



Memorandum

Date: January 31, 2022

To: Board of Selectmen
Community Administrators & Managers

CC: Central Massachusetts Metropolitan Planning Organization
CMMPO Advisory Committee
Neighboring MPOs & UZA Parties
CMRPC Delegates & Alternates
Central Massachusetts Transportation Planning Committee
WRTA Advisory Board
Community Engineers & Planners
DPW/Highway Superintendents
Area Legislators
Regional Stakeholders
Interested Parties

From: CMRPC Transportation Staff

Re: **Annual Development of the 2023 to 2027 TIP Project Listing**

TIP Overview

The Central Massachusetts Metropolitan Planning Organization (CMMPO) is the transportation policy and project selection group for the local planning region. The Central Massachusetts Regional Planning Commission (CMRPC), the agency that provides technical staff to the CMMPO, has begun the annual development of the **Transportation Improvement Program (“TIP”)** through a proactive public outreach process. *This year’s TIP Development Schedule established by the CMMPO is attached for your reference.*

Approved by the CMMPO, the federally-required TIP lists all eligible highway, transit, intermodal, bicycle and pedestrian projects in the region that are programmed to receive federal-aid funding. Following federal US DOT emphasis areas, the TIP includes projects that improve regional system performance by reducing congestion, improving pavement and increasing safety as well as benefiting air quality and regional social equity. In support of these goals, the CMMPO seeks projects that will also encourage modal shift to increase public transit

use, bicycling and walking. Moreover, communities are encouraged to consider the MicroProjects category for capital expenses like bikesharing stations, technology-related improvements, transit alternatives, culvert replacement, and electric vehicle charging stations, among other options. Projects of regional and statewide significance, such as Interstate Maintenance and Bridge Maintenance, are also included in the TIP document.

The CMMPO emphasizes that communities must realize that the TIP project listing is *financially constrained* within the federal-aid funding targets allocated by MassDOT to the planning regions across the state. Copies of the current TIP's highway and transit-related project listings can be viewed at <http://cmrpsc.org/tip> along with supporting documentation. As shown in the listings, the TIP is essentially fully programmed at this time.

A number of communities are currently moving forward with MassDOT-approved projects already programmed to receive a portion of the limited federal-aid funding available to the planning region. Following MassDOT approval, these communities have started the lengthy design, environmental and right-of-way acquisition process. (Those communities that have Project Review Committee (PRC) approved projects that are not yet programmed have already been asked to present their projects to the CMMPO.)

Host Community Participation

Each year, when the development of the TIP begins, all communities in the planning region with federal-aid highway projects *already* programmed are asked to provide a written "Status Update" to the CMMPO in order to measure design progress. Some may be asked to attend a meeting of the CMMPO. The requested Status Updates should include:

1. The current stage of project design,
2. The current status of right-of-way & environmental requirements,
3. Updated cost estimates,
4. Anticipated effects on congestion, safety, pavement quality, modal shift, and environmental justice, and
5. Any other project information that the community feels should be reported to the CMMPO.

Please recognize that the CMMPO has the ability to remove idle projects from the TIP listing if they lack necessary community support.

CMMPO member MassDOT-Highway Division reminds the planning region's communities that *new* federal-aid eligible project proposals **may be submitted anytime throughout the year**. Due to ongoing budgetary constraints, projects that are under \$5M that address congestion, safety and enable modal shifts to transit, bicycling and walking are preferred. Communities preparing to submit a new project for consideration must contact their MassDOT Highway Division District office for additional guidance on the project development process. The contact persons are as follows:

- MassDOT Highway Division District #2 office, Northampton:
Paula Simmons, 413-582-1528
- MassDOT Highway Division District #3 office, Worcester:
Ann Sullivan, 508-929-3868

In addition, a Project Need Form (PNF) must be created using MassDOT's required web-based project intake tool for any new projects. Again, the community must first contact their District office to gain access to this website. The website link is [MassDOT Project Intake Tool](#).

All requests for new highway or bridge projects must originate from the host community's Board of Selectmen or, as appropriate, a town administrator/manager acting on its behalf. When submitting a project for consideration by the CMMPO, fully realize that local responsibilities often include securing consultant services, funding project design, funding the acquisition of permanent right-of-way and temporary land easements as well as addressing any identified environmental and public utility requirements. The MassDOT Highway Division issued a Revised Standard Operating Procedures for initiating new projects which includes the Project Intake Tool. These new procedures can be found here: [SOP No. HED-08-02-1-000](#)

Communities must realize that the number of projects seeking federal-aid funding far exceed the resources available to the CMMPO. In addition to fiscal constraint, the CMMPO considers a broad range of Performance-Based Planning & Programming (PBP&P) factors to screen, rank and select projects that will benefit the needs of the overall multimodal transportation network. Other considerations include project readiness, environmental mitigation, and the provision of regional social equity encompassing Title VI, Environmental Justice (EJ), and Limited English Proficiency (LEP) regulations.

Summary materials for the annual TIP development effort are available online at <http://cmrpc.org/tip> and at the CMRPC office. Printed materials are readily available upon request. Any questions or requests for additional information should be directed to Kevin Krasnecky at (508)-459-3314 or kkrasnecky@cmrpc.org.

The CMMPO fully complies with all Federal and Commonwealth of Massachusetts nondiscrimination protections, including Title VI of the Civil Rights Act of 1964 and related statutes and regulations, in all of its programs and activities. The CMMPO does not discriminate on the basis of: race, color, national origin, English proficiency, or age, ancestry, background, disability, gender, gender identity or expression, income, religion, sex, sexual orientation or expression, or military status. Any person who believes himself/herself or through a representative, file a complaint with the CMMPO. A complaint must be filed no later than 180 days after the date on which the person believes the discrimination occurred.

Title VI prohibits discrimination in federally assisted programs and requires that no person in the United States of America shall, on the grounds of race, color, or national origin (including Limited English Proficiency) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal assistance.

Related federal non-discrimination laws administered by the Federal Highway Administration, the Federal Transit Administration prohibit discrimination on the basis of age, sex and disability. These protected categories are contemplated within CMMPO's Title VI Program, consistent with federal interpretation and administration. Additionally, CMMPO provides meaningful access to its programs, services and activities to individuals with limited English proficiency, in compliance with US Department of Transportation policy and guidance on federal Executive Order 13166. CMMPO also complies with the Massachusetts Public Accommodation Law, M.G.L. Chapter 272, Sections 92a, 98, and 98a prohibiting making any distinction, discrimination, or restriction in admission to or treatment in place of public accommodation based on race, color, religious creed, national origin, sex, sexual orientation, disability, or ancestry. Likewise, CMMPO complies with the Governor's Executive Order 526, Section 4 requiring that all of its programs, activities, and services provided, performed, licensed, chartered, funded, regulated, or contracted shall be conducted without unlawful discrimination based on race, color, age, gender, ethnicity, sexual orientation, gender identity or expression, religion, creed, ancestry, national origin, disability, veteran's status, or background.

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