approval.

Attend a Transportation Manager's Group performance subcommittee meeting about transit safety data.

Carry out project management tasks for performance-based planning and programming.

Continue to coordinate with the Transportation Improvement Program (TIP) manager about performance data needs for the federal fiscal year 2023–27 TIP. Begin to update Chapter 4 (Performance Analysis) for the 2023–27 TIP.

Continue to explore the Conveyal destination access software application and coordinate with staff and external partners about ways to use it.

Update information on federally required performance measures to support the Long-Range Transportation Plan Needs Assessment.

Regional Model Enhancement FFY22 (3.3 - 7122)

Mgr: M. Milkovits

Financial Status

Total Project Budget:	\$840,000	
Total Labor Expended This Period:	\$73,890	(9% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$412,166	(49% of total budget)
Balance:	\$427,834	(51% of total budget)

Work Status

Ongoing.

Progress

- Estimated draft trip production and attraction rates.
- Estimated draft mode choice models.
- Integrated network initialization steps into TDM23 framework
- Geocoded and cleaned parking cost data to prepare model inputs.
- Continued work to attach MS2 count location IDs to model network.
- Analyzed trip time of day rates by distance from downtown.
- Refined transit path parameters to reduce trip observations with no path found.
- Completed development of vehicle availability python components within TDM23 framework.
- Refined approach to work from home model component.

Products

None.

Meetings

February 1, MAPC coordination

February 9, Network Versioning Kickoff

February 22, Model Users Group Meeting

February 15, 23 LRTP coordination.

Objectives for Next Month

Document and refine trip production and attraction rates.

Integrated mode choice and time of day steps into TDM23 framework.

Process and refine parking costs for model inputs.

Complete attaching MS2 count location IDs to model network and summarize.

Initiate development of Model Data Explorer platform to produce standard summaries.

Complete development of work from home python component.

Initiate development of trip generation python component.

Research Next Generation Data and Tools FFY22 (3.3 - 7222)

Mgr: S. Andrews

Financial Status

Total Project Budget:	\$57,000	
Total Labor Expended This Period:	\$49	(0% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$33,393	(59% of total budget)
Balance:	\$23,607	(41% of total budget)

Work Status

59% complete.

Progress

Began review of Data Axle cleaning.

Products

None.

Meetings

None.

Objectives for Next Month

Complete work reviewing Data Axle employment data quality.

Transit Working Group Support FFY22 (3.3 - 8922)

Mgr: S. Johnston

Financial Status

Total Project Budget:	\$50,000	
Total Labor Expended This Period:	\$8,936	(18% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$33,299	(67% of total budget)
Balance:	\$16,701	(33% of total budget)

Work Status

Ongoing.

Progress

Conducted Transit Working Group quarterly meeting on February 10, 2022.

Conducted coffee chat on Travel Demand Management on February 16, 2022.

Conducted coffee chat on fleet electrification on February 28, 2022.

Presented information about the Transit Working Group pilot to the MPO board and at the February 10 Transit Working Group meeting.

Updated Transit Working Group web page with past resources and future events.

Products

Presentations summarizing the Transit Working Group pilot.

Slide deck and recordings for February 10 Working Group meeting.

Various past meeting summaries and recordings.

Meetings

February 3: presented information about the Transit Working Group pilot to the MPO board.

February 7: Planning meeting for February 28 coffee chat with RIPTA staff.

February 10: Transit Working Group quarterly meeting.

February 10: presented information about the Transit Working Group pilot to the Transit Working Group.

February 15: Attended North Cambridge Carhouse MBTA public meeting.

February 16: Hosted coffee chat on Travel Demand Management.

February 28: Planning meeting for a future coffee chat with staff from the Transit Workforce Center.

February 28: Coffee chat on fleet electrification.

Objectives for Next Month

Conduct coffee chat on March 10, 2022.

Continue planning for future coffee chats and meetings.

Update TWG web page.

Transportation Equity Program FFY22 (3.3 - 8522)

Mgr: E. Harvey

Financial Status

Total Project Budget:	\$139,000	
Total Labor Expended This Period:	\$6,073	(4% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$35,625	(26% of total budget)
Balance:	\$103,375	(74% of total budget)

Work Status

Ongoing.

Progress

Researched options for replacing the Google Translate widget on the MPO's website, and worked on updating the MPO's approach to website translations to reflect the retirement of the widget. Developed internal draft policy for staff on how to provide written translations and distributed it for internal review.

Coordinated with CTPS and MassDOT staff on the use of Conveyal in our work.

Wrote a post of the CTPS internal blog about how I used StoryMaps to create A Decade of Bluebikes in the Boston region.

Products

None.

Meetings

February 17, 2022, Conveyal Applications in Long-Range Planning: met with CTPS staff, MassDOT staff, and our Conveyal contact to discuss outstanding questions on how to use Conveyal in long-range planning.

Objectives for Next Month

Test out different options for replacing the Google Translate widget on the MPO website.

Continue work on an internal language assistance guide, in collaboration with the Outreach and Communications Team.

Begin work on a staff guide for EJ analyses.

Continue coordinating with CTPS and MassDOT staff on using Conveyal, as necessary.

Transportation Improvement Program (TIP) FFY22 (3.3 - 8222)

Mgr: M. Genova

Financial Status

Total Project Budget:	\$274,000	
Total Labor Expended This Period:	\$15,265	(6% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$84,647	(31% of total budget)
Balance:	\$189,353	(69% of total budget)

Work Status

Ongoing.

Progress

Finished scoring new projects for funding in the FFYs 2023-27 TIP and sent draft scores to project proponents for their review.

Finalized FFYs 2022-26 TIP Amendment Two, including presenting final amendment to the MPO board.

Continued drafting content for the FFYs 2023-27 TIP document.

Presented project scoring process and TIP financial picture to the MPO board.

Presented project readiness updates to the MPO board.

Continued work on TIP supporting materials, including TIP how-to guide, and project scoring methodologies and scorecards.

Finalized interview process for new TIP Manager.

Products

Final FFYs 2022-26 TIP Amendment Two MPO presentation, table, and web updates.

Final layout of FFYs 2023-27 TIP Appendices E and F.

Presentation on TIP scoring process and FFYs 2023-27 TIP financial picture.

Presentation on project readiness updates.

Draft and final FFYs 2023-27 TIP project scoring tables.

Meetings

February 3 and 17, Boston Region MPO.

February 4, TIP check-ins (Winthrop and Somerville).

February 9, TIP readiness day (MassDOT).

February 11, TIP readiness day debrief (MassDOT).

February 16, TIP check-in (Boston).

February 23, TIP check-ins (MBTA and Swampscott).

February 28, MACC conference prep session.

Objectives for Next Month

Present FFYs 2023-27 TIP project scoring results to MPO.

Present FFYs 2023-27 TIP programming scenarios to MPO.

Finalize draft FFYs 2023-27 TIP programming scenario for public review.

Continue drafting content for the FFYs 2023-27 TIP document.

Continue work on TIP supporting materials, including TIP how-to guide, and project scoring methodologies and scorecards.

Begin onboarding process for new TIP Manager.

Begin transition document for TIP role.

Unified Planning Work Program (UPWP) FFY22 (3.3 - 8322)

Mgr: S. Murthy

Financial Status

Total Project Budget:	\$116,000	
Total Labor Expended This Period:	\$6,984	(6% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$29,026	(25% of total budget)
Balance:	\$86,974	(75% of total budget)

Work Status

Ongoing.

Progress

Solicited study concepts from partner agencies.

Scheduled future UPWP Committee meetings.

Attended February RTAC meeting to solicit study ideas.

Finalize Chapter 1 and appendices E and F.

Initiated project manager review of Chapter 3 of the FFY 2023 UPWP.

Began synthesizing and analyzing study ideas survey results.

Products

FFY 2023 UPWP Appendices E and F.

Materials to support March 3, 2022 UPWP Committee meeting, including summary of the October 21, 2021 meeting and presentation on proposed budget changes.

Meetings

February 1, 2022: Attended North Shore Planning Council/North Shore Task Force MBTA Communities Guidance Meeting

February 9, 2022: Attended Inner Core Committee Transportation Meeting

Objectives for Next Month

Schedule future UPWP Committee meetings.

Support and hold UPWP Committee meeting on March 3, 2022.

Review Chapters 2 and 6 of FFY 2023 UPWP.

Complete review of Chapter 3 of the FFY 2023 UPWP.

Begin synthesizing and analyzing study ideas survey results.

Commence development of FFY 2023 UPWP Raw Universe of Proposed Studies.

Add'g Sfty, Mblty & Access on Subreg. Priority Rdwys: FY21 (4.2 - 13421)

Mgr: C. Wang

Financial Status

Total Project Budget:	\$118,100	
Total Labor Expended This Period:	\$2,522	(2% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$123,269	(104% of total budget)
Balance:	(\$5,169)	(-4% of total budget)

Work Status

96% complete.

Progress

Completed internal review of the draft report and started the editorial review.

Products

None.

Meetings

None.

Objectives for Next Month

Complete editorial review of the study report.

Complete review of the draft report with the study advisory members.

Submit the study for inclusion in the upcoming MPO meeting.

Add'g Sfty, Mblty & Access on Subreg. Priority Rdwys: FY22 (4.2 - 13422)

Mgr: C. Wang

Financial Status

Total Project Budget:	\$133,000	
Total Labor Expended This Period:	\$14,528	(11% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$26,178	(20% of total budget)
Balance:	\$106,822	(80% of total budget)

Work Status

19% complete.

Progress

Continued conducting crash data analyses and constructed collision diagrams for the Washington Street corridor in Canton, based on MassDOT 2015-19 crash data.

Received daily traffic counts collected by automatic traffic recorders at various locations in the study corridor from MassDOT.

Worked with Canton to set up the study scoping meeting and invite study advisory members. The meeting is scheduled on march 9.

Products

None.

Meetings

None.

Objectives for Next Month

Complete the study scoping on March 9 to collect the issues and concerns for the corridor.

Complete crash data analysis and collision diagrams.

Review traffic, pedestrian and bike counts in the corridor.

Construct the study area network for capacity analysis and traffic simulation.

Identifying Transportation Inequities in the Boston Region (4.2 - 13315)

Mgr: E. Harvey

Financial Status

Total Project Budget:	\$70,000	
Total Labor Expended This Period:	\$4,255	(6% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$9,690	(14% of total budget)
Balance:	\$60,310	(86% of total budget)

Work Status

14%

Progress

Began meeting of environmental justice and transportation advocacy groups to meet to discuss the metrics that the study could analyze, and continued sending invitations to more of these groups.

Selected preliminary baseline metrics to analyze for the study, developing the methodology, and acquiring data inputs.

Practiced using Conveyal in preparation for doing the metric analyses once they are finalized.

Put together presentation to the MPO about the metrics that will be analyzed in this study.

Products

None

Meetings

February 2: Met with Ambar Johnson, Kristiana Lachiusa, and Makayla Comas at Liveable Streets to discuss metrics we could analyze as part of this study.

February 14: Met with Susan Barrett at the Inner West Regional Coordinating Council to discuss metrics we could analyze as part of this study.

February 23: Met with Ashley Stockwell at the Blue Hills Regional Coordinating Council to discuss metrics we could analyze as part of this study.

February 24: Met with Shavelle Olivier at Mattapan Food and Fitness to discuss metrics we could analyze as part of this study.

Objectives for Next Month

Continue meeting with environmental justice and transportation advocacy groups to discuss metrics that could be analyzed in this study.

Present to the MPO the study's preliminary baseline metrics.

Begin analyzing the preliminary baseline metrics.

Intersection Improvement Program (4.2 - 13305)

Mgr: C. Claude

Financial Status

Total Project Budget:	\$73,500	
Total Labor Expended This Period:	\$14,756	(20% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$54,137	(74% of total budget)
Balance:	\$19,363	(26% of total budget)

Work Status

73% complete.

Progress

Analyzed Stow intersection crashes.

Analyzed Wellesley intersection crashes.

Analyzed Woburn intersection crashes.

Products

Draft Stow intersection crash analysis.

Draft Wellesley intersection crash analysis.

Draft Woburn intersection crash analysis.

Meetings

None.

Objectives for Next Month

Complete signal analysis for Stow intersections.

Complete signal analysis for Wellesley intersections.

Complete signal analysis for Woburn intersections.

Complete draft Stow memorandum.

Complete draft Wellesley memorandum.

Complete draft Woburn memorandum.

Low-Cost Imp to Express Hwy Bottleneck Locations FFY21 (4.2 - 13621)

Mgr: C. Wang

Financial Status

Total Project Budget:	\$55,500	
Total Labor Expended This Period:	\$4,045	(7% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$58,803	(106% of total budget)
Balance:	(\$3,303)	(-6% of total budget)

Work Status

91% complete.

Progress

Completed draft report for the study of bottleneck locations on Interstate 95 (I-95) between Exit 57 and Exit 61. The draft report is currently under the internal review.

Products

Preliminary draft report of the study of low-cost improvements to bottleneck locations on Interstate 95 between Exit 57 and Exit 61, February 22, 2002.

Meetings

None.

Objectives for Next Month

Complete internal and editorial reviews of the draft report.

Complete the review of the draft report with MassDOT Office of Transportation Planning and Highway Division District 4.

Priority Corridors from LRTP Needs Assessment: FFY22 (4.2 - 13522)

Mgr: S. Asante

Financial Status

Total Project Budget:	\$145,000	
Total Labor Expended This Period:	\$12,258	(8% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$33,277	(23% of total budget)
Balance:	\$111,723	(77% of total budget)

Work Status

22% complete.

Progress

MPO staff analyzed crash data for the corridor, setup relevant GIS layers for analysis, and reviewed past studies for historical traffic count data and past recommendations made for the corridor. In addition, staff began building the street network to examine existing conditions. Finally, staff began preparing a presentation for the initial scoping meeting.

Products

List of previous studies conducted in the corridor, 2/28/22, draft.

Historical traffic volumes available for the corridor, 2/28/2022, draft.

GIS layers for analyzing and displaying data and other information for the corridor, 2/28/2022.

Meetings

None

Objectives for Next Month

To continue existing conditions analysis.

To conduct initial scoping meeting.

To continue building network in Synchro for traffic operations analysis

Priority Corridors from LRTP Needs Assessment FY21 (4.2 - 13521)

Mgr: S. Asante

Financial Status

Total Project Budget:	\$134,000	
Total Labor Expended This Period:	\$768	(1% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$126,556	(94% of total budget)
Balance:	\$7,444	(6% of total budget)

Work Status

95% complete.

Progress

MPO staff continued documenting the study results and attended road safety audits that were scheduled for the corridor.

Products

Preliminary study report, draft, 2/28/2022

Meetings

None

Objectives for Next Month

To complete draft report and submit for editing and final review and comments.

Safety & Oper Analyses at Selected Int's: FFY22 (4.2 - 13722)

Mgr: S. Asante

Financial Status

Total Project Budget:	\$82,000	
Total Labor Expended This Period:	\$1,976	(2% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$13,088	(16% of total budget)
Balance:	\$68,912	(84% of total budget)

Work Status

16% complete.

Progress

MPO staff updated/collected data for intersections on selection table. In addition staff contacted MassDOT and municipalities about their interest in the intersection studies. In addition, staff began the existing conditions analysis for the Hull intersection.

Products

Memo describing study locations selection process, February 28, 2022, draft.

Table showing the list of intersections, selection criteria, scores, ranks, and rating, February 28, 2022.

Meetings

None.

Objectives for Next Month

To complete the study location selection process and begin studies at the locations.

To create crash tables and collision diagrams for each intersection.

To create volume/TMC diagrams.

To build each intersection in Synchro, possibly begin analysis.

The Future of the Curb Phase 3 (4.2 - 13313)

Mgr: B. Acton

Financial Status

Total Project Budget:	\$70,000	
Total Labor Expended This Period:	\$6,966	(10% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$8,531	(12% of total budget)
Balance:	\$61,469	(88% of total budget)

Work Status

11% complete.

Progress

Developed and proposed an idea to use a data collection method for the case studies. Met with Boston and Arlington to discuss idea.

Products

None.

Meetings

February 24 with Boston;

February 28 with Arlington;

Objectives for Next Month

Propose a potential partnership with the City of Boston to deploy an object detection platform to collect curb data. Select case studies and find locations to collect data.

Travel Demand Management Follow-Up (4.2 - 13311)

Mgr: S. Johnston

Financial Status

Total Project Budget:	\$10,000	
Total Labor Expended This Period:	\$1,290	(13% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$4,793	(48% of total budget)
Balance:	\$5,207	(52% of total budget)

Work Status

50% complete.

Progress

Promoted and publicized surveys for peer MPOs and for regional stakeholders.

Gained feedback on TDM priorities at the Inner Core Committee (ICC) transportation planners' meeting on February 9, 2022.

Promoted this study at the Transit Working Group meeting on February 10, 2022.

Conducted a Transit Working Group coffee chat on TDM on February 16, 2022.

Met with two peer MPOs to discuss TDM.

Products

Completed raw survey data.

Meetings

February 9, 2022: Gained feedback on TDM priorities at the Inner Core Committee (ICC) transportation planners' meeting.

February 10, 2022: Promoted this study at the Transit Working Group meeting.

February 14, 2022: Met with Atlanta Regional Commission staff to discuss TDM.

February 14, 2022: Met with North Front Range MPO staff to discuss TDM.

February 16, 2022: Conducted a Transit Working Group coffee chat on TDM .

Objectives for Next Month

Analyze survey feedback data.

Interview peer MPOs and regional stakeholders.

Plan a public-facing event.

Bicycle and Pedestrian Support Activities FFY22 (4.3 - 2522)

Mgr: C. Claude

Financial Status

Total Project Budget:	\$74,000	
Total Labor Expended This Period:	\$4,489	(6% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$21,371	(29% of total budget)
Balance:	\$52,629	(71% of total budget)

Work Status

Ongoing

Progress

Attended meetings and webinars related to transportation planning for people who walk and bike.

Continued learning about best practices for people walking and bicycling.

Continued learning about developments related to people walking and bicycling in the Boston MPO Region and beyond.

Products

None.

Meetings

February 15th, 2022: Preview of the FHWA Crosswalk Marking Selection Guide (Pedestrian and Bicycle Information Center webinar).

February 16th, 2022: February Landline Coalition Meeting.

February 17th, 2022: Detailed Field Research Findings from the FHWA Crosswalk Marking Selection Guide (Pedestrian and Bicycle Information Center webinar).

Objectives for Next Month

Attend meetings and webinars related to transportation planning for people who walk and bike.

Continue learning about best practices for people walking and bicycling.

Continue learning about developments related to people walking and bicycling in the Boston MPO Region and beyond.

Community Transportation Technical Assistance FFY22 (4.3 - 2422)

Mgr: M. Abbott

Financial Status

Total Project Budget:	\$67,000	
Total Labor Expended This Period:	\$1,245	(2% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$28,249	(42% of total budget)
Balance:	\$38,751	(58% of total budget)

Work Status

Ongoing

Progress

Continued working Blue Hills trail crossing in Quincy and Milton.

Products

None.

Meetings

None.

Objectives for Next Month

To continue working on the Blue Hills Highline Trail safety improvements and reach out to Quincy and Friends of the Blue Hills to set up a meeting.

Regional Transit Service Planning Technical Support FFY22 (4.3 - 4122)

Mgr: P. Christner

Financial Status

Total Project Budget:	\$50,000	
Total Labor Expended This Period:	\$0	(0% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$18,062	(36% of total budget)
Balance:	\$31,938	(64% of total budget)

Work Status

Ongoing

Progress

Await further project ideas.

Products

None.

Meetings

None.

Objectives for Next Month

Marketing and Outreach for new project ideas.

Roadway Safety Audits FFY22 (4.3 - 2322)

Mgr: M. Abbott

Financial Status

Total Project Budget:	\$13,000	
Total Labor Expended This Period:	\$1,300	(10% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$3,466	(27% of total budget)
Balance:	\$9,534	(73% of total budget)

Work Status

Ongoing

Progress

Attended RSA for Route 9 between the Southborough / Framingham Town Line to Dinsmore Avenue on February 1. The RSA included the following intersections:

- * Route 9/California Ave
- * Route 9/Country Club Ln
- * Route 9/Temple St
- * Route 9/Cochituate Rd
- * Route 9/Concord St
- * Route 9/Dinsmore Ave

Products

None.

Meetings

February 1, 2022: RSA in Framingham and Southborough.

Objectives for Next Month

Continue to attend and support Road Safety Audits.

Traffic Data Support FFY22 (4.3 - 2722)

Mgr: M. Abbott

Financial Status

Total Project Budget:	\$15,000	
Total Labor Expended This Period:	\$157	(1% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$4,072	(27% of total budget)
Balance:	\$10,928	(73% of total budget)

Work Status

Ongoing

Progress

Provided growth rates for Milton, Framingham and Peabody.

Provided guidance on ROA request related to noise analysis.

Products

Growth rates for Milton, Framingham, and Peabody.

Meetings

None.

Objectives for Next Month

Continue to respond to transportation related data requests.

Transit Data Support FFY22 (4.3 - 4222)

Mgr: P. Christner

Financial Status

Total Project Budget:	\$12,000	
Total Labor Expended This Period:	\$0	(0% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$482	(4% of total budget)
Balance:	\$11,518	(96% of total budget)

Work Status

Ongoing

Progress

Responded to transit data requests.

Products

None.

Meetings

None.

Objectives for Next Month

Respond to transit data requests as needed.

Bus Network Redesign Service Equity Analysis (5.2 - 13309)

Mgr: B. Acton

Financial Status

Total Project Budget:	\$48,190	
Total Labor Expended This Period:	\$490	(1% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$13,629	(28% of total budget)
Balance:	\$34,561	(72% of total budget)

Work Status

28% complete.

Progress

Awaiting new GTFS schedules from MBTA.

Products

None.

Meetings

None.

Objectives for Next Month

Receive revised GTFS files for an additional draft analysis.

MBTA Mobility Integration Framework (5.2 - 13316)

Mgr: S. Johnston

Financial Status

Total Project Budget:	\$138,384	
Total Labor Expended This Period:	\$10,620	(8% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$12,398	(9% of total budget)
Balance:	\$125,986	(91% of total budget)

Work Status

8% complete.

Progress

Continued initial research on peer agencies and regional stakeholders.

Developed draft list of peer agencies and regional stakeholders to interview.

Created materials to support kickoff meeting with MBTA staff.

Products

Draft materials to support kickoff meeting with MBTA staff.

Meetings

None.

Objectives for Next Month

Hold kickoff meeting with MBTA staff.

Begin in-depth research on peer mobility integration policies.

Begin to interview MBTA staff, regional stakeholders, and peer agency staff.

Support in Updating MBTA DI/DB Policy (5.2 - 13802)

Mgr: R. McCarron

Financial Status

Total Project Budget:	\$83,340	
Total Labor Expended This Period:	\$7,344	(9% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$10,908	(13% of total budget)
Balance:	\$72,432	(87% of total budget)

Work Status

12% complete.

Progress

Finalized interview questions. Completed two interviews focused on MBTA's current policy.
Developed a priority list of peer agencies.

Products

None.

Meetings

- February 15, check in with MBTA and MassDOT
- February 24, MBTA policy-focused interview with Steven Andrews (CTPS)
- February, 24, Interview with Caroline Vanasse and Liz Williams (MassDOT)

Objectives for Next Month

Complete interviews focused on the MBTA's DI/DB policy. Begin interviews with peer agencies.
Begin review of written policies of peer agencies.

Computer Resource Management FFY22 (6.0 - 6022)

Mgr: G. Weaver

Financial Status

Total Project Budget:	\$282,000	
Total Labor Expended This Period:	\$27,151	(10% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$132,147	(47% of total budget)
Balance:	\$149,853	(53% of total budget)

Work Status

Ongoing.

Progress

Hardware (physical and virtual) purchasing, installation, and updates: installed Dell laptops for new staff and VM's for new existing staff. Added and removed users on Google groups. Had the Halon fire suppression maintenance performed. Verified power outlets for server racks and verified wattage on equipment that was missed in the server room. Had the firewall upgraded to the latest build. Approved and organized property removal forms from staff. Removed old servers from the server rack. Removed old VM's. Upgrade VMware Horizons Cloud Connector VM. Installed software on existing VM's. Created new VM's. Updated documentation about VM's. Renewed reserved instances for MPO and Intranet web servers at cloud provider. Resolved problem in monitoring web server memory usage. Researched hardware requirements for GIS software, as well as historical load on existing servers, to aid in sizing a replacement server. Troubleshoot issues with hard drives on multiple desktops and backed up data. Setup docking stations for some staff.

Software purchasing, installation, and updates: Upgraded licenses, software and operational settings on a variety of agency computing resources. Performed troubleshooting processes on servers, software, backup and restore functions, HVAC system, GSuite, O365, Adobe, and Windstream settings. Installed a variety of software licenses and patches. Gathered quotes and submitted PO requests for various hardware and software maintenance contracts and submitted invoices. Setup accounts for new hires. Setup Email, Phone, O365, Adobe, and Asana accounts for new staff. Worked on a billing issue with multiple vendors. Work on a new group request template for budget proposals. Put together a per user cost for each group. Verify laptops for open and proposed positions. Set permissions in VMware Horizons for all users. Price out a switch and a replacement server rack. Attended an Excel webinar. Had MAPC update their list of CTPS users. Added additional Netbackup backup policies. Met with staff about a CRM and reached out to MAPC to provide an additional demo of HubSpot. Scheduled meeting with managers to meet about their FY23 budget requests. Ran a backup utility to assist Dell with sizing a replacement backup appliance. Start the FY23 budget and update the table and memo that are companions to the FY23 budget. Price out additional laptops and worked with Dell about changes to the lease. Research conference room video conferencing equipment. Review the Retrofit contract and verified equipment that needs to be added and removed from the contract for FY23. Research upgrading the VSphere Vicenter. Price out a replacement application/database server. Explored ways to serve ShinyApps content from the agency Internet domain. Work on printer supply purchase.

Monitoring and regular operations: Monitored firewall activity, backups, restores, server performance, and disk space usage on servers and, monitored performance of ISP and phone system. Installed OS updates on all servers, virtual machines, and TransCad workstations. Various user support resolution. Worked on a guide for staff when using the CTPS issued laptops.

Products

none.

Meetings

February 1, and 10, with Markley to discuss Colo information.

February 7, with VMware to discuss VMware Horizons.

February 10, with Retrofit to discuss re-cabling, the PDU, and IT infrastructure.

February 25, with MAPC to discuss their Hubspot use case.

Objectives for Next Month

Finish configuring VM's for staff.

Install Additional staff VM's.

Remove desktops from the office.

Finish installing docking stations for staff.

Continued support as required.

Data Resources Management FFY22 (6.0 - 5022)

Mgr: D. Knudsen

Financial Status

Total Project Budget:	\$218,000	
Total Labor Expended This Period:	\$15,987	(7% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$120,080	(55% of total budget)
Balance:	\$97,920	(45% of total budget)

Work Status

Ongoing.

Progress

Retrieved most current MassDOT signal data and began updating agency signal layer.

Incorporated last round of changes to the descriptions of ramps and inter-ramp segments of I-93/SR-3 that reflect the federally-mandated exit renumbering scheme implemented by MassDOT in 2020-21.

Created generic ArcGIS Online viewer account to allow any staff member to review unpublished content under development by other staff.

Drafted an overview of agency GIS resources, and a staff survey, to support planning of future resources. Evaluated performance of ArcGIS Pro on available hardware.

Completed migration of MPO website to newer version of content management system (CMS), Drupal, and deployed updated site. Updated website documentation. Applied operating system and CMS patches and security fixes to both the MPO website and the staff intranet site.

Assessed average annual cost to agency, in labor and hardware and software charges, of maintaining MPO website.

Products

Updated traffic signal layer.

Updated balanced volumes application, incorporating changes to exit renumbering implemented by MassDOT in 2020-21.

Draft assessment of agency GIS resources.

Upgraded MPO website.

Meetings

February 9 and 23, Data Resources Group meetings.

February 4 and 11, meetings with Director of Projects and Partnerships.

Objectives for Next Month

Incorporate updates to standard reference data layers published by MassGIS to CTPS's spatial database.

Merge work reflecting federally-mandated exit renumbering scheme implemented by MassDOT in 2020-21 to main branch of balanced volumes application development. Begin writing documentation on the balanced volume application's architecture, and development and deployment process.

Other continued support, as required.

Direct/Non-Labor Support-MPO 3CPL & 5303 FFY22 (6.0 - 1022)

Mgr: S. Ayvazyan

Financial Status

Total Project Budget:	\$92,000	
Total Labor Expended This Period:	\$869	(100% of budgeted labor)
Direct Costs Expended This Period:	\$23,027	(25% of budgeted direct costs)
Amount Expended to Date:	\$23,961	(26% of total budget)
Balance:	\$68,039	(74% of total budget)

Work Status

% complete.

Progress

Direct costs were incurred for an employee to attend

Products

None.

Meetings

None.

Objectives for Next Month

None.

3C Planning and MPO Support FFY22 (3.2 - 9022)

Mgr: J. Church

Financial Status

Total Project Budget:	\$460,000	
Total Labor Expended This Period:	\$37,981	(8% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$185,680	(40% of total budget)
Balance:	\$274,320	(60% of total budget)

Work Status

Ongoing

Progress

Attended the March 2022 Transportation Manager's Group meeting

Provided logistical, outreach, and communications support to two Inner Core Committee Transportation subregional meetings

Developed website text updates, social media content, and MailChimp messages

Organized and drafted responses to press inquiries and public comments

Provided communications support to staff recruitment efforts for open positions

Provided support to ongoing discussion of future hybrid MPO meeting scenarios

Provided translation, logistical, and communications support to FFY 2023 UPWP Study Ideas survey

Participated in the MAPC Subregional Coordinators meeting

Provided feedback on proposals for developing the MPO operations plan

Products

Agendas, minutes, and presentation materials for MPO meetings

Meetings

March 3, UPWP Committee

March 3, Boston Region MPO

March 9, RTAC

March 10, Transit Working Group Coffee Chat

March 17, Administration & Finance Committee

March 17, Boston Region MPO

March 21, MAPC Subregional Coordinators monthly meeting

March 23, RTAC 3C Documents Committee

March 31, UPWP Committee

March 31, Boston Region MPO

Objectives for Next Month

To continue to plan regularly scheduled MPO, MPO Committee, Advisory Council meetings

To continue to plan and execute virtual public outreach for the LRTP, TIP, UPWP, and Equity Program, Public Outreach Program, and technical projects as needed

To continue to produce communications material for the MPO's website, mailing list, blog, and Facebook/Twitter/Instagram/LinkedIn as needed

To continue to produce updates for MAPC Matters, MPO mailing list, and TE subscribers

To continue to process public input and communicate information back to the board

To continue to respond to press inquiries as needed

To continue to plan and facilitate Inner Core Committee Transportation Meetings

To continue to plan co-sponsored APA MA Transportation Committee and MPO webinars

To continue to plan hybrid/virtual/in-person meeting logistics post-COVID

To continue to provide communications and outreach support for Transit Working Group activities

To continue to coordinate with the MBTA Bus Network Redesign and Fare Transformation teams

To continue to plan Plain Language Working Group meetings

Attend the monthly Transportation Managers Group meeting

MPO General Graphics FFY22 (3.2 - 9222)

Mgr: K. Dumas

Financial Status

Total Project Budget:	\$93,800	
Total Labor Expended This Period:	\$15,937	(17% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$56,428	(60% of total budget)
Balance:	\$37,372	(40% of total budget)

Work Status

Ongoing.

Progress

Continued to support the Boston Region Metropolitan Planning Organization (MPO) and Central Transportation Planning Staff (CTPS) by creating high quality graphics, as needed.

Products

Worked on posters, maps, charts, graphs, brochures, flyers, web banners, presentations, and photographs.

Meetings

None.

Objectives for Next Month

Continue to create graphics for the MPO and CTPS as needed.

Professional Development FFY22 (3.2 - 9522)

Mgr: S. Ayvazyan

Financial Status

Total Project Budget:	\$64,500	
Total Labor Expended This Period:	\$0	(0% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$64,221	(100% of total budget)
Balance:	\$279	(0% of total budget)

Work Status

60% complete.

Progress

None.

Products

None.

Meetings

None.

Objectives for Next Month

Meet staff professional development goals to advance knowledge and enhance skills to better service the Boston Region MPO.

Provision of Materials in Accessible Formats (FFY22) (3.2 - 3122)

Mgr: K. Dumas

Financial Status

Total Project Budget:	\$120,685	
Total Labor Expended This Period:	\$17,559	(15% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$68,641	(57% of total budget)
Balance:	\$52,044	(43% of total budget)

Work Status

Ongoing.

Progress

Continued to support the MPO and CTPS in the production of accessible materials in pdf and html formats.

Continued to support the MPO and CTPS in the production of accessible materials in pdf and html formats.

Made changes to and updated Work Plan and Programs on Templates page to reflect clarification in instructions on Collaborative Development form.

Completed edits to Document Production Guidebook

Created A&F Committee meeting agenda template

Dry run of Document Production Guide Training Module

Products

Html and PDF formatted meeting minutes, work scopes, memorandum, reports and other public materials for posting on the Boston MPO website.

Document Production Guidebook draft

Document Production Guide Training Module updates and revisions

Template Committee Agenda

New A&F Template

Agenda.

Meetings

March 8, 2022, meeting with Directors to discuss the committee's agenda.

March 16, 2022, Template Committee meeting.

Objectives for Next Month

Continue to provide alternative format material support to the Boston MPO.

Continue support, as required.

Schedule date and time for presenting to staff

Hold Template Committee meeting

Complete any template change requests that come in

Air Quality Conformity Determination and Support FFY22 (3.3 - 8422)

Mgr: A. McGahan

Financial Status

Total Project Budget:	\$25,500	
Total Labor Expended This Period:	\$3,422	(13% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$13,421	(53% of total budget)
Balance:	\$12,079	(47% of total budget)

Work Status

Ongoing

Progress

Preparation of air quality analyses and submissions for projects requesting CMAQ funding in the MPO's Transportation Improvement Program (TIP). This information will be submitted to MassDOT for the Air Quality CMAQ Consultation meeting in April.
Preparation of the draft Air Quality chapter in the TIP.

Products

Draft Air Quality Chapter for the TIP.
Air quality analyses for projects requesting CMAQ funding in the MPO's TIP.

Meetings

March 23, 2022, MassDOT.

Objectives for Next Month

Finalize CMAQ submissions for Air Quality meeting in April.
Finalize the Air Quality chapter for the TIP.
Work with MassDOT to update CMAQ templates.
Work with MassDOT, FHWA, EPA, and DEP on the requirements of the reinstated air quality conformity regulations as needed.
Coordinate with the MassDOT Office of Transportation Planning, the MBTA, FHWA, DEP, and EPA on conformity as needed.
Coordinate with MassDOT, DEP, EPA, and FHWA on air quality issues as needed.

Congestion Management Process FFY22 (3.3 - 2122)

Mgr: R. Hicks

Financial Status

Total Project Budget:	\$100,500	
Total Labor Expended This Period:	\$11,031	(11% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$52,540	(52% of total budget)
Balance:	\$47,960	(48% of total budget)

Work Status

Ongoing.

Progress

Staff continued to work on the State of Congestion Study.
Staff began writing a memorandum that summarizes the findings from the INRIX signals database.
Staff surveyed the signals at two intersections to collect data, which will be compared to the INRIX signals data.
IT staff met with CMP staff to discuss the potential availability of cross-walk data between MassDOT Road Inventory and network from the traffic data provider.
IT staff discussed two alternative approaches to compiling CMP metrics for arterial routes for 2019: relying upon a conflation of INRIX route geometry (TMCs) with the MassDOT Road Inventory, and use of the INRIX route geometry directly.

Products

None.

Meetings

March 18, 2022, Intersections and Speeding SHSP Meeting
March 23, 2022 Aggressive Driving SHSP Meeting
March 14, 2022 SHSP Preparation
March 1, 2022, INRIX Signal Analytics Customer Webinar
March 9, 2022, DUG Meeting
March 23, 2022, Cambridge Meeting

Objectives for Next Month

Continue to work on the State of Congestion study.
Determine performance measures for monitoring signals.
Continue analyzing INRIX signal data.
Continue to write memorandum that analyzes INRIX signal data.
Continue to coordinate with certification activities and IT on solutions to conflation.

Freight Planning Support FFY22 (3.3 - 2222)

Mgr: S. Johnston

Financial Status

Total Project Budget:	\$65,000	
Total Labor Expended This Period:	\$2,802	(4% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$32,552	(50% of total budget)
Balance:	\$32,448	(50% of total budget)

Work Status

Ongoing

Progress

Continued to meet with peer MPOs and regional stakeholders to discuss freight planning practices and needs.

Continued data modernization effort.

Developed partnership with University at Albany transportation planning course.

Continued to advance freight and land use program.

Discussed freight planning with RTAC.

Products

None.

Meetings

March 8, 2022: Webinar on freight electrification.
March 8, 2022: Webinar on Colorado's experience with reducing transportation emissions.
March 9, 2022: Discussion with RTAC on freight planning.
March 10, 2022: Internal meeting on freight data modernization.
March 14, 2022: Freight discussion with Tom Bent (MPO member, City of Somerville).
March 16, 2022: State Highway Safety Plan Heavy Trucks Focus Area Team Meeting.
March 17, 2022: Freight discussion with Tom O'Rourke (MPO member, TRIC subregion/Neponset River Regional Chamber).
March 21, 2022: Freight discussion with Bill Stephens of Trains Magazine.
March 21, 2022: FHWA webinar workshop on improving freight performance measures.
March 30, 2022: Freight discussion with Tim Doherty, Pan Am Railroad.
April 1, 2022: The Eastern Transportation Coalition Truck Parking Working Group meeting.
April 4, 2022: Meeting with MAPC staff on potential freight electrification study in Chelsea.
April 5, 2022: Freight discussion with CertainTeed, a manufacturing plant in Walpole and Norwood.

Objectives for Next Month

Discuss freight needs with ICC transportation planners' group.
Continue to attend other meetings, working groups, and webinars as able.
Finalize freight data modernization.
Explore technical assistance for CertainTeed and towns of Walpole and Norwood.
Explore scope for Chelsea freight study with MAPC.

Long-Range Transportation Plan (LRTP) FFY22 (3.3 - 8122)

Mgr: M. Scott

Financial Status

Total Project Budget:	\$326,000	
Total Labor Expended This Period:	\$17,109	(5% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$134,435	(41% of total budget)
Balance:	\$191,565	(59% of total budget)

Work Status

Ongoing

Progress

Continued coordination of work for the next LRTP (Destination 2050) and Needs Assessment to be adopted in 2023.

Conducted project management and budgetary planning for LRTP and Needs Assessment tasks.

Continued to meet with staff to discuss analysis for and related to the Needs Assessment.

Continued to modernize MPO freight data for use in the upcoming Needs Assessment.

Continued to manage work to process Massachusetts Coast Flood Risk Model (MC-FRM) data for use in the LRTP Needs

Assessment.

Continued to explore interactive mapping and data visualization tools for presenting Needs Assessment content.

Met with Massachusetts Department of Transportation (MassDOT) Office of Transportation Planning (OTP) and Office Performance Management and Innovation (OPMI) staff about opportunities to use Streetlight data to support the Needs Assessment.

Continued to meet with MPO travel demand modeling staff to coordinate modeling tasks for the LRTP.

Coordinated with MassDOT and the Metropolitan Area Planning Council (MAPC) on developing socioeconomic projections. Attended the monthly socioeconomic committee meeting.

Compiled budget and task information for federal fiscal years (FFYs) 2022 and 2023 long-range-transportation plan development activities.

Carried out other administrative tasks to support long-range transportation plan development.

Began to plan future activities for developing the vision, goals, and objectives for Destination 2050.

Met with Temple University students to discuss municipal engagement to support LRTP development.

Products

None.

Meetings

March 1, 2022, Transportation Managers Group meeting.
March 3, 2022, MPO meeting.
March 9, 2022, Statewide Socioeconomic Projections Committee meeting.
March 10, 2022, MassDOT OTP and OMPI to discuss opportunities to use Streetlight data for the LRTP Needs Assessment.
March 14, 2022, Temple University students to discuss municipal engagement to support LRTP development.
March 17, 2022, MPO meeting.
March 31, 2022, MPO meeting.

Objectives for Next Month

Continue to provide support for Massachusetts Coast Flood Risk Model data processing and use, as needed.
Continue to meet internally with staff to discuss web development and communication needs for Destination 2050.
Continue conducting project management planning for LRTP and Needs Assessment tasks.
Continue peer reviews of other MPO processes for assessing needs and conducting scenario planning.
Review public feedback, transportation studies, and transportation policies for incorporation into the Needs Assessment.
Continue to work with input collected from MPO members and other regional stakeholders to develop a list of potential scenarios to be prioritized by the MPO.
Continue to coordinate with the Volpe Center on the MPO's scenario planning process.
Present about the LRTP at outreach meetings and public events, as requested.
Attend April 2022 MPO meetings.
Attend the April 2022 Socioeconomic Projections Committee and related coordination meetings.
Meet with staff and external partners to discuss data needs and resources.
Continue internal coordination on refreshing MPO goal areas to support the next LRTP and Needs Assessment development.
Continue implementing LRTP investment programs.
Continue supporting public outreach and updates on Destination 2040 implementation.
Continue to conduct analysis for the next LRTP Needs Assessment.
Continue to coordinate with MAPC on modeling, scenario planning, and developing socioeconomic projections.
Continue to coordinate with MassDOT and other external partners on LRTP development.
Continue efforts around freight data modernization.

MPO Resiliency Program (3.3 - 8722)

Mgr: J. Church

Financial Status

Total Project Budget:	\$11,000	
Total Labor Expended This Period:	\$1,116	(10% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$7,818	(71% of total budget)
Balance:	\$3,182	(29% of total budget)

Work Status

Ongoing

Progress

CTPS staff met internally to coordinate on resiliency issues in the MPO area.
Staff continued to analyze data and develop tools using sea level rise information for the coastal region of the Boston MPO.
Attended Environmental Business Council webinar on Unprecedented Funding for Unprecedented Times: Demystifying Federal Funds for Climate Resilience.

Products

None.

Meetings

March 4, webinar on Unprecedented Funding for Unprecedented Times: Demystifying Federal Funds for Climate Resilience.
March 21, Internal staff resiliency meeting.

Objectives for Next Month

Continue to address the resiliency of the transportation network in the Boston region.
Continue to coordinate with state and regional agencies and advocacy groups.
Analyze data from MassDOT on sea level rise.
Continued coordination with MAPC, MBTA, and MassDOT the resiliency.

Performance-Based Planning and Programming FFY22 (3.3 - 8822)

Mgr: M. Scott

Financial Status

Total Project Budget:	\$125,000	
Total Labor Expended This Period:	\$8,377	(7% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$26,753	(21% of total budget)
Balance:	\$98,247	(79% of total budget)

Work Status

Ongoing.

Progress

Finalized memoranda about updates to transit asset management and transit safety performance targets for the MPO.

Coordinated with Massachusetts Bay Transportation Authority (MBTA), MetroWest Regional Transit Authority (MWRTA), Cape Ann Transportation Authority (CATA), and Massachusetts Department of Transportation (MassDOT) staff to prepare and deliver presentations to the MPO about transit asset management and transit safety performance targets. Obtained MPO approval to update these targets.

Met with representatives of the MBTA Advisory Board and the Regional Transportation Advisory Council to discuss proposed transit safety and transit asset management performance targets.

Attended a Transportation Managers Group performance subcommittee meeting about transit safety data.

Coordinated with the Transportation Improvement Program (TIP) manager about performance data needs for the federal fiscal year 2023–27 TIP.

Began updates to Chapter 4 (Performance Analysis) for the federal fiscal years (FFYs) 2023–27 TIP. Updated project-specific performance data.

Compiled budget and task information for FFYs 2022 and 2023 performance-based planning and programming activities. Carried out other administrative tasks to support performance-based planning and programming.

Attended a meeting hosted by MassDOT about new GeoDOT content for MPOs and municipalities.

Attended a Massachusetts Strategic Highway Safety Plan pedestrian emphasis area meeting.

Attended a Federal Transit Administration about Public Transportation Agency Safety Plan requirements and the Bipartisan Infrastructure Law.

Products

Memorandum and presentation describing 2022 updates to transit asset management performance targets.

Memorandum and presentation describing 2022 updates to transit safety performance targets.

Meetings

March 1, attended a FTA webinar on Public Transportation Agency Safety Plan requirements and the Bipartisan Infrastructure Law.

March 10, attended a Transportation Managers Group Performance Measures subcommittee meeting to discuss safety data.

March 11, attended a meeting hosted by MassDOT about new GeoDOT content for MPOs and municipalities.

March 15, attended a Massachusetts Strategic Highway Safety Plan pedestrian emphasis area meeting.

March 16, met with MBTA staff and representatives of the Regional Transportation Advisory Council and the MBTA Advisory Board to discuss transit asset management performance targets.

March 17, presented information about transit asset management performance targets at the MPO meeting.

March 23, met with MassDOT OTP staff to discuss RTA transit safety performance targets.

March 24, met with MBTA staff to discuss a transit safety performance targets presentation for the MPO.

March 29, met with MBTA staff and representatives of the Regional Transportation Advisory Council and the MBTA Advisory Board to discuss transit safety performance targets.

March 30, presented information about transit safety performance targets at the MPO meeting.

Objectives for Next Month

Complete a draft of the performance analysis chapter and supporting table for the FFYs 2023–27 TIP. Update project-specific performance data.

Continue to explore the Conveyal destination access software application and coordinate with staff and external partners about ways to use it.

Attend Transportation Managers Group performance subcommittee meetings, as needed.

Update the MPO Performance-based Planning and Programming Web page.

Meet with San Diego Association of Governments staff to discuss MPO safety activities.

Carry out project management tasks for performance-based planning and programming.

Continue to explore the Conveyal destination access software application and coordinate with staff and external partners about ways to use it.

Update information on federally required performance measures to support the Long-Range Transportation Plan Needs Assessment.

Regional Model Enhancement FFY22 (3.3 - 7122)

Mgr: M. Milkovits

Financial Status

Total Project Budget:	\$840,000	
Total Labor Expended This Period:	\$94,422	(11% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$506,589	(60% of total budget)
Balance:	\$333,411	(40% of total budget)

Work Status

Ongoing.

Progress

Created the development and validation report structure and populated with vehicle availability, trip generation, mode choice, and time of day estimation results.
Complete development of work from home python component.
Implemented mode choice and time of day components.
Initiated development of trip generation python component.
Initiated development of Model Data Explorer platform to produce standard summaries.
Refined parking costs for model inputs.
Compiled highway and transit project lists for network update.
Reviewed key areas and identified locations for new turn prohibitions (as well as many areas for network improvements)

Products

None.

Meetings

March 1, MAPC coordination.
March 8, Model Steering Committee.
March 15, Network Version Review.
March 16, Massport.
March 17, 28 LRTP coordination.

Objectives for Next Month

Revise mode choice estimates with updated parking costs and number of transit transfers.
Exploratory analysis of Logan ground access survey data.
Complete tagging of MS2 counts to roadway network.
Implement trip generation component.
Implement distribution and final assignment components.
Initiate component level validation.

Research Next Generation Data and Tools FFY22 (3.3 - 7222)

Mgr: S. Andrews

Financial Status

Total Project Budget:	\$57,000	
Total Labor Expended This Period:	\$2,242	(4% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$35,634	(63% of total budget)
Balance:	\$21,366	(37% of total budget)

Work Status

64% complete.

Progress

Continued review of Data Axle cleaning.

Began looking at open data platforms and their ability to service our needs.

Products

None.

Meetings

None.

Objectives for Next Month

Continue work reviewing Data Axle employment data quality.

Send output to MAPC.

Transit Working Group Support FFY22 (3.3 - 8922)

Mgr: S. Johnston

Financial Status

Total Project Budget:	\$50,000	
Total Labor Expended This Period:	\$2,625	(5% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$35,924	(72% of total budget)
Balance:	\$14,076	(28% of total budget)

Work Status

Ongoing.

Progress

Conducted coffee chat on March 10, 2022.
Continued planning for future coffee chats and meetings.
Minor updates to the TWG web page.
Conducted coffee chat on April 6, 2022.
Finished meeting summary for February 16, 2022 coffee chat.

Products

Meeting summary for February 16, 2022 coffee chat.
Zoom invite and supporting materials for April 6, 2022 coffee chat.

Meetings

March 7, 2022: Planning meeting for March 10 coffee chat with EOHHS staff.
March 10, 2022: Coffee chat on Human Services Transportation.
March 30, 2022: Planning meeting for planned April 27 coffee chat.
April 6, 2022: Coffee chat on driver shortages.

Objectives for Next Month

Continue planning for April 27 coffee chat.
Continue planning for May quarterly meeting.
Catch up on past meeting summaries.

Transportation Equity Program FFY22 (3.3 - 8522)

Mgr: E. Harvey

Financial Status

Total Project Budget:	\$139,000	
Total Labor Expended This Period:	\$8,682	(6% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$44,307	(32% of total budget)
Balance:	\$94,693	(68% of total budget)

Work Status

Ongoing.

Progress

Tested options for replacing the Google Translate widget on the MPO's website, and worked on writing an internal draft policy for staff on how to provide written translations and distributed it for internal review.

Began work on a staff guide for EJ analyses.

Assisted with estimating the budget for equity analysis for the Silver Line Extension project.

Worked on estimating budget needs for the remainder of the federal fiscal year.

Assisted with demographic data requests for the MWRTA and CATA.

Attended webinars on using the new federal Climate and Economic Justice Screening Tool and EPA's EJ Screen.

Attended CTPS Census Corps coordinating meeting.

Products

None.

Meetings

March 7, 2022: MAPC/CTPS Transportation Coordination Meeting.

March 31, 2022: Young drivers: strategic highway safety plan emphasis plan kick off meeting.

Objectives for Next Month

Continue work on an internal language assistance guide and meeting with CTPS staff to get input on the guide.

Continue working on testing the quality of a new machine translator tool.

Continue working on a staff guide for EJ analyses.

Continue coordinating with CTPS and MassDOT staff on using Conveyal, as necessary.

Transportation Improvement Program (TIP) FFY22 (3.3 - 8222)

Mgr: M. Genova

Financial Status

Total Project Budget:	\$274,000	
Total Labor Expended This Period:	\$18,121	(7% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$102,767	(38% of total budget)
Balance:	\$171,233	(62% of total budget)

Work Status

Ongoing.

Progress

Presented FFYs 2023-27 TIP project scoring results to MPO.
Presented FFYs 2023-27 TIP programming scenarios to MPO.
Presented TIP updates to RTAC.
Finalized draft FFYs 2023-27 TIP programming scenario for public review.
Began building out draft TIP in eSTIP application.
Continued drafting content for the FFYs 2023-27 TIP document.
Continued work on TIP supporting materials, including finalizing a draft of the project scoring methodology with Editorial.
Continued hiring process for new TIP Manager.
Refined TIP budget estimates for FFY 2023.

Products

Three scenario tables for the FFYs 2023-27 TIP programming.
Scoring summary table for new projects being considered for funding in the FFYs 2023-27 TIP.
Three packets of compiled public comments for MPO meetings.
Draft FFYs 2023-27 programming tables for CATA and MWRTA.
Presentation on FFYs 2023-27 project scoring results.
Presentation on initial programming scenarios for the FFYs 2023-27 TIP.
Presentation on the final programming scenario for the FFYs 2023-27 TIP.
Presentation for TIP presentation at the Massachusetts Association of Conservation Commissions annual conference.
Presentation on the Bipartisan Infrastructure Law for MAPC's Legislative Affairs Committee.
TIP summary presentation for RTAC.
Updated FFY 2023 TIP budget estimates.

Meetings

March 1, TIP check-in (Wilmington).
March 3, 17, and 31, Boston Region MPO.
March 4, TIP informational meeting with students from the University of North Carolina.
March 8, MACC conference presentation.
March 9, MAPC Legislative Affairs Committee presentation.
March 9, RTAC.
March 10, TIP check-in (Peabody).
March 14 and 28, TIP check-in (Somerville).
March 14, Community Connections check-in (MassDOT, MAPC).
March 15, TIP check-in (Burlington).
March 18, TIP informational meeting with Twin Cities MPO.
March 23, RTAC 3C Committee.
March 29, DEI committee meeting.
March 29, TIP check-in (MassDOT).
March 30, TIP check-in (LivableStreets Alliance).

Objectives for Next Month

Finalize FFYs 2022-26 TIP Amendment Three.
Present FFYs 2022-26 TIP Amendment Four to MPO, to release for public comment.
Present FFYs 2022-26 TIP Adjustment One to MPO, for endorsement.
Release the draft FFYs 2023-27 TIP for public comment.
Finish building out draft TIP in eSTIP application.
Continue work on TIP supporting materials, including working with Graphics on the TIP project scoring methodology.
Finalize hiring process for new TIP Manager.
Continue to advance budget brainstorm for future program needs.
Begin transition document for TIP role.
Make web updates to TIP home page and TIP development page.

Unified Planning Work Program (UPWP) FFY22 (3.3 - 8322)

Mgr: S. Murthy

Financial Status

Total Project Budget:	\$116,000	
Total Labor Expended This Period:	\$13,398	(12% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$42,425	(37% of total budget)
Balance:	\$73,575	(63% of total budget)

Work Status

Ongoing.

Progress

Held UPWP Committee meetings on March 3, 2022, and March 31, 2022.
Completed review of Chapters 2, 3, and 6 of FFY 2023 UPWP.
Completed synthesis of public-facing survey results.
Continued development of FFY 2023 UPWP Raw Universe of Proposed Studies.

Products

FFY 2023 UPWP Chapters 2 and 6.
Materials to support March 31, 2022 UPWP Committee meeting, including presentation on public comment period adjustments and proposal to create new Complete Streets and Corridor Studies Program.

Meetings

March 3, 2022: UPWP Committee Meeting.
March 3, 2022: MPO Board Meeting.
March 17, 2022: MPO Board Meeting.
March 31, 2022: UPWP Committee Meeting.
March 31, 2022: MPO Board Meeting.

Objectives for Next Month

Schedule future UPWP Committee meetings.
Support and hold UPWP Committee meeting on April 28, 2022.
Commence review of Chapters 4, 5, and 7 of FFY 2023 UPWP.
Present FFY 2023 UOPWP Raw Universe of Proposed Studies.

Add'g Sfty, Mblty & Access on Subreg. Priority Rdwys: FY21 (4.2 - 13421)

Mgr: C. Wang

Financial Status

Total Project Budget:	\$118,100	
Total Labor Expended This Period:	\$1,584	(1% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$124,854	(106% of total budget)
Balance:	(\$6,753)	(-6% of total budget)

Work Status

98% complete.

Progress

Completed CTPS editorial review for the draft report of Grove Street Corridor Study in Braintree.
Completed review of the draft report with Braintree and MassDOT Highway Division District 6 and Office of Transportation Planning.

Products

None.

Meetings

None.

Objectives for Next Month

Finalize the study report.
Submit the study for inclusion in the upcoming MPO meeting.
Present the study and obtain approval at the MPO meeting.

Add'g Sfty, Mblty & Access on Subreg. Priority Rdwys: FY22 (4.2 - 13422)

Mgr: C. Wang

Financial Status

Total Project Budget:	\$133,000	
Total Labor Expended This Period:	\$16,256	(12% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$42,434	(32% of total budget)
Balance:	\$90,566	(68% of total budget)

Work Status

32% complete.

Progress

Completed crash data analyses and constructed collision diagrams for the Washington Street corridor in Canton.
Reviewed daily traffic counts and turning movement counts collected by MassDOT.
Conducted a scoping meeting on March 9 via Zoom to introduce the study, collect issues and concerns, and outline major tasks and schedule with the study advisory members from Canton, Sharon, Stoughton, Old Colony Planning Council, Brockton Area Transit Authority, and MassDOT Highway Division District 6 and Office of Transportation Planning.
Summarized issues and concerns for the study corridor.
Prepared the corridor users survey questionnaires.

Products

Summary of issues and concerns for the corridor from the study advisory members, March 16, 2022.
Draft corridor users survey questionnaire, March 21, 2022.

Meetings

March 9, 2022, Study Scoping Meeting, Washington Street Corridor in Canton, conducted via Zoom.

Objectives for Next Month

Complete review and analysis of traffic, pedestrian and bike counts in the corridor.
Construct the base-year traffic model for capacity analysis and traffic simulation.
Calibrate the base-year traffic model.
Conduct the corridor users survey on the Boston Region MPO, Canton, and Sharon websites.

Addressing Equity and Access in the Blue Hills (4.2 - 13314)

Mgr: S. Rourke

Financial Status

Total Project Budget:	\$40,000	
Total Labor Expended This Period:	\$343	(1% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$343	(1% of total budget)
Balance:	\$39,657	(99% of total budget)

Work Status

Ongoing.

Progress

Completed the work program, presented at the MPO Board meeting on 3/17. The Board voted to approve the work program.

Conducted outreach to Advisory Group; Scheduled first meeting of the Advisory Group (task one).

Began literature review (task two).

Products

Completed the work program, presented at the MPO Board meeting on 3/17. The Board voted to approve the work program.

Meetings

February 25, Met with LivableStreets staff to discuss the study and their participation in the Advisory Group.

Objectives for Next Month

Continue engaging the Advisory Group and exploring expanding the membership (task one).

Hold the first meeting of the Advisory Group (task one)

Make progress on the literature review (task two)

Begin analyzing existing public transit options (task two).

Identifying Transportation Inequities in the Boston Region (4.2 - 13315)

Mgr: E. Harvey

Financial Status

Total Project Budget:	\$70,000	
Total Labor Expended This Period:	\$7,185	(10% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$16,875	(24% of total budget)
Balance:	\$53,125	(76% of total budget)

Work Status

24%

Progress

Completed meetings with environmental justice and transportation advocacy groups to meet to discuss the metrics that the study could analyze, and continued sending invitations to more of these groups.
Presented to the MPO on the study's selected to be preliminary baseline metrics.
Began setting up Conveyal in order to run analyses.

Products

MPO presentation on the preliminary metrics selected for the study.

Meetings

March 10, 2022: Inner West Regional Coordinating Council.
March 16, 2022: Blue Hills Regional Coordinating Council.
March 16, 2022: Maria Belen Power, GreenRoots.
March 17, 2022: MPO presentation on the metrics selected for the study.

Objectives for Next Month

Continue analyzing the preliminary baseline metrics with Conveyal.
Begin work analyzing disparities in transportation costs.

Intersection Improvement Program (4.2 - 13305)

Mgr: C. Claude

Financial Status

Total Project Budget:	\$73,500	
Total Labor Expended This Period:	\$2,978	(4% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$57,116	(78% of total budget)
Balance:	\$16,384	(22% of total budget)

Work Status

78% complete.

Progress

Began drafting Stow intersection improvement recommendations.
Began drafting Wellesley intersection improvement recommendations.
Began drafting Woburn intersection improvement recommendations.
Continued drafting Stow intersection memorandum.
Continued drafting Wellesley intersection memorandum.
Continued drafting Woburn intersection memorandum.

Products

None.

Meetings

None.

Objectives for Next Month

Complete Stow intersection improvement recommendations.
Complete Wellesley intersection improvement recommendations.
Complete Woburn intersection improvement recommendations.
Complete Stow memorandum draft.
Complete Wellesley memorandum draft.
Complete Woburn memorandum draft.

Low-Cost Imp to Express Hwy Bottleneck Locations FFY21 (4.2 - 13621)

Mgr: C. Wang

Financial Status

Total Project Budget:	\$55,500	
Total Labor Expended This Period:	\$2,321	(4% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$61,124	(110% of total budget)
Balance:	(\$5,624)	(-10% of total budget)

Work Status

95% complete.

Progress

Completed internal and CTPS editorial reviews of the draft report for the study of low-cost improvements to bottleneck locations on Interstate 95 (I-95) between Exit 57 and Exit 61. Complete review of the draft report with MassDOT Highway Division District 4 and Office of Transportation Planning.
The report is currently under revision based on the comments from MassDOT District 4.

Products

None.

Meetings

None.

Objectives for Next Month

Finalize the study report.
Submit the study for inclusion in the upcoming MPO meeting.
Present the study and obtain approval at the MPO meeting.

Priority Corridors from LRTP Needs Assessment: FFY22 (4.2 - 13522)

Mgr: S. Asante

Financial Status

Total Project Budget:	\$145,000	
Total Labor Expended This Period:	\$18,318	(13% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$51,595	(36% of total budget)
Balance:	\$93,405	(64% of total budget)

Work Status

36% complete.

Progress

MPO staff conducted field visits to document the existing conditions. In addition, MPO staff prepared PowerPoint presentation for the initial scoping meeting with the advisory task force. In addition, MPO staff continued building the Synchro traffic network to examine existing traffic operation conditions. Finally, MPO staff began documenting Chapter 1 (Introduction) and Chapter 2 (Roadway and Intersections) of the study report.

Products

PowerPoint presentation for the initial scoping meeting, 3/31/22, draft.
Photographs along the corridor showing the existing conditions, 3/31/22.
Chapters 1 and 2 of the study report, 3/31/22, draft.

Meetings

None.

Objectives for Next Month

To continue existing conditions analysis.
To conduct initial scoping meeting.
To complete the existing traffic operations analysis.

Priority Corridors from LRTP Needs Assessment FY21 (4.2 - 13521)

Mgr: S. Asante

Financial Status

Total Project Budget:	\$134,000	
Total Labor Expended This Period:	\$2,286	(2% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$128,842	(96% of total budget)
Balance:	\$5,158	(4% of total budget)

Work Status

96% complete.

Progress

MPO staff completed the draft study report, addressed internal comments, and submitted for editing.

Products

Preliminary study report, draft, 3/31/2022.

Meetings

None.

Objectives for Next Month

To complete draft report and present to the MPO board.

Safety & Oper Analyses at Selected Int's: FFY22 (4.2 - 13722)

Mgr: S. Asante

Financial Status

Total Project Budget:	\$82,000	
Total Labor Expended This Period:	\$8,661	(11% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$21,749	(27% of total budget)
Balance:	\$60,251	(73% of total budget)

Work Status

28% complete.

Progress

MPO staff completed the selection memorandum. In addition, MPO staff continued the existing conditions analysis for the Hull and Randolph intersection. In addition, MPO staff met with official from Randolph to discuss the study and obtain feedback. In addition, MPO arranged to meet with officials from Hull to discuss the study and obtain their input. Finally, MPO staff conducted field visits to inventory problems. Finally, MPO staff documented Chapters 1 and 2 of the report, introduction and roadway characteristics.

Products

Memo describing study locations selection process, 3/31/2022, draft.
Table showing the list of intersections, selection criteria, scores, ranks, and rating, 3/31/2022.

Meetings

March 24, 2022, Officials from Randolph to discuss study and obtain their input.

Objectives for Next Month

To complete the study location selection process and begin studies at the locations.
To create volume/TMC diagrams.
To finish collision diagrams.
To build each intersection in Synchro and begin analysis.

The Future of the Curb Phase 3 (4.2 - 13313)

Mgr: B. Acton

Financial Status

Total Project Budget:	\$70,000	
Total Labor Expended This Period:	\$6,998	(10% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$15,529	(22% of total budget)
Balance:	\$54,471	(78% of total budget)

Work Status

22% complete.

Progress

Began reaching out to municipalities to select sites and establish data collection plans.

Products

None.

Meetings

None.

Objectives for Next Month

Complete site selection and begin collecting baseline data for at least one site.

Travel Demand Management Follow-Up (4.2 - 13311)

Mgr: S. Johnston

Financial Status

Total Project Budget:	\$10,000	
Total Labor Expended This Period:	\$1,325	(13% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$6,118	(61% of total budget)
Balance:	\$3,882	(39% of total budget)

Work Status

60% complete.

Progress

Analyzed survey feedback data.
Organized and formalized feedback from previous discussion and outreach events.
Began writing draft presentation memorandum.

Products

Analysis of survey data.

Meetings

None.

Objectives for Next Month

Continue writing draft presentation memorandum.
Interview peer MPOs and regional stakeholders.
Plan a public-facing event.

Bicycle and Pedestrian Support Activities FFY22 (4.3 - 2522)

Mgr: C. Claude

Financial Status

Total Project Budget:	\$74,000	
Total Labor Expended This Period:	\$6,612	(9% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$27,983	(38% of total budget)
Balance:	\$46,017	(62% of total budget)

Work Status

Ongoing

Progress

Planned for the replacement of the current system for registering volunteers to count bicycles and pedestrians.
Attended the Massachusetts Strategic Highway Safety Plan (SHSP) Pedestrians Emphasis Area meeting.
Attended the Massachusetts Strategic Highway Safety Plan (SHSP) Bicyclists Emphasis Area meeting.
Spoke with Sharon about the proposed addition of bike lanes on South Main Street.
Met with Cambridge to discuss development review metrics that could help improve walking and bicycling conditions.
Attended meetings and webinars related to transportation planning for people who walk and bike.
Continued learning about best practices for people walking and bicycling.
Continued learning about developments related to people walking and bicycling in the Boston MPO Region and beyond.

Products

List of all bicycle/pedestrian count locations found in agency database, along with latitude and longitude, for integration with a new volunteer registration system.

Meetings

March 7th, transportation coordination meeting between CTPS and MAPC.
March 8th, internal staff meeting to discuss developing a new method of registering volunteers to count people walking and bicycling.
March 15th, Massachusetts Strategic Highway Safety Plan (SHSP) Pedestrians Emphasis Area Meeting.
March 15th, Massachusetts Strategic Highway Safety Plan (SHSP) Bicyclists Emphasis Area Meeting.
March 23rd, Met with Cambridge to discuss development review metrics that could help improve walking and bicycling conditions.

Objectives for Next Month

Move bicycle and pedestrian count registration to Qualtrics.

Attend meetings and webinars related to transportation planning for people who walk and bike.

Continue learning about best practices for people walking and bicycling.

Continue learning about developments related to people walking and bicycling in the Boston MPO Region and beyond.

Community Transportation Technical Assistance FFY22 (4.3 - 2422)

Mgr: M. Abbott

Financial Status

Total Project Budget:	\$67,000	
Total Labor Expended This Period:	\$7,598	(11% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$35,847	(54% of total budget)
Balance:	\$31,153	(46% of total budget)

Work Status

Ongoing

Progress

Began collecting data and information for the Blue Hills trail crossing in Quincy and Milton.

Products

None.

Meetings

None.

Objectives for Next Month

To continue working on the Blue Hills Highline Trail safety improvements and reach out to Quincy and Friends of the Blue Hills to set up a kickoff meeting.

Regional Transit Service Planning Technical Support FFY22 (4.3 - 4122)

Mgr: P. Christner

Financial Status

Total Project Budget:	\$50,000	
Total Labor Expended This Period:	\$1,184	(2% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$19,246	(38% of total budget)
Balance:	\$30,754	(62% of total budget)

Work Status

Ongoing

Progress

Await further project ideas.

Products

None.

Meetings

None.

Objectives for Next Month

Marketing and Outreach for new project ideas.

Roadway Safety Audits FFY22 (4.3 - 2322)

Mgr: M. Abbott

Financial Status

Total Project Budget:	\$13,000	
Total Labor Expended This Period:	\$591	(5% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$4,057	(31% of total budget)
Balance:	\$8,943	(69% of total budget)

Work Status

Ongoing

Progress

Reviewed RSA report for Route 9 between the Southborough / Framingham Town Line to Dinsmore Avenue on February 1. The RSA included the following intersections:

- Route 9/California Ave
- Route 9/Country Club Ln
- Route 9/Temple St
- Route 9/Cochituate Rd
- Route 9/Concord St
- Route 9/Dinsmore Ave

Products

None.

Meetings

None.

Objectives for Next Month

Continue to attend and support Road Safety Audits.

Traffic Data Support FFY22 (4.3 - 2722)

Mgr: M. Abbott

Financial Status

Total Project Budget:	\$15,000	
Total Labor Expended This Period:	\$2,573	(17% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$6,645	(44% of total budget)
Balance:	\$8,355	(56% of total budget)

Work Status

Ongoing

Progress

Provided growth rates for Framingham, Methuen, and Stoughton. Also provided hardcopies of older bicycle reports that were not available electronically.

Products

Growth rates for Framingham, Methuen, and Stoughton and bicycle reports.

Meetings

None.

Objectives for Next Month

Continue to respond to transportation related data requests.

Transit Data Support FFY22 (4.3 - 4222)

Mgr: P. Christner

Financial Status

Total Project Budget:	\$12,000	
Total Labor Expended This Period:	\$1,019	(8% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$1,501	(13% of total budget)
Balance:	\$10,499	(87% of total budget)

Work Status

Ongoing

Progress

Responded to transit data requests.

Products

None.

Meetings

None.

Objectives for Next Month

Respond to transit data requests as needed.

Bus Network Redesign Service Equity Analysis (5.2 - 13309)

Mgr: B. Acton

Financial Status

Total Project Budget:	\$48,190	
Total Labor Expended This Period:	\$0	(0% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$13,629	(28% of total budget)
Balance:	\$34,561	(72% of total budget)

Work Status

28% complete.

Progress

Awaiting new GTFS schedules from MBTA.

Products

None.

Meetings

None.

Objectives for Next Month

Receive revised GTFS files for an additional draft analysis.

MBTA Mobility Integration Framework (5.2 - 13316)

Mgr: S. Johnston

Financial Status

Total Project Budget:	\$138,384	
Total Labor Expended This Period:	\$13,261	(10% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$25,659	(19% of total budget)
Balance:	\$112,725	(81% of total budget)

Work Status

20% complete.

Progress

Held kickoff meeting and coordinate with MBTA and MassDOT staff.
Conducted in-depth research on peer mobility integration policies.
Identified peer agencies, both domestic and international, to interview.
Identified regional stakeholders to interview.
Discussed priorities for further research and interviews with MBTA staff.

Products

Draft list of regional stakeholders to interview.
Draft list of peer agencies to interview.

Meetings

March 2, 2022: Coordination kick-off meeting with MBTA and MassDOT staff.
March 17, 2022: Coordination meeting with MBTA and MassDOT staff.

Objectives for Next Month

Begin to interview MBTA staff, regional stakeholders, and peer agency staff.
Begin planning for qualitative analysis of information from interviews and research.

Support in Updating MBTA DI/DB Policy (5.2 - 13802)

Mgr: R. McCarron

Financial Status

Total Project Budget:	\$83,340	
Total Labor Expended This Period:	\$13,699	(16% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$24,607	(30% of total budget)
Balance:	\$58,733	(70% of total budget)

Work Status

35% complete.

Progress

Completed 4 internal interviews. Summarized themes and findings from the internal interview process. Reviewed peer agency's DI/DB policies and reports. Interviewed 5 peer agencies about their DI/DB policy.

Products

None.

Meetings

- March 1, check in with MBTA and MassDOT.
- March 3, interview with OPMI and MAPC.
- March 4, interview with MBTA Service Planning.
- March 9, interview with MBTA/MassDOT.
- March 10, interview with MBTA Policy & Transit Planning.
- March 15, check in with MBTA and MassDOT.
- March 22, interview with WMATA.
- March 23, interview with CTA.
- March 28, interview with Metro Transit (Minneapolis/Saint Paul).
- March 30, interview with Denver RTD.
- March 30, interview with LA Metro.

Objectives for Next Month

Complete peer agency interviews. Draft memorandum on findings from internal interviews.

Computer Resource Management FFY22 (6.0 - 6022)

Mgr: G. Weaver

Financial Status

Total Project Budget:	\$282,000	
Total Labor Expended This Period:	\$34,596	(12% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$166,743	(59% of total budget)
Balance:	\$115,257	(41% of total budget)

Work Status

Ongoing.

Progress

Hardware (physical and virtual) purchasing, installation, and updates: Supported response to attack on office network by installing endpoint detection and response (EDR) software on workstations and laptops. Gave Tetra remote access to servers and dedicated workstations. Reformatted the servers. Shutdown all servers and workstations after malware was detected. Installed virtual machines. Updated IP listing for VM's. Had two servers installed by Dell. Installed docking stations. Setup a printer. Moved desktops out of cubes and disposed of a server out of the server rack. Move PC's to different cubes. Move VM's off of old VMware server to the new VMware server. Updated laptop sheet and updated a sheet about lease agreement information for insurance.

Software purchasing, installation, and updates: Upgraded licenses, software and operational settings on a variety of agency computing resources. Performed troubleshooting processes on servers, software, backup and restore functions, HVAC system, GSuite, O365, Adobe, and Windstream settings. Installed a variety of software licenses and patches. Gathered quotes and submitted PO requests for various hardware and software maintenance contracts and submitted invoices. Completed password changes and 2-factor verification for all staff email/Google accounts, changing certain administrative passwords, and locking down access to cloud services hosted by Amazon. Implemented command-line-only version of Exhibit Builder Tool that can be run on a workstation, while the server on which the Exhibit Builder Tool is normally hosted is unavailable due to network disruption. Troubleshoot installing NetBackup on the backup server and troubleshoot importing the catalog. Installed Vcenter on new VMware host server and troubleshoot. Updated VMware template. Meet with managers to discuss IT needs for groups for FY23. Continued working on the FY23 IT budget. Updated questions for potential move. Purchase buffer pro annual renewal. Offboard former staff. Work with SHI over a billing issue.

Monitoring and regular operations: Monitored firewall activity, backups, restores, server performance, and disk space usage on servers and, monitored performance of ISP and phone system. Installed OS updates on all servers, virtual machines, and TransCad workstations. Various user support resolution.

Products

Command-line-only version of Exhibit Builder Tool.

Meetings

March 10, with Windstream to discuss a plan for the potential move and the potential costs.

March 14, with Dell about leasing additional laptops.

March 15, 20, 21, 22, 23, 24, 25, 28, and 29, with Intrasystems to have a check-in.

March 15, with First Class Networks about IT infrastructure and wiring.

March 17, with Dell to discuss upgrading a disk backup appliance and pricing.

March 21, with Tetra to discuss services.

March 24 and every day following, with Tetra to discuss status with cyber defense contractor, legal team, MAPC lawyer, and CTPS directors and IT support staff.

March 24, with MAPC and Galveston-Houston MPO about cyber attack suffered by the latter.

March 28, with MassDOT IT and CTPS director about nature of cyber attack and possible vulnerabilities for MassDOT.

March 31, with MAPC IT manager to discuss strategy for mitigating potential denial-of-service (DOS) attacks.

Objectives for Next Month

Finish configuring VM's for staff.

Install Additional staff VM's.

Finish installing docking stations for staff.

Have desktops reformatted for donation.

Continued support as required.

Data Resources Management FFY22 (6.0 - 5022)

Mgr: D. Knudsen

Financial Status

Total Project Budget:	\$218,000	
Total Labor Expended This Period:	\$15,391	(7% of budgeted labor)
Direct Costs Expended This Period:	\$0	(0% of budgeted direct costs)
Amount Expended to Date:	\$135,471	(62% of total budget)
Balance:	\$82,529	(38% of total budget)

Work Status

Ongoing.

Progress

Helped staff members locate online reference sources for use in a web map and use GIS software outside the office network.

Corrected 140 crash records with conflicting cyclist and pedestrian codes and reported inconsistency to MassDOT Traffic Safety staff.

Applied operating system and content management system (CMS) patches and security fixes to both the MPO website and the staff intranet site. Set up additional staff members to create and update MPO meeting calendar events. Began investigating translation management offerings for MPO website. Reviewed a director's write-up of agency web presence.

Participated in monthly INRIX/MassDOT/CTPS coordination meeting. Attended Strategic Highway Safety Plan and Complete Streets webinars.

Products

Updated crash records.
Upgraded MPO website.

Meetings

March 3, Data Resources group meeting.

March 15, meeting with Director of Projects and Partnerships on FFY 2023 operating budget for the Data Resources group.

March 16, Monthly INRIX/MassDOT/CTPS coordination meeting.

March 31, meeting with Executive Director, Director of Finance and Operations and members of the Data Resources group to discuss RMV and MassDOT Household Survey data that may contain personal information.

Objectives for Next Month

Incorporate updates to standard reference data layers published by MassGIS to CTPS's spatial database.

Other continued support, as required.

Direct/Non-Labor Support-MPO 3CPL & 5303 FFY22 (6.0 - 1022)

Mgr: S. Ayvazyan

Financial Status

Total Project Budget:	\$92,000	
Total Labor Expended This Period:	\$0	(0% of budgeted labor)
Direct Costs Expended This Period:	\$2,203	(2% of budgeted direct costs)
Amount Expended to Date:	\$26,164	(28% of total budget)
Balance:	\$65,836	(72% of total budget)

Work Status

% complete.

Progress

None.

Products

None.

Meetings

None.

Objectives for Next Month

None.
