

# AGENDA ITEM 8c

Authorizing the execution of an agreement, and creation of a new fund, for a grant from the Massachusetts Department of Transportation to the County, by and through the Cape Cod Commission, to continue transportation planning activities (3C Planning and FTA 5303) in accordance with the approved Cape Cod Unified Planning Work Program (UPWP), in the amount of \$779,649.00, for a period from October 1, 2019 through September 30, 2020

# MASSDOT STANDARD CONTRACT FORM



This form is issued and published by the Massachusetts Department of Transportation (MassDOT or Department). Any changes to the official printed language of this form shall be void. Additional non-conflicting terms may be added by Attachment. Contractors may not require any additional agreements, engagement letters, contract forms or other additional terms as part of this Contract without prior Department approval.

|  |                          |  |                          |
|--|--------------------------|--|--------------------------|
| <b>CONTRACTOR LEGAL NAME:</b> County of Barnstable<br>(and d/b/a): Cape Cod Commission   |                          | <b>DEPARTMENT NAME:</b> Massachusetts Department of Transportation<br><b>MMARS Department Code:</b> DOT  |                          |
| <b>Legal Address:</b> (W-9, W-4,T&C): 3195 Main Street, Barnstable, MA 02630-1105  |                          | <b>Business Mailing Address:</b> 10 Park Plaza, Boston, MA 02116   |                          |
| <b>Contract Manager:</b> Kristy Senatori   |                          |  |                          |
| <b>E-Mail:</b> ksenatori@capecodcomission.org  |                          | <b>Contract Manager:</b> Benjamin N. W. Muller   |                          |
| <b>Phone:</b> 508.744.1216   | <b>Fax:</b> 508.362.3136 | <b>E-Mail:</b> Benjamin.Muller@dot.state.ma.us   |                          |
| <b>Contractor Vendor Code:</b> VC6000194979  |                          | <b>Phone:</b> 857.368.8882   | <b>Fax:</b> 857.368.0639 |
| <b>Vendor Code Address ID</b> (e.g. "AD001"): AD001.<br>(Note: The Address Id Must be set up for <b>EFT</b> payments.)   |                          | <b>MMARS Doc ID(s):</b> INTF00X02019H0108054   |                          |
|  |                          | <b>RF/Procurement or Other ID Number:</b>  |                          |
| <input checked="" type="checkbox"/> <b>NEW CONTRACT</b>  |                          | <input type="checkbox"/> <b>CONTRACT AMENDMENT</b>   |                          |
| <b>PROCUREMENT OR EXCEPTION TYPE:</b> (Check one option only)<br><input type="checkbox"/> <b>Statewide Contract</b> (OSD or an OSD-designated Department)<br><input type="checkbox"/> <b>Collective Purchase</b> (Attach OSD approval, scope, budget)<br><input type="checkbox"/> <b>Department Procurement</b> (includes State or Federal grants <b>815 CMR 2.00</b> ) (Attach RFR and Response or other procurement supporting documentation)<br><input type="checkbox"/> <b>Emergency Contract</b> (Attach justification for emergency, scope, budget)<br><input type="checkbox"/> <b>Contract Employee</b> (Attach <b>Employment Status Form</b> , scope, budget)<br><input checked="" type="checkbox"/> <b>Legislative/Legal or Other:</b> (Attach authorizing language/justification, scope and budget)  |                          | Enter Current Contract End Date <b>Prior</b> to Amendment:<br>Enter Amendment Amount: \$ ____ (or "no change")<br><b>AMENDMENT TYPE:</b> (Check one option only. Attach details of Amendment changes.)<br><input type="checkbox"/> <b>Amendment to Scope or Budget</b> (Attach updated scope and budget)<br><input type="checkbox"/> <b>Interim Contract</b> (Attach justification for Interim Contract and updated scope/budget)<br><input type="checkbox"/> <b>Contract Employee</b> (Attach any updates to scope or budget)<br><input type="checkbox"/> <b>Legislative/Legal or Other:</b> (Attach authorizing language/justification and updated scope and budget) |                          |
| The following <b>MassDOT TERMS AND CONDITIONS</b> (T&C) has been executed, filed with CTR and is incorporated by reference into this Contract.<br><input checked="" type="checkbox"/> MassDOT Terms and Conditions   |                          |  |                          |
| <b>COMPENSATION:</b> (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for MassDOT/Commonwealth owed debts under 815 CMR 9.00.<br><input type="checkbox"/> <b>Rate Contract</b> (No Maximum Obligation. Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.)<br><input checked="" type="checkbox"/> <b>Maximum Obligation Contract</b> Enter Total Maximum Obligation for total duration of this Contract (or <b>new</b> Total if Contract is being amended) <b>\$779,649.00</b>   |                          |  |                          |
| <b>PROMPT PAYMENT DISCOUNTS (PPD):</b> Commonwealth payments are issued through <b>EFT</b> 45 days from invoice receipt. Contractors requesting <b>accelerated</b> payments must identify a PPD as follows: Payment issued within 10 days ___% PPD; Payment issued within 15 days ___% PPD; Payment issued within 20 days ___% PPD; Payment issued within 30 days ___% PPD. If PPD percentages are left blank, identify reason: ___agree to standard 45 day cycle ___ statutory/legal or Ready Payments ( <b>G.L. c. 29, § 23A</b> ); <input checked="" type="checkbox"/> only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See <b>Prompt Pay Discounts Policy</b> .)  |                          |  |                          |
| <b>BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT:</b> (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) <b>CCC Combined Planning Grant (PL and 5303)</b>   |                          |  |                          |
| <b>ANTICIPATED START DATE:</b> (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations:<br><input type="checkbox"/> 1. may be incurred as of the <b>Effective Date</b> (latest signature date below) and <b>no</b> obligations have been incurred <b>prior</b> to the <b>Effective Date</b> .<br><input checked="" type="checkbox"/> 2. may be incurred as of <b>October 1, 2019</b> , a date <b>LATER</b> than the <b>Effective Date</b> below and <b>no</b> obligations have been incurred <b>prior</b> to the <b>Effective Date</b> .<br><input type="checkbox"/> 3. were incurred as of ____, 20__, a date <b>PRIOR</b> to the <b>Effective Date</b> below, and the parties agree that payments for any obligations incurred prior to the <b>Effective Date</b> are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth and MassDOT from further claims related to these obligations.   |                          |  |                          |
| <b>CONTRACT END DATE:</b> Contract performance shall terminate as of <b>September 30, 2020</b> , with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.  |                          |  |                          |
| <b>CERTIFICATIONS:</b> Notwithstanding verbal or other representations by the parties, the " <b>Effective Date</b> " of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor makes all certifications required under the attached <b>Contractor Certifications</b> (incorporated by reference if not attached hereto) under the pains and penalties of perjury, agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the <b>MassDOT Terms and Conditions</b> , this Standard Contract Form including the <b>Instructions and Contractor Certifications</b> , the Request for Response (RFR) or other solicitation, the Contractor's Response, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in <b>801 CMR 21.07</b> , incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract. |                          |  |                          |
| <b>AUTHORIZING SIGNATURE FOR THE CONTRACTOR:</b>   |                          | <b>AUTHORIZING SIGNATURE FOR MassDOT:</b>  |                          |
| X: _____ Date: _____<br>(Signature and Date Must Be Handwritten At Time of Signature)  |                          | X: _____ Date: _____<br>(Signature and Date Must Be Handwritten At Time of Signature)  |                          |
| Print Name: <b>Ron Bergstrom, Ron Beaty, Mary Pat Flynn</b>  |                          | Print Name: <b>David Mohler</b>  |                          |
| Print Title: <b>Barnstable County Commissioners</b>  |                          | Print Title: <b>Executive Director</b>   |                          |

# MASSDOT STANDARD CONTRACT FORM



## INSTRUCTIONS AND CONTRACTOR CERTIFICATIONS

The following instructions and terms are incorporated by reference and apply to this Standard Contract Form. Text that appears underlined indicates a "hyperlink" to an Internet or bookmarked site and are unofficial versions of these documents and Departments and Contractors should consult with their legal counsel to ensure compliance with all legal requirements. Using the Web Toolbar will make navigation between the form and the hyperlinks easier. Please note that not all applicable laws have been cited.

**CONTRACTOR LEGAL NAME (AND D/B/A):** Enter the **Full Legal Name** of the Contractor's business as it appears on the Contractor's W-9 or W-4 Form (Contract Employees only) and the MassDOT Terms and Conditions. If Contractor also has a "doing business as" (d/b/a) name, BOTH the legal name and the "d/b/a" name must appear in this section.

**Contractor Legal Address:** Enter the Legal Address of the Contractor as it appears on the Contractor's W-9 or W-4 Form (Contract Employees only) and the MassDOT Terms and Conditions, which must match the legal address on the 10991 table in MMARS (or the Legal Address in HR/CMS for Contract Employee).

**Contractor Contract Manager:** Enter the authorized Contract Manager who will be responsible for managing the Contract. The Contract Manager should be an Authorized Signatory or, at a minimum, a person designated by the Contractor to represent the Contractor, receive legal notices and negotiate ongoing Contract issues. The Contract Manager is considered "Key Personnel" and may not be changed without the prior written approval of the Department. If the Contract is posted on COMMBUYS, the name of the Contract Manager must be included in the Contract on COMMBUYS.

**Contractor E-Mail Address/Phone/Fax:** Enter the electronic mail (e-mail) address, phone and fax number of the Contractor Contract Manager. This information must be kept current by the Contractor to ensure that the Department can contact the Contractor and provide any required legal notices. Notice received by the Contract Manager (with confirmation of actual receipt) through the listed address, fax number(s) or electronic mail address will meet any written legal notice requirements.

**Contractor Vendor Code:** The Department must enter the MMARS Vendor Code assigned by the Commonwealth. If a Vendor Code has not yet been assigned, leave this space blank and the Department will complete this section when a Vendor Code has been assigned. The Department is responsible under the Vendor File and W-9s Policy for verifying with authorized signatories of the Contractor, as part of contract execution, that the legal name, address and Federal Tax Identification Number (TIN) in the Contract documents match the state accounting system.

**Vendor Code Address ID:** (e.g., "AD001") The Department must enter the MMARS Vendor Code Address Id identifying the payment remittance address for Contract payments, which MUST be set up for EFT payments PRIOR to the first payment under the Contract in accordance with the Bill Paying and Vendor File and W-9 policies.

**COMMONWEALTH DEPARTMENT NAME:** Enter the full Department name with the authority to obligate funds encumbered for the Contract.

**Commonwealth MMARS Alpha Department Code:** Enter the three (3) letter MMARS Code assigned to this Commonwealth Department in the state accounting system.

**Department Business Mailing Address:** Enter the address where all formal correspondence to the Department must be sent. Unless otherwise specified in the Contract, legal notice sent or received by the Department's Contract Manager (with confirmation of actual receipt) through the listed address, fax number(s) or electronic mail address for the Contract Manager will meet any requirements for legal notice.

**Department Billing Address:** Enter the Billing Address or email address if invoices must be sent to a different location. Billing or confirmation of delivery of performance issues should be resolved through the listed Contract Managers.

**Department Contract Manager:** Identify the authorized Contract Manager who will be responsible for managing the Contract, who should be an authorized signatory or an employee designated by the Department to represent the Department to receive legal notices and negotiate ongoing Contract issues.

**Department E-Mail Address/Phone/Fax:** Enter the electronic mail (e-mail) address, phone and fax number of the Department Contract Manager. Unless otherwise specified in the Contract, legal notice sent or received by the Contract Manager (with confirmation of actual receipt) through the listed address, fax number(s) or electronic mail address will meet any requirements for written notice under the Contract.

**MMARS Document ID(s):** Enter the MMARS 20 character encumbrance transaction number associated with this Contract which must remain the same for the life of the Contract. If multiple numbers exist for this Contract, identify all Doc Ids.

**RFR/Procurement or Other ID Number or Name:** Enter the Request for Response (RFR) or other Procurement Reference number, Contract ID Number or other reference/tracking number for this Contract or Amendment and will be entered into the Board Award Field in the MMARS encumbrance transaction for this Contract.

## NEW CONTRACTS (left side of Form):

Complete this section ONLY if this Contract is brand new. (Complete the CONTRACT AMENDMENT section for any material changes to an existing or an expired Contract,

and for exercising options to renew or annual contracts under a multi-year procurement or grant program.)

**PROCUREMENT OR EXCEPTION TYPE:** Check the appropriate type of procurement or exception for this Contract. Only one option can be selected. See State Finance Law and General Requirements, Acquisition Policy and Fixed Assets, the Commodities and Services Policy and the Procurement Information Center (Department Contract Guidance) for details.

**Statewide Contract (OSD or an OSD-designated Department):** Check this option for a Statewide Contract under OSD, or by an OSD-designated Department.

**Collective Purchase approved by OSD:** Check this option for Contracts approved by OSD for collective purchases through federal, state, local government or other entities.

**Department Contract Procurement:** Check this option for a Department procurement including state grants and federal sub-grants under 815 CMR 2.00 and State Grants and Federal Subgrants Policy, Departmental Master Agreements (MA). If multi-Department user Contract, identify multi-Department use is allowable in Brief Description.

**Emergency Contract:** Check this option when the Department has determined that an unforeseen crisis or incident has arisen which requires or mandates immediate purchases to avoid substantial harm to the functioning of government or the provision of necessary or mandated services or whenever the health, welfare or safety of clients or other persons or serious damage to property is threatened.

**Contract Employee:** Check this option when the Department requires the performance of an Individual Contractor, and when the planned Contract performance with an Individual has been classified using the Employment Status Form (prior to the Contractor's selection) as work of a Contract Employee and not that of an Independent Contractor.

**Legislative/Legal or Other:** Check this option when legislation, an existing legal obligation, prohibition or other circumstance exempts or prohibits a Contract from being competitively procured, or identify any other procurement exception not already listed. Legislative "earmarks" exempt the Contract solely from procurement requirements, and all other Contract and state finance laws and policies apply. Supporting documentation must be attached to explain and justify the exemption.

## CONTRACT AMENDMENT (Right Side of Form)

Complete this section for any Contract being renewed, amended or to continue a lapsed Contract. All Contracts with available options to renew must be amended referencing the original procurement and Contract doc ids, since all continuing contracts must be maintained in the same Contract file (even if the underlying appropriation changes each fiscal year.) "See Amendments, Suspensions, and Termination Policy.)

**Enter Current Contract End Date:** Enter the termination date of the Current Contract being amended, even if this date has already passed. (Note: Current Start Date is not requested since this date does not change and is already recorded in MMARS.)

**Enter Amendment Amount:** Enter the amount of the Amendment increase or decrease to a Maximum Obligation Contract. Enter "no change" for Rate Contracts or if no change.

**AMENDMENT TYPE:** Identify the type of Amendment being done. Documentation supporting the updates to performance and budget must be attached. **Amendment to Scope or Budget:** Check this option when renewing a Contract or executing any Amendment ("material change" in Contract terms) even if the Contract has lapsed. The parties may negotiate a change in any element of Contract performance or cost identified in the RFR or the Contractor's response which results in lower costs, or a more cost-effective or better value performance than was presented in the original selected response, provided the negotiation results in a better value within the scope of the RFR than what was proposed by the Contractor in the original selected response. Any "material" change in the Contract terms must be memorialized in a formal Amendment even if a corresponding MMARS transaction is not needed to support the change. Additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07, incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.

**Interim Contracts:** Check this option for an Interim Contract to prevent a lapse of Contract performance whenever an existing Contract is being re-procured but the new procurement has not been completed, to bridge the gap during implementation between an expiring and a new procurement, or to contract with an interim Contractor when a current Contractor is unable to complete full performance under a Contract.

**Contract Employee:** Check this option when the Department requires a renewal or other amendment to the performance of a Contract Employee.

**Legislative/Legal or Other:** Check this option when legislation, an existing legal obligation, prohibition or other circumstance exempts or prohibits a Contract from being competitively procured, or identify any other procurement exception not already listed. Legislative "earmarks" exempt the Contract solely from procurement requirements, and all other Contract and state finance laws and policies apply. Attach supporting documentation to explain and justify the exemption and whether Contractor selection has been publicly posted.

## MASSDOT TERMS AND CONDITIONS

The MassDOT Terms and Conditions has been executed by the Contractor and is

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incorporated by reference into this Contract. This Form is signed only once and recorded on the Vendor Customer File (VCUST). See [Vendor File and W-9s](#) Policy.

## COMPENSATION

Identify if the Contract is a **Rate Contract** (with no stated Maximum Obligation) or a **Maximum Obligation Contract** (with a stated Maximum Obligation) and identify the Maximum Obligation. If the Contract is being amended, enter the new Maximum Obligation based upon the increase or decreasing Amendment. The Total Maximum Obligation must reflect the total funding for the dates of service under the contract, including the Amendment amount if the Contract is being amended. The Maximum Obligation must match the MMARS encumbrance. Funding and allotments must be verified as [available and encumbered](#) prior to incurring obligations. If a Contract includes both a Maximum Obligation component and Rate Contract component, check off both, specific Maximum Obligation amounts or amended amounts and Attachments must clearly outline the Contract breakdown to match the encumbrance.

## PAYMENTS AND PROMPT PAY DISCOUNTS

Payments are processed within a 45 day payment cycle through EFT in accordance with the Commonwealth [Bill Paving Policy](#) for investment and cash flow purposes. Departments may NOT negotiate accelerated payments and Payees are NOT entitled to accelerated payments UNLESS a prompt payment discount (PPD) is provided to support the Commonwealth's and MassDOT's loss of investment earnings for this earlier payment, or unless a payments is legally mandated to be made in less than 45 days (e.g., construction contracts, Ready Payments under [G.L. c. 29, s. 23A](#)). See [Prompt Pay Discounts Policy](#). PPD are identified as a percentage discount which will be automatically deducted when an accelerated payment is made. Reduced contracts rates may not be negotiated to replace a PPD. If PPD fields are left blank please identify that the Contractor agrees to the standard 45 day cycle; a statutory/legal exemption such as Ready Payments ([G.L. c. 29, § 23A](#)); or only an initial accelerated payment for reimbursements or start up costs for a grant, with subsequent payments scheduled to support standard EFT 45 day payment cycle. Financial hardship is not a sufficient justification to accelerate cash flow for *all* payments under a Contract. Initial grant or contract payments may be accelerated for the *first* invoice or initial grant installment, but subsequent periodic installments or invoice payments should be scheduled to support the Payee cash flow needs and the standard 45 day EFT payment cycle in accordance with the Bill Paving Policy. Any accelerated payment that does not provide for a PPD must have a legal justification in Contract file for audit purposes explaining why accelerated payments were allowable without a PPD.

## BRIEF DESCRIPTION OF CONTRACT PERFORMANCE

Enter a brief description of the Contract performance, project name and/or other identifying information for the Contract to specifically identify the Contract performance, match the Contract with attachments, determine the appropriate expenditure code (as listed in the [Expenditure Classification Handbook](#)) or to identify or clarify important information related to the Contract such as the Fiscal Year(s) of performance (ex. "FY2012" or "FY2012-14"). Identify settlements or other exceptions and attach more detailed justification and supporting documents. Enter "Multi-Department Use" if other Departments can access procurement. For Amendments, identify the purpose and what items are being amended. Merely stating "see attached" or referencing attachments without a narrative description of performance is insufficient.

## ANTICIPATED START DATE

The Department and Contractor must certify WHEN obligations under this Contract/Amendment may be incurred. Option 1 is the default option when performance may begin as of the [Effective Date](#) (latest signature date and any required approvals). If the parties want a new Contract or renewal to begin as of the upcoming fiscal year then list the fiscal year(s) (ex. "FY2012" or "FY2012-14") in the Brief Description section. Performance starts and encumbrances reflect the default [Effective Date](#) (if no FY is listed) or the later FY start date (if a FY is listed). Use Option 2 only when the Contract will be signed well in advance of the start date and identify a specific future start date. Do not use Option 2 for a fiscal year start unless it is certain that the Contract will be signed prior to fiscal year. Option 3 is used in lieu of the [Settlement and Release Form](#) when the Contract/Amendment is signed late, and obligations have already been incurred by the Contractor prior to the [Effective Date](#) for which the Department has either requested, accepted or deemed legally eligible for reimbursement, and the Contract includes supporting documents justifying the performance or proof of eligibility, and approximate costs. Any obligations incurred outside the scope of the [Effective Date](#) under any Option listed, even if the incorrect Option is selected, shall be automatically deemed a settlement included under the terms of the Contract and upon payment to the Contractor will release the Commonwealth and MassDOT from further obligations for the identified performance. All settlement payments require justification and must be under same encumbrance and object codes as the Contract payments. Performance dates are subject to [G.L. c.4, § 9](#).

## CONTRACT END DATE

The Department must enter the date that Contract performance will terminate. **If the Contract is being amended and the Contract End Date is not changing, this date must be re-entered again here.** A Contract must be signed for at least the initial duration but not longer than the period of procurement listed in the RFR, or other solicitation

document (if applicable). No new performance is allowable beyond the end date without an amendment, but the Department may allow a Contractor to complete minimal close out performance obligations if substantial performance has been made prior to the termination date of the Contract and prior to the end of the fiscal year in which payments are appropriated, provided that any close out performance is subject to appropriation and funding limits under state finance law, and CTR may adjust encumbrances and payments in the state accounting system to enable final close out payments. Performance dates are subject to [G.L. c.4, § 9](#).

## CERTIFICATIONS AND EXECUTION

See [Department Head Signature Authorization Policy](#) and the [Contractor Authorized Signatory Listing](#) for policies on Contractor and Department signatures.

**Authorizing Signature for Contractor/Date:** The Authorized Contractor Signatory must (in their own handwriting and in ink) sign AND enter the date the Contract is signed. See section above under "[Anticipated Contract Start Date](#)". Acceptance of payment by the Contractor shall waive any right of the Contractor to claim the Contract/Amendment is not valid and the Contractor may not void the Contract. **Rubber stamps, typed or other images are not acceptable.** Proof of Contractor signature authorization on a [Contractor Authorized Signatory Listing](#) may be required by the Department if not already on file.

**Contractor Name /Title:** The Contractor Authorized Signatory's name and title must appear legibly as it appears on the [Contractor Authorized Signatory Listing](#).

**Authorizing Signature For Department/Date:** The [Authorized Department Signatory](#) must (in their own handwriting and in ink) sign AND enter the date the Contract is signed. See section above under "[Anticipated Start Date](#)". **Rubber stamps, typed or other images are not accepted.** The Authorized Signatory must be an employee within the Department legally responsible for the Contract. See [Department Head Signature Authorization](#). The Department must have the legislative funding appropriated for all the costs of this Contract or funding allocated under an [approved Interdepartmental Service Agreement \(ISA\)](#). A Department may not contract for performance to be delivered to or by another state department without specific legislative authorization (unless this Contract is a Statewide Contract). For Contracts requiring Secretariat signoff, evidence of Secretariat signoff must be included in the Contract file.

**Department Name /Title:** Enter the Authorized Signatory's name and title legibly.

## CONTRACTOR CERTIFICATIONS AND LEGAL REFERENCES

Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified, subject to any required approvals. The Contractor makes all certifications required under this Contract under the pains and penalties of perjury, and agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein:

**MassDOT and Contractor Ownership Rights.** The Contractor certifies and agrees that MassDOT is entitled to ownership and possession of all "deliverables" purchased or developed with Contract funds. A Department may not relinquish rights to deliverables nor may Contractors sell products developed with MassDOT resources without just compensation. The Contract should detail all MassDOT deliverables and ownership rights and any Contractor proprietary rights.

**Qualifications.** The Contractor certifies it is qualified and shall at all times remain qualified to perform this Contract; that performance shall be timely and meet or exceed industry standards for the performance required, including obtaining requisite licenses, registrations, permits, resources for performance, and sufficient professional, liability, and other appropriate insurance to cover the performance. If the Contractor is a business, the Contractor certifies that it is listed under the [Secretary of State's website](#) as licensed to do business in Massachusetts, as required by law.

**Business Ethics and Fraud, Waste and Abuse Prevention.** The Contractor certifies that performance under this Contract, in addition to meeting the terms of the Contract, will be made using ethical business standards and good stewardship of taxpayer and other public funding and resources to prevent fraud, waste and abuse.

**Collusion.** The Contractor certifies that this Contract has been offered in good faith and without collusion, fraud or unfair trade practices with any other person, that any actions to avoid or frustrate fair and open competition are prohibited by law, and shall be grounds for rejection or disqualification of a Response or termination of this Contract.

**Public Records and Access** The Contractor shall provide full access to records related to performance and compliance to the Department and officials listed under [Executive Order 195](#) and [G.L. c. 11, s.12](#) seven (7) years beginning on the first day after the final payment under this Contract or such longer period necessary for the resolution of any litigation, claim, negotiation, audit or other inquiry involving this Contract. Access to view Contractor records related to any breach or allegation of fraud, waste and/or abuse may not be denied and Contractor can not claim confidentiality or trade secret protections solely for viewing but not retaining documents. Routine Contract performance compliance reports or documents related to any alleged breach or allegation of non-compliance, fraud, waste, abuse or collusion may be provided electronically and shall be provided at Contractor's own

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expense. Reasonable costs for copies of non-routine Contract related records shall not exceed the rates for public records under [950 C.M.R. 32.00](#).

**Debarment.** The Contractor certifies that neither it nor any of its subcontractors are currently debarred or suspended by the federal or state government under any law or regulation including, [Executive Order 147](#); [G.L. c. 29, s. 29F](#); [G.L. c. 30, § 39R](#); [G.L. c. 149, § 27C](#); [G.L. c. 149, § 44C](#); [G.L. c. 149, § 148B](#) and [G.L. c. 152, s. 25C](#).

**Applicable Laws.** The Contractor shall comply with all applicable state laws and regulations including but not limited to the applicable [Massachusetts General Laws](#); the Official [Code of Massachusetts Regulations](#); [Code of Massachusetts Regulations](#) (unofficial); [801 CMR 21.00](#) (Procurement of Commodity and Service Procurements, Including Human and Social Services); [815 CMR 2.00](#) (Grants and Subsidies); [808 CMR 1.00](#) (Compliance, Reporting and Auditing for Human And Social Services); [AICPA Standards](#); confidentiality of Department records under [G.L. c. 66A](#); and the [Massachusetts Constitution Article XVIII](#) if applicable.

**Invoices.** The Contractor must submit invoices in accordance with the terms of the Contract and the Commonwealth [Bill Paying Policy](#). Contractors must be able to reconcile and properly attribute concurrent payments from multiple Departments. Final invoices in any fiscal year must be submitted no later than August 15<sup>th</sup> for performance made and received (goods delivered, services completed) prior to June 30<sup>th</sup>, in order to make payment for that performance prior to the close of the fiscal year to prevent reversal of appropriated funds. Failure to submit timely invoices by August 15<sup>th</sup> or other date listed in the Contract shall authorize the Department to issue an estimated payment based upon the Department's determination of performance delivered and accepted. The Contractor's acceptance of this estimated payment releases the Commonwealth and MassDOT from further claims for these invoices. If budgetary funds revert due to the Contractor's failure to submit timely final invoices, or for disputing an estimated payment, the Department may deduct a penalty up to 10% from any final payment in the next fiscal year for failure to submit timely invoices.

**Payments Subject To Appropriation.** Pursuant to [G.L. c. 29 § 26, § 27](#) and [§ 29](#), Departments are required to expend funds only for the purposes set forth by the Legislature and within the funding limits established through appropriation, allotment and subsidiary, including mandated allotment reductions triggered by [G.L. c. 29, § 9C](#). A Department cannot authorize or accept performance in excess of an existing appropriation and allotment, or sufficient non-appropriated available funds. Any oral or written representations, commitments, or assurances made by the Department or any other Commonwealth representative are not binding. The Commonwealth and MassDOT have no legal obligation to compensate a Contractor for performance that is not requested and is intentionally delivered by a Contractor outside the scope of a Contract. Contractors should verify funding prior to beginning performance.

**Intercept.** Contractors may be registered as Customers in the Vendor file if the Contractor owes a Commonwealth debt. Unresolved and undisputed debts, and overpayments of Contract payments that are not reimbursed timely shall be subject to intercept pursuant to [G.L. c. 7A, s. 3](#) and [815 CMR 9.00](#). Contract overpayments will be subject to immediate intercept or payment offset. The Contractor may not penalize any state Department or assess late fees, cancel a Contract or other services if amounts are intercepted or offset due to recoupment of an overpayment, outstanding taxes, child support, other overdue debts or Contract overpayments.

**Tax Law Compliance.** The Contractor certifies under the pains and penalties of perjury tax compliance with [Federal tax laws](#); [state tax laws](#) including but not limited to [G.L. c. 62C](#); [G.L. c. 62C, s. 49A](#); compliance with all state tax laws, reporting of employees and contractors, withholding and remitting of tax withholdings and child support and is in good standing with respect to all state taxes and returns due; reporting of employees and contractors under [G.L. c. 62E](#), withholding and remitting [child support](#) including [G.L. c. 119A, s. 12](#); [TIR 05-11](#); [New Independent Contractor Provisions](#) and applicable [TIRs](#).

**Bankruptcy, Judgments, Potential Structural Changes, Pending Legal Matters and Conflicts.** The Contractor certifies it has not been in bankruptcy and/or receivership within the last three calendar years, and the Contractor certifies that it will immediately notify the Department in writing at **least 45 days prior** to filing for bankruptcy and/or receivership, any potential structural change in its organization, or if there is **any risk** to the solvency of the Contractor that may impact the Contractor's ability to timely fulfill the terms of this Contract or Amendment. The Contractor certifies that at any time during the period of the Contract the Contractor is required to affirmatively disclose in writing to the Department Contract Manager the details of any judgment, criminal conviction, investigation or litigation pending against the Contractor or any of its officers, directors, employees, agents, or subcontractors, including any potential conflicts of interest of which the Contractor has knowledge, or learns of during the Contract term. Law firms or Attorneys providing legal services are required to identify any potential conflict with representation of any Department client in accordance with Massachusetts Board of Bar Overseers (BBO) rules.

**Federal Anti-Lobbying and Other Federal Requirements.** If receiving federal funds, the Contractor certifies compliance with federal anti-lobbying requirements including [31 USC 1352](#); [other federal requirements](#); [Executive Order 11246](#); [Air Pollution Act](#); [Federal Water Pollution Control Act](#) and [Federal Employment Laws](#).

**Protection of Personal Data and Information.** The Contractor certifies that all steps will be taken to ensure the security and confidentiality of all Commonwealth/MassDOT data for

which the Contractor becomes a holder, either as part of performance or inadvertently during performance, with special attention to restricting access, use and disbursement of personal data and information under [G.L. c. 93H](#) and [c. 66A](#) and [Executive Order 504](#). The Contractor is required to comply with [G.L. c. 93I](#) for the proper disposal of all paper and electronic media, backups or systems containing personal data and information, provided further that the Contractor is required to ensure that any personal data or information transmitted electronically or through a portable device be properly encrypted using (at a minimum) [Information Technology Division \(ITD\) Protection of Sensitive Information](#), provided further that any Contractor having access to credit card or banking information of Commonwealth/MassDOT customers certifies that the Contractor is PCI compliant in accordance with the [Payment Card Industry Council Standards](#) and shall provide confirmation compliance during the Contract, provide further that the Contractor shall immediately notify the Department in the event of any security breach including the unauthorized access, disbursement, use or disposal of personal data or information, and in the event of a security breach, the Contractor shall cooperate fully with the Commonwealth/MassDOT and provide access to any information necessary for the Commonwealth/MassDOT to respond to the security breach and shall be fully responsible for any damages associated with the Contractor's breach including but not limited to [G.L. c. 214, s. 3B](#).

**Corporate and Business Filings and Reports.** The Contractor certifies compliance with any certification, filing, reporting and service of process requirements of the [Secretary of the Commonwealth](#), the [Office of the Attorney General](#) or other Departments as related to its conduct of business in the Commonwealth; and with its incorporating state (or foreign entity).

**Employer Requirements.** Contractors that are employers certify compliance with applicable state and [federal employment laws](#) or regulations, including but not limited to [G.L. c. 5, s. 1](#) (Prevailing Wages for Printing and Distribution of Public Documents); [G.L. c. 7, s. 22](#) (Prevailing Wages for Contracts for Meat Products and Clothing and Apparel); [minimum wages and prevailing wage programs and payments](#); [unemployment insurance and contributions](#); [workers' compensation and insurance](#); [child labor laws](#); [AGO fair labor practices](#); [G.L. c. 149](#) (Labor and Industries); [G.L. c. 150A](#) (Labor Relations); [G.L. c. 151](#) and [455 CMR 2.00 \(Minimum Fair Wages\)](#); [G.L. c. 151A](#) (Employment and Training); [G.L. c. 151B](#) (Unlawful Discrimination); [G.L. c. 151E](#) (Business Discrimination); [G.L. c. 152](#) (Workers' Compensation); [G.L. c. 153](#) (Liability for Injuries); [29 USC c. 8](#) (Federal Fair Labor Standards); [29 USC c. 28](#) and the [Federal Family and Medical Leave Act](#).

**Federal And State Laws And Regulations Prohibiting Discrimination** including but not limited to the [Federal Equal Employment Opportunity \(EEO\) Laws](#) the [Americans with Disabilities Act](#); [42 U.S.C. Sec. 12,101, et seq.](#), the [Rehabilitation Act](#); [29 USC c. 16 s. 794](#); [29 USC c. 16 s. 701](#); [29 USC c. 14, 623](#); the [42 USC c. 45](#); (Federal Fair Housing Act); [G.L. c. 151B](#) (Unlawful Discrimination); [G.L. c. 151E](#) (Business Discrimination); the Public Accommodations Law [G.L. c. 272, s. 92A](#); [G.L. c. 272, s. 98](#) and [98A](#), [Massachusetts Constitution Article CXIV](#) and [G.L. c. 93, s. 103](#); [47 USC c. 5, s. II, Part II, s. 255](#) (Telecommunication Act; Chapter 149, [Section 105D](#), [G.L. c. 151C](#), [G.L. c. 272, Section 92A](#), [Section 98](#) and [Section 98A](#), and [G.L. c. 111, Section 199A](#), and [Massachusetts Disability-Based Non-Discrimination Standards For Executive Branch Entities](#), and related Standards and Guidance, authorized under Massachusetts Executive Order or any disability-based protection arising from state or federal law or precedent. See also [MCAD](#) and [MCAD links and Resources](#).

**Small Business Purchasing Program (SBPP).** A Contractor may be eligible to participate in the SBPP, created pursuant to [Executive Order 523](#), if qualified through the SBPP COMMBUYs subscription process at: [www.commbuys.com](#) and with acceptance of the terms of the SBPP participation agreement.

**Limitation of Liability for Information Technology Contracts (and other Contracts as Authorized).** The [Information Technology Mandatory Specifications](#) and the [IT Acquisition Accessibility Contract Language](#) are incorporated by reference into Information Technology Contracts. The following language will apply to Information Technology contracts in the U01, U02, U03, U04, U05, U06, U07, U08, U09, U10, U75, U98 object codes in the [Expenditure Classification Handbook](#) or other Contracts as approved by CTR or OSD. Pursuant to Section 11. Indemnification of the MassDOT Terms and Conditions, the term "other damages" shall include, but shall not be limited to, the reasonable costs the Commonwealth/MassDOT incurs to repair, return, replace or seek cover (purchase of comparable substitute commodities and services) under a Contract. "Other damages" shall not include damages to the Commonwealth/MassDOT as a result of third party claims, provided, however, that the foregoing in no way limits the Commonwealth's or MassDOT's right of recovery for personal injury or property damages or patent and copyright infringement under Section 11 nor the Commonwealth's/MassDOT's ability to join the contractor as a third party defendant. Further, the term "other damages" shall not include, and in no event shall the contractor be liable for, damages for the Commonwealth's or MassDOT's use of contractor provided products or services, loss of Commonwealth or MassDOT's records, or data (or other intangible property), loss of use of equipment, lost revenue, lost savings or lost profits of the Commonwealth or MassDOT. In no event shall "other damages" exceed the greater of \$100,000, or two times the value of the product or service (as defined in the Contract scope of work) that is the subject of the claim. Section 11 sets forth the contractor's entire liability under a Contract. Nothing in this section shall limit the Commonwealth's or MassDOT's ability to negotiate higher limitations of liability in a

# MASSDOT STANDARD CONTRACT FORM



particular Contract, provided that any such limitation must specifically reference Section 11 of the MassDOT Terms and Conditions. In the event the limitation of liability conflicts with accounting standards which mandate that there can be no cap of damages, the limitation shall be considered waived for that audit engagement. These terms may be applied to other Contracts only with prior written confirmation from the Operational Services Division or the Office of the Comptroller. The terms in this Clarification may not be modified.

**Northern Ireland Certification.** Pursuant to [G.L. c. 7 s. 22C](#) for state agencies, state authorities, the House of Representatives or the state Senate, by signing this Contract the Contractor certifies that it does not employ ten or more employees in an office or other facility in Northern Ireland and if the Contractor employs ten or more employees in an office or other facility located in Northern Ireland the Contractor certifies that it does not discriminate in employment, compensation, or the terms, conditions and privileges of employment on account of religious or political belief; and it promotes religious tolerance within the work place, and the eradication of any manifestations of religious and other illegal discrimination; and the Contractor is not engaged in the manufacture, distribution or sale of firearms, munitions, including rubber or plastic bullets, tear gas, armored vehicles or military aircraft for use or deployment in any activity in Northern Ireland.

**Pandemic, Disaster or Emergency Performance.** In the event of a serious emergency, pandemic or disaster outside the control of the Department, the Department may negotiate emergency performance from the Contractor to address the immediate needs of the MassDOT even if not contemplated under the original Contract or procurement. Payments are subject to appropriation and other payment terms.

**Consultant Contractor Certifications** (For Consultant Contracts "HH" and "NN" and "U05" object codes subject to [G.L. Chapter 29, s. 29A](#)). Contractors must make required disclosures as part of the RFR Response or using the [Consultant Contractor Mandatory Submission Form](#).

**Attorneys.** Attorneys or firms providing legal services or representing MassDOT may be subject to [G.L. c. 30, s. 65](#), and if providing litigation services must be approved by the Office of the Attorney General to appear on behalf of a Department, and shall have a continuing obligation to notify the Commonwealth of any conflicts of interest arising under the Contract.

**Subcontractor Performance.** The Contractor certifies full responsibility for Contract performance, including subcontractors, and that comparable Contract terms will be included in subcontracts, and that the Department will not be required to directly or indirectly manage subcontractors or have any payment obligations to subcontractors.

## EXECUTIVE ORDERS

For covered Executive state Departments, the Contractor certifies compliance with applicable [Executive Orders](#) (see also [Massachusetts Executive Orders](#)), including but not limited to the specific orders listed below. A breach during period of a Contract may be considered a material breach and subject Contractor to appropriate monetary or Contract sanctions.

**Executive Order 481. Prohibiting the Use of Undocumented Workers on State Contracts.** For all state agencies in the Executive Branch, including all executive offices, boards, commissions, agencies, Departments, divisions, councils, bureaus, and offices, now existing and hereafter established, by signing this Contract the Contractor certifies under the pains and penalties of perjury that they shall not knowingly use undocumented workers in connection with the performance of this Contract; that, pursuant to federal requirements, shall verify the immigration status of workers assigned to a Contract without engaging in unlawful discrimination; and shall not knowingly or recklessly alter, falsify, or accept altered or falsified documents from any such worker

**Executive Order 130. Anti-Boycott.** The Contractor warrants, represents and agrees that during the time this Contract is in effect, neither it nor any affiliated company, as hereafter defined, participates in or cooperates with an international boycott (See [IRC § 999\(b\)\(3\)-\(4\)](#) and [IRS Audit Guidelines Boycotts](#)) or engages in conduct declared to be unlawful by [G.L. c. 151E, s. 2](#). A breach in the warranty, representation, and agreement contained in this paragraph, without limiting such other rights as it may have, MassDOT and the Commonwealth shall be entitled to rescind this Contract. As used herein, an affiliated company shall be any business entity of which at least 51% of the ownership interests are directly or indirectly owned by the Contractor or by a person or persons or business entity or entities directly or indirectly owning at least 51% of the ownership interests of the Contractor, or which directly or indirectly owns at least 51% of the ownership interests of the Contractor.

**Executive Order 346. Hiring of State Employees By State Contractors.** Contractor certifies compliance with both the conflict of interest law [G.L. c. 268A specifically s. 5 \(f\)](#) and this order, and includes limitations regarding the hiring of state employees by private companies contracting with the Commonwealth/MassDOT. A privatization contract shall be deemed to include a specific prohibition against the hiring at any time during the term of Contract, and for any position in the Contractor's company, any state management employee who is, was, or will be involved in the preparation of the RFP, the negotiations leading to the awarding of the Contract, the decision to award the Contract, and/or the supervision or oversight of performance under the Contract.

**Executive Order 444. Disclosure of Family Relationships With Other State Employees.** Each person applying for employment (including Contract work) within the Executive Branch under the Governor must disclose in writing the names of all immediate family

related to immediate family by marriage who serve as employees or elected officials of the Commonwealth. All disclosures made by applicants hired by the Executive Branch under the Governor shall be made available for public inspection to the extent permissible by law by the official with whom such disclosure has been filed.

**Executive Order 504. Regarding the Security and Confidentiality of Personal Information.** For all Contracts involving the Contractor's access to personal information, as defined in [G.L. c. 93H](#), and personal data, as defined in [G.L. c. 66A](#), owned or controlled by Executive Department agencies, or access to agency systems containing such information or data (herein collectively "personal information"), Contractor certifies under the pains and penalties of perjury that the Contractor (1) has read Commonwealth of Massachusetts Executive Order 504 and agrees to protect any and all personal information; and (2) has reviewed all of the Commonwealth [Information Technology Division's Security Policies](#). Notwithstanding any contractual provision to the contrary, in connection with the Contractor's performance under this Contract, for all state agencies in the Executive Department, including all executive offices, boards, commissions, agencies, departments, divisions, councils, bureaus, and offices, now existing and hereafter established, the Contractor shall: (1) obtain a copy, review, and comply with the contracting agency's Information Security Program (ISP) and any pertinent security guidelines, standards, and policies; (2) comply with all of the Commonwealth of Massachusetts Information Technology Division's "Security Policies"; (3) communicate and enforce the contracting agency's ISP and such Security Policies against all employees (whether such employees are direct or contracted) and subcontractors; (4) implement and maintain any other reasonable appropriate security procedures and practices necessary to protect personal information to which the Contractor is given access by the contracting agency from the unauthorized access, destruction, use, modification, disclosure or loss; (5) be responsible for the full or partial breach of any of these terms by its employees (whether such employees are direct or contracted) or subcontractors during or after the term of this Contract, and any breach of these terms may be regarded as a material breach of this Contract; (6) in the event of any unauthorized access, destruction, use, modification, disclosure or loss of the personal information (collectively referred to as the "unauthorized use"): (a) immediately notify the contracting agency if the Contractor becomes aware of the unauthorized use; (b) provide full cooperation and access to information necessary for the contracting agency to determine the scope of the unauthorized use; and (c) provide full cooperation and access to information necessary for the contracting agency and the Contractor to fulfill any notification requirements. Breach of these terms may be regarded as a material breach of this Contract, such that the Commonwealth and MassDOT may exercise any and all contractual rights and remedies, including without limitation indemnification under Section 11 of MassDOT's [Terms and Conditions](#), withholding of payments, Contract suspension, or termination. In addition, the Contractor may be subject to applicable statutory or regulatory penalties, including and without limitation, those imposed pursuant to [G.L. c. 93H](#) and under [G.L. c. 214, § 3B](#) for violations under M.G.L. c. 66A.

**Executive Orders 523, 524 and 526.** Executive Order 526 (Order Regarding Non-Discrimination, Diversity, Equal Opportunity and Affirmative Action which supersedes [Executive Order 478](#)), [Executive Order 524](#) (Establishing the Massachusetts Supplier Diversity Program which supersedes Executive Order 390), [Executive Order 523](#) (Establishing the Massachusetts Small Business Purchasing Program.) All programs, activities, and services provided, performed, licensed, chartered, funded, regulated, or contracted for by the state shall be conducted without unlawful discrimination based on race, color, age, gender, ethnicity, sexual orientation, gender identity or expression, religion, creed, ancestry, national origin, disability, veteran's status (including Vietnam-era veterans), or background. The Contractor and any subcontractors may not engage in discriminatory employment practices; and the Contractor certifies compliance with applicable federal and state laws, rules, and regulations governing fair labor and employment practices; and the Contractor commits to purchase supplies and services from certified minority or women-owned businesses, small businesses, or businesses owned by socially or economically disadvantaged persons or persons with disabilities. These provisions shall be enforced through the contracting agency, OSD, and/or the Massachusetts Commission Against Discrimination. Any breach shall be regarded as a material breach of the contract that may subject the contractor to appropriate sanctions.

**ATTACHMENT J  
SPECIAL PROVISIONS**

**MASSACHUSETTS DEPARTMENT of TRANSPORTATION  
OFFICE OF TRANSPORTATION PLANNING**

**CCC Combined Planning Grant (PL and 5303)  
Contract # 108054**

**Contract period: 10/1/2019 through 9/30/2020**

These SPECIAL PROVISIONS shall be made part of this contract with the expressed understanding that in the event of conflict, the SPECIAL PROVISIONS shall prevail over the STANDARD PROVISIONS, Office of Transportation Planning version. In the event of conflicts between any parts of this contract and the COMMONWEALTH OF MASSACHUSETTS STANDARD CONTRACT (STANDARD CONTRACT) or the COMMONWEALTH TERMS AND CONDITIONS (TERMS AND CONDITIONS), the provisions contained in the STANDARD CONTRACT and/or the TERMS AND CONDITIONS shall prevail.

During the performance of this contract, the CONSULTANT shall comply with the terms and conditions contained in the STANDARD CONTRACT, TERMS AND CONDITIONS, and ARTICLES I and II of the STANDARD PROVISIONS included in ATTACHMENT I of this contract, except as said STANDARD CONTRACT and STANDARD PROVISIONS are expressly amended or supplemented as follows below.

The numbering of amendments in these SPECIAL PROVISIONS corresponds to that of the preceding STANDARD PROVISIONS. Skipping a number in the SPECIAL PROVISIONS indicates only that there is no change to the corresponding number in the STANDARD PROVISIONS.

**ARTICLE I - GENERAL PROVISIONS**

**1. DEFINITIONS**

Add the following:

**METROPOLITAN PLANNING ORGANIZATION or “MPO”**... The organization designated by the Governor as being responsible for carrying out 3C transportation planning for an urbanized area.

**REGIONAL PLANNING AGENCY or “RPA”**...One of thirteen planning agencies in the Commonwealth established under Massachusetts General Laws or the Central Transportation Planning Staff "CTPS," having responsibility for comprehensive regional and transportation planning, and acting as the CONSULTANT.

**UNIFIED PLANNING WORK PROGRAM or “UPWP”**... Document required by the U.S. Department of Transportation Metropolitan Planning regulations that contains a description of all proposed transportation-related planning activities and air quality planning activities.

**2. TIME SCHEDULE:**

Amend to include the following:

The Consultant shall perform all work described in Attachment A, Scope of Services, in accordance with the time schedule shown therein. Allotment of time and cost for each task shall not be changed without the prior approval of the Executive Director.

**3. TERMINATION:**

Add the following:

This contract shall commence on the date indicated in the written Notice to Proceed from the Massachusetts Department of Transportation and shall remain in effect until 9/30/2020, subject to satisfactory completion of the work tasks in accordance with Attachment A, Scope of Services, as outlined in the annually endorsed Unified Planning Work Program.

**15. REVISIONS:**

Amend the 1<sup>st</sup> paragraph by deleting the words “in accordance with Article II section 3.”

**17. EMPLOYMENT OF DEPARTMENT PERSONNEL:**

Add the following paragraph:

Neither the Consultant nor the Massachusetts Department of Transportation shall engage in any conduct that violates or induces others to violate any provisions of the Massachusetts General Laws regarding the conduct of public employees. No officer, member, or employee of the Consultant or Massachusetts Department of Transportation, and no public official of the Commonwealth or any political subdivision thereof who exercises any functions or responsibilities in the review, approval or implementation of this contract shall: a) participate in any decision relating to this contract which affects his/her personal interest or the interest of any corporation, partnership or association in which he/she is directly or indirectly interested; or b) have any interest, direct or indirect, in this contract or the proceeds thereof.

**21. NOTICE**

Amend to read as follows:

Unless otherwise specified, any notice here under shall be in writing and deemed delivered when given in person or deposited in the U.S. mail, postage prepaid and addressed as follows:

**To Department:** David Mohler, Executive Director  
Office of Transportation Planning  
Massachusetts Department of Transportation  
10 Park Plaza, Room 4150  
Boston, MA 02116

**To Consultant:** Kristy Senatori, Executive Director  
Cape Cod Commission  
3225 Main Street, P.O. Box 2226  
Barnstable, Massachusetts 02630

**22. INSURANCE:** Not Applicable

**27. COPYRIGHT:**

Add the following:

Furthermore, any materials to be published and/or copyrighted by the Consultant as a result of work for this contract shall receive prior written approval of the Executive Director. Materials published by the consultant shall contain the acknowledgement: "Prepared in cooperation with the Massachusetts Department of Transportation and the U.S. Department of Transportation. The views and opinions of the [Consultant] expressed herein do not necessarily state or reflect those of the Massachusetts Department of Transportation or the U.S. Department of Transportation." Unless otherwise specified or requested, at least three paper copies and one electronic copy of all documents, reports or other materials developed as products of this contract shall be submitted to the Massachusetts Department of Transportation upon completion.

**ATTACHMENT J  
SPECIAL PROVISIONS**

**ARTICLE II – COMPENSATION OF CONSULTANT**

**Replace Article II in its entirety with the following:**

- 1. GENERAL FEE (MAXIMUM FEE)** The Commonwealth hereby agrees to pay and the Consultant agrees to accept, as full compensation for all services rendered to the satisfaction of the Massachusetts Department of Transportation, a fee established in accordance with the following.

All costs and charges of the Consultant under this contract must be billed to and associated with a task as listed in Attachment B. The maximum labor cost that shall be billed to each task is equal to the amount referenced for that task in Attachment B. Labor costs in excess of these limits shall be considered unallocated costs. Any deviation from the task structure (financial or otherwise) of the budget in Attachment B must have prior written approval of the Executive Director.

For all services to be performed under the General Fee, the Consultant shall be paid an amount equal to the sum of the following items a, b, and c:

- (a) Actual direct salaries paid to professional employees by the Consultant for the time such employees are directly utilized on work necessary to fulfill the provisions of the contract. Actual direct salary shall consist of payroll costs at straight time for professional employees, excluding all principals, administrative officers or other major supervisory personnel, for the time such employees are directly utilized on the work covered by this contract. If it is the usual practice for salaried principals or administrative officers to perform planning, research or technical work, permission may be granted by the Executive Director to compensate them for the time when they are actually engaged in this work. Payment of any said principals or officers for administrative duties at the usual rate of pay for these positions will not be allowed, it being considered that their salaries are included under overhead. Salary rates and increases thereof paid to professional employees assigned to this contract shall be commensurate with salaries paid and increases thereof made to other employees of the Consultant engaged in similar work. A specific listing of all employees who shall perform work on this contract and each employee's salary rate must be provided in Attachment B. If the Consultant wants to add new employees to perform work on this contract, the Consultant must request prior written approval by the Executive Director; if the Executive Director does not respond to the request within 10 days of receiving the request, then the request to add staff to the contract is automatically granted. Any increases in salary shall be in accordance with company-wide personnel regulations and established policies, but require prior written approval of the Executive Director. However, no cost of living adjustments to employee salaries will be approved, nor may they be requested; the only salary increases that will be considered for approval are merit increases. Request of such merit increases must be submitted in writing sufficiently in advance to afford the Executive Director thirty days to review. The Executive Director shall notify the Consultant in writing by the end of the thirty-day period that such salary rate or increase is approved or disapproved. If the Executive Director does not respond to a request for staff merit increase(s) by the end of the thirty day review period, that merit increase is automatically approved; however, this provision does not apply to cost of living adjustments, which may be neither requested nor approved. All salary changes from those submitted on the previous invoice shall be specifically noted by the Consultant on its next invoice giving the date of the letter approving such increase. Changes in salary rates made prior to the date of this letter will not be approved for payment. Any such salary increase shall not be

considered as justification for an increase in the maximum fee. No premium payment shall be made for overtime work unless previously approved by the Executive Director.

It is the current policy of the Massachusetts Department of Transportation to impose NO MAXIMUM LIMIT on the hourly rate for RPA professional employees. The Consultant is approved to submit each employee's actual direct salary rate, as approved under the contract, for payment.

The amount to be allowed for indirect costs to a sub-contractor shall be the actual audited amounts of such costs incurred by the sub-contractor, provided, however, that the total allowance for such costs shall in no event exceed **155%** percent. Said limit on allowable indirect costs shall apply notwithstanding any audit that indicates that higher indirect costs were actually incurred.

- (b) Applicable indirect costs incurred during the period of this contract, to the extent that such indirect costs are allowable under the "Federal Acquisition Regulations," incorporated herein and made a part hereof by reference.

For purposes of partial payments a provisional indirect cost additive rate, expressed as a percent of actual direct salary costs, shall be used. For this contract, the rate is **139.54%** as documented by the most recent audit report required by the Office of Management and Budget Circular A-133.

- (c) Reimbursement for authorized direct expenses as allowed under the provisions of the Federal Acquisition Regulations referred to above and meeting the requirements set forth below. In order to be allowable under Federal awards, the direct cost must be necessary and reasonable for proper and efficient performance and administration of the work executed under this contract. A cost is reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the cost. The question of reasonableness is particularly important when governmental units or components are predominately federally-funded.
- 1) Items of direct expenses attributable directly to this contract, listed in Exhibit B. Inclusion of Exhibit B does not constitute prior approval to incur these expenses.
  - 2) Actual reasonable meeting place expenses of the MPO and the transportation advisory committees of the MPO.
  - 3) Travel: All travel is to be made via the least expensive reasonable means. In keeping with MassDOT's GreenDOT Policy and mode shift initiative, MassDOT strongly encourages travel by public transit, walking or bicycling whenever feasible for travel related to this contract. When automobile travel is necessary, Consultant staff are expected to travel together whenever feasible.
  - 4) Automobile travel reimbursement: The Consultant may charge for automobile travel either on a per-mile basis or for actual expenses of using a rental automobile. Mileage charges for use of automobiles for contract-related purposes are not to exceed the Internal Revenue Service (IRS) approved business standard mileage reimbursement rate that is in effect at the time of travel. Mileage reimbursement is to be the means of payment for automobile travel by private staff-owned automobile, Consultant-owned vehicle, or Consultant-leased vehicle. If the overall cost (factoring in mileage charges, parking, gasoline, etc.) for a rental car is expected to be lower than for mileage charges, the Consultant may charge for the car rental usage fee and gasoline. Tolls and parking costs may also be reimbursed with documentation. The Consultant must provide a clear and explicit delineation of all automobile travel charges,

- including travel purpose and destination, method of reimbursement (mileage or rental fee plus gasoline), distance, breakdown of charges, and receipts as appropriate.
- 5) Overnight out-of-state travel: All out-of-state travel expenses that entail an overnight stay shall require prior written approval of the Executive Director.
  - 6) Meetings and conferences. Costs of meetings and conferences, the primary purpose of which is the dissemination of technical information required for work under this contract, are allowable. Travel by planning staff is allowable for attendance at meetings or conferences where technical information will be disseminated that would help the employee(s) perform work under this contract and satisfy the requirements of the metropolitan planning process. Expenses related to attendance at general policy-oriented meetings and conferences not directly related to the tasks covered under this contract are not reimbursable as direct expenses.
  - 7) Memberships, subscriptions, and professional activity costs. Costs of the Consultant's organizational memberships in technical and professional organizations are allowable. Costs of the governmental unit's subscriptions to professional and technical periodicals are allowable. Costs of membership in organizations substantially engaged in policy and lobbying are not reimbursable as direct expenses. Costs of individual staff memberships in technical and professional organizations are not reimbursable as direct expenses.
  - 8) Meals reimbursement: Breakfast \$5.00; lunch \$10.00; dinner \$20.00. Meal expenses for breakfast or lunch may only be reimbursed when a staff member is absent from his or her home for more than twenty-four hours. Meal expenses for dinner may only be reimbursed for travel ending two or more hours after compensated time.
  - 9) Lodging: All lodging expenses require prior written approval of the Executive Director. Hotel/motel expenses will be reimbursed at actual cost provided such cost is found to be reasonable by the Executive Director; room costs over the lodging per diem rate approved by the U.S. General Services Administration (GSA) require documentation of lodging options and justification of the expense. The Consultant shall provide backup of the approved GSA rate with the travel request and with the final invoice for the charge.
  - 10) Capital and expendable property and equipment. Expenditures for general purpose equipment, buildings, and land are unallowable as direct charges, except where approved in advance by the awarding agency.
  - 11) Any individual direct expense of \$1,000 or more shall require prior written approval of the Executive Director. For any individual direct expense of \$1,000 or more, the Consultant shall obtain three competitive cost bids or estimates from reputable vendors, and supply those to the Executive Director with the request for approval of the direct expense. The request for approval shall include justification for the Consultant's selection of vendor. These requirements apply to all direct expenses that have a total cost of \$1,000 or more, not just \$1,000 or more charged to this contract. That is, if the Consultant allocates a direct expense of \$1,000 or more between two or more contracts, or in any way "splits" the expense, the total cost (not just the cost charged to this contract) determines the applicability of these requirements. If the Consultant makes a purchase through the State Procurement Contract, the requirement for three competitive bids or estimates is waived.
  - 12) Production costs: Reimbursement may be provided for unusual production expenses (e.g. large reports, promotional materials, large scale graphics, etc.), but not for typical day-to-day production expenses (e.g. copies of agendas, memos, etc.). In keeping with the material

reduction element of the GreenDOT Policy, MassDOT strongly encourages the Consultant to minimize production of hard copy materials and encourage staff and members of the public to rely upon online dissemination of materials and information.

- 13) Other reasonable direct expenses attributable to this contract provided such costs are not included in overhead expenses.

2. **AUDIT ADJUSTMENTS** All costs described above are to be determined by records kept during the contract period, subject to audit by the Massachusetts Department of Transportation. The total of payments made shall be adjusted to conform to a final audit. The total audited amount shall not exceed the maximum fee. Interim audits may be undertaken at any time. Interim adjustments of provisional indirect cost rates may be requested for approval by the Executive Director on the basis of post audits of individual fiscal years or adequate cost allocation plans and/or indirect cost proposals prepared in accordance with Federal Acquisition Regulations (FAR) and approved by the Massachusetts Department of Transportation.

Toward compliance with federal Office of Management and Budget (OMB) requirements, the Consultant shall engage the services of an independent public accountant (IPA) to conduct annual audits and issue audit reports. Prior to engaging an IPA the Consultant shall obtain Massachusetts Department of Transportation review and comment on the proposed agreement with the IPA. The Massachusetts Department of Transportation will not, however, participate in any way in the selection of the IPA. The Massachusetts Department of Transportation may make suggestions as to the IPA's audit coverage and/or audit program. For purposes of this contract, the cost of the services of an IPA shall be allowable as an indirect cost item. The written agreement with the IPA shall include the following provisions:

- a) The IPA audits shall fully satisfy OMB requirement; including the Single Audit Act Amendments of 1997.
- b) The IPAs working papers shall be retained for a minimum of three (3) years from the date of the audit report and shall be made available upon request for review by the US Department of Transportation and/or the US General Accounting Office
- c) The IPA shall be alert to the fact that this duly executed contract is governed by the statutes of the Commonwealth and therefore stands on different legal ground than a direct federal grant. As the Consultant is paid out of state funds, provisions of this contract may differ from federal requirements on direct grants. So as to protect the interests of the Commonwealth, the IPA audit shall contain adequate testing of compliance by the Consultant with all provisions of this contract, including provisions which may differ from the requirements of federal funding agencies under direct federal grants.

The IPA's audit report will include a schedule, "Indirect Cost Rate(s) Applicable to Massachusetts Department of Transportation contract(s) for Fiscal Year 20xx (fiscal year audited)" or similar schedule, disallowed and indirect costs allowed; and a calculation of the indirect cost rate (indirect which shall include columnar tabulations, by account, of Consultant's indirect costs incurred, indirect costs divided by direct salary costs). The schedule will include a tabulation of disallowances under FAR. The indirect cost rate used to determine final payments under this contract will be an annual rate (rather than a series of monthly rates) and will be calculated using indirect costs and direct labor costs for the fiscal year in the base period.

- d) The IPA's audit report will include a "Schedule of Public Support, Revenue and Expenses by Agreement/Grant/Contract Fund." This schedule shall include a listing of revenue sources

(federal, state, etc.) and expense classifications (direct salaries, indirect costs, direct costs, etc.) by agreement/grant contract.

- e) The Federal Program Description for these funds is Section 5303 Metropolitan Planning, and the Catalog of Federal Domestic Assistance number (CFDA#) is 20-505.

The Massachusetts Department of Transportation reserves the right to reject IPA audit findings and to perform its own audit and issue its own audit reports insofar as this contract is concerned.

3. **METHOD OF PAYMENT** Partial payments against the General (Maximum) Fee shall be for the value of all services performed as shown on invoice(s) submitted by the Consultant and approved by the Executive Director. These partial payments shall be based on actual salaries paid for the period invoiced; plus applicable provisional indirect rate (overhead) for the period invoiced; plus reimbursement for authorized direct expenses for the period invoiced. No premium shall be paid for overtime work. The Massachusetts Department of Transportation reserves the right to defer any partial payments when the ratio of the total salary costs billed (exclusive of direct costs) to the total salary costs as shown in the original proposal is greater than the ratio of the work completed to the total work to be performed under the contract provisions. All invoices and time records shall contain a statement that the Consultant certifies, under the pains and penalties of perjury, that all work for which payment is requested has been performed and that such performance is in full compliance with the provisions of the contract.

All invoices shall be submitted no later than thirty (30) days following the month in which the services were performed and shall include a monthly summary sheet, in a format prescribed by the Massachusetts Department of Transportation/Office of Transportation Planning, showing the number of hours per day and total hours for each individual.

The Consultant shall furnish progress reports for each monthly pay period of its work. The progress report shall accompany the invoice for that period. All work products are subject to the approval of the Executive Director before payment is made. The progress report shall be prepared with a title page indicating the contractor name, the contract number, the report time period, and shall include the following:

- a) Brief narrative describing the work accomplished by task.
- b) Key personnel attendance at meeting(s) held for each week.
- c) Objectives/planned activities for the next month.
- d) Percent of work completed by task.
- e) Some measure of actual resources (hours, funds, etc.) charged to the contract over the past month.
- f) Comparison of actual cumulative resources expended compared to the contract budget.

**ELIGIBILITY QUESTIONS** Interpretation of questions regarding the eligibility of specific items for payment under the contract will be made by the Massachusetts Department of Transportation in accordance with applicable Massachusetts Department of Transportation requirements, and Massachusetts and federal laws and regulations. The Massachusetts Department of Transportation reserves the right to defer any partial payment until such time as disputes concerning the partial payment are resolved by the Massachusetts Department of Transportation. Should the decision of the Massachusetts Department of Transportation be unsatisfactory to the Consultant, it shall have recourse to a hearing with the Massachusetts Department of Transportation Hearing Examiner. The Massachusetts Department of Transportation shall have the final decision in any dispute.

4. **RECORDKEEPING, AUDIT, AND INSPECTION OF RECORDS** All costs and expenses as described in the foregoing paragraphs are to be determined by actual records kept by the Consultant in accordance with the provisions of this Contract and are subject to final audit by the Department (or its designee) and the FHWA. The total partial payments made hereunder shall be adjusted to conform to determinations made in such audit(s). Payments as made to the Consultant shall be subject to adjustments on the basis of final audit by the Department. At their discretion, the Department and the FHWA may undertake interim audits and make retroactive Interim payment adjustments as a result of such audits at any time during the term of this Contract.

The Consultant is obligated to maintain in an acceptable form books, records, and other compilations of data pertaining to the performance of the provisions and requirements of this Contract to the extent and in such detail as shall properly substantiate claims for payment under this Contract, including complete employee time and payroll records, as well as documents, papers, and other evidence pertaining to billings to the Department under this Contract; and shall also maintain records supporting the original cost proposal on this Contract. The Consultant shall make such materials available at its office at reasonable times during the term of this Contract and thereafter for inspection by the various agencies and entities identified in this Section; and copies of such materials shall be furnished upon request of the Department or its designee or the FHWA.

The Consultant shall comply with any programmatic or fiscal reporting requirements identified in this Contract, including format, contents, detail and submission requirements. The Consultant's failure to timely submit required reports may be considered a material breach of this Contract and may subject the Consultant to delayed or reduced payments without penalty to the Department.

All such records and reports, noted above, shall be kept for a minimum period of seven (7) years or until the resolution of any litigation, claim, negotiation, audit or other action involving the records which arise at any time during the retention period. All document retention periods shall begin on the first day after final payment under this Contract. If any litigation, claim negotiation, audit or other action involving the records has been started before the expiration of the applicable retention period, all records shall be retained until completion of the action and resolution of all issues resulting there from, or until the end of the applicable retention period whichever is later.

Pursuant to Executive Order No. 195, or as amended, the Department, the Governor of the Commonwealth of Massachusetts or his/her designee, the Secretary of Administration and Finance, the State Auditor, or their duly authorized designees, shall have access, at reasonable times and upon reasonable notice to examine the books, records, reports, and other compilation of data of the Consultant noted above which pertain to the performance of the provisions and requirements of this Contract. Such access shall include on-site audits, review, and photocopying of such records, reports or other data, at a reasonable expense.

#### 6. **NONDISCRIMINATION AND UNIVERSAL ACCESSIBILITY**

During the performance of this contract, the Consultant, for itself, its assignees and successors in interest (hereinafter referred to as the "Consultant") agrees as follows:

- a) **Compliance with Regulations:** The Consultant shall comply with the Acts and the Regulations relative to Nondiscrimination in federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
- b) **Nondiscrimination:** The Consultant, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, national origin, sex, age, or disability in the selection and retention of subcontractors, including procurements of materials

and leases of equipment. The Consultant shall not participate either directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers a program set forth in Appendix B of 49 CFR Part 21. The Consultant shall also abide by the Massachusetts Public Accommodation Law, M.G.L. c 272 §§92a, 98, 98a, and the Governor's Executive Order 526, section 4 which provide that access to programs, services and benefits be provided without regard to religious creed, sexual orientation, gender identity and expression, veteran's status and/or ancestry, along with the bases previously referenced.

- c) **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations either by competitive bidding or negotiation made by the Consultant for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the Consultant of the Consultant's obligations under this contract, the Acts and the Regulations, Massachusetts General Laws, and Governor's Executive Orders relative to Nondiscrimination on the grounds of race, color, national origin, sex, age, disability, religious creed, sexual orientation, gender identity and expression, veteran's status and/or ancestry.
- d) **Universal Accessibility of Websites, Meeting Materials, Presentations, Notices, and Contract Deliverables.** The Consultant shall ensure that all materials prepared under this contract meet applicable federal and state requirements for accessibility for persons with disabilities. All electronic and information technology products that are submitted under this contract must be compliant with Section 508 of the Rehabilitation Act so that they can be web posted without further modification. Accordingly, final deliverable reports prepared under this Agreement and submitted in electronic format must meet the requirements of Section 508 of the Rehabilitation Act of 1973, as amended. The act requires that all electronic products prepared for the Federal Government be accessible to persons with disabilities, including those with vision, hearing, cognitive, and mobility impairments. View Section 508 of the Rehabilitation Act (<http://www.access-board.gov/508/508standards.htm> - PART 1194) and the Federal IT Accessibility Initiative Home Page (<http://section508.gov>) for detailed information. The following paragraphs summarize the requirements for preparing reports in conformance with Section 508.
- (i) Electronic documents with images, figures, or tables. Provide a text equivalent for every non-text or tabular element (including photographs, charts and equations) in all publications prepared in electronic format. Use descriptions such as "alt" and "longdesc" for all non-text images or place them in element content. "Text equivalent" means text sufficient to reasonably describe the non-text or tabular element. Images that are merely decorative require only a very brief "text equivalent" description. However, images that convey information that is important to the content of the report require text sufficient to reasonably describe that image and its purpose within the context of the report.
- (ii) Electronic documents with forms. When electronic forms are designed to be completed online, the form shall allow people using assistive technology to access the information, field elements, and functionality required for completion and submission of the form, including all directions and cues.
- e) **Information and Reports:** The Consultant shall provide all information and reports required by the Acts, the Regulations and directives issued pursuant thereto and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Federal Highway Administration (FHWA) to be pertinent to ascertain compliance with such Acts, Regulations, orders, and instructions. Where any information required of a Consultant is in the exclusive possession of another who fails or refuses to furnish this information, the Consultant shall so certify to the Recipient or the FHWA, as appropriate, and shall set forth what efforts it has made to obtain the information.

- f) **Sanctions for Noncompliance:** In the event of the Consultant's noncompliance with the Nondiscrimination provisions of this contract, the Recipient shall impose such contract sanctions as it, the FHWA, and/or MassDOT may determine to be appropriate, including, but not limited to: Withholding of payments to the Consultant under the contract until the Consultant complies; and/or Cancellation, termination, or suspension of the contract, in whole or in part.
- g) **Incorporation of Provisions:** The Consultant shall include the provisions of paragraphs 1 through 6 in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The Consultant shall take such action with respect to any subcontract or procurement as the Recipient or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, however, that in the event a Consultant becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Consultant may request the Recipient to enter into such litigation to protect the interests of the Recipient and, in addition, the Consultant may request the United States to enter into such litigation to protect the interests of the United States.
7. **GREENDOT POLICY IMPLEMENTATION** In compliance with the Cooperative Agreement provisions regarding the federal Resource Conservation and Recovery Act of 1976, as well as MassDOT's GreenDOT policy, the Consultant shall follow the provisions of Massachusetts Executive Order 515 – Establishing an Environmental Purchasing Policy.

If possible, the Consultant and its Sub-Consultants shall utilize 100% recycled content paper for all deliverables. The Consultant and its Sub-Consultants shall minimize paper use in the Project through digital distribution and double-sided copying whenever possible. Selection of all office and cleaning supplies purchased fully or partially with funds from this Contract shall include consideration of recycled content, reduced hazardous material use in production, natural material content, and other relevant environmental criteria. All equipment purchased as a direct cost of this contract shall be selected with increased energy efficiency and minimal hazardous material content as key criteria. Any wood materials purchased must be Sustainable Forestry Certified.

Additionally all public meetings and events shall be held in a facility that is accessible by public transit if held in a community with fixed route or demand-responsive service, and all reasonable efforts shall be made to schedule public meetings and events during periods when public transit is operating. All reasonable efforts should be made to select meeting locations that provide secure bicycle parking; if a preferred meeting location does not provide secure bicycle parking, the Consultant should request that the venue install bicycle parking in order to provide reasonable access for all transportation modes. Notices for public meeting that include driving directions shall also include comparable transit and bicycling directions to the venue.

**ATTACHMENT I  
STANDARD PROVISIONS**

**MASSACHUSETTS DEPARTMENT OF TRANSPORTATION**

**OFFICE OF TRANSPORTATION PLANNING**

**ARTICLE I: GENERAL PROVISIONS**

**1. DEFINITIONS**

The following words as used herein, heretofore, and hereinafter shall mean:

**CONSULTANT**....The party of the second part to this Contract, acting directly or through an authorized lawful agent or employee.

**COMMONWEALTH**....The Commonwealth of Massachusetts

**DEPARTMENT**....The Massachusetts Department of Transportation of the Commonwealth of Massachusetts.

**DIRECTOR**....The Executive Director of the Office of Transportation Planning acting directly or through an authorized representative, such representative acting within the scope of the particular duties entrusted to him/her.

**MASSACHUSETTS DEPARTMENT OF TRANSPORTATION OR "MassDOT"**....The Department of Transportation of the Commonwealth of Massachusetts.

**FEDERAL HIGHWAY ADMINISTRATION OR "FHWA"**....The Federal Highway Administration of the United States Department of Transportation.

**FEDERAL TRANSIT ADMINISTRATION or "FTA"** ... The Federal Transit Administration of the United States Department of Transportation.

**PROJECT**....All work described in the Scope of Services (Scope of Work) contained in Attachment A.

**SPECIFICATIONS**....The directions, provisions and requirements comprising the Terms and Conditions, the Standard Contract, Standard Provisions and the Special Provisions.

**SPECIAL PROVISIONS**....The special directions, provisions and requirements prepared to cover proposed work not expressly provided for in these specifications. The Special Provisions shall be included within the general term "Specifications" and shall be made a part of the contract with the expressed understanding that in the event of conflict, they shall prevail over all other specifications of the contract.

**STANDARD CONTRACT**...Commonwealth of Massachusetts Standard Contract

**STANDARD SPECIFICATIONS**....Most recent Massachusetts Department of Transportation Standard Specification for Highways and Bridges

**TERMS AND CONDITIONS...Commonwealth Terms and Conditions****2. TIME SCHEDULE**

The Consultant shall begin performance of the services designated in the contract promptly and shall complete the services without delay. All work shall be performed by the Consultant in accordance with the time schedule as shown in the Standard Contract and/or in the SPECIAL PROVISIONS, if applicable.

Should circumstances occur, which are beyond the control of the Consultant, such as an increase in the scope of work, revisions to approved work, or a change in the conditions under which the work is to be performed, the specified estimated completion date may be extended. If the extension of time is more than one year beyond the originally specified time-period, the contract fee may be renegotiated. Four months prior to reaching the completion date for the Contract, it shall be the Consultant's responsibility to notify the Department in writing if the completion date cannot be met. The Consultant shall state the reason why that date cannot be met and request a revised date for consideration. If the Department determines that an extension of time is warranted, both parties shall agree to a new completion date. Any adjustment to the contract fee attributed to escalated salaries and/or other costs resulting from the extended time shall only apply to costs incurred beyond the one-year addition to the original completion date. Also, the Consultant is made aware that no compensation will be paid for services that are rendered either prior to the date of the Notice to Proceed or beyond the duration specified in the Contract, unless an extension of time is granted.

**3. TERMINATION**

Upon receipt of written notification from the Department that this Contract, or any part thereof, is to be terminated, the Consultant shall immediately cease operations on the work stipulated, and assemble all material that has been prepared, developed, furnished or obtained under the terms of this Contract that may be in its possession or custody, and shall transmit the same to the Department on or before the fifteenth day following the receipt of the above written notice of termination, together with an evaluation of the cost of the work performed, unless otherwise provided for in the SPECIAL PROVISIONS. The Consultant shall be entitled to just and equitable payment in accordance with ARTICLE II, Section D for any uncompensated work satisfactorily performed prior to such notice.

The Department shall determine the amount of acceptable work performed by the Consultant under this Contract. The Department's evaluation shall be used as a basis to determine the amount of compensation due for this work, provided it shall be made in good faith and supported by substantial evidence. In determining the value of the work performed by the Consultant prior to termination, no consideration will be given to profit, which the Consultant might have reasonably expected to make on the uncompleted portion of the work.

**4. STANDARD SPECIFICATIONS**

The Consultant agrees to perform the work required under this contract under strict conformity with the provisions of the Department's current Standard Specifications for Highways and Bridges and amendments thereto insofar as said provisions are applicable to this contract, said Standard Specifications and amendments being specifically made a part of this contract as fully and to the same effect as if the same had been set forth at length herein, except herein otherwise provided.

**5. DESIGN STANDARDS** not applicable**6. STAFFING OF OFFICE AND INSPECTION OF WORK**

The Consultant shall maintain an office located within the confines of the Commonwealth of Massachusetts. Such office shall be staffed with professional personnel adequate in number, training and experience to perform the work required under this contract.

Prior to the beginning of work, the Consultant shall submit the names, resumes, titles and salary rates of all personnel to be assigned to the work. Any subsequent increase in salary rates shall require the written approval of the Executive Director. In addition, education and experience records of supervisory personnel who will actively participate in the work shall be submitted. If, at any time during the term of this contract, any supervisory position is vacated, notice shall be immediately sent to the Executive Director as to the person vacating the position and the name, title, education, experience record and rate of pay of the person who will fill the vacancy. Prior written approval of the Executive Director for the change in supervisory personnel must be received by the Consultant. It is understood that authorized representatives of the Massachusetts DEPARTMENT OF TRANSPORTATION/Office of Transportation Planning and the United States Department of Transportation, Federal Transit Administration may inspect or review the Consultant's work in progress during normal working hours. Plans and documents, including those in the formative stage, shall be readily available in the Consultant's Massachusetts Office at all times during normal working hours. It is agreed that any or all portions of the work performed by the Consultant may be reviewed by other Consultants retained by the Department for this purpose.

**7. LODGING, ETC.**

Every person employed in the work covered by this Contract shall lodge, board or trade where and with whom he/she elects, and neither the Consultant nor its agents or employees shall directly or indirectly require as a condition of employment therein that an employee shall lodge, board or trade at a particular place or with a particular person.

**8. AVAILABLE DATA AND MATERIALS**

All data applicable to this project in possession of the Department shall be made available to the Consultant by the Department. When appropriate, the Department shall furnish to the Consultant forms, cross section paper and other material for the preparation of plans, profiles, cross sections, etc. if such materials are standard only with the Department and cannot be obtained elsewhere.

**9. HEARINGS & MEETINGS**

The Department shall make all arrangements for and hold all necessary official public hearings in connection with the project. Public meetings to obtain citizen participation in the planning and design of the project may be arranged by the Department or by the Consultant under the direction of the Executive Director. The Consultant shall not, at any time, make any commitments or give any information regarding projects being planned by the Department without prior approval of the Executive Director. The Consultant shall, when requested by the Executive Director, render such assistance as necessary, including preparation and explanation of materials, at or for any hearing, meeting or conference held by the Department.

## **10. AGREEMENTS**

The Department shall negotiate and prepare all necessary agreements with railroads, public utilities, municipalities, agencies of the United States Government or others. The Consultant shall prepare the plans, sketches and other data necessary in connection with these agreements and assist the Executive Director, if requested, at conferences related to such agreements.

## **11. APPEARANCE AS WITNESS**

If and when required by the Department, the Consultant shall prepare for and appear in any litigation concerning this project on behalf of the Commonwealth, and shall be paid actual salary and overhead costs with no profit allowance for this services and shall be reimbursed for any expenses incurred in relation thereto. These services and expenses shall not be considered as covered by the total of the fees stipulated in this contract.

## **12. REPORTS OF MEETINGS**

The Consultant shall keep a record indicating the subject and substance of all formal meetings with the members of the Department as well as with representatives of other State and Federal agencies, municipalities, private organizations and the general public, at which it is in attendance. Meeting reports shall be prepared and submitted to the Executive Director describing the subject matter discussed at each meeting, and subsequent reports shall be submitted as to actions taken as a result of recommendations presented.

**13. CONTRACT PROPOSALS:** Not applicable

**14. APPROVAL OF CONTRACT PLANS:** Not applicable

## **15. REVISIONS**

Should the Department require additional work or revisions to the Consultant's work product beyond that which is to be delivered in accordance with the Scope of Work outlined in Attachment A of this contract, additional compensation may be negotiated in accordance with Article II section 3.

No compensation will be made under this section for work that the Consultant has completed and for which approval has not been given, or for revisions caused by errors, omissions, oversight or neglect on the part of the Consultant.

## **16. PUBLICATION OF PLANS**

No copies of data or plans, including material in the formative stage are to be released by the Consultant to any other person or agency, except after prior approval of the Department. All press releases including plans and information to be published in newspapers, magazines, and other news media are to be through Department sources only.

## **17. EMPLOYMENT OF DEPARTMENT PERSONNEL**

The employment by the Consultant of personnel on the payroll of the of Massachusetts Department of Transportation shall not be permitted in the execution of this Contract, even though such employment may be outside of the employee's regular working hours or on Saturdays, holidays or vacation time. The Consultant is presumed to have a sufficient and competent organization to do the work required.

## **18. WARRANTY**

The Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Contract, and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Consultant, any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this Contract. For breach or violation of this warranty, the Department shall have the right to annul this Contract without liability, or, in its discretion, to deduct from the Contract price or consideration without liability, or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

## **19. SUBCONTRACTING**

The Consultant shall perform with its own organization not less than fifty (50) percent of the contract fee, except that any items designated in the contract as "Specialty Items" may be performed by subcontract.

If the complexity and nature of the project are such as to require highly specialized professional or expert assistance, services or advice in connection with special phases of the work which normally are not the type performed directly by the Consultant, such services may be obtained, provided that prior written approval is received from the Department, and, in the case of Federal-Aid Projects, both the Department and the FTA.

The Consultant warrants that its contracts with subcontractors shall bind each subcontractor to all provisions of this contract to the extent that the regulations, rights and interests of the Department and the Federal Transit Administration may be effected; and the Consultant accepts legal and financial responsibility for any failures to so protect and enforce the regulations, rights and interests of the Department and the Federal Transit Administration.

The Department reserves the right to approve any changes in subcontractors or changes in the

amounts or rates of cost reimbursement to any subcontractor. The employment of other firms or individuals for supplemental specialized services, such as soil testing and ground or aerial survey work included in the predetermined fee, shall not require approval of the Federal Transit Administration or the Board of Commissioners, but prior written approval shall be obtained from the Executive Director.

Requests for approval of work to be subcontracted shall include a clear description of the work to be performed, capabilities of the subcontractor to perform such work, breakdown of costs and man hours, method of payment and maximum amount to be paid. Any subcontract which exceeds \$50,000 in cost shall contain all the contractual provisions which are contained in contracts for prime consultants, including insurance certificates and pre-award audit data. For subcontracts whose costs are between \$25,000 and \$50,000, the Department may, at its discretion, require that the aforementioned provisions be included. The aforementioned provisions are not required for subcontracts that are less than \$25,000 in costs.

## **20. NON-DISCRIMINATION IN EMPLOYMENT AND AFFIRMATIVE ACTION**

During the performance of this contract, the Consultant, for itself, its assignees and successors in interest, shall comply with the regulations of the United States Department of Transportation relative to nondiscrimination in Federally assisted programs of the Department of Transportation (Title 49, CFR, Part 21, hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

The Consultant shall comply with all provisions of the "Required Contract Provision for Equal Opportunity, the Special Provision for Specific Equal Opportunity Responsibilities" and the "Disadvantaged Business Enterprise Provision" which are included herein and made a part of this Contract.

## **21. NOTICE**

Unless otherwise specified, any notice hereunder shall be in writing and shall be deemed delivered when given in person to either party or deposited in the U.S. mail, postage prepaid and addressed as indicated in the SPECIAL PROVISIONS.

## **22. INSURANCE**

The Consultant shall carry insurance in a sufficient amount to assure the restoration of any plans, drawings, computations, field notes or other similar data relating to the work covered by this Contract in the event of loss or destruction until all data is turned over to the Department.

The Consultant shall submit copies of the insurance policies as well as any applicable certificates to the Department for subsequent filing with the Department Secretary. The Department shall not be obligated to make any payment to the Consultant for services performed under the provisions of this contract before receipt of evidence of insurance coverage.

The Consultant shall also carry Professional Services Liability Insurance for errors and omissions, in an amount stated in the SPECIAL PROVISIONS, if such insurance is applicable to this contract. This insurance shall be obtained by the Consultant and shall remain in force from the date when the Consultant affixes its Registered Professional Engineer's stamp to the Contract documents to the date when all construction work designed under this Contract is completed, unless this Contract is terminated as herein provided, or until it is determined by the Engineer that construction has advanced to the stage where errors in design cannot further affect said construction. This policy shall indemnify and save harmless the Commonwealth, its officers, agents and employees from claims, suits, actions, damages and costs of every name and description resulting from errors and omissions in the work performed by the Consultant after the starting date of and under the terms of this Contract. A certificate showing that it is carrying this insurance shall be submitted to the Department for subsequent filing with the Department Secretary.

No cancellation of such insurance, whether by the insurers or by the insured, shall be valid unless written notice thereof is given by the party proposing cancellation to the other party and to the Department at least twenty (20) days prior to the intended effective date thereof, which date shall be expressed in said notice. Notice of cancellation sent by the party proposing cancellation by certified mail, postage prepaid, with a return receipt of addressee requested, shall be sufficient notice. An affidavit from any officer, agent or employee, duly authorized by the insured, shall be prima facie evidence that the notice was sent.

This section shall apply to the legal representative, trustee in bankruptcy, receiver, assignee, trustee and the successor in interest of such Consultant. The aforesaid insurance shall be taken out and maintained by the Consultant.

Failure to provide and continue in force any insurance as described in this section shall be deemed a material breach of the Contract and shall operate as an immediate termination thereof.

### **23. INDEMNIFICATION OF COMMONWEALTH/CONSULTANT LIABILITY**

The Consultant shall be liable for all damage caused by errors or omissions in its work or in the work of its subcontractors, agents, or employees performed under this agreement. The Consultant expressly agrees that its subcontractors, agents, or employees shall possess the experience, knowledge and character necessary to qualify them individually for the particular duties they perform. Nothing in this Article or in this Agreement shall create or give to third parties any claim or right of action against the Consultant or the Department beyond such as may legally exist irrespective of this Article or Agreement.

### **24. AMENDMENT**

If, during the term of the contract, the Department revises the limits of the project or makes other substantial changes in the scope or character of the work so as to thereby increase the work to be performed by the Consultant, such increased work shall result in an additional fee to be paid to the Consultant in accordance with ARTICLE II, provided that a written agreement concerning such increased work and additional fee has been made by all parties concerned prior to the performance of such increased work. In the event that no such written agreement has been executed prior to the performance of such increased work, the Consultant shall not be entitled to any additional fee. On projects being reimbursed with federal funds, approval of said written agreement by the FTA shall be required prior to the performance of such increased work.

### **25. NEGOTIATION SUBSEQUENT TO CONTRACT EXECUTION:** Not applicable

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## **26. OWNERSHIP OF DATA**

All materials prepared by the Consultant for the purpose of performing the services set forth in this contract shall be owned by the Department. During the performance of the Contract, such material shall be maintained by the Consultant; the Department will have full access to such materials with copies available to the Department upon request.

## **27. COPYRIGHT**

The Consultant shall be free to copyright material developed under the contract with the provisions that the Department and the FTA reserve a royalty-free, nonexclusive and irrevocable license to reproduce, publish or otherwise use and to authorize others to use the work for government purposes.

**ATTACHMENT I  
STANDARD PROVISIONS****ARTICLE II: COMPENSATION OF CONSULTANT****1. GENERAL FEE**

The Consultant shall insure that the compensation provisions and the "Contract Cost Principles and Procedures" set forth in the Federal Acquisition Regulation 31 (Technical Reference 48 CFR Chapter 1 Part 31) which document is incorporated herein and made a part hereof by reference are adhered to and are referenced in all contracts with subconsultants and subcontractors.

The Commonwealth hereby agrees to pay and the Consultant agrees to accept as full compensation for all services rendered to the satisfaction of the Department a fee established in accordance with one of the following two payment methods:

**PAYMENT METHOD 1 LUMP SUM:** Not applicable, unless specified in the SPECIAL PROVISIONS.

**PAYMENT METHOD 2 COSTS or COSTS PLUS A NET FEE:** Actual Maximum Payment Amount is specified in the SPECIAL PROVISIONS.

**The Federal Program Description for these funds is Metropolitan Transit Planning.**

For all services to be performed under the General Fee, the Consultant shall be paid an amount equal to the sum of the following items a, b, c, and d:

- a) Actual direct salary costs paid professional employees by the Consultant for the time such employees are directly utilized on work necessary to fulfill the provisions of the Contract. Actual direct salary costs shall consist of payroll costs at straight time for professional employees, excluding all principals or administrative officers such as owners, partners, stockholders owning more than one percent of the common stock outstanding, or other major supervisory personnel, for the time such employees are directly utilized on the work covered by this Contract. If it is the usual practice for salaried principals or administrative officers of small firms to perform planning, research or technical work, permission may be granted by the Executive Director to compensate them for the time when they are actually engaged in this work, but only at a rate of pay commensurate with the type of work performed. Permission may also be given by the Executive Director for certain principals or administrative officers of large firms to be paid for professional work performed by them at a rate of pay commensurate with the type of work performed, but only under unusual conditions for specific periods of time. Written approval shall be required from the Executive Director prior to the use of said principals or officers by both large and small firms.

Payment of any said principals or officers for administrative duties at the usual rate of pay for these positions will not be allowed, it being considered that their salaries are included under overhead.

Salary rates and increases thereof paid to professional employees assigned to this project shall be commensurate with salaries paid and increases thereof made to other employees of the Consultant engaged in similar work. Any increases in salary shall be the result of company wide evaluation of all professional employees. Such evaluation shall be in accordance with company wide

personnel regulations and established policies.

The Executive Director shall have the right to exercise the power of review and approval of salaries and increases thereof for a period of thirty days following receipt of the Consultant's written notice of such rates and/or increases. This notice must be submitted prior to the date when such rates become effective.

Unless the Executive Director notifies the Consultant in writing during the thirty-day period that such salary rate or increase thereof is in his opinion, unreasonable, such lack of notice shall constitute approval of the rate or increase from the proposed effective date. All salary changes from those submitted on the previous invoice shall be specifically noted by the Consultant on his next invoice giving the date of the letter requesting such increase. Changes in salary rates made prior to the date of this letter will not be approved for payment. Any such salary increase shall not be considered as justification for an increase in the maximum payment for direct salary costs shown under Maximum Payment Amounts herein before.

No premium payment shall be made for overtime work unless previously approved by the Executive Director. It is the current policy of the Department to limit the hourly rate for professional employees to **\$71.00** per hour. Permission for higher rates per hour may be granted in special situations with the written approval of the Executive Director.

- b) Applicable indirect costs incurred during the period of this contract, to the extent that such indirect costs are allowable under the "Contract Cost Principles and Procedures" set forth in the Federal Acquisition Regulation 31 (Technical Reference 48 CFR Chapter 1 Part 31) which document is incorporated herein and made a part hereof by reference.

For purposes of partial payments a provisional indirect cost additive rate, expressed as a percent of actual direct salary costs, will be specified in the SPECIAL PROVISIONS.

The amount to be allowed for indirect costs shall be the actual audited amounts of such costs incurred by the Consultant, provided, however, that the total allowance for such costs shall in no event exceed an amount which is obtained by multiplying the actual direct salary costs paid under "a" above by the indirect costs additive percentage rate as set forth in the SPECIAL PROVISIONS, but limited to a maximum of **98.88%**. Said limit on allowable indirect costs shall apply notwithstanding any audit which indicates that higher indirect costs were actually incurred unless otherwise specified in the SPECIAL PROVISIONS.

- c) A net fee, if applicable, as shown in the SPECIAL PROVISIONS to cover consultant's profit, miscellaneous expenses, and other factors that may be considered under the applicable regulations and that are not paid for otherwise.
- d) Reimbursement for direct expenses to the extent that they are allowable under the provisions of the Federal Acquisition Regulation referred to above and meet the requirements set forth below.

Reimbursable direct expenses shall include, but not be limited to, costs covering work performed by other parties such as borings, laboratory tests, field survey, special electronic computer programming, services of other professionals or specialists, special printing and reproductions and certain telephone and travel expense as further set forth below and normally not included in overhead expense.

The Consultant Shall adhere to the applicable provisions of 48 CFR, Chapter 1, Part 31 and 49 CFR, Part 18.00, particularity Section 18.32, with respect to nonexpendable property. All such

nonexpendable property shall become the property of the Department and shall be transferred unto its care and custody at the Department's direction.

Prior written approval shall be obtained by the Consultant from the Executive Director before these direct expenses are incurred. Reimbursable direct expenses are included under the Maximum Payment Amount.

All requests for reimbursement of such direct expenses shall be submitted in writing to the Director, together with estimates of the cost for each type of expense and the reasons for such expenses.

All billing of direct expenses shall be itemized by date, name of person incurring such expenses, location of travel or communication points, and shall include all other data relevant to a verification of the expenses together with a copy of the Executive Director's letter (when required) authorizing such expenditure.

Telephone charges shall not be considered as a direct expense except for toll charges specifically approved by the Executive Director.

When applicable, no direct charges for computer time or computer aided drafting and design costs will be eligible for reimbursement.

Travel Expenses when authorized under the SPECIAL PROVISIONS of this Contract shall be measured from the Massachusetts office of the Consultant, or the residence of the Consultant's employee traveling to a project-related destination point, whichever is the lesser distance, unless otherwise expressly authorized by the Director in writing. No travel expense will be paid unless provided for in the SPECIAL PROVISIONS or as may be previously approved in writing by the Executive Director. Travel shall be made by the least expensive reasonable means. First class air-fare, deluxe accommodations and unreasonable meal costs will not be approved. The use of rented automobiles will be reimbursed only at the same mileage rate as approved for personal or firm-owned vehicles. The cost of meals related to trips made in the course of a normal work-day will not be reimbursed. Travel and certain other necessary expenses for attendance at public meetings and hearings, as designated by the Executive Director, may be reimbursed subject to written approval of the Executive Director.

Since it is agreed that the work under this contract shall be performed in an adequately staffed office of the Consultant located within the Commonwealth of Massachusetts, costs incurred by the Consultant for telephone calls and travel to or from his out-of-state offices, shall not be reimbursed. Travel and subsistence shall not be paid for employees from any out-of-state office to work in Massachusetts except for certain specialists when expressly approved by the Executive Director in writing.

Printing of plans and copying of data as required for reviews and normal submissions shall not be reimbursed as direct expense, notwithstanding the fact that the Consultant may not own printing or copying equipment. Payment for special printing of reports and preparation of matter to distribute at public meetings, hearings and similar occasions may, with the approval of the Executive Director, be reimbursed.

Expenses for administrative personnel performing administrative work will not be reimbursed.

No markup shall be allowed on direct expenses.

All direct costs not reimbursable under this Article, and not allowable upon audit of the Consultant's records as an overhead item, shall be included in the net fee, if applicable, for profit and unallocated costs.

All costs as described in the foregoing paragraphs are to be determined by actual records kept by the Consultant in accordance with the provision of this contract and are subject to final audit by the Massachusetts Department of Transportation and/or the FTA. The total partial payments made shall be adjusted to conform to determinations made in such final audit in accordance with the above provisions of this Article. At their discretion, the Massachusetts Department of Transportation and/or the federal government may undertake interim audits at any time during the term of the Contract.

In no event shall the maximum amount to be paid under this Contract exceed the amount as shown on Page 1 of the STANDARD CONTRACT notwithstanding final audit results, except by agreement of all parties, and with the concurrence of the U.S. Department of Transportation, Federal Transit Administration in the case of federal-aid projects.

The maximum amount may be adjusted when the Consultant establishes, and the Department and the FHWA are in agreement, that there has been or is to be a significant change in

- a) the scope, complexity, or character of the services to be performed;
- b) conditions under which the work is required to be performed; and
- c) the duration of work, if the change from the time period specified in the agreement for completion of the work warrants such adjustment.

Upon adjustment of the maximum amount, an appropriate adjustment in the predetermined net fee shall be considered.

## **2. PAYMENT FOR WORK DURING CONSTRUCTION** Not applicable

## **3. ADDITIONAL FEES IN EXCESS OF GENERAL FEE**

If the Consultant performs services for revisions of plans as described in ARTICLE I, Section 15 or other services for which an additional fee is provided, he shall be paid an amount based on one of the following methods:

**PAYMENT METHOD 1 - LUMP SUM:** Not applicable unless specified in the SPECIAL PROVISIONS.

**PAYMENT METHOD 2 - COSTS or COSTS PLUS A NET FEE:** See Article II Section 1.GENERAL FEE.

## **4. PAYMENT FOR TERMINATION OF WORK**

In the event the Department sees fit to notify the Consultant to abandon, limit or defer the work under this Contract, or any part thereof, the Consultant shall be paid for any uncompensated work satisfactorily performed prior to date of said notice in one or more of the following methods, as shall be determined by

the Director:

- a) Lump sum amount: Not applicable unless specified in the SPECIAL PROVISIONS.
- b) By costs plus a net fee as stated in ARTICLE II, Section 1, Payment Method 2. Such net fee, if applicable, shall be in proportion to the amount of work performed.
- c) By payment of work completed as applied to costs of each unit of work, if applicable.

If the work to be performed under this Contract is terminated due to bankruptcy proceedings, or for any other cause due to action or inaction by the Consultant, the Consultant shall be paid for any uncompensated work satisfactorily performed prior to said termination as so stated above, minus the percentage of all previous partial payments, if any, which were retained, as part security for fulfillment of this Contract. This amount will be forfeited by the Consultant to the Department to compensate for damages suffered by the Department due to the Consultant's failure to complete the Contract.

## 5. PAYMENTS

Partial payments against the General Fee shall be due and paid monthly upon approval by the Executive Director of the Consultant's invoice for all services performed to the end of the preceding month.

No compensation will be paid for services that are rendered prior to the date of the Notice to Proceed or beyond the duration specified in the contract, as amended.

Partial payments against the General Fee shall be for the value of all services performed as shown on invoices submitted by the Consultant and approved by the Executive Director. Invoices must be accompanied by actual or certified copies of time records of the consultant's employees and receipted bills from other firms for work authorized and performed under the provisions of this Contract. Invoices and all supporting documentation shall be submitted in quintuplicate: an original and four legible copies.

Partial payments shall be based on actual salaries paid monthly as specified under ARTICLE II Section 1. Method 2 paragraph (a); plus costs as specified under paragraph (b); plus the proportionate share of the net fee, if applicable, as specified under paragraph (c), which represents the percentage of work completed to date covered by the monthly invoices; plus reimbursement for authorized direct expenses based on receipted bills as provided under paragraph (d).

The Department reserves the right to defer any partial payments when the ratio of the total salary costs billed (exclusive of direct costs) to the total salary costs as shown in the original proposal is greater than the ratio of the work completed to the total work to be performed under the contract provisions.

Payments on account of additional fees for revisions or for other services as specified in ARTICLE II Section 3 shall be due and payable upon approval by the Executive Director of the Consultant's invoices for such services performed to the end of the preceding month accompanied by actual or certified copies of paid invoices and/or payrolls for the same, if required under the method of payment used.

Payments in reimbursement to the Consultant for direct costs and expenses incurred by him or any of his sub-consultants shall be due and payable upon submission and approval by the Executive Director of the Consultant's invoice accompanied by actual or certified copies of paid invoices and/or payrolls for the same. No premium payments shall be made for overtime work unless previously approved by the Executive Director.

Periodic invoices shall, in addition to current charges, incorporate all previous charges, either paid or unpaid, for services performed under the contract through the date of each such invoice. Periodic invoices shall also segregate and accumulate, for Payments Method 2, total salary costs and indirect cost billed by the Consultant, and subconsultants if applicable, fiscal year end.

All invoices and time records shall contain a statement that the Consultant certifies, under the pains and penalties of perjury, that all work for which payment is requested has been performed and that such performance is in full compliance with the provisions of the Contract.

## **6. RETAINAGE**

The Department reserves the right to retain a percentage of all amounts due for partial payments made against work performed under this Contract, except for amounts due for actual reimbursable direct costs, as part security for the fulfillment of this Contract by the Consultant. If this right is exercised, it shall be further described in the SPECIAL PROVISIONS.

## **7. RECORDKEEPING, AUDIT, AND INSPECTION OF RECORDS**

All costs and expenses as described in the foregoing paragraphs are to be determined by actual records kept by the Contractor in accordance with the provisions of this Contract and are subject to final audit by the Massachusetts Department of Transportation and/or (or its designee) and the FTA. The total partial payments made hereunder shall be adjusted to conform to determinations made in such audit(s). Payments as made to the Contractor shall be subject to adjustments on the basis of final audit by the Massachusetts Department of Transportation. At their discretion, the Department and the FTA may undertake interim audits and make retroactive Interim payment adjustments as a result of such audits at any time during the term of this Contract.

The Contractor is obligated to maintain in an acceptable form books, records, and other compilations of data pertaining to the performance of the provisions and requirements of this Contract to the extent and in such detail as shall properly substantiate claims for payment under this Contract, including complete employee time and payroll records, as well as documents, papers, and other evidence pertaining to billings to the Massachusetts Department of Transportation and/or under this Contract; and shall also maintain records supporting the original cost proposal on this Contract. The Contractor shall make such materials available at its office at reasonable times during the term of this Contract and thereafter for inspection by the various agencies and entities identified in this Section; and copies of such materials shall be furnished upon request of the Massachusetts Department of Transportation or its designee or the FTA.

The Contractor shall comply with any programmatic or fiscal reporting requirements identified in this Contract, including format, contents, detail and submission requirements. The Contractor's failure to timely submit required reports may be considered a material breach of this Contract and may subject the Contractor to delayed or reduced payments without penalty to the Massachusetts Department of Transportation.

All such records and reports, noted above, shall be kept for a minimum period of seven (7) years or until the resolution of any litigation, claim, negotiation, audit or other action involving the records which arise at any time during the retention period. All document retention periods shall begin on the first day after final payment under this Contract. If any litigation, claim negotiation, audit or other action involving the records has been started before the expiration of the applicable retention period, all records shall be retained until completion of the action and resolution of all issues resulting there from, or until the end of the applicable retention period whichever is later.

Pursuant to Executive Order No. 195, or as amended, the Massachusetts Department of Transportation, the Governor of the Commonwealth of Massachusetts or his/her designee, the Secretary of Administration and Finance, the State Auditor, or their duly authorized designees, shall have access, at reasonable times and upon reasonable notice to examine the books, records, reports, and other compilation of data of the Contractor noted above which pertain to the performance of the provisions and requirements of this Contract. Such access shall include on-site audits, review, and photocopying of such records, reports or other data, at a reasonable expense.



CAPE COD  
COMMISSION

# Cape Cod Unified Planning Work Program Federal Fiscal Year 2020

Endorsed: May 20, 2019



Prepared by Cape Cod Commission staff on behalf of the Cape Cod Metropolitan Planning Organization and the Cape Cod Joint Transportation Committee

## *Cape Cod Unified Planning Work Program for FFY 2020*

This report was funded in part through grants from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), United States Department of Transportation (USDOT). The views and opinions of the Cape Cod Metropolitan Planning Organization (MPO) expressed herein do not necessarily state or reflect those of the USDOT.

### Title VI Notice of Nondiscrimination

The Cape Cod MPO complies with Title VI of the Civil Rights Act of 1964 and related federal and state statutes and regulations. It is the policy of the Cape Cod MPO to ensure that no person or group of persons shall on the grounds of Title VI protected categories, including race, color, national origin, or under additional federal and state protected categories including sex, age, disability, sexual orientation, gender identity or expression, religion, creed, ancestry, veteran's status (including Vietnam-era veterans), or background, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity administered by the Cape Cod MPO. To request additional information about this commitment, or to file a complaint under Title VI or a related nondiscrimination provision, please contact the MPO's Title VI Coordinator by phone at (508)362-3828, TTY at 508-362-5885, fax (508) 362-3136 or by e-mail at [mhevenor@capecodcommission.org](mailto:mhevenor@capecodcommission.org).

If this information is needed in another language, please contact the MPO's Title VI Coordinator by phone at (508)362-3828.

Caso estas informações sejam necessárias em outro idioma, por favor, contate o Coordenador de Título VI da MPO pelo telefone 508-744-1299.

The public discussion of the Unified Planning Work Program (UPWP) at CCJTC, MPO, and transportation meetings satisfies the Program of Projects (POP) public hearing requirements of the Federal Transit Administration (FTA).

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## *Cape Cod Unified Planning Work Program for FFY 2020*

Cape Cod Transportation Improvement Program (TIP) prepared by the

*Cape Cod Metropolitan Planning Organization (MPO) Members:*

- Stephanie Pollack, Secretary and Chief Executive Officer, Massachusetts Department of Transportation (MassDOT)
- Jonathan Gulliver, Administrator, MassDOT Highway Division
- Tom Guerino, Chair, Cape Cod Regional Transit Authority
- Harold Mitchell, Cape Cod Commission
- Eric Steinhilber, President, Barnstable Town Council
- Ronald Bergstrom, Barnstable County Commissioners
- Judith MacLeod-Froman, Bourne Selectman, for Bourne, Falmouth, Mashpee, and Sandwich
- Norman Holcomb, Yarmouth Selectman, for Dennis and Yarmouth
- Alan McClennen, Orleans Selectman, for Brewster, Chatham, Harwich, and Orleans
- Robert Weinstein, Truro Selectman, for Eastham, Provincetown, Truro, and Wellfleet
- Cedric Cromwell, Chairman, Mashpee Wampanoag Tribal Council

*MPO Ex-Officio Members:*

- Jeff Colby, Chairman, Cape Cod Joint Transportation Committee
- Brian Carlstrom, National Park Service/Cape Cod National Seashore
- Lawrence T. Davis, US Army Corps of Engineers/Cape Cod Canal
- Robert B. Davis, Woods Hole, Martha's Vineyard, and Nantucket Steamship Authority
- Jeffrey McEwan, Federal Highway Administration
- Peter Butler, Acting Administrator Federal Transit Administration

and the

*Cape Cod Joint Transportation Committee*

- Jeff Colby, Chairman, Yarmouth
- Tom Andrade, Vice-Chairman, Dennis

*Cape Cod Commission TIP Staff Contact:*

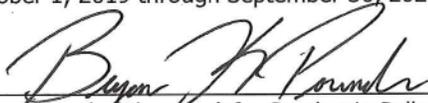
- Steven Tupper, Transportation Program Manager, Cape Cod Commission

*Cape Cod Unified Planning Work Program for FFY 2020*

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CAPE COD METROPOLITAN PLANNING ORGANIZATION (MPO)  
Unified Planning Work Program (UPWP)  
October 1, 2019 through September 30, 2020

The signature below certifies that the Cape Cod Metropolitan Planning Organization (MPO), at their meeting on May 20, 2019, hereby approved the following action in accordance with the Comprehensive, Cooperative and Continuing transportation planning process. In accordance with the requirements of 23 CFR Part 450 Section 308(c) of Federal Regulations, the MPO for Cape Cod has completed its review and hereby endorses the Cape Cod Unified Planning Work Program for Transportation Planning Activities for October 1, 2019 through September 30, 2020.



Bryan Pounds (Alternate) for Stephanie Pollack, Secretary/Chief Executive Officer –  
Massachusetts Department of Transportation (MassDOT)

MPO Members Voting in the Affirmative:

Pamela Haznar, (Alternate) for Jonathan Gulliver, Administrator  
Massachusetts Department of Transportation  
(MassDOT) Highway Division

Harold Mitchell  
Cape Cod Commission

Jill Goldsmith (Alternate) for Tom Guerino, Chair  
Cape Cod Regional Transit Authority

Ronald Bergstrom  
Barnstable County Commissioners

Dan Santos, (Alternate) for Eric Steinhilber, President  
Barnstable Town Council

Judith MacLeod-Froman  
Bourne, Sandwich, Falmouth, Mashpee

Norman Holcomb  
Dennis, Yarmouth

Alan McClennen  
Brewster, Chatham, Harwich, Orleans

Robert Weinstein  
Eastham, Provincetown, Truro, Wellfleet

Jason Steiding (Alternate) for Cedric Cromwell  
Mashpee Wampanoag Tribal Council

*Cape Cod Unified Planning Work Program for FFY 2020*

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## **Executive Summary**

The Cape Cod Metropolitan Planning Organization's (MPO) staff work plan known as, the Unified Planning Work Program (UPWP), lists planning activities anticipated to be performed by MPO staff and others over the next year.

The MPO is made up of eleven voting members with representatives of state agencies, regional organizations, and Cape Cod towns. Discussions at MPO meetings help select planning studies to be included in the UPWP. Members of the public are welcome and encouraged to attend these meetings and voice opinions.

### **Contents of the Plan**

The Unified Planning Work Program discusses coordination with the federal Fixing America's Surface Transportation (FAST) Act of 2015 and is organized by a series of tasks and corresponding sub-tasks. Each sub-task includes a scope of work with the following components: objectives, previous work, procedures, products, beneficiary communities, schedule, and funding breakdown.

### **FY 2020 Tasks**

Unified Planning Work Program tasks and sub-tasks are listed below along with the associated funding level for each task.

- **Task #1 – Management and Support of the Planning Process and Certification Activities (\$213, 750)**
  - Task 1.1 - Unified Planning Work Program (Certification Activity)
  - Task 1.2 - Transportation Improvement Program (Certification Activity)
  - Task 1.3 - CCJTC and MPO Activities
  - Task 1.4 – Environmental Justice/Title VI
  - Task 1.5 – Public Participation Plan
  - Task 1.6 – Regional Transportation Plan
- **Task #2 – Data Collection and Analysis Activities (\$220,000)**
  - Task 2.1 – Cape Cod Traffic Data Collection Program
  - Task 2.2 – Performance Standards
  - Task 2.3 – Transportation Database Management
  - Task 2.4 – Pavement Management/Asset Management
  - Task 2.5 – Healthy Transportation
  - Task 2.6 – Geographic Information System

## *Cape Cod Unified Planning Work Program for FFY 2020*

- Task #3 – Short- And Long-Range Transportation Planning (\$224,375)
  - Task 3.1 – Dennis Route 134 Corridor Study
  - Task 3.2 – Transportation Safety
  - Task 3.3 – Bourne Bicycle Transportation Plan
  - Task 3.4 – Climate Change
  - Task 3.5 – Follow-Up on Previous Transportation Planning Studies
- Task #4 – Technical Assistance Activities (\$112,005)
  - Task 4.1 – Transit Planning
  - Task 4.2 – Support for Passenger Rail Service
  - Task 4.3 – Sidewalk Accessibility to Transit Stops
  - Task 4.4 – Other Technical Assistance Requests

The Unified Planning Work Program also includes other transportation planning activities such as those directly funded by the Cape Cod Commission and the Cape Cod Canal Transportation Study currently underway by the Massachusetts Department of Transportation (MassDOT). Finally, the UPWP includes a detailed breakdown of funding source and dollar amount for each sub-task.

### **How to get involved**

The Cape Cod MPO voted to release the draft UPWP for the public review/ comment period at their 1:00 PM meeting on April 22, 2019, which would officially begin the 21-calendar-day public comment period. The MPO is expected to consider endorsement of the UPWP at their 1:00 PM meeting on May 20, 2019. All MPO meetings are held in the East Wing Conference Room, Old Jail Building at 3195 Main Street (Route 6A) Barnstable, MA 02630. Transit service is available on the Cape Cod Regional Transit Authority's Barnstable Villager Route (the Barnstable Village-Courthouse stop).

Comments on this plan may be sent by May 13, 2019 via mail, hand delivered, by facsimile, or via e-mail, as follows:

Mailed or dropped off:

Cape Cod Commission Transportation Program  
Steven Tupper, Transportation Program Manager  
3225 Main Street (Route 6A)  
PO Box 226  
Barnstable MA 02630-0226

Sent by facsimile to the attention of Steven Tupper, Transportation Program Manager:  
FAX: 508-362-3136

Electronic mail "email"—please put "UPWP" in the subject line and send to:  
stupper@capecodcommission.org

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## **Introduction**

The Unified Planning Work Program (UPWP) is developed annually by the Cape Cod Commission transportation staff on behalf of the Cape Cod Metropolitan Planning Organization, in accordance with the requirements in the federal Fixing America's Surface Transportation (FAST) Act of 2015. The UPWP describes all significant transportation planning activities for Cape Cod over the twelve (12) month period of October 2019 to September 2020, regardless of lead organization and funding source. The following are the major transportation planning areas:

1. Management and Support of the Planning Process and Certification Activities – the efforts required for coordinating transportation planning activities between CCC and Metropolitan Planning Organization (MPO) member communities, local, regional, state and federal agencies; efforts required to maintain the public participation process; Environmental Justice strategies; efforts required for the administration of the CCC contract with the Massachusetts Department of Transportation (MassDOT); development and approval of the UPWP and the Transportation Improvement Program (TIP); and enhancement of the technical capacity of the planning process.
2. Data Collection and Analysis Activities – to continually gather and update traffic, crash, and road data necessary for transportation planning and analysis; to maintain databases; to develop and update Cape Cod's travel demand forecasting model; to review safety data, goals, objectives, and strategies to promote safety.
3. Short- and Long-Range Transportation Planning – includes efforts to perform special planning studies of corridor safety/traffic flow and transit and integration of special studies into the regional transportation plan. Emphasis areas include identification of strategies to support the economic vitality of the metropolitan area, transportation security, emergency planning, strategies to promote smart growth and economic development patterns, environmental protection and energy conservation and preservation of the existing transportation system.
4. Other Technical Activities – to provide other technical assistance to the region, including assistance in the design and implementation of projects, participating in special studies, coordination with transit agencies and assistance in the planning,

design, and development of the Intelligent Transportation System for Cape Cod. Special emphasis areas include enhancing the integration and connectivity of the transportation system, across and between modes, for people and freight and promotion of Operation and Management Strategies.

5. Regulatory Review and Planning Assistance to the Towns – review of Developments of Regional Impact and assistance in the development and implementation of Local Comprehensive Plans and Districts of Critical Planning Concern.

Other transportation planning efforts that are being performed outside of the MPO budget process (e.g., Cape Cod transportation planning studies being performed by the state) are detailed in the Appendices. The Appendices also include funding information, summary of comments, and a checklist of UPWP elements.

Federal and state guidance recommend that at least 1/3 of PL funds are used on tasks that result in tangible products. Every task in the UPWP results in a report or includes documentation available to stakeholders including the public. The subtasks of the UPWP most directly leading to transportation improvement projects are those included in Task 3 (Short- and Long-Range Transportation Planning) corresponding to a 33% (\$224,375/\$681,447) level of effort.

### Coordination with Federal Transportation Planning Factors

All tasks of the UPWP will be implemented with consideration of federal transportation planning factors. This discussion relates to the general topic of Cape Cod MPO transportation planning and is intended to provide an overview to the public. Each planning factor may apply to a varying degree to each specific UPWP task. Cape Cod MPO transportation planning goals are manifested in the Cape Cod Regional Transportation Plan (RTP) referenced in the discussion below. The UPWP is developed in coordination with the ten federal transportation planning factors as follows:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency

The Cape Cod MPO staff shall apply specific criteria in the review of transportation strategies. These criteria are applied to changes of delay and emissions. Reduction in traffic delay has a direct consequence on economic vitality both through the timely arrival of commuters and goods and reduction in fuel expenses and losses due to air pollution. The RTP directly supports these efforts through the goal: “Maintain, protect, and enhance the natural environment while strengthening the economy.” The CCC

directly supports regional productivity through its economic development mission (including full-time staff) manifested in the Regional Policy Plan and support of the Cape Cod Economic Development Council's initiatives, including support of the federally approved Cape Cod Comprehensive Economic Development Strategy priority projects.

2. Increase the safety of the transportation system for motorized and nonmotorized users

The Cape Cod MPO staff shall apply specific criteria in the review of transportation strategies. These criteria are applied to estimated changes in safety. The primary goal of the RTP is focused on safety: "Provide safe travel options for all users." Safety is of such importance that it is recognized in its major appendix of the RTP.

3. Increase the security of the transportation system for motorized and nonmotorized users

Goals of the RTP related to security include: "Provide safe travel options for all users" and "Preserve, maintain, and modernize the existing transportation system." Security is of such importance that it is recognized in a major appendix of the RTP. One area of additional security planning that applies to Cape Cod is that of traffic impacts due to weather events such as impending hurricanes. CCC staff is continuing to participate in the Massachusetts Emergency Management Agency (MEMA) Massachusetts State Police efforts regarding the "Cape Cod Emergency Traffic Plan."

4. Increase the accessibility and mobility of people and for freight

The Cape Cod MPO staff shall apply specific criteria in the review of transportation strategies. These criteria are applied to improvements in multimodal accessibility. The RTP supports these efforts through goals: "Provides a variety of healthy transportation options to all users" and "Improve efficiency and reliability of freight movement." The RTP includes an appendix addressing freight issues.

5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns

The RTP directly supports this planning factor through two goals: "Maintain, protect, and enhance the natural environment while strengthening the economy" and "Support livable communities and village centers that strengthen the long-term sustainability of the region." The RTP and therefore the UPWP includes a focus on addressing Climate Change. Where appropriate, UPWP tasks will include assessments of vulnerabilities and negative risks that climate change effects or extreme weather events pose, to the Cape's transportation infrastructure. These vulnerabilities and risks will be seriously

considered when planning future improvements. Where appropriate, UPWP tasks will develop adaptation strategies that will enable the Cape Cod region to implement improvements appropriately. The reduction of greenhouse gas emissions (GHG) remains an important goal in addressing climate change. UPWP tasks are encouraged that reduce VMT and congestion.

6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight

The Cape Cod MPO staff shall apply specific criteria in the review of transportation strategies. These criteria are applied to improvements in multimodal accessibility. The RTP supports these efforts through its goals: “Provides a variety of healthy transportation options to all users” and “Improve efficiency and reliability of freight movement.” Where appropriate, UPWP tasks will support the enhancement of the movement of goods throughout the Cape Cod region. To further this goal, Cape Cod MPO staff will continue to develop knowledge and skills regarding the integration of goods movement. The RTP includes an appendix addressing freight issues.

7. Promote efficient system management and operation

The RTP supports this planning factor through two goals: “Reduce congestion and improve travel time reliability” and “Preserve, maintain, and modernize the existing transportation system.” Relevant objectives from these goals include:

- Reduce delay for all modes
- Improve connectivity and reliability for all modes of transportation
- Minimize the impacts of construction delays on all users, particularly impacts of Cape Cod Canal Bridge maintenance
- Improve the condition of all state and municipally owned bridges
- Improve the pavement condition on all federal-aid eligible roadways
- Maintain and improve on and off-road bicycle and pedestrian facilities
- Use modern technology to improve the efficiency of the transportation system
- Improve coordination and cooperation between agencies throughout all phases of project development and implementation for all improvement and maintenance projects

The RTP includes specific performance targets for each of the above objectives.

8. Emphasize the preservation of the existing transportation system

The RTP supports this planning factor through the goal: “Preserve, maintain, and modernize the existing transportation system.” Through the CCC regulatory process, development projects are required to provide traffic mitigation. Additionally, a significant number of acres of developable land have been conserved through the CCC regulatory process — thereby reducing future transportation impacts.

9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.

The RTP includes a key effort to integrate resiliency into transportation planning. Goals within this effort include:

- Identify critical transportation infrastructure on Cape Cod
- Identify transportation infrastructure vulnerable to the impacts of sea level rise
- Improve vulnerability and risk assessment practices for planners and town officials
- Formulate effective adaptation strategies for Cape Cod
- Foster local support and input on climate change vulnerability assessments

Additionally, the RTP includes a section on stormwater management including a set of “best management practices” that have applicability to the Cape’s roadways.

10. Enhance travel and tourism

For many years, tourism has been a major component of the Cape’s economy. As such, an RTP section on scenario planning includes tourism as the Cape’s future transportation needs are being identified.

### Staff Development

Throughout the year staff will be provided with opportunities for professional development in support of the various UPWP tasks. For example, to attend a workshop that focuses on reducing crashes at hazardous intersections the workshop fee and staff time will be billed to the UPWP task related to safety.

**UPWP Amendment/Administrative Adjustment Procedures**

Below are general guidelines regarding the conditions that constitute an administrative adjustment or amendment to the Unified Planning Work Program (UPWP). All proposed administrative adjustments and amendments must be presented to the MPO for consultation. Amendments must be voted on by the MPO members and amendments must be released for 21-Day public comment period prior to endorsement.

| <b>UPWP Administrative Adjustment</b>  | <b>UPWP Amendment</b>   |
|--|---|
| Reallocation of budget funds   | Addition or Removal of UPWP task(s)   |
| Change in start/completion dates within the originally intended federal fiscal year(s) | Change in start/completion dates, outside of originally intended federal fiscal year(s) |
| Adjustment to project scope  | Significant change in project scope, cost, and/or time allocation                       |

*Submission of Budget Reallocation Request:*

When submitting the standard Budget Reallocation Request form to MassDOT Office of Transportation Planning, all fields must be filled out with clear indication that the MPO was consulted prior to submission. Back up documentation must be submitted, including the UPWP description of the task(s) affected, original budget, revised budget, and justification for request.

*Definition of Significant Change:*

A change to a project scope, budget, and/or project schedule is considered significant when it alters the original intent of the project or intended conclusions of the project.

## **Task #1 – Management and Support of the Planning Process and Certification Activities**

### **TASK 1.1 - UNIFIED PLANNING WORK PROGRAM (CERTIFICATION ACTIVITY)**

Objectives: To develop a Unified Planning Work Program (UPWP), in accordance with the requirements in federal transportation planning regulations, and to obtain MPO endorsement of the UPWP. To prepare progress reports, as needed.

Previous Work: Previous UPWPs (most recent MPO-endorsed FY 2019 UPWP & Amendment; endorsement of FY 2020 UPWP expected May 2019)

Procedures: In conformance with applicable Federal and State guide-lines, prepare a UPWP which describes all significant transportation and transportation-related planning activities anticipated to be carried out in the region during the period, regardless of funding sources or lead organization. Maintain the UPWP and make amendments as necessary. Active reviewers and contributors to UPWP development include MassDOT (Boston and District 5), the CCJTC and the CCMPO.

Products: Unified Planning Work Program for Transportation Planning Activities for the period October 1, 2020 to September 30, 2021. Amendments to the current UPWP will be submitted as necessary. Monthly progress reports on PL activities performed under the UPWP and an annual report of transportation planning activities.

Schedule:

- Draft FFY 2021 UPWP anticipated submission to MPO and CCJTC, April 2020
- Final FFY 2021 UPWP anticipated submission to MPO, May 2020
- Monthly progress reports
- Annual Report

Beneficiary Communities: All

| <u>Funding Source</u> | <u>Amount</u> |
|-----------------------|---------------|
| FHWA/MassDOT          | \$25,000      |

## **TASK 1.2 - TRANSPORTATION IMPROVEMENT PROGRAM (CERTIFICATION ACTIVITY)**

Objectives: To prepare a program of transportation improvement projects that is consistent with the federal Fixing America's Surface Transportation (FAST) Act of 2015, the region's transportation plan, the State Implementation Plan, EPA's Air Quality Conformity Regulations, and FHWA/FTA's Planning Regulations. The Transportation Improvement Program (TIP) will include a five-year program of projects. The TIP will be presented for endorsement by the Metropolitan Planning Organization (MPO) in accordance with federal regulations and the region's Public Participation Plan.

Previous Work: "Cape Cod Transportation Improvement Programs (TIPs)," and amendments as needed, 1988 to present;

- Latest endorsed TIP FFY 2019-2023 (endorsed May 2018)
- FFY 2020-2024 TIP (endorsement expected May 2019)

Procedures:

To continue to participate in a committee of Regional Planning Agency (RPA) Directors, Federal and State officials to cooperatively develop financial estimates, evaluate projects, and create a schedule of TIP development.

### **TIP Development Process:**

The Cape Cod Transportation Improvement Program (TIP) is a listing of federal aid eligible transportation projects for Cape Cod prepared under the direction of the Cape Cod Metropolitan Planning Organization (MPO). The plan is prepared by the Cape Cod Commission (CCC) transportation staff, the Cape Cod Regional Transit Authority (CCRTA) staff, Massachusetts Department of Transportation (MassDOT) staff (Boston and District 5), and the Cape Cod Joint Transportation Committee (CCJTC) with input from the public and in cooperation with multiple state and federal agencies.

The TIP is developed based on a vision defined in the Cape Cod Regional Transportation Plan (RTP) and includes the transportation projects proposed for implementation in the next five years. Each year of the TIP must be financially constrained; anticipated project costs cannot exceed available funding. The TIP must

conform to a host of federal and state requirements and polices including air quality and equity programs.

The inclusion of a project in the TIP is one step on the path towards construction. Inclusion on this list does not guarantee funding; the project proponent is responsible for completing the steps toward implementation within the program. For a highway project, the obligation of the federal and state funds occurs when the project is advertised for construction by MassDOT. For a transit project, the obligation of the funding is through an electronic approval system by FTA.

### Development Schedule

The Cape Cod MPO process follows an annual schedule for development of the Transportation Improvement Program (TIP) to be compatible with the development schedule of the State Transportation Improvement Program (STIP), as is required under 23 CFR 450.324. The STIP includes projects lists in the Cape Cod TIP, projects listed in the TIP from other planning regions, and projects that span multiple planning regions. The Cape Cod TIP is generally endorsed by the Cape Cod MPO each May with the STIP being submitted for federal approvals prior to the beginning of the Federal Fiscal Year on October 1.

### Adjustment and Amendment Procedures

The Cape Cod Joint Transportation Committee recommends inclusion in the statewide program of the projects as programmed in this TIP for Cape Cod, with regional consensus and endorsement by the Cape Cod MPO. Projects that are in the first years of the TIP, which have designs completed or well underway, have public support in addition to the regional support.

### Administrative Adjustment Process

In the event a project in the annual element, or current Federal Fiscal Year, is not proceeding in the programmed year, the substitution of another project from the outer years of the TIP for implementation in the current year is considered by the Cape Cod MPO to be an administrative adjustment provided that the following conditions are true:

- Financial constraint of the TIP is maintained.
- The project must be an exempt project, conformity determination not required.
- A letter requesting the administrative adjustment is forwarded to the Director of the MassDOT Office of Transportation Planning to reflect the adjustment in the STIP.
- Administrative Adjustments to the TIP shall be included within the next MPO agenda. Administrative Adjustments do not require public comment periods.

Other changes that are allowed as administrative modifications include project name, scope, and/or cost estimate changes, as long as those changes are considered to be minor in nature. For example, a project cost increase within 10% of the existing amount programmed already, may be considered an administrative adjustment.

### Amendment Process

In order for implementation of projects to proceed in the current year, a previously unlisted project may be amended into the TIP. An action to add a new project or remove an existing project is considered by the Cape Cod MPO to be an amendment if the following conditions are true:

- Consensus in the region for this project to be included and move forward.
- Financial constraint of the TIP is maintained.
- A Cape Cod MPO meeting to endorse the amendment(s).
- Conformity determination is required unless the amendment(s) consist(s) entirely of exempt projects.
- An outer year TIP project or a Non-Federal Aid project is not considered a new project and may be an Administrative Adjustment—see above Administrative Adjustment Process.

### Public Participation Process

Pursuant to Federal Highway Administration 23 CFR Part 450 and Federal Transit Administration 49 CFR, the Cape Cod Transportation Improvement Program (TIP) was developed locally and is based on the latest Regional Transportation Plan (RTP).

The development of the TIP occurs in public meeting of the CCJTC and the Cape Cod MPO. Presentations on potential new projects typically occur in the fall. Discussions of the scoring of potential projects and development of a potential program of projects occurs in the winter and spring. In addition to discussion at CCJTC and Cape MPO public meetings, CCC staff makes efforts to reach out directly to members of the public interested in development of the TIP.

CCC staff maintains an electronic mailing list of persons interested in transportation issues in the region. Notice of the public meetings where discussion of draft TIP documents is to occur is emailed at least seven days in advance. Upon approval by the MPO, a public draft of the TIP is made available for public comment for a period of at least 21 days. Public comments may be made in person or via email, telephone, fax, or regular mail.

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### Products:

- TIP consistent with the State Implementation Plan and the Regional Transportation Plan
- Modifications/amendments to the TIP as required

Schedule: As determined by the MPO, FHWA, FTA, and MassDOT

- Presentations of potential new projects to the CCJTC/CCMPO [*Fall 2019*]
- Scoring of potential projects; development of potential program of projects [*Winter/Spring 2019-2020*]
- Release of public comment draft TIP [*April 2020*]
- Final draft TIP [*May 2020*]
- Administrative Adjustments/Amendments [*as-needed*]

Beneficiary Communities: All

| <u>Funding source</u> | <u>Amount</u> |
|-----------------------|---------------|
| FHWA/MassDOT          | \$43,750      |

### TASK 1.3 - CCJTC AND MPO ACTIVITIES

Objectives: To maintain an open comprehensive, cooperative and continuing (3C) transportation planning and programming process involving the local, regional, state, and federal levels of government in conformance with applicable federal and state requirements and guidelines. Address follow-up actions from FHWA/FTA MPO certification review received April 2018.

Previous Work: Past maintenance of 3C process, including support to the CCJTC, the MPO, and member agencies

#### Procedures:

1. Provide administrative and technical support to the 3C regional planning process, such as:
  - a. Community liaison and assistance on transportation planning matters

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- b. Review of federal and state transportation programs and related documents as required
- 2. Provide for and support the public participation process in transportation planning for Cape Cod
  - a. Support Cape Cod Joint Transportation Committee (CCJTC)
  - b. Develop, support and participate in local parking, traffic, bikeway, and environmental committee meetings
  - c. Preliminary and follow-up work for meetings as required
- 3. Present transportation plans and programs (e.g., UPWP, Regional Transportation Plan, and TIP) developed through the public participation process to the Cape Cod Joint Transportation Committee and the Metropolitan Planning Organization (MPO) for appropriate action
- 4. Conduct efforts in conformance with federal, state and local requirements
- 5. Review and address recommendations and corrective actions from most recent MPO recertification review
- 6. Consult with MassDOT, public transit providers, and air quality resources agencies serving the Barnstable UZA to establish a written coordination agreement(s) according to the requirements of 23 CFR 450.312(h) and 450.314 as required in the April 2018 FHWA/FTA MPO certification review.

Products:

- Viable 3C process, including CCJTC and public outreach
- Website updates, notices to news media, meeting notices
- Transportation program annual report
- Minutes and reports on CCJTC meetings
- Letters, memoranda, and notes as required
- Other products as required

Schedule: Meetings typically held monthly

Beneficiary Communities: All

| <u>Funding Source</u> | <u>Amount</u> |
|-----------------------|---------------|
| FHWA/MassDOT          | \$43,750      |

## TASK 1.4 – TITLE VI/ENVIRONMENTAL JUSTICE

Objectives: To integrate Title VI nondiscrimination program requirements while also maintaining awareness and achievement of principles of Environmental Justice into the 3C Transportation Planning Process. To develop and maintain a Title VI Civil Rights program for the Cape Cod MPO. To incorporate Title VI nondiscrimination requirements while ensuring maintenance of Environmental Justice principles within each task as appropriate.

Previous Work:

- Attendance at preliminary meetings with MassDOT and FHWA to discuss Title VI program requirements and receive guidance on ensuring compliance.
- Preparation of updates to the Cape Cod Regional Transportation Plan including information and strategies to ensure compliance with Title VI requirements while also ensuring maintenance of Environmental Justice principles.
- 2014 Title VI Report

Procedures: Coordination with the Cape Cod Regional Transit Authority and MassDOT, as required.

Products:

- Application of Title VI Civil Rights program for the Cape Cod MPO
- Updated demographic maps showing traditionally underserves and “at risk” populations.
- Enhanced outreach procedures to engage Title VI communities and other underserved populations to ensure awareness and participation in the MassDOT 3C planning process on current and proposed projects.

Pre- and post-analysis of projected and ongoing improvement projects should ensure that no Title VI discrimination will/is occurring, while also considering and avoiding disproportionately high adverse human health and environmental effects on minority and low-income populations on Cape Cod.

Schedule: Ongoing procedures

Beneficiary Communities: All

| <u>Funding Source</u> | <u>Amount</u> |
|-----------------------|---------------|
| FHWA/MassDOT          | \$32,500      |

## TASK 1.5 – PUBLIC PARTICIPATION PLAN

Objectives: To ensure that all segments of the population are able to fully participate in transportation planning processes and has access to transportation facilities. To cooperate with stakeholders in the development of the Public Transit Human Services Transportation Plan. To engage the Mashpee Wampanoag Tribe in transportation planning.

### Previous Work:

- Preparation of updates to the Cape Cod Regional Transportation Plan including information and strategies to ensure a viable public outreach process.
- Public Participation Plan (2015)
- Previous updates of the Public Participation Plan (PPP) (June 2007, Addendum in 2009)

### Procedures:

- Coordination with the Cape Cod Regional Transit Authority and MassDOT, as required.
- Research/discover additional tools to enhance public outreach.
- If necessary, MPO staff will draft and present a revised PPP to the MPO for potential endorsement.

### Products/Activities:

- UPWP projects with a public outreach requirement comply with the PPP.
- TIP public meetings that comply with the outreach and accessibility requirements of the PPP.
- An evaluation of the effectiveness of the procedures outlined in the PPP will be preformed and summarized in a presentation to the MPO.
- Revisions to the PPP, as necessary.

Schedule: Ongoing procedures

Beneficiary Communities: All

| <u>Funding Source</u> | <u>Amount</u> |
|-----------------------|---------------|
| FHWA/MassDOT          | \$25,000      |

## **TASK 1.6 – REGIONAL TRANSPORTATION PLAN**

(Certification Activity)

Objectives: To maintain and update the Regional Transportation Plan for Cape Cod providing greater integration of land use, transportation, and climate change data, in conformance with the federal Fixing America's Surface Transportation (FAST) Act of 2015 and consistent with the goals and requirements of the Cape Cod Commission, towns, the MassDOT, FTA, and the FHWA. Consider all modes of transportation and both short- and long-range elements. Expand public accessibility to RTP effort in accordance with the Commission's Title VI program.

Previous Work:

- Regional Policy Plan for Cape Cod, 2009
- Interagency Scenario Planning Pilot Project, 2011
- Living Streets Design Manual for Cape Cod, 2013
- UPWP FFY14 Climate Change Risk and Vulnerability Assessment of Transportation Infrastructure, November 2013
- UPWP FFY15 Climate Change Mitigation & Adaptation Strategy for Critical Transportation Infrastructure, under development 2014
- INVEST sustainable highways self-evaluation tool, 2014
- 2014 Title VI Report and Public Participation Plan
- 2014 GIS-based Infrastructure Vulnerability Tool
- 2014 Freight Study
- 2014 "Section 208 Area-Wide Water Quality Management Plan for Cape Cod"
- Regional Transportation Plans most recently approved by MPO, July 2015

Procedures:

- Updates to the Regional Transportation Plan (RTP), as needed. It is anticipated that the MassDOT Cape Cod Canal Transportation Study and the U.S. Army Corps of Engineers Cape Cod Canal Bridges Major Rehabilitation Evaluation Study will be finalized after the adoption of the 2020 RTP. The RTP may need to be updated to reflect the findings of these studies.
- Work closely with MassDOT's Environmental Services section to ensure that any proposed projects have support and approval of MPO. Continue to develop partnerships and conduct outreach with community groups and the Mashpee Wampanoag Tribe.
- Continue to work with communities to identify Growth Incentive Zones and areas for higher Development of Regional Impact (DRI) thresholds designated through Chapter H of the Commission's regulations to promote research and

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development/light manufacturing and identify appropriate transportation infrastructure to support these areas.

- Strengthen procedures to incorporate stormwater and nutrient management from transportation rights-of-way.

Continue to integrate Performance Standards into the RTP.

Products:

- Updates and amendments as necessary (e.g., amendment to include Cape Cod Canal Area transportation recommendations)
- Presentation materials, maps, website downloads for meetings and workshops

Schedule: Ongoing

Beneficiary Communities: All

| <u>Funding Source</u> | <u>Amount</u> |
|-----------------------|---------------|
| FHWA/MassDOT          | \$ 43,750     |

## **Task #2 – Data Collection and Analysis Activities**

### **TASK 2.1 – CAPE COD TRAFFIC DATA COLLECTION PROGRAM**

Objectives: To create and maintain databases of traffic counting data for Cape Cod to be used for transportation planning. To monitor growth in traffic volumes and to determine existing traffic volumes on Cape Cod roads. To perform the coverage counts for MassDOT. To perform bicycle and pedestrian activity counts in selected locations. To obtain data on road geometry, when necessary, as part of the traffic counting efforts.

Note: It is a goal of the region to install permanent traffic counters to provide continuous reliable data on traffic volumes, vehicle types, and speed on all major roads. Permanent stations with remote access capabilities are the appropriate safe and cost-effective manner to collect data.

#### Previous Work:

Annual traffic counting programs, 1984–2018. Traffic counting reports and appendices (2018 versions most recently):

- Cape Cod Traffic Counting Report
- Intersection Turning Movement Counts
- Bicycle - Pedestrian Counts
- Park and Ride Lot Counts

#### Procedures:

For the summer of 2020, over 200 automated traffic recorder (ATR) counts will be scheduled across Cape Cod's 15 towns. Additional counts, in coordination with or at the request of the towns and MassDOT, will be taken as schedule and weather permits. Where possible, FHWA traffic monitoring guide procedures will be followed. Police details, if required for the additional count locations, shall be the responsibility of the towns for local roads and MassDOT for state roads and locations requested by MassDOT. Turning movement counts will also be taken at selected intersections. Bicycle and pedestrian counts will also be performed on selected paths throughout Cape Cod.

Where possible, FHWA traffic monitoring guide procedures will be followed.

Work activities under this task include:

- Placement of counters
- Retrieval of counters
- Routine checks of counters
- Equipment inventory and maintenance
- Data tabulation
- Data factoring
- Data analysis/recording
- Coordination of counters
- Coordination of safety measures with towns
- Coordination of external program counts
- Periodic calibration/verification of equipment per MassDOT guidelines
- Obtain necessary permits from towns and MassDOT
- Development of traffic count file and data base
- Data mapping
- Program evaluation
- Computer data entry and maintenance
- Updated geometric information, as needed. Gather information to include sidewalks, shoulders and bicycle lanes.

Products:

- Cape Cod Traffic Counting Report for 2020. Report will contain information on study design, count location, date/time of peak-hour volume, average daily traffic, and factored average daily traffic. The most recent 10 years of counts conducted by CCC will be included in this report.
- Online database that includes date of counts, general weather and traffic conditions average daily traffic, factored average daily traffic, peak hour traffic volume. Breakdown of traffic by hour over period studied kept on file. Information provided via a map-based search tool for ease of use by the public and other stakeholders.
- Factored counts for MassDOT
- Expanded seasonal traffic counting data
- Turning movement counts at intersections, including bicycle and pedestrian counts

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- An analysis of traffic growth trends over the past 10-year period for Cape Cod, subregions and major routes
- Counts accessible at website:

<http://www.capecodcommission.org/counts>

Schedule: Report on counts taken in 2019 submitted January 2020

Beneficiary Communities: All

| <u>Funding Source</u> | <u>Amount</u> |
|-----------------------|---------------|
| FHWA/MassDOT          | \$42,500      |

### TASK 2.2 – PERFORMANCE MEASURES

The FAST Act emphasizes performance-based planning as an integral part of the metropolitan planning process: states are to develop performance goals, guided by the national goals, and then MPOs will work with state departments of transportation to develop MPO performance targets. The TIP integrates the MPOs' performance measures and link transportation-investment decisions to progress toward achieving performance goals. The FAST Act identifies the following national goal areas:

- **Safety:** To achieve a significant reduction in traffic fatalities and serious injuries on all public roads
- **Infrastructure condition:** To maintain the highway infrastructure asset system in a state of good repair
- **Congestion reduction:** To achieve a significant reduction in congestion on the National Highway System
- **System reliability:** To improve the efficiency of the surface transportation system
- **Freight movement and economic vitality:** To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development

- **Environmental sustainability:** To enhance the performance of the transportation system while protecting and enhancing the natural environment, including mitigation strategies for stormwater management and nutrient loading.
- **Reduced project delivery delays:** To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices

#### Cape Cod Regional Transportation Plan Goals:

Consistent with new federal legislation, the Cape Cod Regional Transportation Plan is built on a performance-based planning approach with a vision statement, goals, objectives, performance measures and targets, strategies, and policies.

The RTP vision statement established the overarching vision of the document and is as follows:

*The Cape Cod Metropolitan Planning Organization envisions a transportation system that supports the environmental and economic vitality of the region through infrastructure investment that focuses on livability, sustainability, equity, and preservation of the character that makes our special place special.*

The 2016 Regional Transportation Plan (RTP) is a community-driven, performance-based plan that considers the unique challenges and opportunities of the region and establishes spending priorities to allocate available surface transportation funding towards transportation infrastructure projects for Cape Cod through 2040.

The goals of the RTP expand on the vision statement in seven areas of emphasis. The goals are:

- **Safety:** Provide safe travel options for all users
- **Environmental and Economic Vitality:** Maintain, protect, and enhance the natural environment while strengthening the economy
- **Livability and Sustainability:** Support livable communities and village centers that strengthen the long-term sustainability of the region
- **Multimodal Options/Healthy Transportation:** Provides a variety of healthy transportation options to all users
- **Congestion Reduction:** Reduce congestion and improve travel time reliability
- **System Preservation:** Preserve, maintain, and modernize the existing transportation system
- **Freight Mobility:** Improve efficiency and reliability of freight movement

Federally Required Performance Measure Summary:

The US Department of Transportation (USDOT), in consultation with states, MPOs, and other stakeholders, established measures in performance areas relevant to the national goals. Table 1 lists federally required performance measures for the highway system and Table 2 lists federally required performance measures for the transit system.

**Table 1. Federally Required Highway Performance Measures**

| NATIONAL GOAL   | HIGHWAY PERFORMANCE AREA                   | PERFORMANCE MEASURE  |
|---|--|--|
| Safety  | Injuries and Fatalities                    | <ul style="list-style-type: none"> <li>• Number of fatalities</li> <li>• Fatality rate per 100 million vehicle-miles traveled</li> <li>• Number of serious injuries</li> <li>• Serious injury rate per 100 million vehicle-miles traveled</li> <li>• Number of non-motorized fatalities and non-motorized serious injuries</li> </ul>                  |
| Infrastructure Condition                                    | Pavement Condition                         | <ul style="list-style-type: none"> <li>• Percent of pavements on the Interstate System in good condition</li> <li>• Percent of pavements on the Interstate System in poor condition</li> <li>• Percent of pavements on the non-Interstate NHS in good condition</li> <li>• Percent of pavements on the non-Interstate NHS in poor condition</li> </ul> |
| Infrastructure Condition                                    | Bridge Condition                           | <ul style="list-style-type: none"> <li>• Percent of NHS bridges by deck area classified as in good condition</li> <li>• Percent of NHS bridges by deck area classified as in poor condition</li> </ul>   |
| System Reliability  | Performance of the National Highway System | <ul style="list-style-type: none"> <li>• Percent of person-miles traveled on the Interstate System that are reliable</li> <li>• Percent of person-miles traveled on the non-Interstate NHS that are reliable</li> </ul>  |
| System Reliability, Freight Movement, and Economic Vitality | Freight Movement on the Interstate System  | <ul style="list-style-type: none"> <li>• Truck Travel Time Reliability Index</li> </ul>  |
| Congestion Reduction  | Traffic Congestion                         | <ul style="list-style-type: none"> <li>• Annual hours of peak hour excessive delay per capita (for travel on NHS roadways)</li> <li>• Percent of non-single-occupant vehicle travel</li> </ul>   |
| Environmental Sustainability                                | On-Road Mobile Source Emissions            | <ul style="list-style-type: none"> <li>• Total emissions reductions</li> </ul>   |

**Table 2. Federally Required Transit Performance Measures**

| NATIONAL GOAL            | TRANSIT PERFORMANCE AREA OR ASSET CATEGORY | PERFORMANCE MEASURE   |
|--------------------------|--|---|
| Safety                   | Fatalities                                 | Total number of reportable fatalities and rate per total vehicle revenue-miles by mode  |
| Safety                   | Injuries                                   | Total number of reportable injuries and rate per total vehicle revenue-miles by mode  |
| Safety                   | Safety Events                              | Total number of reportable events and rate per total vehicle revenue-miles by mode  |
| Safety                   | System Reliability                         | Mean distance between major mechanical failures by mode   |
| Infrastructure Condition | Equipment                                  | Percent of vehicles that have met or exceeded their Useful Life Benchmark (ULB)   |
| Infrastructure Condition | Rolling Stock                              | Percent of revenue vehicles within a particular asset class that have met or exceeded their ULB   |
| Infrastructure Condition | Infrastructure                             | Percent of track segments with performance restrictions   |
| Infrastructure Condition | Facilities                                 | Percent of facilities within an asset class rated below 3.0 on the Federal Transit Administration’s Transit Economic Requirements Model scale |

Targets for federally required performance measures must be set according to timelines established in the current federal transportation legislation. Regarding federally required performance measures, to date the Cape Cod MPO has chosen to adopt:

- The statewide safety performance measure targets set by MassDOT for Calendar Year (CY) 2019),
- the 2-year (2020) and 4-year (2022) statewide bridge and pavement performance measure targets set by MassDOT,
- the 2-year (2020) and 4-year (2022) statewide reliability, congestion, and emissions performance measure targets set by MassDOT, and the
- Cape Cod Regional Transit Authority’s Transit Asset Management (TAM) targets at the target for the Cape Cod region.

Objectives: To work with MassDOT to support the above federal transportation goals at the state level. To work with MassDOT and the CCRTA on tracking progress on federally required performance measures and updating targets (both highway and transit measures) as required. Track performance on regional performance measures established in the Cape Cod Regional Transportation Plan. To integrate Performance Standards into the RTP, Regional Policy Plan (RPP) update and Cape Cod Commission’s “OGSM” (Objectives, Goals, Strategies and Measures) initiative.

Previous Work:

- 2014 “Section 208 Area-Wide Water Quality Management Plan for Cape Cod”
- Development of transportation databases for travel times, vehicle counts, crash records
- Geo-located Cape Cod crash database for 2004–2013
- Online mapping of traffic counting data
- Transportation model developed in 1999/2000 for base year of 1997
- Transportation model updated in 2010

Procedures:

Collect, compile, and analyses data to support performance measure tracking. Update the Cape Cod Joint Transportation Committee and the Cape Cod Metropolitan Planning Organization on regional progress towards meeting performance targets. Develop an online dashboard to report on regional progress towards meeting performance targets. Integrate performance measures and targets into other planning efforts including the Cape Cod Commission’s Regional Policy Plan, and Objectives, Strategies, Goals and Measures initiative.

Products: Summary report of Cape Cod transportation performance standards

Schedule: Ongoing

Beneficiary Communities: All

| <u>Funding Source</u> | <u>Amount</u> |
|-----------------------|---------------|
| FHWA/MassDOT          | \$37,500      |

### TASK 2.3 – TRANSPORTATION DATABASE MANAGEMENT/MODELING

Objectives: To maintain and improve databases of Cape Cod transportation information including roadway geometry, traffic volumes (motor vehicles, bicycles, pedestrian), and other. To provide transportation information for Cape Cod to local and state officials, transportation professionals, and the public. To perform highway capacity analyses as needed. To continue to develop and calibrate computerized travel demand forecasting databases and models for Cape Cod. To continue integration with Geographic

Information System (GIS) data to provide a platform for GIS-based traffic counts, congested link summaries, and accident summaries.

Previous Work:

- Draft VISSIM models for Harwich Center and Yarmouth Road/Willow Street (Barnstable)
- Geo-located Cape Cod crash database for 2004–2013
- Online mapping of traffic counting data

Procedures:

- Integrate new records when available; maintain database, develop subroutines for analysis. When details are needed for specific locations, town crash records may be obtained and reviewed. CCC staff will contact MassDOT to request latest crash records. Conduct public outreach to member communities. Respond to data and information requests from the public, transportation professionals, and local, regional, and state officials. Participate in analyses of and obtain latest Pictometry data and software.
- Review and utilize available socio-economic, employment, population, and housing data for base year and forecast year data. Utilize existing traffic volume and transit data to determine existing travel demands. Utilize existing transportation models for sub-regions of Cape Cod. Improve transfer methods of data between CCC Geographic Information System (GIS) services and transportation modeling effort. Expand transportation demand model to include Saturday morning element and to explicitly include public transportation used. Additional modeling efforts include the use of Synchro/Sim-Traffic software. Construction of Synchro models includes development of a computerized roadway/intersection network. Inputs include turning movements and roadway link traffic volumes, roadway and intersection geometry, and signal timing and phasing.

Products:

- Crash, roadway geometry, roadway traffic volumes, intersection turning movements data, and Pictometry information database
- Reports, letters, and memoranda as required

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- Updated regional transportation model based on latest available demographic information, reports of results, and summaries
- Models will be used to support Task 3 and other regional planning and TIP activities

Schedule: Ongoing

Beneficiary Communities: All

| <u>Funding Source</u> | <u>Amount</u> |
|-----------------------|---------------|
| FHWA/MassDOT          | \$31,250      |

### TASK 2.4 – PAVEMENT MANAGEMENT

Objectives: To collect data and implement a regional pavement management system for Cape Cod to provide an objective rating of pavement conditions and needs. To collect other roadway attribute data as part of the pavement management system.

Previous Work:

- Pavement Management Status Reports (2011 - 2018). 2020 data collection includes approximately 200 “point” assessments collected during installation of automatic traffic recorder installation – outputs include updated databases and mapping. Corridor-based pavement assessments for 33% of the municipally-owned federal-aid roadway network – outputs include updated databases and mapping.
- Reviews of town-based pavement management efforts.

Procedures:

- Existing roadway conditions will be identified through observations made from motor vehicles. Approximately 33% of the municipally-owned federal-aid eligible roadways will be surveyed and results will be used to update databases and produce pavement condition maps and reports. Approximately 200 point-assessments of pavement condition will be made as part of the installation of automatic traffic recorders – results inputted into a database and used to

generate maps and reports. Additional information may be provided by individual towns; some towns maintain pavement management databases. Existing data will be requested from individual towns. The proposed pavement rating system will be determined in coordination with the towns. The rating system will be consistent with MassDOT standards and standards that other Massachusetts' RPAs are using.

- In addition, a focus on tribal roads under the jurisdiction of the Mashpee Wampanoag tribe will be continued.
- During the collection of pavement condition, technicians will record important roadway characteristics such as the availability and serviceability of sidewalks for either side of the roadway.

Products: Assessment of pavement management needs and inventory of other roadway attributes such as sidewalk availability and serviceability.

Schedule:

January-March 2020- Evaluation of existing data, coordination with communities, review of methodologies.

March-April 2020- Schedule & coordination of data collection

May-August 2020- Data Collection

September 2020- Status Report

Beneficiary Communities: All

| <u>Funding Source</u> | <u>Amount</u> |
|-----------------------|---------------|
| FHWA/MassDOT          | \$ 37,500     |

**TASK 2.5 – HEALTHY TRANSPORTATION**

Background: The goal of this task is to support the MassDOT Complete Streets and Safe Routes to School programs. Two Cape Cod towns have had Complete Streets prioritization plans approved to date, Sandwich and Eastham, while only Harwich has been approved for a Safe Routes to School project. The Cape Cod Commission works closely with the towns and these programs to ensure Cape Cod towns are competitive for available funds.

Objectives:

To assist towns with applying for Complete Streets and Safe Routes to School funding.

Procedures:

Provide assistance to municipalities that have not yet registered to be a part of the Complete Street program. Continuing to support the existing prioritization plans of Sandwich and Eastham. Assisting the Town of Orleans with a Complete Streets prioritization plan. Coordinating with towns to retrieve MAPIT credentials and assisting them with Project Information Forms and Project t Need Forms to secure Safe Routes to School projects.

Previous Studies/Work:

- Eastham Complete Streets Prioritization Plan
- Bicycle/Pedestrian LOS Study
- Town centers bicycle and pedestrian connections study
- Pedestrian and Bicycling sections of Regional Transportation Plan
- 2012 bicycle route/transit route connectivity report
- Technical support for town-based bicycle routing
- Harwich Bike Planning 2010
- Cape Cod National Seashore Integrated Bicycle Plan, 2010
- Outer Cape Bicycle and Pedestrian Master Plan
- Falmouth Bicycle Plan

Products: Draft and final reports

Schedule: October 2019 to September 2020

Beneficiary Communities: All

| <u>Funding Source</u> | <u>Amount</u> |
|-----------------------|---------------|
| FHWA/MassDOT          | \$33,750      |

## TASK 2.6 – GEOGRAPHIC INFORMATION SYSTEM

Objectives: To maintain and improve the Geographic Information System for Cape Cod to provide an analysis tool for transportation decision-making.

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Ongoing Work:

- Integration of Massachusetts DOT Roadway Inventory Files
- Development of geographic land use information for transportation planning

Procedures: Importing of transportation-related geographic information from state, federal, local and other sources into Cape Cod's Geographic Information System; editing as needed; provide database, digital, and graphic outputs of geographic information as required.

Products: Digital files for input into specialized transportation analyses; graphic output of maps (paper, .jpg, .pdf as required).

Schedule: Ongoing

Beneficiary Communities: All

| <u>Funding Source</u> | <u>Amount</u> |
|-----------------------|---------------|
| FHWA/MassDOT          | \$ 37,500     |

## **Task #3 – Short- and Long-range Transportation Planning**

The Cape Cod MPO includes a close partnership between member agencies and the Cape Cod Regional Transit Authority. Many of the planning strategies resulting from Task 3 efforts will capitalize on the services that the Cape Cod RTA has to offer.

### **Livability Statement**

Livability refers to the social and environmental quality of an area as perceived by residents, workers, and visitors. The U.S. Department of Transportation considers the principle of Livability to be essential to the success of regional transportation planning. Livability directly benefits people who live in, work in or visit Cape Cod, increases property values and business activity, and it can improve public health and safety. Livability is largely affected by conditions in our public spaces, places where people naturally interact with each other and their community, including roads, conservation lands, transportation hubs and other public facilities, and so is affected by public policy and planning decisions.

Transportation decisions can have a major impact on Livability. Streetscapes that are attractive, safe and suitable for a variety of transportation modes (particularly walking) are a key factor in Livability. Traffic safety, traffic noise and local air pollution, affordability, impervious surface coverage (i.e., the portion of land devoted to roads and parking), preservation of environmental and cultural structures, and opportunities for recreation are all Livability factors often affected by transportation policies and practices. Transportation decisions can also affect social interactions and community cohesion. Pedestrian-friendly streets create opportunities for people to meet and interact, helping to create community networks. The MPO continues to support Livability through the following planning tasks in this UPWP.

## TASK 3.1 – DENNIS ROUTE 134 CORRIDOR STUDY

### Background

Route 134 in Dennis is a major regional transportation route that runs from Route 6A at the north down to Route 28 in the south. A major connection along the corridor is the limited access highway, Route 6. Route 6 crosses under Route 134 and has a full cloverleaf interchange, signed as Exit 9. The study area is approximately 1 mile in length from the intersection of Bob Crowell Road in the north to the Cape Cod Rail Trail parking lot in the south. Numerous high crash locations are located throughout the Route 134 corridor, with the highest on Cape Cod being in the study area at the intersection of Market Place at the Patriot Square shopping plaza entrance. There is a significant number of retail space along this corridor and the Town of Dennis has identified it as a priority for investigation. Congestion is also a noted issue in the corridor, especially during the peak summer season.

Also, of key concern is accommodation for all road users including motorists, pedestrians, bicyclists, and transit users. This is a heavily used corridor for non-motorized users looking to access their jobs and retail destinations from their neighborhoods.

### Description of Services

The Cape Cod Commission, under the Unified Planning Work Program, will conduct a transportation planning study for the study area with the following study goal: Develop alternatives that will provide safe and convenient access within the study area for all users of the roadway system including pedestrians, bicyclists, and motorists.

### Project Limits

The study area consists of Route 134 from Bob Crowell Road in the north to the Cape Cod Rail Trail parking area in the south, as well as all the intersection along the corridor between these limits.

Figure 1 – Dennis Route 134 study area

#### Task A: Project Initiation

Commission staff will gather past studies and develop a plan for analysis of the study area. This task will include meeting with Commission staff and a consultation meeting with Town of Dennis staff and MassDOT District 5. Commission staff will also consult with Cape Cod Regional Transit Authority staff.

Product: Final Scope of Work and Public Participation Plan

#### Task B: Data Collection/Mapping

Commission staff will gather data including crash locations, roadway geometry, traffic volumes, pedestrian/bicycle connections and land use information. At a minimum, traffic volume data will be collected at multiple locations along Route 134 and approaching roadways.

Commission staff will visit the study area to evaluate and photograph conditions. Town staff will be invited to attend the site visit.

#### Task C: Public Informational Meeting

The Cape Cod Commission will conduct a public informational meeting. The Commission staff will provide meeting materials, including sign-in sheets, and comment forms. Cape Cod Commission staff representatives at the meeting will include at least two key personnel knowledgeable of the project. The Town of Eastham will secure the locations, dates, times, and advertising for the meetings.

#### Deliverables

- Cape Cod Commission staff will provide a draft and final meeting summary of all comments received



#### Task D: Listening session

Commission staff will prepare for and host a public kickoff meeting in or near the study area where opportunities and constraints along the corridor will be identified. The meeting will include a brief presentation including information gathered as part of the first two tasks and focus on input from the stakeholders in attendance at the meeting.

Product: Summary of Listening Session

#### Task E: Concept Development and REFINEMENT

Information collected during the previous task will be reviewed with Town of Dennis and Cape Cod RTA staff and preliminary concepts will be developed. Conceptual design plans will illustrate options for corridor improvements with a minimum of 3 alternatives. One of these alternatives will be the “no-build” scenario and will form the basis of comparison for any of the “build” alternatives.

Product: Preliminary Concepts and Summary of Feedback

#### Task F: Public Review of Concepts

After review of the preliminary concepts by Commission, MassDOT District 5, Town and CCRTA staff, the preliminary concepts will be presented at a public meeting. Feedback on the preliminary concepts will be used to refine those concepts.

Product: Summary of Public Meeting

#### Task G: Draft and FINAL REPORT

Concepts will be refined based on public comments and feedback from Town, MassDOT District 5, CCRTA, and Commission staff.

Refined concepts will be prepared as part of a draft report. The draft report will also include an analysis of each alternative’s impact on traffic flow and safety.

All the information and comments received will be compiled into a final report document and delivered to MassDOT, the Town of Dennis, and the Cape Cod RTA.

#### Schedule

The schedule for this effort allows for completion by October 2020. Milestones include coordination meetings with the Cape Cod Joint Transportation Committee and updates to the Cape Cod Metropolitan Planning Organization.

- Needed data collection (FY 2019) – Summer of 2019
- Review of methodology/project initiation: November 2019
- Public meeting with Stakeholders: Winter 2020

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- Problem identification and development of alternatives – review with CCJTC: Spring 2020
- Analysis of Alternatives – review with CCJTC: Summer 2020
- Draft report/public meeting: Summer 2020
- Final report: Fall 2020

Beneficiary Community: Dennis

| <u>Funding Source</u> | <u>Amount</u> |
|-----------------------|---------------|
| FHWA/MassDOT          | \$68,750      |

### TASK 3.2 – TRANSPORTATION SAFETY

Objectives:

To conduct and assist with Roadway Safety Audits (RSAs) at MassDOT identified high crash locations across Cape Cod, as well as assisting municipalities with any other small technical assistance needs that arise.

Previous Work:

#### Roadway Safety Audits

##### Barnstable Road Safety Audits

- Route 6A at Mary Dunn Road/Indian Trail (2019)
- Iyannough Road (Route 132) at Cape Cod Community College/Cape Cod Conservatory Intersection (2014)
- Route 28 at Osterville-West Barnstable Road (2012)
- Iyannough Road (Route 28) at Yarmouth Road (2012)
- Meetinghouse Way (Route 149)/Route 6 Ramps (2010)
- Route 28 (Falmouth Road)/Bearses Way (2009)
- Route 28 in Barnstable – Lane Departure Safety Audit (2007)

##### Bourne Roadway Safety Audits

- Route 28 between Bourne Rotary and Otis Rotary (2013)

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- Sandwich Road at Cranberry Highway (2012)

### Dennis Roadway Safety Audit

- Route 134 at the Route 6 Ramps (2009)

### Eastham Roadway Safety Audit

- Route 6 and Governor Prence Road (2012)
- Route 6 and Vandale Ave. and Orleans/Eastham Rotary (2019)

### Mashpee Roadway Safety Audits

- Nathan Ellis Highway (Route 151) at Jobs Fishing Road, Algonquin Ave and Ninigret Ave (2018)
- Nathan Ellis Highway (Route 151) at Old Barnstable Road Intersection (2014)
- Great Neck Road North/Old Barnstable Road (2009)
- Route 130 Lane Departure Road Safety Audit (2007)

### Sandwich Road Safety Audits

- Cotuit Road/Harlow Road/South Sandwich Road (2009)
- Route 6: Major Highway Median Cross-Over Crashes (2009)

### Yarmouth Road Safety Audits

- Route 6A – Willow Street to Union Street (2013)
- Old Townhouse Road/Forest Road (2010)

## Location-Specific Safety Studies

### Wellfleet: Route 6 Safety Study (2012)

#### Route 6 at Main Street

- Route 6 at LeCount Hollow Road
- Route 6 at Cove Road
- Route 6 Merge Area near Eastham Town Line

### Analysis of High Crash Locations in Dennisport (2012)

- Upper County Road at Depot Street
- Main Street (Route 28) at Sea Street
- Main Street (Route 28) at Depot Street

### Safety Study (2009)

- Route 6 at the Truro Central School
- Orleans/Eastham Rotary

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- Route 6 at Shank Painter Road in Provincetown

Transportation Safety Report (2008)

- Eastham: Route 6 at Brackett Road
- Sandwich: Route 6 at Route 130 (Exit 2) (Westbound and Eastbound Ramps)

Transportation Safety Report (2006)

- Bourne: Route 28 at Otis Rotary
- Harwich: Route 137 at Route 39
- Orleans: Route 6A at Route 28

Route 28 Safety & Traffic Flow Study: Chatham, Harwich, Dennis, Yarmouth (2006)

Route 6 Safety & Traffic Flow Study: Eastham, Wellfleet, Truro, Provincetown (2004)

The 2014 Barnstable County Intersections of Critical Safety Concern (top fifty crash location report) provided analysis based on frequency, crash rate, Equivalent Property-Damage Only (EPDO), and EPDO rate using geo-located crash data to the extent available. Creation of the report also included outreach to local and state police to improve crash data reporting.

Procedures:

With town and state staff members present RSAs will be conducted. A review of the crash history as well as the existing layout of the study area will be conducted. RSA team members will visit the roadway locations and strategize solutions for making the roadway safer for all users.

Products:

Recommendations will be published in a written report to be made available online. Other study materials will be produced and made available via internet including maps and charts, handouts and crash diagrams.

Reports and memoranda published to include analyses and recommendations for improvements at other safety problem locations as appropriate.

Schedule: Ongoing throughout the year

Beneficiary Communities: All communities

| <u>Funding source</u> | <u>Amount</u> |
|-----------------------|---------------|
| FHWA/MassDOT          | \$42,500      |

### TASK 3.3 – BOURNE BICYCLE TRANSPORTATION PLAN AND REGIONAL BICYCLE AND PEDESTRIAN PLANS

#### Background

As part of an effort to enhance economic development, the Town of Bourne is seeking to provide safe and effective bicycle facilities between the downtown Buzzards Bay and other important destinations, and to provide links to Cape Cod's growing network of designated bicycle routes, including the Cape Cod Rail Trail and The Shining Sea Bike Path.

The Cape Cod Commission will conduct a bicycle facilities planning study in the Town of Bourne with the following study goals:

- Identify safe and effective bicycle access between the villages of Bourne.
- Coordinate this planning effort with the Regional Transportation Plan/Cape Cod Bike Plan.

#### Task 1: Project Initiation

The Cape Cod Commission staff will conduct an initial site visit and kick-off meeting for the project with the Town of Bourne Town Administrator's Advisory Committee on Pedestrian Bicycle Pathway.

The Cape Cod Commission staff will gather information regarding any previous bicycle efforts within the study area. The meeting will also be held to record ideas and input. During this meeting the Cape Cod Commission staff will determine stakeholders, agencies, and organizations to contact, to set strategies for working with the community, and to assist in preparing the public involvement portion of the project.

#### Deliverables:

Electronic copies of meeting notes

#### Task 2: Collect and Analyze Existing Data, Plans, and Proposals

The Cape Cod Commission staff will inventory existing Class I, II & III bicycling facilities and analyze these for connectivity within the study area. The inventory and analysis will include the following for each Class of bikeway.

Description of existing facilities and assessment of conditions including:

- Roadway congestion
- Associated parking availability

- Existing Right-of-Way issues
- Pavement and markings conditions
- Degree of existing connectedness

The Cape Cod Commission staff will conduct a document search to identify proposed and planned projects related to the improvement of existing bicycle facilities. This search will include, but not be limited to, plans prepared by the MassDOT, Cape Cod Commission, and Town of Bourne.

Deliverables:

The Draft and Final Reports will document the results of the above data collection, including:

- Inventory of existing bicycle facilities and associated facilities with supporting narrative;
- Maps of existing bicycle facilities and associated facilities;
- Summary of existing plans and related studies.

### Task 3: Alternatives Development

Using the data and analysis generated in previous tasks, the Cape Cod Commission staff will develop alternatives to improve existing conditions to achieve the goals of this study outlined above. Alternatives will be developed in sufficient detail to identify major environmental and engineering issues. The Cape Cod Commission staff will complete the following tasks as part of the alternative's development process:

Prioritize potential bicycle connectivity between the Cape Cod Canal bike paths, and the villages of Bourne.

- Identify opportunities for connections to the popular destinations/activity areas
- Identify partnership opportunities and funding strategies involving partners;
- Estimate cost of alternatives;
- Identify environmental constraints for all alternatives;
- Identify Right-of-Way constraints for all alternatives.

The Cape Cod Commission staff will facilitate a workshop with the Bourne Town Administrator's Advisory Committee on Pedestrian Bicycle Pathway during alternatives development. The Cape Cod Commission staff will prepare necessary graphics to facilitate the discussion of alternatives, including inventory mapping from previous tasks, and any other display of information needed to understand existing conditions within the surrounding study area. A meeting summary will be provided by the Cape Cod Commission staff.

Deliverables:

Mapping and graphics for the workshop: The Cape Cod Commission staff will provide draft versions for Town review and comment, and one printed set of final meeting displays.

Meeting Summary: The Cape Cod Commission staff will provide draft and final versions in electronic format only.

#### Task 4: Public Informational Meeting- Review of Draft Project List

The Cape Cod Commission will conduct a public informational meeting and present a draft list of proposed projects. The Cape Cod Commission staff will provide handouts and displays of alternatives. The Cape Cod Commission staff's representatives at the meetings will include at least two key personnel knowledgeable of the project. The Town of Bourne will secure the locations, dates, times, and advertising for the meetings. The Cape Cod Commission staff will prepare a meeting summary following the meeting.

#### Deliverables:

Cape Cod Commission staff will provide a draft and final meeting summary of all comments received.

#### Task 5: Prepare Bicycle Plan

The Cape Cod Commission staff will compile all appropriate data on existing conditions, alternative development, and alternative analysis to draft and finalize the report. The draft and final report will outline benefits and constraints of each alternative presented.

#### Deliverables:

Cape Cod Commission staff will provide a draft and a final version of the plan for Town review.

The Cape Cod Commission will also update the regional bike plan with the finalization of the Bourne Bike plan.

Schedule: October 2019 to September 2020

Beneficiary Communities: Bourne; All

| <u>Funding Source</u> | <u>Amount</u> |
|-----------------------|---------------|
| FHWA/MassDOT          | \$46,875      |

### TASK 3.4 – CLIMATE CHANGE PLANNING

Objectives: To work with communities to conduct a regional emissions analysis and a regional electric vehicle (EV) charging station analysis. The goal of these analyses will

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be to understand the amount of emissions caused from motor vehicles on Cape Cod as well as creating and maintaining an inventory of EV charging stations across the region.

### Previous Work:

- Resilient Cape Cod Project (NOAA RCRG funded project), Stakeholder Process, Outreach Resource Development and Decision-Support Tool Development, 2016-2018
- Local Hazard Mitigation Plan Development for Provincetown, Truro, Wellfleet, Chatham, Harwich, Yarmouth, Mashpee, Sandwich and Bourne, 2014-2017
- Public Engagement tools developed in FFY15 for UPWP 3.4
- UPWP FFY14 Critical Transportation Assets and their Vulnerability to Sea Level Rise, March 2015
- GIS-Based Sea Level Rise Viewer, April 2014
- UPWP FFY13 Climate Change Risk and Vulnerability Assessment of Transportation Infrastructure, November 2013
- Interagency Scenario Planning Project, 2011
- Regional Multi-Hazard Mitigation Plan, 2010

### Procedures:

Work with partner agencies and other organizations to compile available data and existing transportation emissions models for Cape Cod. Taking into consideration the unique travel patterns on Cape Cod, develop a refined regional emissions baseline.

Develop an inventory of electric vehicle charging stations on Cape Cod including information of station limitations (ex. types of vehicles served). Identify areas in need of additional charging stations to support the electric vehicle use on Cape Cod.

### Products:

- An analysis of the current emissions caused from motor vehicles on Cape Cod.
- A GIS layer of EV charging stations and areas of need

Schedule: October 2019 to September 2020

Beneficiary Communities: All

| <u>Funding Source</u> | <u>Amount</u> |
|-----------------------|---------------|
| FHWA/MassDOT          | \$37,500      |

### TASK 3.5 – FOLLOW-UP ON PREVIOUS TRANSPORTATION PLANNING STUDIES

During development of particular UPWP studies, unforeseen external factors may cause delay of completion within a particular fiscal year. The most common cause of delay is the need for additional public outreach or an expanded scope due to discovery of factors such as environmental constraints. In some cases, projects are delayed due to the need for additional review by outside agencies. Even upon study completion, additional staff time may be required as a project moves into the design and TIP funding phases.

Objectives:

To allow for completion of and/or follow-up work on special transportation studies of prior UPWPs.

Procedures:

- Incorporate additional public review into UPWP study, produce draft and final reports
- Participate in study implementation efforts in concert with state and local agencies

Products:

- Previous UPWP tasks as needed

Schedule: As needed.

Beneficiary Communities: Towns containing follow-up studies

| <u>Funding source</u> | <u>Amount</u> |
|-----------------------|---------------|
| FHWA/MassDOT          | \$28,750      |

## **Task #4 – Technical Assistance Activities**

### **TASK 4.1 – TRANSIT PLANNING**

Objective: To provide transit planning and technical assistance services in coordination with the Cape Cod Regional Transit Authority and Cape Cod towns receiving transit service from the CCRTA or other transit organizations. Objectives include identifying unmet needs of the transit community and keeping the Cape's transit system in compliance with federal, state and local policy and legislation.

General Procedures:

Specific tasks identified by the Cape Cod Commission, CCRTA and Cape Cod Towns that may be included under this task are listed as follows:

- Evaluate and develop proposed transit services
- Integrate transit planning into corridor studies
- Evaluate existing routes for demographic coverage as presented in the Comprehensive Service Assessment
- Provide guidance on regulatory compliance with Title VI, Environmental Justice and other federal or local requirements
- Assist in making digital and paper maps or schedules
- Assist in coordinating marketing and outreach efforts
- Identify solutions to meet transit workforce gaps
- Identify funding for access to bus stops as identified in Eliminating Transit Barriers and Closing the Gaps Report
- Assist in Transit Oriented Development planning of the Hyannis Transportation Center
- Coordinate commuter rail feeder service from Bourne to existing MBTA commuter rail in Middleborough
- Identify regional impacts and demand of commuter and intercity bus travel
- Evaluate seasonal transit travel demand to and throughout cape cod
- Identify work trips that could be captured by transit
- Create GIS transit applications for use by planning staff and riders
- Analyze performance of transit operators
- Conduct surveys and outreach efforts
- Identify destination of passengers
- Support CCRTA travel training program
- Identify ways to optimize demand response services

Level of effort

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Coordination will be facilitated by regular meetings with CCRTA staff to discuss ongoing transit studies and inclusion of transit in Cape Cod Commission corridor studies. Projects may be reviewed and assisted by consultants in coordination with CCRTA staff.

### Proposed Products

A report, map or memo may be drafted and released as a public document. Public outreach will be performed under the guidance of the Cape Cod Commission Public Participation Plan and in coordination with CCRTA staff.

Evaluation of CCRTA transit routes; letters and memoranda as required; continued identification and development of congestion and intermodal management strategies; updated and expanded website of transportation information, reports and memoranda as required. Several possible products include:

- Traveler information via Internet
- Promotion of transportation alternatives
- ITS plans for Cape Cod Canal Area, including real-time traveler information
- ITS plans for Hyannis area
- Summary reports of updates to CMS database
- Technical memoranda reporting analyses of travel patterns and traffic condition prediction methodology
- ITS coordination with other regions
- Updated "Coordinated Human Service Transportation Plan for the Barnstable Urbanized Area"
- Assessment of effect of the recently implemented MassDOT Route 6 ITS project on Freight Operators

### Previous Products

Previous transit planning has been performed under specific tasks included in corridor and other regional transportation studies. Project specific to transit performed by the Cape Cod Commission are listed but not limited to as follows;

- 2019 Coordinated Public Transit – Human Service Transportation Plan (under development)
- 2016 Eliminating Transit Barriers
- 2015 Comprehensive Service Assessment
- 2015 Buzzards Bay Commuter Rail Local Impacts Report
- 2014 Coordinated Public Transit – Human Service Transportation Plan
- 2013 Closing the Gaps

Beneficiary Communities: All

| <u>Funding Source</u> | <u>Amount</u> |
|-----------------------|---------------|
| FTA 5303              | \$ 40,000     |
| CCC                   | \$ 10,000     |

## TASK 4.2 – SUPPORT FOR PASSENGER RAIL SERVICE

Objective: To support planning and introduction of commuter rail feeder service to Bourne connecting to MBTA commuter rail in coordination with the MBTA, Town of Bourne and CCRTA. This task includes identifying the needs of the commuter community and feasibility of extending commuter rail from Middleborough, 18 miles along existing track. Previous studies summarized reports and analyzed impacts to local intersections considering the introduction of commuter rail to Buzzards Bay under assumptions provided in previous documents.

Products:

Products may include memorandums that update the public and planners on the progress of commuter rail including summarizing ongoing studies, design efforts or funding allocations.

Beneficiary Community: Bourne

| <u>Funding Source</u> | <u>Amount</u> |
|-----------------------|---------------|
| FTA 5303              | \$5,000       |
| CCC                   | \$ 1,250      |

## TASK 4.3 – SIDEWALK ACCESSIBILITY TO TRANSIT STOPS FOLLOW-UP

Objective:

A previous UPWP task, “Eliminating Transit Barriers” included an inventory of pedestrian access to transit services, bus stops and recommended infrastructure projects that could enhance the transit experience. Follow-up will consist of two tasks:

## Cape Cod Unified Planning Work Program for FFY 2020

- Organizing the information collected into a user-friendly application for use by the Regional Transit Authority. The application would best include features that enable the RTA to perform annual updates independently.
- Identify funding and drafting documents for projects recommended in Eliminating Transit Barriers study.

### Products:

GIS application that shows the ridership, stop amenities and other regional datasets as requested by the CCRTA. The product will be used to identify gaps in the pedestrian network and high ridership stops that do not contain amenities consistent with the transit stop buildout.

Beneficiary Communities: All

| <u>Funding Source</u> | <u>Amount</u> |
|-----------------------|---------------|
| FTA 5303              | \$25,947      |
| CCC                   | \$ 6,487      |

## TASK 4.4 – OTHER TECHNICAL ASSISTANCE REQUESTS

Objectives: To provide the state, the towns, and the region with technical transportation assistance, as needed.

### Previous Work:

- Hyannis Parking Study, 2013
- Preparation of signal warrant analyses, review of local transportation improvement alternatives, preparation of local safety studies
- Wellfleet Fire Station access/egress recommendations, 2007
- West Chatham Route 28 Improvements, 2008
- Traffic Calming Techniques identified for local roads in Truro (2011)

*Cape Cod Unified Planning Work Program for FFY 2020*

Procedures:

Assist towns with infrastructure improvements including pedestrian, bicycle, transit rider shelter locations, roadway reconfigurations, corridor studies, etc. Potential locations include Route 28/Bearses Way in Barnstable (capacity and safety improvements), Shank Painter Road in Provincetown (corridor improvements), and Route 28 in Harwich (pedestrian, bicycle and transit improvements).

Products: Letters, reports, memoranda, and analyses

Schedule: Continuous throughout the year

Beneficiary Communities: All

| <u>Funding Source</u> | <u>Amount</u> |
|-----------------------|---------------|
| FHWA/MassDOT          | \$ 23,125     |

## **Task #5 – Cape Cod Commission Transportation Planning and Regulatory Activities**

### **TASK 5.1 – REVIEW AND COMMENT ON ENVIRONMENTAL NOTIFICATION FORMS, ENVIRONMENTAL IMPACT REPORTS, AND DEVELOPMENTS OF REGIONAL IMPACT**

#### Objectives:

The primary purpose of the CCC regulatory program is mitigation of transportation impacts in a manner that is consistent with Barnstable County's Regional Policy Plan. To ensure proper review and analysis of traffic impacts of major residential and commercial developments throughout the region. To provide such information to the CCC, MassDOT, EOE/MEPA Unit, town officials, and other interested parties, as required. To recommend mitigation measures and work with interested parties in applying conditions to projects. To assist the Cape Cod Commission regulatory staff in the review of developments of regional impact. To assist the MassDOT/Public Private Development Unit (MassDOT - PPDU) in the implementation of mitigation strategies.

#### Previous Work:

Previous work includes analysis, review, and comment on Environmental Notification Forms (ENFs), Environmental Impact Reports (EIRs), and Cape Cod Commission regulatory review.

#### Procedures:

- Review ENF, EIR, EIS, MIS and/or traffic analyses
- Compute trip generation estimates
- Review traffic counts on adjacent street network; conduct special traffic counts
- Perform preliminary site visit
- Compute LOS at site drive and area intersections, as necessary
- Attend MEPA site visit, if applicable
- Discuss project with interested parties
- Identification of appropriate mitigation measures
- Review mitigation measures for compliance and consistency with the Regional Policy Plan
- Written and oral comments and testimony to the Cape Cod Commission, MassDOT District 5, MEPA, the towns, and other interested organizations as required
- Coordinate mitigation with MassDOT-PPDU

Products:

- Discussions with MEPA, MassDOT, project proponents, and town officials – provide written comments
- Testimony at DRI and other meetings as required
- Advancement of measures to mitigate traffic impacts
- Analysis and recommendation on transportation improvements necessary to mitigate impacts

Schedule: As required to meet CCC, MEPA, MassDOT, and local deadlines

Beneficiary Communities: All

Support of this effort will be provided by the CCC. Below is the funding/staffing breakdown:

| <u>Funding Source</u> | <u>Amount</u> |
|-----------------------|---------------|
| CCC                   | \$ 37,543     |

**TASK 5.2 – ASSIST COMMUNITIES AND THE REGION IN THE DEVELOPMENT AND IMPLEMENTATION OF LOCAL COMPREHENSIVE PLANS (LCPS), DISTRICTS OF CRITICAL PLANNING CONCERN (DCPCS), AND ECONOMIC DEVELOPMENT IN DESIGNATED GROWTH CENTERS**

Objectives: To provide technical assistance in the development and implementation of LCPs and DCPCs, Growth Incentive Zones, Economic Centers, village center planning, and other CCC funded transportation efforts

Previous work:

- Regional Policy Plan updates
- Past assistance in the development of LCPs in various Cape Cod towns

Procedures: Advisory and analytical assistance

Products: Testimony, letters, LCPs, DCPCs, and Technical Memoranda as required

Schedule: As established by the Cape Cod Commission and the Towns and legislated requirements

Beneficiary Communities: All

| <u>Funding Source</u> | <u>Amount</u> |
|-----------------------|---------------|
| CCC                   | \$ 48,511     |

### TASK 5.3 – OTHER TRANSPORTATION ACTIVITIES

Objectives: To perform other transportation activities and transportation program management.

Previous Work: Past transportation program management

Procedures:

- Commission staff will assist towns in local transportation planning efforts including intersection safety analysis, trip generation calculations for small scale development, and TIP guidance.
- Commission staff will evaluate the impact of TIP project requirements relative to community character and environmental impacts
- Commission staff will also direct town in the appropriate MassDOT official/MassDOT department to address local concerns.

Products: Viable transportation planning program. Technical memoranda, email responses, telephone responses to member communities and stakeholders.

*Cape Cod Unified Planning Work Program for FFY 2020*

Schedule: Continuous throughout the year

Beneficiary Communities: All

| <u>Funding Source</u> | <u>Amount</u> |
|-----------------------|---------------|
| CCC                   | \$ 64,869     |

## Distribution of UPWP Efforts

### *Equity Analysis by Community*

The table below identifies the affected communities by UPWP efforts included in UPWPs for the past five years as well as this current UPWP. Individual UPWP subtasks may affect one or more towns or in some cases all fifteen communities of Barnstable County. The map on the following page shows the affected the locations of these studies within Barnstable County.

**Table 3 - Geographic Distribution of UPWP Efforts**

| Town             | FY 2015   | FY 2016   | FY 2017   | FY 2018   | FY 2019   | FY 2020   | Total FY2015-20 |
|------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------------|
| Barnstable       | 1         | 3         | 3         | 2         | 1         | 0         | 10              |
| Bourne           | 2         | 3         | 2         | 2         | 1         | 2         | 12              |
| Brewster         | 0         | 1         | 1         | 1         | 0         | 0         | 3               |
| Chatham          | 0         | 0         | 1         | 0         | 0         | 0         | 1               |
| Dennis           | 0         | 1         | 2         | 1         | 0         | 1         | 6               |
| Eastham          | 1         | 0         | 1         | 1         | 0         | 0         | 3               |
| Falmouth         | 1         | 1         | 1         | 0         | 0         | 0         | 3               |
| Harwich          | 0         | 1         | 2         | 1         | 0         | 0         | 4               |
| Mashpee          | 0         | 0         | 1         | 0         | 1         | 0         | 2               |
| Orleans          | 0         | 1         | 1         | 1         | 0         | 0         | 3               |
| Provincetown     | 2         | 2         | 0         | 1         | 0         | 0         | 5               |
| Sandwich         | 0         | 1         | 1         | 2         | 1         | 0         | 5               |
| Truro            | 1         | 1         | 0         | 1         | 0         | 0         | 3               |
| Wellfleet        | 1         | 1         | 1         | 0         | 0         | 0         | 3               |
| Yarmouth         | 0         | 1         | 2         | 1         | 0         | 0         | 4               |
| <i>All Towns</i> | <i>18</i> | <i>21</i> | <i>23</i> | <i>18</i> | <i>19</i> | <i>22</i> | <i>121</i>      |

The regional nature of many of the UPWP efforts encompass all fifteen communities at an average of over twenty studies per year. The table above cites regional (“All Towns”) and the smaller-scale efforts for the individual towns or groups of towns (e.g., an Outer Cape study may be counted in two or more Outer Cape towns).

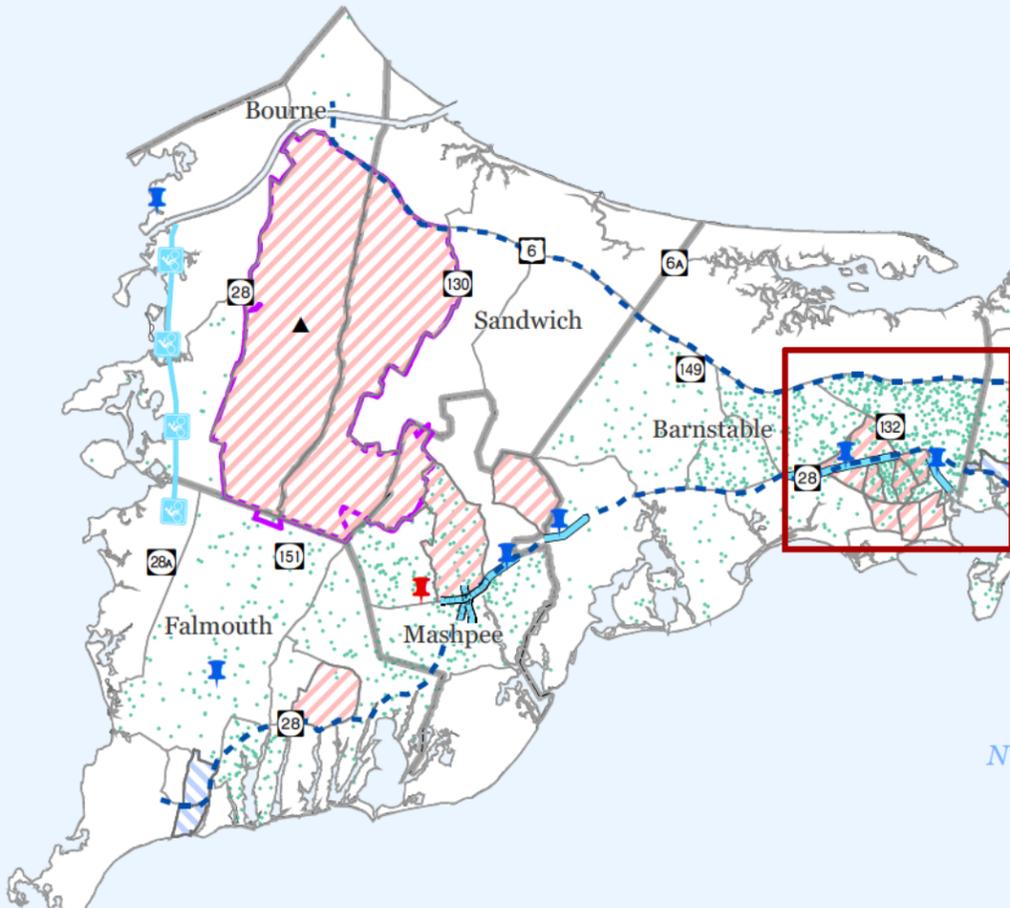
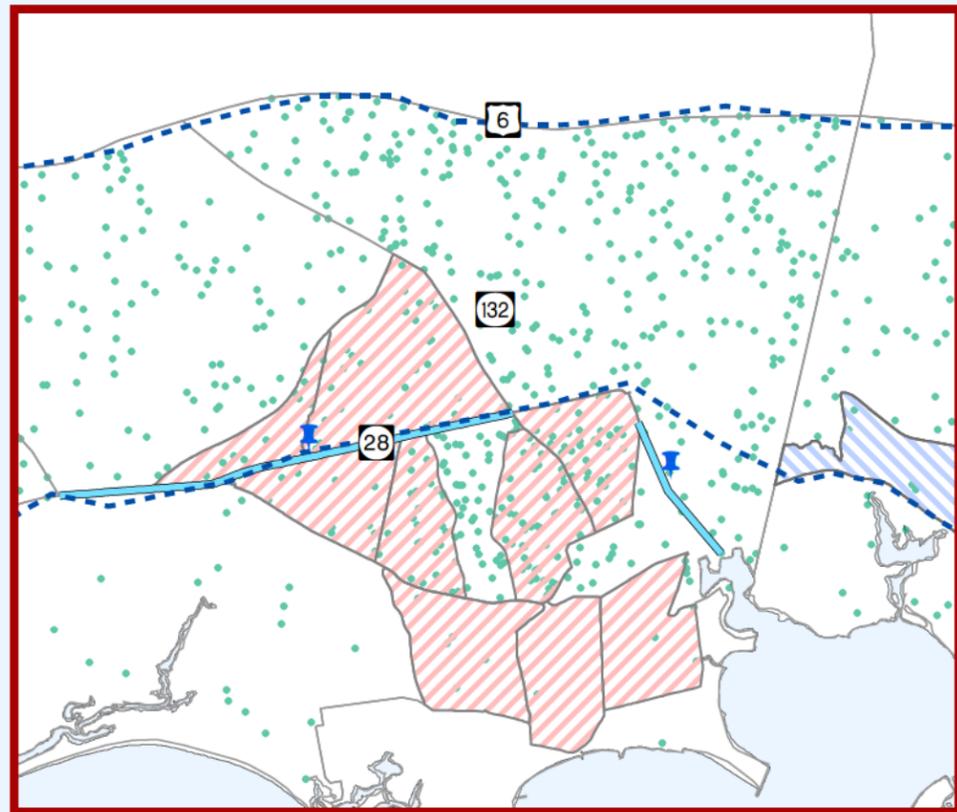
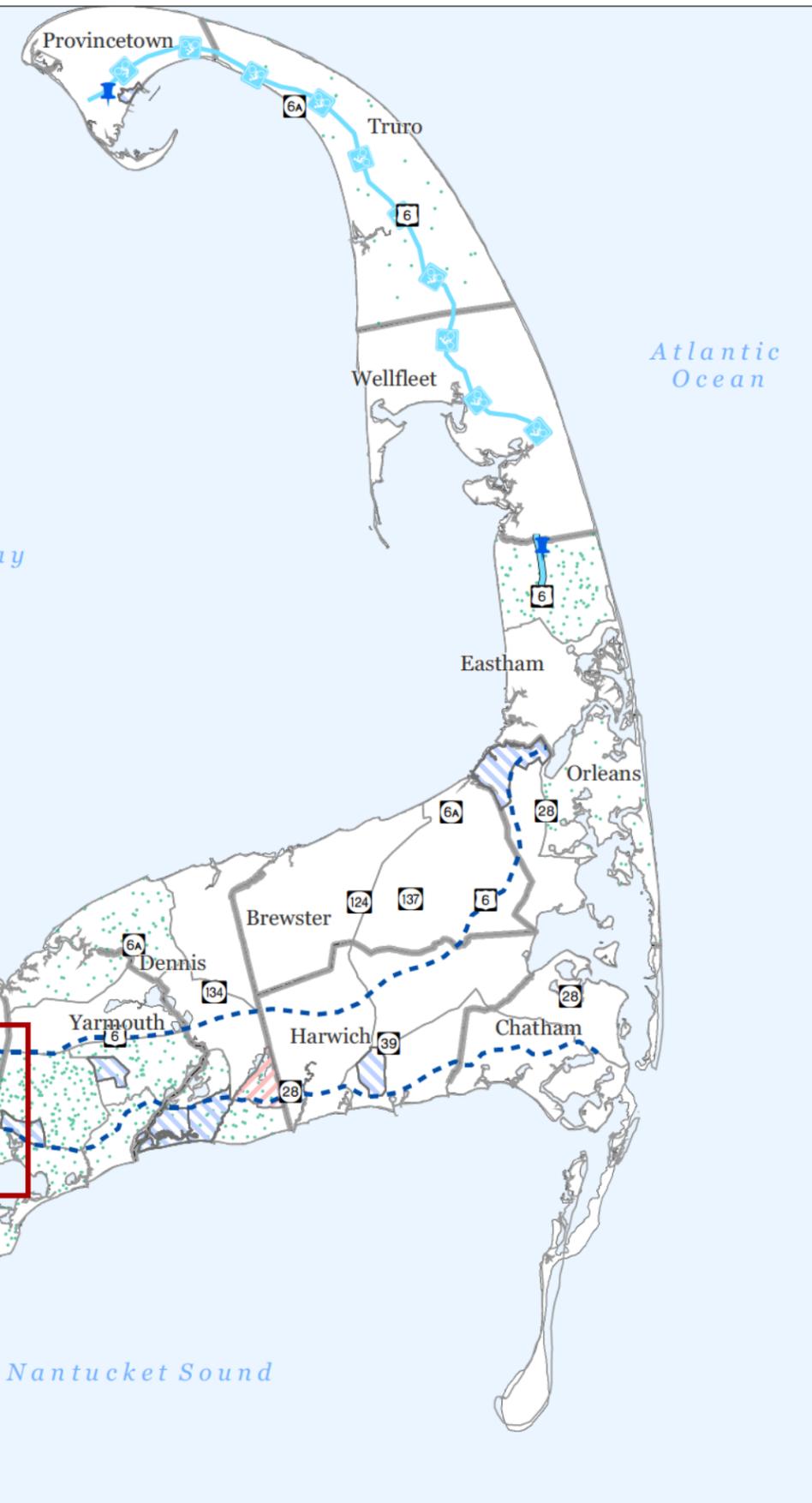
These efforts are tailored to problem identification and are scaled accordingly. For example, a single effort in Barnstable (e.g., Hyannis Access Study Implementation) may lead to a \$50 million-dollar transportation improvement while three studies in a smaller community may reflect small-scale intersection improvements costing much less.

### *Equity Analysis by Impacted Population*

An equity analysis of UPWP subtasks was conducted with respect to anticipated impacts on minority, low income, and limited English proficiency populations over the last five years and the current year. The maps at the end of this Appendix show the locations of projects in relation to identified concentrations of these populations both for the current UPWP and the five-year look back.

Overall, 33% of the UPWP projects with specific geographic extents between FFY2015 and FFY2020 were allocated to projects that will positively impact minority populations, 40% to projects that will positively impact low income populations, and 40% to projects that will positively impact limited English proficiency populations. These estimates exclude regional projects that have the potential to benefit all transportation users on Cape Cod. It should also be noted that while

| Regional Projects |   |      |                                       |
|-------------------|---|------|---------------------------------------|
| 2015              | Bicycle Safety Plan                     | 2016 | Planning for Resilient Infrastructure |
| 2015              | CCRTA Comprehensive Service Assessment  | 2017 | Safe Routes to School                 |
| 2015              | CCRTA Human Service Transportation Plan | 2017 | Resiliency Self Assessment Tool       |
| 2015              | Rotary Retrofit                         | 2017 | Eliminating Transit Barriers          |
| 2015-2018         | Canal Area Transportation Study         | 2018 | Healthy Transportation                |
| 2016              | State Route 1 Bike Signage Assessment   | 2019 | Sidewalk/Bicycling Network Study      |



Five Years Review 2014-2018  
 Unified Planning Works Program,  
 Minority, Low Income and Limited English  
 Proficiency Populations

The information depicted on these maps is for planning purposes only. It is not adequate for legal boundary definition, regulatory interpretation, or parcel level analysis. It should not substitute for actual on-site survey, or supersede deed research.

Date: 4/12/2019  
 User: david.nolan

Joint Base Cape Cod Boundary

Barnstable County Correctional Facility

**Limited English Proficiency**

Represents One (1) Portuguese or Portuguese Creole speaking person who speaks English less than very well (Points have been randomly located within the Census Tract represented)

**Transportation Projects**

UPWP Road Segment Study

UPWP Various Locations Study

UPWP Bike Planning

UPWP Specific Location Study

RSA Specific Location

RSA Segment Location

**Demographics**

Minority

Low Income

Low Income & Minority

Income: Median household income of census block is less than or equal to 60% Barnstable County median household income (\$59,500)

Minority: 15% or more of census block residents self-identify as a race other than white

**Barnstable County Census Block Group Minority Population**

Mean percent minority: 8.45%

Median percent minority: 6.39%

Population classified as minority represents residents who self-identify as a race other than white

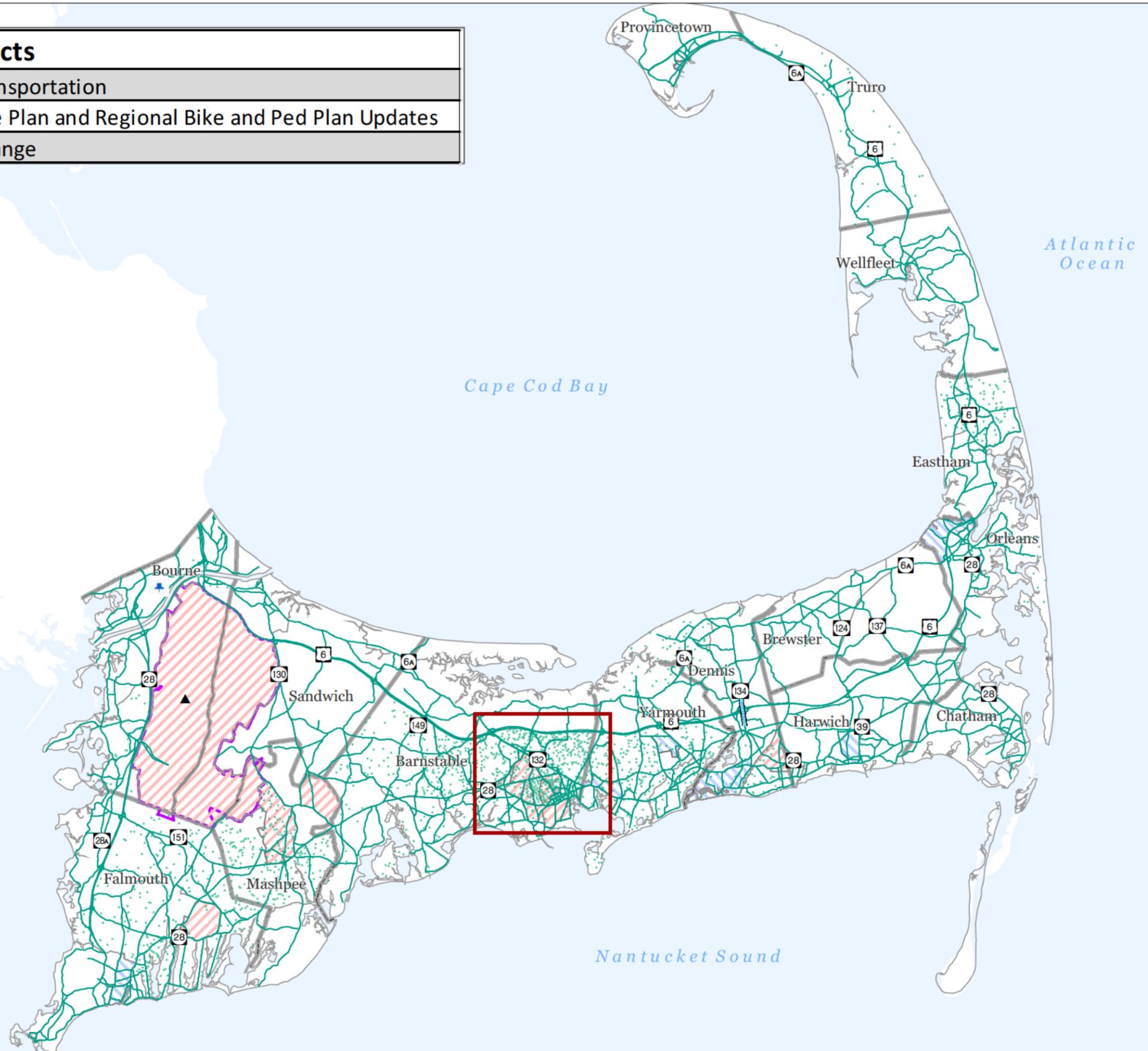
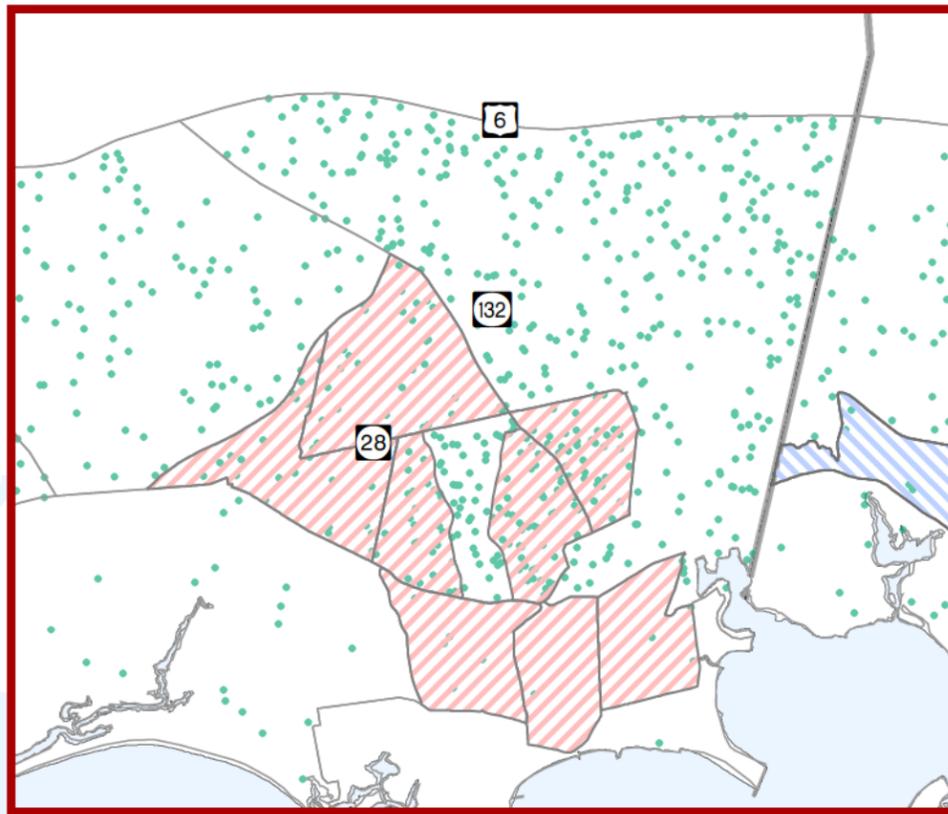


Atlantic Ocean

Cape Cod Bay

Nantucket Sound

| Regional Projects |                              |      |   |
|-------------------|------------------------------|------|---|
| 2020              | Data Collection and Analysis | 2020 | Healthy Transportation                                  |
| 2020              | Transit Planning             | 2020 | Bourne Bike Plan and Regional Bike and Ped Plan Updates |
| 2020              | Transportation Safety        | 2020 | Climate Change  |



2019 Unified Planning Works Program,  
Minority, Low Income and Limited English  
Proficiency Populations

The information depicted on these maps is for planning purposes only. It is not adequate for legal boundary definition, regulatory interpretation, or parcel level analysis. It should not substitute for actual on-site survey, or supersede deed research.

Date: 4/12/2019  
User: david.nolan

- Joint Base Cape Cod Boundary
- Barnstable County Correctional Facility

**Limited English Proficiency**

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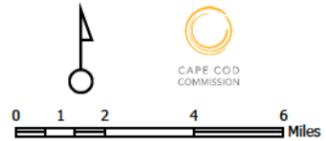
**Transportation Projects**

- UPWP Road Segment Study
- UPWP Various Locations Study
- UPWP Bike Planning
- UPWP Specific Location Study
- RSA Specific Location
- RSA Segment Location

**Demographics**

- Minority
  - Low Income
  - Low Income & Minority
- Income: Median household income of census block is less than or equal to 60% Barnstable County median household income (\$59,500)
- Minority: 15% or more of census block residents self-identify as a race other than white

**Barnstable County Census Block Group Minority Population**  
 Mean percent minority: 8.45%  
 Median percent minority: 6.39%  
 Population classified as minority represents residents who self-identify as a race other than white



# **Glossary**

**Table 1. Acronyms**

*Cape Cod Unified Planning Work Program for FFY 2020*

| <b>ACRONYM</b>  | <b>MEANING</b>   |
|-----------------|--|
| AADT            | Annual Average Daily Traffic   |
| AASHTO          | American Association of State Highway and Transportation Officials             |
| CAAA            | Clean Air Act Amendments of 1990   |
| CCC             | Cape Cod Commission  |
| CCJTC           | Cape Cod Joint Transportation Committee  |
| CCMPO           | Cape Cod Metropolitan Planning Organization                                    |
| CCRTA           | Cape Cod Regional Transit Authority  |
| CIP             | (MassDOT) Capital Investment Plan  |
| CMAQ            | Congestion Mitigation and Air Quality Improvement Program                      |
| CMP             | Congestions Management Plan/Process  |
| CMR             | Code of Massachusetts Regulations  |
| CO              | Carbon Monoxide  |
| CO <sub>2</sub> | Carbon Dioxide   |
| CTPS            | Central Transportation Planning Staff  |
| CZM             | (Massachusetts) Coastal Zone Management  |
| DEP             | Department of Environmental Protection   |
| DOT             | United States Department of Transportation                                     |
| DRI             | Development of Regional Impact   |
| EIR             | Environmental Impact Report  |
| EIS             | Environmental Impact Statement   |
| EOEA            | (Massachusetts) Executive Office of Environmental Affairs                      |
| EPA             | Environmental Protection Agency  |
| FA              | Federal Aid  |
| FAST            | Fixing America's Surface Transportation  |
| FHWA            | Federal Highway Administration   |
| FTA             | Federal Transit Administration   |
| FY, FFY         | Fiscal Year, Federal Fiscal Year   |
| GPS             | Global Positioning System  |
| HSIP            | Highway Safety Improvement Program   |
| ITE             | Institute of Transportation Engineers  |
| ITS             | Intelligent Transportation System(s)   |
| LOS             | Level of Service   |
| L RTP           | Long Range Transportation Plan (see RTP)                                       |
| MAP             | Mobility Assistance Program  |
| MAP-21          | Moving Ahead for Progress in the 21st Century                                  |
| MassDOT         | Massachusetts Department of Transportation                                     |
| MEPA            | Massachusetts Environmental Protection Act                                     |
| MHD             | Massachusetts Highway Department or MassHighway (now MassDOT/Highway Division) |
| MPO             | Metropolitan Planning Organization (see CCMPO)                                 |
| NAAQS           | National Ambient Air Quality Standards   |
| NFA             | Non-Federal Aid  |
| NHPP            | National Highway Performance Program   |
| NHS             | National Highway System  |

*Cape Cod Unified Planning Work Program for FFY 2020*

|       |  |
|-------|--|
| NHTSA | National Highway Traffic Safety Administration |
| NOx   | Nitrogen Oxides                                |
| PPP   | Public Participation Plan                      |
| RPA   | Regional Planning Agency                       |
| RPP   | Regional Policy Plan                           |
| RSA   | Roadway Safety Audit                           |
| RTA   | Regional Transit Authority (see CCRTA)         |
| RTP   | Regional Transportation Plan                   |
| SIP   | State Implementation Plan                      |
| SOV   | Single Occupancy Vehicle                       |
| STIP  | Statewide Transportation Improvement Program   |
| STP   | Surface Transportation Program                 |
| TAP   | Transportation Alternatives Program            |
| TDM   | Transportation Demand Management               |
| TIP   | Transportation Improvement Program             |
| TMA   | Transportation Management Area                 |
| TSM   | Transportation Systems Management              |
| UPWP  | Unified Planning Work Program                  |
| USGS  | United States Geographical Survey              |
| UZA   | Urbanized Area                                 |
| v/c   | Volume to Capacity                             |
| VMT   | Vehicle Miles Traveled                         |
| VPD   | Vehicles Per Day                               |
| VPH   | Vehicles Per Hour                              |

## Appendices

### APPENDIX A: CAPE COD CANAL STUDIES

#### MassDOT Cape Cod Canal Transportation Study

This purpose of this conceptual planning study is to identify existing and future multimodal transportation deficiencies and needs around the Cape Cod Canal area.

The study entails developing and analyzing a range of transportation alternatives in Bourne and Sandwich. These include highway, interchange, and non-highway improvements, as well as options and design elements that improve access and safety for all modes. Additionally, this study includes significant coordination with the US Army Corps of Engineers on its study of the Bourne and Sagamore Bridges, which are under its stewardship and jurisdiction.

Additional information is available at: <https://www.mass.gov/cape-cod-canal-transportation-study>

#### U.S. Army Corps of Engineers Cape Cod Canal Bridges Major Rehabilitation Evaluation Study

The U.S. Army Corps of Engineers, New England District is conducting a multiyear Major Rehabilitation Evaluation (MRE) Study of the Bourne and Sagamore Highway Bridges. The bridges span the Cape Cod Canal in Bourne, Massachusetts. The purpose of the study is to determine whether major rehabilitation or replacement of either or both bridges will provide the most reliable, fiscally responsible solution for the future. The study will result in a Major Rehabilitation Evaluation Report (MRER), which evaluates the risk and reliability of the structures as well as the economic impacts/benefits of a number of alternatives, including continuation of routine maintenance, major rehabilitation, or bridge replacement.

Additional information is available at: <https://capecodcanalbridgesstudy.com/>

## APPENDIX B: FEDERAL FISCAL YEAR 2019 PL FORMULA ALLOCATION



### 2020 Unified Planning Work Program Funding

|                                    | FFY 20        | FFY 19        | Δ     |
|------------------------------------|---------------|---------------|-------|
| apportionment obligation authority | \$ 9,746,953  | \$ 9,525,238  |       |
|                                    | 93.1%         | 93.1%         |       |
| federal PL funds only              | \$ 9,076,363  | \$ 8,869,900  |       |
| matching funds added               | \$ 11,345,453 | \$ 11,087,375 | 2.27% |

The recommended PL Allocation Formula was developed by the Massachusetts Association of Regional Planning Agencies and recommended by MassDOT to FHWA, is based upon the following three factors: 40% of available funds divided equally among the ten MPOs, 30% is allocated based on each MPO's relative share of Massachusetts population, and 30% is allocated based on each MPO's relative share of urbanized population. These factors result in the percentages shown.

PL funds are provided to the MPOs from the previous year's federal-aid ("forward funded")

| MPOs PL funded     | Contract status | 40% of total |      | 30% of funding for relative size of population |         |              | 30% of funding for relative size of urbanized population |           |              | Total FFY20 funding by MPO | Federal aid number | PARS number |
|--------------------|-----------------|--------------|------|--|---------|--------------|--|-----------|--------------|----------------------------|--------------------|-------------|
|                    |                 | funds/ten    | MPOs |  |         |              |  |           |              |                            |                    |             |
|                    |                 | \$ 4,538,181 |      |  |         | \$ 3,403,636 |  |           | \$ 3,403,636 | \$ 11,345,453              |                    |             |
| Berkshire          | Yr 4            | \$ 453,818   |      | 131,219  | 2.03%   | \$ 69,249    |  | 88,795    | 1.49%        | \$ 50,777                  | \$ 573,844         |             |
| Boston             |                 | \$ 453,818   |      | 3,087,975                                      | 47.88%  | \$ 1,629,624 |  | 3,026,176 | 50.84%       | \$ 1,730,507               | \$ 3,813,950       |             |
| CTPS               | Yr 1            |              |      |  |         |              |  |           |              | \$ 3,089,299               |                    |             |
| MAPC               | Yr 1            |              |      |  |         |              |  |           |              | \$ 724,650                 |                    |             |
| Cape Cod           | Yr 4            | \$ 453,818   |      | 215,888  | 3.35%   | \$ 113,931   |  | 198,826   | 3.34%        | \$ 113,698                 | \$ 681,447         |             |
| Central Mass       | Yr 1            | \$ 453,818   |      | 556,698  | 8.63%   | \$ 293,788   |  | 462,724   | 7.77%        | \$ 264,607                 | \$ 1,012,213       |             |
| Merrimack Valley   | Yr 4            | \$ 453,818   |      | 333,748  | 5.17%   | \$ 176,130   |  | 316,362   | 5.32%        | \$ 180,910                 | \$ 810,858         |             |
| Montachusett       | Yr 1            | \$ 453,818   |      | 236,475  | 3.67%   | \$ 124,796   |  | 171,236   | 2.88%        | \$ 97,921                  | \$ 676,534         |             |
| Northern Middlesex | Yr 4            | \$ 453,818   |      | 286,901  | 4.45%   | \$ 151,407   |  | 277,474   | 4.66%        | \$ 158,672                 | \$ 763,898         |             |
| Old Colony         | Yr 1            | \$ 453,818   |      | 362,406  | 5.62%   | \$ 191,253   |  | 342,110   | 5.75%        | \$ 195,634                 | \$ 840,706         |             |
| Pioneer Valley     | Yr 4            | \$ 453,818   |      | 621,570  | 9.64%   | \$ 328,023   |  | 537,074   | 9.02%        | \$ 307,124                 | \$ 1,088,964       |             |
| Southeastern Mass  | Yr 1            | \$ 453,818   |      | 616,670  | 9.56%   | \$ 325,437   |  | 531,236   | 8.93%        | \$ 303,785                 | \$ 1,083,040       |             |
|                    |                 | \$ 4,538,181 |      | 6,449,550                                      | 100.00% | \$ 3,403,636 |  | 5,952,013 | 100.00%      | \$ 3,403,636               | \$ 11,345,453      |             |

| RPAs SPR funded   | Contract status | Δ     | SPR the year before (federal only) |         | FFY 20 total funding by RPA |         | Federal aid number | PARS number |
|-------------------|-----------------|-------|------------------------------------|---------|-----------------------------|---------|--------------------|-------------|
|                   |                 |       |                                    |         |                             |         |                    |             |
| Franklin          | Yr 4            | 2.27% | \$                                 | 432,944 | \$                          | 553,490 |                    |             |
| Martha's Vineyard | Yr 4            | 2.27% | \$                                 | 248,283 | \$                          | 317,413 |                    |             |
| Nantucket         | Yr 3            | 2.27% | \$                                 | 211,196 | \$                          | 270,000 |                    |             |

The SPR funding provided to the RPAs not officially recognized as MPOs is adjusted year-to-year based on the change in funding experienced by the MPOs for their PL funds.

Figure 2 – Unified Planning Work Program Funding (Source: MassDOT)

## APPENDIX C: COMMENTS ON PUBLIC DRAFT

The Cape Cod MPO voted to release the draft UPWP for the public review/ comment period at their 1:00 PM meeting on April 22, 2019, which would officially begin the 21-calendar-day public comment period. The MPO is expected to consider endorsement of the UPWP at their 1:00 PM meeting on May 20, 2019. All MPO meetings are held in the East Wing Conference Room, Old Jail Building at 3195 Main Street (Route 6A) Barnstable, MA 02630. Transit service is available on the Cape Cod Regional Transit Authority's Barnstable Villager Route (the Barnstable Village-Courthouse stop).

Comments on this plan may be sent by May 13, 2019 via mail, hand delivered, by facsimile, or via e-mail, as follows:

Mailed or dropped off:

Cape Cod Commission Transportation Program  
Steven Tupper, Transportation Program Manager  
3225 Main Street (Route 6A)  
PO Box 226  
Barnstable MA 02630-0226

Sent by facsimile to the attention of Steven Tupper, Transportation Program Manager:  
FAX: 508-362-3136

Electronic mail "email"—please put "UPWP" in the subject line and send to:  
stupper@capecodcommission.org

### *Comments / Questions received on this UPWP:*

Public Comment Summary Grid will be attached that presents a summary of the comments received during the 21-day public comment period. The comments will be presented in their entirety to the Cape Cod MPO during their May 20, 2019 meeting where the body considered the comments. Consideration of the comments will be detailed in the meeting minutes for that meeting. The response and any action taken by the MPO will be summarized in this table. Discussion of UPWP activities was also included in the previous MPO and CCJTC meetings.

Public Comment Matrix (5-20-2019)

| #   | Date Received/<br>Format                          | Comment From  | Summary of Comment  | TIP | UPWP | RTP | Potential Response/Action for Consideration   |
|---|---|---|---|-----|------|-----|---|
| <b>Public comments received during FFY2020-2024 TIP and FFY2020 UPWP public comment period (April 17, 2019 to May 13, 2019)</b> |   |   |   |     |      |     |   |
| 1   | 5/6/2019<br>Letter via email                      | MassDOT Office of<br>Transportation Planning,<br>David Mohler | <p><u>General</u><br/>Update document to ensure document accessibility</p> <p><u>Narrative</u><br/>Update FTA contact<br/>Update date references<br/>Add quantitate threshold to TIP amendment vs adjustment<br/>Update funding sources table<br/>Review glossary and update as appropriate<br/>Update GHG and state policy discussion per current guidance<br/>Add O&amp;M charts<br/><u>Highway Project Listing</u><br/>Update project ID for project 609393<br/>Update additional information as needed<br/><u>GHG Assessment</u><br/>Add additional GHG assessment information to highway projects as available<br/>Add additional GHG information for bus replacements</p> | X   |      |     | <p><b>TIP Action:</b> Updates to the document have been made to ensure accessibility.</p> <p><b>TIP Action:</b> Update Narrative as suggested. Staff will add O&amp;M Charts as suggested when available.</p> <p><b>TIP Action:</b> Update Highway Project Listing as suggested. and as requested.</p> <p><b>TIP Action:</b> Add GHG information for projects 609067, 607398, and 608422. Staff will add bus replacement GHG analysis when available.</p> |
| 2   | 5/6/2019<br>Letter via email                      | MassDOT Office of<br>Transportation Planning,<br>David Mohler | <p><u>General</u><br/>Update document to ensure document accessibility and readability</p> <p><u>Narrative</u><br/>Update FTA contact<br/>Update date references<br/>Add community totals to Table 3<br/>Add discussion of social equity<br/>Update funding summary to reflect the MassDOT match for section 5303 funds (as opposed to a local match)<br/><u>Task Listing</u><br/>Task 1.5 - Clarify deliverable<br/>Task 1.6 - Update reference to Cape Cod Canal Area Transportation Studies<br/>Task 2.2 - Incorporate additional information of FTA performance measures<br/>Task 3.1 - Update numbering</p>  |     | X    |     | <p><b>UPWP Action:</b> Updates to the document have been made to ensure accessibility.</p> <p><b>UPWP Action:</b> Update Narrative as suggested. Add community totals to Table 3, additional social equity discussion, and update the funding summary are requested.</p> <p><b>TIP Action:</b> Update Task Listing to provide the suggested clarifications.</p>   |
| 3-115   | 5/6/2019-<br>5/13/209<br>via email                | Various - see attached<br>comments                            | 113 emails noting support for the Bourne Rail Trail Phase I project and its inclusion in the FFY2020-24 TIP during the public comment period. Most emails also noted support of the Bourne Bicycle Transportation Plan in the FFY2020 UPWP.   | X   | X    | X   | Thank you for your comment. The Bourne Rail Trail Phase I project is proposed to be funded in FFY2024 of the FFY2020-24 TIP. The Bourne Bicycle Transportation Plan is proposed to be funding in the FFY2020 UPWP.  |
| 116   | 5/13/2019<br>Bike Week Event -<br>Bourne Cape Cod | Anonymous   | Happy to see more buses down his street (Clay Pond Rd) & excited about Bourne Rail Trail project.   |     | X    | X   | Thank you for your comment. The Bourne Rail Trail Phase I project is proposed to be funded in FFY2024 of the FFY2020-24 TIP.  |
| 117   | Canal Bike Path                                   | Barb Hardy  | <ul style="list-style-type: none"> <li>- Less cars more trains to help mother nature</li> <li>- Never can afford a good car (single), Cape its hard/expensive to live here.</li> <li>Worried about how to get around w/O a car</li> <li>- Need more education on bike path etiquette - use bell/audible signal for passing - canal path (safety issue)</li> </ul>   |     |      | X   | Thank you for your comment. This comment will be shared will be considered as part of the RTP development and review process.   |

Public Comment Matrix (5-20-2019)

| #   | Date Received/<br>Format                         | Comment From  | Summary of Comment   | TIP   | UPWP | RTP | Potential Response/Action for Consideration  |  |
|---|--|---|--|---|------|-----|--|--|
| <b>Public comments received between May 14, 2019 and May 17, 2019</b> |  |   |  |   |      |     |  |  |
| 118   | 5/14/2019<br>via email                           | Daniel J. Fortier,<br>Town Planner,<br>Town of Dennis | Offers support for the inclusion of the Dennis Route 134 Corridor Study in the UPWP. Notes potential for transportation improvements on the corridor to support economic development/zoning efforts the towns in pursuing in the area. |   | X    |     | Thank you for your comments. MPO staff is looking forward to working with all stakeholders in the Town on this corridor study. |  |
| 119   | 5/14/2019<br>Bike Week Events -<br>Hyannis       | Anonymous   | Not enough bus service from Provincetown to Hyannis  |   |      | X   | Thank you for the comments.<br><b>Action:</b> Share comments with the CCRTA.   |  |
| 120   | Transportation<br>Center                         | Bourne Resident                                       | The 5:30pm Woods Hole bus often runs behind schedule   |   |      | X   |  |  |
| 121   |  |   | The CCRTA seasons change too late  |   |      | X   |  |  |
| 122   |  |   | I like the EV charging station at the CCRTA - I use it all the time  |   |      | X   |  |  |
| 123   |  |   | I like the solar powered canopies for the new bus bays   |   |      | X   |  |  |
| 124   |  |   | Organize bicycle repair & maintenance instructions in schools & communities  |   |      | X   |  |  |
| 125   | 5/15/2019<br>via email                           | Matt & Siobhan Dennehy                                | Support for the Bourne Rail Trail Phase I project and its inclusion in the FFY2020-24 TIP.   | X   | X    | X   | Thank you for your comment. The Bourne Rail Trail Phase I project is proposed to be funded in FFY2024 of the FFY2020-24 TIP.   |  |
| 126   | 5/15/2019<br>via email                           | Michael E. Garrity                                    |  | X   | X    | X   |  |  |
| 127   | 5/15/2019<br>Bike Week Events -<br>Yarmouth Cape | Anonymous   | The expanded RTA service is incredible/awesome. Great you can get to P-town from Woods Hole.   |   |      |     | Thank you for the comments.<br><b>Action:</b> Share comment with relevant agencies (CCRTA; MassDOT; towns)                     |  |
| 128   | Cod Rail Trail at<br>Station Avenue              |   | Lots of people use the rail trails to get to work - not just recreation.   |   |      |     |  |  |
| 129   |  |   | Pedego [e-bike rental shop]- adjacent to the rail trail is very helpful  |   |      |     |  |  |
| 130   |  |   | More train service off Cape -> Cape Flyer is great, need more  |   |      |     |  |  |
| 131   |  |   | Bike trail extension is terrific (Yarmouth), bridges are beautiful   |   |      |     |  |  |
| 132   |  |   | love the rail trails - use it 4-5 times a week to run  |   |      |     |  |  |
| 133   |  |   | Owner of Pedego [e-bike<br>rental shop]  | I appreciate the work you are doing for rail trails   |      |     |  |  |
| 134   |  |   | Anonymous  | Is there a program/funding source to give out helmets to people? Not enough people wear them. |      |     |  |  |
| 135   |  |   |  | Sidewalks on all part of Rte 6A   |      |     |  |  |
| 136   | 5/16/2019  |   | Rick Branson   | - Would like a Woods Hole - Provincetown bike Path.   |      |     |  |  |
| 137   | Bike Week Events -<br>Orleans Cape Cod           | Oliver Roecraft                                       | Need more bike lanes in Brewster for example. Not just the rail trail - need to make streets more friendly for bicycling.  |   |      |     |  |  |
| 138   | Rail Trail at Main<br>Street                     | Kevin Linneham  | Route 6A sidewalk crossing at JoMama's - can't cross 6A - need sidewalks on both sides   |   |      |     |  |  |
| 139   |  | Visitor   | I love bike trails   |   |      |     |  |  |
| 140   |  | Visitor   | Love riding the bike trails  |   |      |     |  |  |

Acronyms: CCC = Cape Cod Commission; CCRTA = Cape Cod Regional Transit Authority; FFY = Federal Fiscal Year; MassDOT = Massachusetts Department of Transportation; MPO = Metropolitan Planning Organization; RTP = Regional Transportation Plan; TIP = Transportation Improvement Program; UPWP = Unified Planning Work Program

Note: The Public Comment Summary Grid presents a summary of the comments received during the 30-day public comment period. The comments were presented in their entirety to the Cape Cod Metropolitan Planning Organization (MPO) during a public meeting where the body considered the comments. The response and any action taken by the MPO are summarized in this table. This table will be included in the final plan and is available at [www.capecodcommission.org/mpo](http://www.capecodcommission.org/mpo).



Charles D. Baker, Governor  
Karyn E. Polito, Lieutenant Governor  
Stephanie Pollack, MassDOT Secretary & CEO



May 6, 2019

Steven Tupper, Transportation Program Manager  
Cape Cod Commission  
P.O. Box 226  
3225 Main Street  
Barnstable, MA 02630

Dear Mr. Tupper:

The Massachusetts Department of Transportation (MassDOT) Office of Transportation Planning (OTP) has reviewed the draft Federal Fiscal Year (FFY) 2020–2024 Transportation Improvement Program (TIP) released by the Cape Cod Metropolitan Planning Organization (MPO) on April 24, 2019. The following MassDOT comments include both general guidance and specific comments on the MPO's 3C planning process related to the content of this document as released for public review.

Please note the following comments specific to the information contained in the MPO's draft FFY 2020–2024 TIP.

### General

- Please provide alternative text (alt text) for all graphics and charts within the document for improved accessibility.
- Please map a logical tab / reading order within the document for digital screen readers.
- Please ensure all hyperlinks to external sources (emails, web addresses, etc.) are styled as hyperlinks and are active links.
- Please insert all appropriate signature pages and ensure they have the correct signatories.
- Please review the use of acronyms to ensure full spellings are not redundant and are in the proper sequence, as feasible.

### Narrative

- Page i: Please change the Federal Transit Administration (FTA) Ex-Officio member to Acting Administrator Peter Butler.
- Page v: Please update the Cape Cod Regional Transit Authority (CCRTA) projects description to 2020–2024.
- Page vi: Please link the Table of Contents to the contents of the document.

- Page 3: Please ensure the link to the Public Participation Plan (PPP) is active.
- Page 10: Please ensure the link to Tracker is active.
- Page 18: Please outline the quantitative threshold for a TIP amendment versus an adjustment.
- Page 19: Please amend the first sentence of the second-to-last paragraph.
- Page 20: Please update the list of federal funding sources to include the National Highway Freight Program (NFP) and the Ferry Boat Program (FBP).
- Page 22: Please update Tables 11 and 12 to reflect 2020–2024.
- Page 23: Please ensure the hyperlink to the TIP website is visible.
- Glossary: Please update the glossary to remove outdated state agencies and to include updated agency names and acronyms.
- Appendix A: Please relate project evaluation to adopted performance measures.
- Appendix C: Please update references from 2019–2023 to 2020–2024.
- Appendix C: Please replace the text under the State Policy Context section with the text found in the 2019–2023 STIP document.
- Appendix C: Please remove the GreenDOT Policy section.
- Appendix C: Please remove the GreenDOT Policy and MPOs section.
- Appendix F: Please include Operation and Maintenance Charts.

### **Highway Project Listing**

#### General

- Please ensure all project rows are tall enough to include the full MassDOT Project Descriptions.

#### FFY 2020

- TBD: Please update project ID to 609393.

#### FFY 2022

- 607319: Please update the AC Year in the Additional Information column.

#### FFY 2024

- 608744: Please update Additional Information to include Phase I.
- Summary: Please update year to 2024.

**Greenhouse Gas (GHG) Assessment**

- Please include any bus replacements or new service provisions in the transit sections.

FFY 2021

- Please quantify project 609067.

FFY 2022

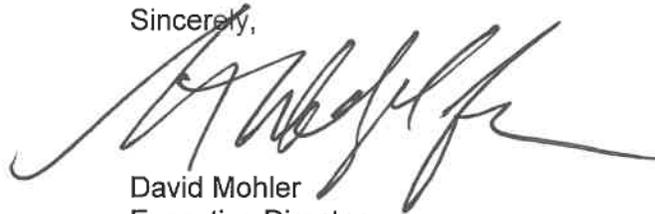
- Please quantify project 607398.
- Please quantify project 608422.

FFY 2024

- Please update the GHG Tracking Summary to 2024

Please contact me at (857) 368-8865 or Benjamin Muller at (857) 368-8882 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'David Mohler', written over a light blue horizontal line.

David Mohler  
Executive Director  
Office of Transportation Planning

Cc: Jeffrey McEwen, Division Administrator, Federal Highway Administration  
Peter Butler, Acting Regional Administrator, Federal Transit Administration  
Mary-Joe Perry, District 5 Highway Director  
Astrid Glynn, Rail and Transit Division Administrator



Charles D. Baker, Governor  
Karyn E. Polito, Lieutenant Governor  
Stephanie Pollack, MassDOT Secretary & CEO

May 6, 2019

Steven Tupper, Transportation Program Manager  
Cape Cod Commission  
P.O. Box 226  
3225 Main Street  
Barnstable, MA 02630

Dear Mr. Tupper:

The Massachusetts Department of Transportation (MassDOT) Office of Transportation Planning (OTP) has reviewed the draft Federal Fiscal Year (FFY) 2020 Unified Planning Work Program (UPWP) released by the Cape Cod Metropolitan Planning Organization (MPO) on April 24, 2019. The following MassDOT comments include both general guidance and specific comments on the MPO's 3C planning process related to the content of this document as released for public review.

Please note the following comments specific to the information contained in the MPO's draft FFY 2020 UPWP.

### **General**

- Please provide alternative text (alt text) for all graphics and charts within the document for improved accessibility.
- Please map a logical tab / reading order within the document for digital screen readers.
- Please include bookmarks for internal navigation in the digital document.
- Please ensure all hyperlinks to external sources (emails, web addresses, etc.) are styled as hyperlinks and are active links.
- Please insert all appropriate signature pages and ensure they have the correct signatories.
- Please review the use of acronyms to ensure full spellings are not redundant and are in the proper sequence, as feasible.
- Please review and amend any minor spelling errors as noted.

### **Narrative**

- Page i: Please change the Federal Transit Administration (FTA) Ex-Officio member to Acting Administrator Peter Butler.
- Page v: Please update the FFY 2020 Tasks list with the associated funding level for each task.
- Page 1: Please update the twelve-month period to October 2019 to September 2020.
- Page 2: Please edit the paragraph relating to Appendices to be cohesive with adjacent paragraphs.

- Page 50: Please incorporate a total for each individual municipality into Table 3.
- Pages 51–52: Please incorporate a narrative description of the distribution of UPWP efforts in relation to social equity.
- Appendix E: Please note that MassDOT will provide the match for the Section 5303 funds for FFY 2020.

**Task Listing**

**Task 1**

- Task 1.5: Please clarify whether there will be a formal work product regarding evaluation of the Public Participation Plan (PPP).
- Task 1.6: Please clarify reference to the Cape Cod Canal Area Transportation Studies. In addition, please ensure all procedures are appropriately bulleted.

**Task 2**

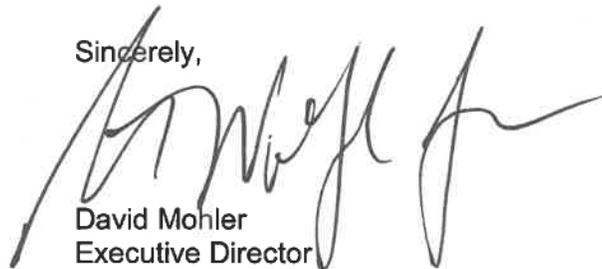
- Task 2.2: Please incorporate any relevant information and activities regarding FTA-required transit performance measures.

**Task 3**

- Task 3.1: Please renumber the subtasks within this task.

Please contact me at (857) 368-8865 or Benjamin Muller at (857) 368-8882 if you have any questions.

Sincerely,



David Mohler  
Executive Director  
Office of Transportation Planning

Cc: Jeffrey McEwen, Division Administrator, Federal Highway Administration  
Peter Butler, Acting Regional Administrator, Federal Transit Administration  
Mary-Joe Perry, District 5 Highway Director  
Astrid Glynn, Rail and Transit Division Administrator

Comment 3

From: Betsy Woodley <betsy.woodley95@gmail.com>

Sent: Monday, May 6, 2019 11:41 AM

To: Steven Tupper

Subject: Bourne Rail Trail

Mr. Tupper

As a Friend of the Bourne Rail Trail project, I ask you to support Rail Trail (Phase 1) under the 2024 Highway Projects part of the Transportation Improvement Program. I would also ask you to support the Bourne Bicycle Transportation Plan under the Unified Planning Work Program in the 2020 UPWP Potential Project List.

Thank you,

Betsy Woodley

Pocasset, MA

Betsy Woodley

Betsy.woodley95@gmail.com <mailto:Betsy.woodley95@gmail.com>

H: 508.392.9256

C: 617.480.2789

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Comment 4

From: Kim <rosemonde603@gmail.com>

Sent: Monday, May 6, 2019 11:48 AM

To: Steven Tupper

Subject: Rail trail

I support the Rail Trail project please include my name on that list.

Marie Kim Kane

405 Barlow's Landing Rd

Pocasset, MA

Sent from my iPad

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Comment 5

From: MARY HAYES <mlhayes2@verizon.net>

Sent: Monday, May 6, 2019 12:01 PM

To: Steven Tupper

Subject: Bourne Rail Trail Project

Please support the Bourne Rail Trail Project. People need safe places to ride their bikes. Thanks

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Comment 6

From: marlafu@aol.com

Sent: Monday, May 6, 2019 12:02 PM

To: Steven Tupper

Subject: Bourne Rail Trail

Mr. Steven Tupper,

As a Friend of the Bourne Rail Trail project, I ask you to support Rail Trail (Phase 1) under the 2024 Highway Projects part of the Transportation Improvement Program.

Thank you,

M. Cole

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Comment 7

From: Anne Kirschmann <annekir@comcast.net>

Sent: Monday, May 6, 2019 12:19 PM

To: Steven Tupper  
Subject: Bourne Rail Trail  
Dear Mr. Tupper,

I am writing to urge you to support the Bourne Rail Trail Phase I project. As a cyclist, walker, and sometime roller blader, I can speak of the importance of trails such as this to the public. Although our car culture will continue to dominate our public roadways, cycling is increasingly used by folks not just for recreation (which is important in and of itself) but to do errands and to travel to and from places of employment. Please support this worthwhile project.

Anne Kirschmann  
Marion, MA

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Comment 8

From: jzahlaway <jzahlaway@comcast.net>

Sent: Monday, May 6, 2019 12:31 PM

To: Steven Tupper

Subject: As a long time summer resident of Pocasset I am in support of the TIPP project 2024 phase 1 rail improvement fkr a number of reasons. The Pocasset & area train stops were used by many as a means of travel to and from Boston

With the always growing appeal and subent traffic. Train transportation has to be an essential part of solving our traffic situation. Thumbs up for this project.

John Michael Zahlaway

Sent from my T-Mobile 4G LTE Device

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Comment 9

From: Susan Holcombe <shholc@brandeis.edu>

Sent: Monday, May 6, 2019 12:38 PM

To: Steven Tupper

Subject: Bourne Rail Trail

Dear Mr. Tupper,

We have a seasonal house in Pocasset MA. We urge you to keep the Bourne Rail Trail on the Transportation Improvement List for 2024. Construction of such an addition to the existing rail trail will benefit residents, seasonal visitors and the tourism industry. Extension of the bike path from its current terminus to the canal will be an asset to Cape Cod and a demonstration of the forward thinking of the Commission.

Yours sincerely,

Susan Holcombe

663 Green Street

Cambridge MA 02139

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Comment 10

From: Peggy McCarthy <peggyemccarthy@gmail.com>

Sent: Monday, May 6, 2019 12:56 PM

To: Steven Tupper

Subject: BOURNE RAIL TRAIL

Mr. Tupper,

As a Friend of the Bourne Rail Trail project, I ask that you support the Rail Trail (Phase 1) under the 2024 Highway projects part of the Transportation Improvement Program. This project would be a valuable asset to our community.

Thank You,

Peggy McCarthy

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Comment 11

From: Mary McNiff <mcniff151@comcast.net>

Sent: Monday, May 6, 2019 12:57 PM

To: Steven Tupper

Subject: Rail Trail

Please add my name to the list of folks supporting the Bourne Train Trail. Thanks for the work you are doing in this endeavor.

Mary McNiff

23 Albert rd.

Pocasset, MA 02559

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Comment 12

From: Phil Castellano <pjcnec@yahoo.com>

Sent: Monday, May 6, 2019 1:32 PM

To: Steven Tupper

Subject: Rail Trail Project

Mr. Tupper

As a Friend of the Bourne Rail Trail project, I ask you to support Rail Trail (Phase 1) under the 2024 Highway Projects part of the Transportation Improvement Program.

Sincerely,

Mr. Phil Castellano

13 Town Farm rd.

Pembroke, MA

02359

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Comment 13

From: Diana Prince <dprince123@yahoo.com>

Sent: Monday, May 6, 2019 1:43 PM

To: Steven Tupper

Subject: Bourne Rail Trail Project

Dear Mr. Tupper

As a 10 year resident of Pocasset and a Friend of the Bourne Rail Trail project, we ask you to support the Rail Trail (Phase 1) under the 2024 Highway Projects part of the Transportation Improvement Program. We believe it is important for people to have off-road access across all of Cape Cod to better enjoy this wonderful area in a safe and healthy manner.

Our family has over 100 years of history on Cape Cod (the Dixon's of Monument Beach). Doug's father, Richard Prince, was Bourne's first representative on the Cape Cod Commission. We have a long term view of the importance of this project to the future of Bourne and Cape Cod overall.

Please lend your support to this very important project. Thank you for serving as Bourne's representative on the Cape Cod Commission.

Doug & Diana Prince

40 Cove Rd

Pocasset, MA 02559

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Comment 14

From: Susan <pleadwell45@aol.com>

Sent: Monday, May 6, 2019 2:27 PM

To: Steven Tupper

Subject: Bourne rail trail

*Public Comment 3-115*

I am writing you in support of funding the Bourne rail trail. I am an avid bicyclist. As traffic continues to increase yearly, it is important for citizens to have safe places to cycle. I am a member of the Bay Area Senior Cyclists (out of the Bourne Council on Aging) and we especially like riding the local rail trails on our weekly rides. In fact, most of us prefer the convenience and safety the rail trails afford. I urge your Commission to support adding a Bourne rail trail to the existing network. Thank you.

Susan Pleadwell  
pleadwell45@aol.com

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Comment 15

From: Lee Miller <leemille@aim.com>  
Sent: Monday, May 6, 2019 2:55 PM  
To: Steven Tupper  
Subject: Bourne Rail Trail Phase 1  
Mr. Tupper

As a Friend of the Bourne Rail Trail project, I ask you to support??Rail Trail (Phase 1)??under the 2024 Highway Projects part of the Transportation Improvement Program.?? It is money well spent. the rail trails on the Cape are used by many.

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Comment 16

From: Jack <jackdoherty5@comcast.net>  
Sent: Monday, May 6, 2019 3:16 PM  
To: Steven Tupper  
Subject: Bourne Railtrail

Dear Mr. Tupper

As a Friend of the Bourne Rail Trail project, I ask you to support Rail Trail (Phase 1) under the 2024 Highway Projects part of the Transportation Improvement Program.

Thank you,  
Jack Doherty  
Pocasset  
Sent from Mail

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Comment 17

From: carol anderson <QC331@hotmail.com>  
Sent: Monday, May 6, 2019 3:31 PM  
To: Steven Tupper  
Subject: Bourne Trail Extension

Dear Mr Tupper,

My husband and I own a house at 17 Wings Neck Road In Pocasset. We bought it in 1979 and love the Cape. We are very much in favor of extending the bike trail and that the funds will be approved in a timely fashion.

Please do what you can .

Sincerely ,  
Jim and. Carol Anderson  
Sent from my iPhone

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Comment 18

From: Elizabeth Henry <elizhenry2@gmail.com>  
Sent: Monday, May 6, 2019 3:53 PM  
To: Steven Tupper  
Subject: Bourne Rail Trail

Hi Mr. Tupper,

We are long time residents of Bourne and are voicing our support for the Bourne Rail Trail. It will be a wonderful thing to happen for the Town of Bourne as well as the whole Cape and beyond.

Cars will kill Cape Cod if we fail to engage in bike riding, walking and public transportation. The trail will help improve our physical, emotional, and mental health as well as stimulate the local economy in various and diverse ways such as appreciation of nature, family times together, or getting around to the beach, store, or post office. We will lower our carbon footprints too.

I believe most people are supportive of the project whether it is rail to trail or rail & trail or some modification in between.

Thank you for reading this and I look forward to the future progress of the project.

Sincerely yours,  
Liz and Bill Henry

---

Comment 19

From: Dorothy Erickson <dot2212@gmail.com>

Sent: Monday, May 6, 2019 3:59 PM

To: Steven Tupper

Subject: Bourne Rail Trail

friend of the BOurne Rail Trail, I am asking for your support for Phase #1 under the Highway Projects part of the Transportation Improvement Program.... it is SO important for our generation and for those to come. Thank you. Dorothy Erickson Pocasset MA.

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Comment 20

From: Valerie Gudas <valereye@mac.com>

Sent: Monday, May 6, 2019 4:23 PM

To: Steven Tupper

Cc: Valerie Gudas

Subject: Bourne Rail Trail

Mr. Tupper

As a Friend of the Bourne Rail Trail project, I ask you to support Rail Trail (Phase 1) under the 2024 Highway Projects part of the Transportation Improvement Program.

Thank you,

Valerie Gudas

17 Cove Lane

Pocasset, MA 02559

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Comment 21

From: maraggio@verizon.net

Sent: Monday, May 6, 2019 4:33 PM

To: Steven Tupper

Mr. Tupper, I strongly support any means of helping get bike trails built in our state and as a Friend of the Bourne Rail Trail project, I ask you to support Rail Trail (Phase 1) under the 2024 Highway Projects part of the Transportation Improvement Program.

Mary Maraggio

Member of the BASC (Bay Area Senior Cyclists)

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Comment 22

From: Ed Beard <edmundbeard@gmail.com>

Sent: Monday, May 6, 2019 4:35 PM

To: Steven Tupper

Subject: Bourne rail trail

Dear Mr. Tupper

As a resident of Pocasset and a strong supporter of the Bourne Rail Trail project, I ask that you support Rail Trail (Phase 1) under the 2024 Highway Projects part of the Transportation Improvement Program. This project would be a marvelous addition to the recreational resources available in Bourne and a great resource for all of Cape Cod to enjoy. It's a natural for this area. Thank you for your attention.

Edmund Beard

785A County Road, Pocasset, Ma. 02559

(781) 848-7681

--

Dr. Edmund Beard, PhD

University of Massachusetts (ret.)

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Comment 23

From: sholian1@aol.com

Sent: Monday, May 6, 2019 4:41 PM

To: Steven Tupper

Subject: vote

hi I vote yes have been here since the first train stop was there but cant remember if the train was still operable. I love the train as I get older would love to be able to go into boston or anywhere the train would take me. Sue Ferguson Holian

---

Comment 24

From: Sally Curtin <sjcurtin@gmail.com>

Sent: Monday, May 6, 2019 5:59 PM

To: Steven Tupper

Subject: Bourne Rail Trail Project

Mr. Tupper

As a Friend of the Bourne Rail Trail project, I ask you to support Rail Trail (Phase 1) under the 2024 Highway Projects part of the Transportation Improvement Program.

Thank you!

Sally and Dave Curtin

Pocasset MA

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Comment 25

From: Bonnie Lippincott <bonnlipp@gmail.com>

Sent: Monday, May 6, 2019 6:33 PM

To: Steven Tupper

Subject: phase 1

As a friend of the Bourne Rail Trail I ask you to support Phase 1 2024 Highway Projects.

Bonnie Lippincott

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Comment 26

From: Steve Gillum <sgillum54@gmail.com>

Sent: Monday, May 6, 2019 7:47 PM

To: Steven Tupper

Subject: Borne Rail trail

Mr. Tupper

As a Friend of the Bourne Rail Trail project, I ask you to support Rail Trail (Phase 1) under the 2024 Highway Projects part of the Transportation Improvement Program.

Sent from my iPhone

Steve Gillum

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Comment 27

From: Robert Dwyer <rdwyerphd@gmail.com>

Sent: Monday, May 6, 2019 8:39 PM

To: Steven Tupper

Cc: Kathy Dwyer

Subject: Support for prioritizing Bourne Rail Trail in CC TIP project list

Dear MR. Tupper,

My wife Katherine and I would like to express our strong support for your Commission to place a high priority for the initial phases of this project.

This project is a crucial missing link in non-auto transportation for the Upper Cape.

Kind regards,

Robert & Katherine Dwyer

25 Kenwood Rd.

Pocasset MA 02559

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Comment 28

From: Geoff Sullivan <eightwt@gmail.com>

Sent: Tuesday, May 7, 2019 6:51 AM

To: Steven Tupper

Subject: Rail Trail Project

Mr. Tupper,

I'm a member of the Fairhaven, MA Bikeway Committee and a Friend of the Bourne Rail Trail project.

I'm writing to ask for your support for Rail Trail (Phase 1) under the 2024 Highway Projects part of the Transportation Improvement Program. We are working very hard to build a bikeway across the South Coast to the Bourne Bridge. The Bourne Rail Trail Project is yet another valuable link in this chain to connect all of these towns together with a safe bike route. The economic potential is enormous.

Thank you,

Geoff Sullivan

Fairhaven, MA

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Sent from my solar powered Linux Mint machine!

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Comment 29

From: Cynthia Monroe <pcmonroe@gmail.com>

Sent: Tuesday, May 7, 2019 7:44 AM

To: Steven Tupper

Subject: Rail Trail

Mr. Tupper,

As a Friend of the Bourne Rail Trail project, I ask you to support Rail Trail (Phase 1) under the 2024 Highway Projects part of the Transportation Improvement Program.

Sincerely,

Paul and Cindy Monroe

20 Salt Marsh Lane

Pocasset, MA 02559

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Comment 30

From: David Modest <david@modestsinger.com>

Sent: Tuesday, May 7, 2019 8:07 AM

To: Steven Tupper

Subject: TIP and UPW

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

David M. Modest

133 South Road, Pocasset MA

Sent from my iPad

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Comment 31

From: Ellen Sullivan <sulliellen@gmail.com>

Sent: Tuesday, May 7, 2019 8:13 AM

To: Steven Tupper

Subject: TIP UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Ellen Sullivan

64 Depot Rd. PO Box 433

Cataumet, MA 02534

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Comment 32

From: Jeffrey Marr <jeffrey.marr.jr@gmail.com>  
Sent: Tuesday, May 7, 2019 8:14 AM  
To: Steven Tupper  
Subject: TIP , IPWP comment endorsement

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Jeff Marr & Alexandra Rodman  
Boston, MA  
In-Laws residents at 90 Old  
dam Rd., Bourne, MA

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Comment 33

From: Susan Maddigan <susan.maddigan@gmail.com>  
Sent: Tuesday, May 7, 2019 8:15 AM  
To: Steven Tupper  
Subject: TIP UPWP

Dear Mr. Tupper,

As a very frequent almost daily bike path user, I am an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

- Susan Maddigan

Oakwood Ave Falmouth

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Comment 34

From: Allan Dunn <toothdoc1966@gmail.com>

Sent: Tuesday, May 7, 2019 8:17 AM

To: Steven Tupper

Subject: Rail trail

IN FAVOR!

Sent by elves who live in my iPhone.

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Comment 35

From: Jean Patch <jpatch320@gmail.com>

Sent: Tuesday, May 7, 2019 8:19 AM

To: Steven Tupper

Subject: TIP UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Jean Patch

10 Woodsong

Plymouth, Ma.

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Comment 36

From: Patricia <mpatty3@comcast.net>

Sent: Tuesday, May 7, 2019 8:19 AM

To: Steven Tupper

Subject: BRT

I strongly endorse the inclusion of the BRT as a project to be funded within the timeframe of this TIP, and my great interest in the proposed Bourne Bicycle Transportation Plan.

Patricia Williams, cyclist

Sandwich

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Comment 37

From: Paul Deluca <cjgeneralrealty@gmail.com>

Sent: Tuesday, May 7, 2019 8:29 AM

To: Steven Tupper

Subject: "TIP and UPWP"

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Paul DeLuca

Cedar Point Drive

Pocasset

--

Paul DeLuca

C.J. General Realty,L.L.C

208 Main Street

Weymouth, Ma. 02188

781.812.6339

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Comment 38

From: fisfam@verizon.net

Sent: Tuesday, May 7, 2019 8:33 AM

To: Steven Tupper

Subject: TIP and UPWP

May 6, 2019

>

>

> Dear Mr. Tupper,

>

> As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

>

> The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the

Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

>

> This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

>

> I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Sincerely,

Jeanne Fiset

41 Carnoustie Rd

Bourne, MA 02532

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Comment 39

From: Don Nelson <don@certaintpath.com>

Sent: Tuesday, May 7, 2019 8:34 AM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Don Nelson

130 Saconeset Road

Falmouth

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Comment 40

From: Forbes Singer <forbes.singer7@gmail.com>

Sent: Tuesday, May 7, 2019 8:35 AM

To: Steven Tupper

Subject: TIP and UWSP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

*Public Comment 3-115*

The Bourne Rail Trail is currently a 6.25 mile “missing link” that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha’s Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO’s Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Forbes Singer

133 South Road

Pocasset, MA 02559

Sent from my iPhone

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Comment 41

From: Frances McSherry <fnmcs@verizon.net>

Sent: Tuesday, May 7, 2019 8:36 AM

To: Steven Tupper

Subject: TIP and UPWP

To Mr. Steven Tupper:

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP). This is EXCELLENT news!

The Bourne Rail Trail is currently a 6.25 mile “missing link” that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha’s Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values. And it gets people outside to enjoy the health benefits of regular exercise, leaving cars in their driveways. Bourne is a beautiful place and should be enjoyed by all.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO’s Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Best,

Frances McSherry

249 Scraggy Neck Road

Cataumet, MA

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Comment 42

From: Rick Rheinhardt <rheinhardt@gmail.com>

Sent: Tuesday, May 7, 2019 8:38 AM

To: Steven Tupper

Subject: Bourne Rail Trail

Dear Mr. Tupper,

As a Bourne citizen and user of many of the fine bicycle trails on Cape Cod, I am heartened to learn that the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP) will include the Bourne Rail Trail in its planning process.

The 6.25-mile Bourne section of the rail trail will tie the Cape Cod Canal trail to the Shining Sea Bikeway in Falmouth and Woods Hole, and in so doing, will provide extraordinary transportation and recreational opportunities for residents and visitors alike. I believe that the rail trail will also provide economic benefits to the villages through which it will pass and increase the values of nearby properties.

I also support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, this is the perfect time to conduct a broader study of options for maximizing the benefits of the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Rick Rheinhardt

Pocasset, MA

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Comment 43

From: John Bonvouloir <john\_bonvouloir@yahoo.com>

Sent: Tuesday, May 7, 2019 8:39 AM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

John Bonvouloir

72 Circuit Ave

Pocasset, MA. 02559

john\_bonvouloir@yahoo.com <mailto:john\_bonvouloir@yahoo.com>

781-504-6967 mobile and text

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Comment 44

From: Susan Barlow <efgsue@gmail.com>

Sent: Tuesday, May 7, 2019 8:42 AM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Susan Barlow

125 Puritan Rd

Buzzards Bay, MA 02532

Sent from my iPhone

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Comment 45

From: MARGARET JENKINS <jaymarjen@comcast.net>

Sent: Tuesday, May 7, 2019 8:44 AM

To: Steven Tupper

Subject: Bourne Rail Trail

Mr Tupper

As Bourne year around residents, we strongly support the proposed Bourne Rail Trail. We ask for your support of the Rail Trail (Phase 1) under the 2024 Highway Projects, part of the Transportation Improvement Program.

Thank you for your help.

George and Margot Jenkins

219 South Road

Pocasset, MA 02559

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Comment 46

From: Deborah Palmer <snowflake1067@icloud.com>

Sent: Tuesday, May 7, 2019 9:09 AM

To: Steven Tupper

Subject: Bourne rail trail

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea

Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Deborah Butler  
102 Roseland Terrace  
Marstons Mills, MA  
02648  
Sent from my iPhone

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Comment 47

From: Sally Girts <esgirts@gmail.com>

Sent: Tuesday, May 7, 2019 9:11 AM

To: Steven Tupper

Subject: BRT TIP and UPWP supporter

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

E Sally Girts  
62 Rocky Point Rd  
Bourne, MA 02532

P.S. I used this "form" letter because I wouldn't be able to state the facts and feelings any better than these. I would like to include that I and my family and friends are avid uses of the paths already on Cape and feel this extension is desperately needed. Thank you again!

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Comment 48

From: Kate Daniels <kdaniels@sps.edu>

Sent: Tuesday, May 7, 2019 9:19 AM

To: Steven Tupper

Subject: BRT

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Kate MacKinnon Daniels

7 Gaffield Avenue Monument Beach, MA 02553

Kate Daniels

Director of Academic Support

Head of Manville House

Girls Cross Country Coach

St. Paul's School

325 Pleasant Street

Concord, NH 03301

W: 603-229-4840

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Comment 49

From: David Howell <davehowell111@gmail.com>

Sent: Tuesday, May 7, 2019 9:33 AM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Sincerely,

David R. Howell  
363 Wings Neck Road  
Pocasset, Ma 02559

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Comment 50

From: JAY SMITH <jamescsmith@hotmail.com>

Sent: Tuesday, May 7, 2019 9:36 AM

To: Steven Tupper

Subject: Rail Trail. TIP UPWP

Dear Mr. Tupper,

This partially a form letter, but it expresses my feelings precisely !!

As an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Jay and Nancy Smith  
40 Abbies Lane  
North Falmouth,02556

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Comment 51

From: Donald & Linda Kay <donaldandlinda@gmail.com>

Sent: Tuesday, May 7, 2019 9:37 AM

To: Steven Tupper

Subject: Regarding TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the

Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Donald and Linda Kay  
17 Berrywood Court  
Bourne, MA02532

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Comment 52

From: Fred Cushing <fcush52@aol.com>

Sent: Tuesday, May 7, 2019 9:41 AM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

I am happy to learn that the Bourne Rail Trail is included in the up coming funding cycle (FFY 2020-2024 TIP). I also support the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's UPWP for 2020.

Thank you for your support in this important project.

Fred S Cushing  
30 Meadow Lane  
Bridgewater, MA 02324

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Comment 53

From: George Slade <geoslade@msn.com>

Sent: Tuesday, May 7, 2019 9:44 AM

To: Steven Tupper

Subject: Bourne Rail Trail

Dear Mr. Tupper:

As a community member who is a select board member, Pedestrian Bikeway member, and an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

We were heartened to recently host an informational event on May 1st, in which the first segment (in Bourne) of the trail was on view

to the community. It was well attended with a split among local abutters, residents of the other town's villages, and neighboring Falmouth. The interest was genuine, and the questions were probing. The enthusiasm for adding a healthy, outdoor option for the villages east of the Cape Cod Canal was indicative of a project that should move forward.

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your continued support of this exciting project.

George Slade, Board of Selectmen

Home address: 15 Eldridge Street, Bourne MA 02532

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Comment 54

From: Gil Dering <gster906@gmail.com>

Sent: Tuesday, May 7, 2019 9:45 AM

To: Steven Tupper

Subject: TIP & UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Sincerely,

Gil Dering

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Comment 55

From: James D. Sullivan <j.sullivanmd@comcast.net>

Sent: Tuesday, May 7, 2019 9:46 AM

To: Steven Tupper

Subject: UPWP and TIP

Dear Mr. Tupper,

Please support the construction of the Bourne Rail Trail. The railbed through Bourne is lightly used now by an occasional trash train. Meanwhile, the railtrails on either end of the Bourne railway, in Falmouth and along the Canal, have hundreds of cyclists, runners, walkers using them on nice days. We don't have many sidewalks in Bourne. Many of our roads are narrow and windy and unsafe for biking or walking. The rail trail will pass through or near village centers, stores, public beaches, conservation land and beautiful woods and saltmarshes that are now inaccessible. Also, the trail would allow uninterrupted off road bike access from towns on Martha's Vineyard to Sandwich.

Sincerely,

James D. Sullivan

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Comment 56

From: William Brown <blbrown47@msn.com>

Sent: Tuesday, May 7, 2019 10:00 AM

To: Steven Tupper

Subject: TIP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

William Brown

9 Settlers Way

Bourne, MA 02532

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Comment 57

From: Leonard Hills <hills3149@gmail.com>

Sent: Tuesday, May 7, 2019 9:59 AM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Leonard Hills

1 Cheryl Lane

Pocasset, MA

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Comment 58

From: Lois Fountain <loiswvrhm@verizon.net>

Sent: Tuesday, May 7, 2019 10:01 AM

To: Steven Tupper

Subject: TIP UPWP

Dear Mr. Tupper.

As a Friend of the Bourne Rail Trail project, I ask you to support Rail Trail (Phase 1) under the 2024 Highway Projects part of the Transportation Improvement Program.

Sincerely,

Lois Fountain

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Comment 59

From: Karen Wood <kswood50@gmail.com>

Sent: Tuesday, May 7, 2019 10:09 AM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Karen and Thomas Wood

115 Bellavista Drive

Pocasset, MA 02559

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Karen Wood

Independent Sales Representative

Phone 508.564.5038

Fax 508.564.5058

Cell 781.534.2399

kswood50@gmail.com <mailto:kswood50@gmail.com>

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Comment 60

From: Nunzio DiMillo <ndimillo@comcast.net>

Sent: Tuesday, May 7, 2019 10:38 AM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

I was a Bourne (Sagamore Beach) homeowner for sixteen years from 2002-2018, and now visit Bourne as a summer renter for the months of July and August. As an avid cyclist, I am very excited about prospect of connecting the Cape Cod Canal path to the Shining Sea Bikeway. I use my cycling to raise funds in events such as the Pan Mass Challenge, MS 150 Cape Cod Getaway, and others, so this extension would provide a lengthy avenue for me to safely train for these events without riding on busy Cape Cod roadways during the summer months.

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Nunzio DiMillo

5580 Piccolo St.

Nokomis, FL 34275

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Comment 61

From: Lloyd Franke <lfranke@comcast.net>

Sent: Tuesday, May 7, 2019 11:05 AM

To: Steven Tupper

Subject: TIP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Lloyd Franke  
40 Mashnee Rd  
Bourne, MA 02532  
Sent from my iPhone

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Comment 62

From: Don Boardman <dmboardman@gmail.com>

Sent: Tuesday, May 7, 2019 12:17 PM

To: Steven Tupper

Subject: Bourne Rail Trail

My wife and I part time residents of Pocasset and great supporters of the Bourne Rail Trail project. We hope that you will include the BRT in your current planning for a start as soon as possible.

Thank you

Don and Jan Boardman  
145 Tahanto Rd  
Pocasset, MA

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Comment 63

From: KWilson12 <kwilson12@comcast.net>

Sent: Tuesday, May 7, 2019 12:19 PM

To: Steven Tupper

Subject: TIP AND UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project

Karen Wilson

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Comment 64

From: Alexandra Rodman <alexandrarodman@gmail.com>

Sent: Tuesday, May 7, 2019 12:37 PM

To: Steven Tupper

Subject: BRT - TIP Endorsement

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Alexandra Rodman  
Resident of 90 Old Dam Rd., Bourne, MA

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Comment 65

From: lrd63@yahoo.com

Sent: Tuesday, May 7, 2019 12:48 PM

To: Steven Tupper

Subject: Ccrt

I am very much in favor of the Extension of the Cape Cod Rail Trail connecting the Bourne canal trail and the bike path at Rte 151 in North Falmouth.

Sent from my iPhone

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Comment 66

From: springs4th@aol.com

Sent: Tuesday, May 7, 2019 1:11 PM

To: Steven Tupper

Subject: TIP UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail

moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Susan M Pisapia  
35 Bennets Neck Drive  
Pocasset 02559

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Comment 67

From: James Tau <jtau2002@yahoo.com>

Sent: Tuesday, May 7, 2019 1:58 PM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

James Tau  
28 Cape Codder Rd. #206  
Falmouth, MA 02540

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Comment 68

From: Gina Capuano <gina.capuano@gmail.com>

Sent: Tuesday, May 7, 2019 2:31 PM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

John Glynn and Gina Capuano

12 Wing Rd

Pocasset, MA 02559

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Comment 69

From: Steven Finn <saf8001@gmail.com>

Sent: Tuesday, May 7, 2019 2:36 PM

To: Steven Tupper

Subject: TIP & UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Steven & Terry Finn

11 Place Rd.

Falmouth, Ma. 02540

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Comment 70

From: Tim Russell <skeeve1313@gmail.com>

Sent: Tuesday, May 7, 2019 3:27 PM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a Bourne resident who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-

motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

As an avid bicycle rider, I am greatly looking forward to the these wonderful changes to our community. Thank you very much for your support of this exciting project.

Sincerely,

Tim Russell

12 Dale St.

Monument Beach, MA 02553

508-274-1915

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Comment 71

From: Dale Wesley <dalewesley55@hotmail.com>

Sent: Tuesday, May 7, 2019 3:46 PM

To: Steven Tupper

Subject: BRT

I strongly support the Bourne Rail Trail from the canal towards Woods Hole!

Sent from my iPhone

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Comment 72

From: Eugene McCarthy <eugenejmccarthy@gmail.com>

Sent: Tuesday, May 7, 2019 4:41 PM

To: Steven Tupper

Subject: Rail Trail

Sent from my iPhoneMr. Tupper,

As a Friend of the Bourne Rail Trail project, I ask you to support Rail Trail (Phase 1 ) under the 2024 Highway Projects part of the Transportation Improvement Program. Thank you for your consideration.

Eugene J. McCarthy Jr.

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Comment 73

From: Carl Georgeson <clgeorgeson@gmail.com>

Sent: Tuesday, May 7, 2019 4:50 PM

To: Steven Tupper

Subject: 2020-2024 T I P

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the

Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

Thank you very much for your support of this exciting project.

Carl Georgeson  
1 Olde Forge Lane  
Bourne, MA 02532

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Comment 74

From: Bill & Maureen Wieler <4wieliers@comcast.net>

Sent: Tuesday, May 7, 2019 4:51 PM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile “missing link” that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha’s Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO’s Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Maureen Wieler  
15 Salt Marsh Lane  
Pocasset, MA 02559  
home: 508-563-2968  
cell: 508-246-4870

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Comment 75

From: Carl Georgeson <clgeorgeson@gmail.com>

Sent: Tuesday, May 7, 2019 4:56 PM

To: Steven Tupper

Subject: Inclusion of the ?Bourne Bicycle Transportation Plan in the MPO’s Unified Planning Work Program for 2020

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to strongly support the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO’s Unified Planning Work Program for 2020.

The Bourne Rail Trail is currently a 6.25 mile “missing link” that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-

motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

With the plans for the Bourne Rail Trail moving forward, NOW is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Carl Georgeson  
1 Olde Forge Lane  
Bourne, MA 02532

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Comment 76

From: MICHAEL&TOBY RYAN <mikearyan33@comcast.net>

Sent: Tuesday, May 7, 2019 5:23 PM

To: Steven Tupper

Subject: Bourne Rail Trail

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Mike Ryan  
424 Barlows Landing Rd  
Pocasset, MA

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Comment 77

From: Joan Eccleston <boeccleston@gmail.com>

Sent: Tuesday, May 7, 2019 7:49 PM

To: Steven Tupper

Subject: Bourne Rail Trail

Thank you so much for including this on the TIP proposed program for 2024. It's a beautiful area for a trail. Joan Eccleston

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Comment 78

From: Nancy Rolli <nanrolli@hotmail.com>

Sent: Tuesday, May 7, 2019 8:31 PM

To: Steven Tupper

Subject: Bourne Rail Trail Project

Dear Mr. Tupper,

As an avid biker but a senior citizen who desires safe situations to recreate, I am urging you to support the Bourne Bike Trail project ( phase 1) .

Sincerely,  
Nancy E. Rolli

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Comment 79

From: Bob George <bobgeo45@gmail.com>

Sent: Tuesday, May 7, 2019 8:38 PM

To: Steven Tupper

Subject: Bourne Rail Trail Support

Steven,

I am writing to express my support of the Bourne Rail Trail - Phases 1 through 4 as documented in the MassDOT Transportation Improvement Program.

I am a home-owner in Pocasset - on Windsong Circle which is a cul-de-sac ending just before the existing railroad tracks - just south of the old Pocasset Station.

I have seen presentations and believe this Trail will be an excellent addition to both the year-round local community and summer visitors. I have biked from North Falmouth to Woods Hole and also along the Cape Cod Canal.

As a homeowner (tax payer) I realize there may be an impact on my taxes but this is excellent project. Please do your best to support and accelerate this Trail.

Thanks.

Bob George

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Comment 80

From: JAMES M KILPELA <jmkilpela@comcast.net>

Sent: Tuesday, May 7, 2019 8:47 PM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail Shining Sea Path Extension, I am writing regarding the inclusion of this project in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024).

As one who has been cycling for over 45 years and in many different states, I can tell you that the proposed extension to the Shining Sea Trail will be very important to Bourne, Cape Cod, Massachusetts and to many cyclists who will be visiting our area. Eventually, this section will be an important link to a trail extending from Wood's Hole and Bourne to Provincetown. I believe that this will be an economic boost to Bourne and will also ensure safe cycling by routing bikers off of busy streets.

This is a great project that deserves inclusion in the TIP – FFY2020-2024.

I am also writing in support of a proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020.

Thank you very much for your very important support of this project.

Jim Kilpela

45 Main Street, #33, Wareham MA

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Comment 81

From: Johanna Denapoli <johannadenapoli@gmail.com>

Sent: Tuesday, May 7, 2019 10:53 PM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Johanna DeNapoli Eicher

70 Old Dam Road Bourne Ma

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Comment 82

From: Tricia <tdipisa@comcast.net>

Sent: Tuesday, May 7, 2019 11:17 PM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Tricia DiPisa

94 Westwood Road

North Falmouth, MA

Sent from my iPad

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Comment 83

From: Joseph Tavilla <silverski6184@comcast.net>

Sent: Wednesday, May 8, 2019 6:23 AM

To: Steven Tupper

Subject: TIP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Joseph Tavilla

Barnstable

Sent from my iPhone

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Comment 84

From: jsullivanmd <jsullivanmd@comcast.net>

Sent: Wednesday, May 8, 2019 7:02 AM

To: Steven Tupper

Subject: TIP draft by MPO

Jolanta Sullivan

45 West Way

Mashpee, MA 02649

Steven Tupper

Cape Cod Commission

Dear Mr. Tupper.

As a former resident of Bourne and now a frequent visitor to the greater area of the beautiful Bourne I am excited to see the plans for Bourne Rail Trail progressing into reality.

It was exciting to hear some years back of just an idea for a Bikeway in a few people's minds and then very gratifying to see it being transformed into a solid plan, and currently observing the works on it in progress. Exciting !

It has been a great accomplishment to have BRT project included in the Transportation Improvement Program for years 2020 - 2024 and I would like to congratulate you on your efforts leading to that milestone achievement.

Great project deserving such inclusion and a work well done leading to it.

As a passionate outdoorsman (-woman) and an avid biker who uses Shinning Sea Bikeway frequently, I can attest to the endless recreational and nature bonding, hence nature preserving, benefits of it.

And the economic value through the increased property values (as evident through Falmouth data) and the health benefits, and the exposure to hence increased sensitivity to our Cape Cod precious natural flora and fauna, cannot be underestimated.

*Public Comment 3-115*

It is worth mentioning that although referred to commonly as a "bike path" it is in fact multipurpose use "path" as it's being used for walks for kids and grown ups of all ages, for jogging, rollerblading, for nature observing, and for cultural/esthetic pursuits by many a nature painters and photographers mesmerised by the beauty of the area.

Notwithstanding is the fact that many opt to bike to Woods Hole to catch MV ferry instead of driving there.

However, as I am using the "Shinning path" for my bike rides, starting in North Falmouth and riding through West Falmouth then Falmouth and into Woods Hole, the awareness that all we are missing are the mere six miles (6.25 miles to be precise) of that bike path to be connected to the Cape Cod Canal makes it all so much more urgent that we put our efforts into building that extension.

The increased tourist attraction of it alone should be a motivation enough but the broader benefits already mentioned by me earlier should just make it a priority.

And as I appreciate an effort put into the project and accomplishments thus far I believe strongly that formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020 would greatly facilitate the progress of the BRT project and I support it and I urge you to put forward the efforts leading to it.

Being fully aware of certain logistics behind the project, i think that having broader studies of the options for maximizing the benefits from creating Bourne Rail Trail would allow for more efficient and more expedient progress of the project.

Thank you very much for the great effort you have put into this exciting project thus far.

I support the project fullheartedly and hope that we - as a community - can bring it to a successful completion soon.

Sincerely

Jolanta Sullivan

Sent from my Verizon, Samsung Galaxy smartphone

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Comment 85

From: Betty Broome <broome52@gmail.com>

Sent: Wednesday, May 8, 2019 8:26 AM

To: Steven Tupper

Subject: Bourne Rail Trail

Dear Mr. Tupper,

This is to encourage you to support funding for the Bourne Rail Trail. I am a member of the Bourne Area Senior Cyclist and ride both the Cape Cod Canal Trail, and the Shining Seas Bike Path frequently. These trails are very well used and offer people of all ages the opportunity to enjoy the beauty of the Cape without the danger of cycling on the roads. Since the Cape is ecologically fragile it is important to encourage residents and tourist to enjoy its beauty without contributing to vehicle traffic as well as carbon pollution.

Biking allows us to get needed exercise, get to know an area, become invested in solving its unique problems, and contribute to the health and well being of the community.

Connecting these paths encourages bike tourism, reduces vehicle use, and contributes to the economy.

Your support of funding for the Bourne Rail Trail Project is greatly appreciated.

Sincerely,

Betty Broome

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Comment 86

From: Alice Thomason Van Oot <vtalice@gmail.com>

Sent: Wednesday, May 8, 2019 9:49 AM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As an ardent supporter of efforts to improve safety conditions that will encourage and support bicyclists across Cape Cod, I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP). Thank you !

I would also like to express support for, and encourage the CCC to work diligently on, any and all projects that will move Cape Cod from the car-centric community it has always been to one that promotes Complete Streets design to support multimodal use of roads and pathways. This effort will cut car emissions, increase the vitality of our villages and neighborhoods, improve health and improve safety for residents and visitors.

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Alice Thomason Van Oot; Orleans MA

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Comment 87

From: John Holden <rjholdenjr@gmail.com>

Sent: Wednesday, May 8, 2019 10:10 AM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

I live in Cataumet, MA in a house that backs up to the railroad line that will become the future Bourne Rail Trail (Shining Sea Bike Path Extension) for which I am an ardent supporter. I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as to provide an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, on which I love to ride, it will provide economic benefits to all the villages, and it will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Robert J. Holden, Jr. "John"

14 Pine Hill Rd

PO Box 153

Cataumet, MA 02434

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Make it a great day!

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Comment 88

From: Meagen Colon <meagenlc@gmail.com>

Sent: Wednesday, May 8, 2019 10:12 AM

To: Steven Tupper

Subject: Bourne Rail Trail: TIP and UPWP

Dear Mr. Tupper,

*Public Comment 3-115*

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Meagen Colon  
3 Beachwood Road  
Bourne, MA 02532

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Comment 89

From: clrgc@comcast.net

Sent: Wednesday, May 8, 2019 10:22 AM

To: Steven Tupper

Subject: TIP UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Charles and Bonny Rose  
Bourne Village

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Comment 90

From: Rick Howe <rickhowe9@gmail.com>

Sent: Wednesday, May 8, 2019 1:35 PM

To: Steven Tupper

Subject: TIP & UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

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Rick

Rick Howe

Box 1011

Pocasset MA 02559

rickhowe9@gmail.com <mailto:rickhowe9@gmail.com>

508-566-4342

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Comment 91

From: Carmody, Gerard F - Boston, MA - Contractor <GFCarmody2@uspis.gov>

Sent: Wednesday, May 8, 2019 3:19 PM

To: Steven Tupper

Cc: Info@bournerrailtrail.org

Subject: "TIP" and "UPWP" Support Letter for the Bourne Rail Trail (Shining Sea Bike Path Extension)

Importance: High

Dear Mr. Tupper,

As a Pocasset community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), we are writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the

Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

We are also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Gerard F. Carmody  
Carolyn Carmody  
417 County Road  
Pocasset, MA 02559

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Comment 92

From: Ernest LeBlanc <mmealeblanc@comcast.net>

Sent: Wednesday, May 8, 2019 5:58 PM

To: Steven Tupper; John Woodley

Subject: Rail Trail Funding

Mr. Tupper

As a Friend of the Bourne Rail Trail project, I ask you to support Rail Trail (Phase 1) under the 2024 Highway Projects part of the Transportation Improvement Program.

Respectfully,

Ernest A. LeBlanc  
14 Windsong Circle  
Pocasset, MA 02559

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Comment 93

From: Alexander Klein <ark4612@gmail.com>

Sent: Thursday, May 9, 2019 6:38 AM

To: Steven Tupper

Cc: Friends of the Bourne Rail Trail

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages and will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Alexander Klein  
233 Shore Road  
Bourne, MA 02532

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Comment 94

From: David Tribuzio <dtribuzio@gmail.com>

Sent: Thursday, May 9, 2019 6:54 AM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

David Tribuzio

49 Siasconset Dr Sagamore Beach, Ma 02562

"Just keep swimming, just keep swimming."

Dory- Finding Nemo

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Comment 95

From: Mark Emmons <memmons@rouxinc.com>

Sent: Thursday, May 9, 2019 7:56 AM

To: Steven Tupper

Subject: TIP and UPWP Support of the Bourne Rail Trail

Dear Mr. Tupper,

As a resident of Cape Cod , I am writing you a letter to ask for your support to continue with the Cape Cod Metropolitan Planning Organization (MPO) draft Transportation Improvement Plan (TIP) sponsorship of the Bourne Rail Trail (BRT) during the 2019-2023 planning period. This project has a unique opportunity to connect two cycling pathways into one continuous pathway from Woods Hole to Sandwich. Please encourage the MPO's to support the Unified Planning Work Program (UPWP) with the planning activities to study the safety concerns and feasibility by creating a Bourne Bicycle Transportation Plan.

Thank you for your consideration.

Mark M. Emmons P.E.

4 Worcester Ave.

Monument Beach , MA 02553

Mobile: 603-738-5357

Email: memmons@rouxinc.com <mailto:memmons@rouxinc.com> | Website: www.rouxinc.com

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Comment 96

From: Diane McCarter <mccarterhomes@gmail.com>

Sent: Thursday, May 9, 2019 8:16 AM

To: Steven Tupper

Subject: Rail trail

Mr Tupper,

I support the bike rail trail. We have needed this safe bike way for quite some time. I grew up here in the 60's we needed a safe bike way then and we still need it now.

Diane McCarter

508-320-1035

Keller Williams Realty

Sent from my iPhone

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Comment 97

From: Kuffler Eugénie <ekuffler@yahoo.com>

Sent: Thursday, May 9, 2019 8:21 AM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Eugenie Kuffler

49 Gosnold Road

Woods Hole

MA 02543

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Comment 98

From: William Haynes <whaynes@maritime.edu>

Sent: Thursday, May 9, 2019 10:09 AM

To: Steven Tupper

Subject: Bourne Rail Trail TIP and UPWP

I am writing to let you know of my support for the Bourne Rail Trail/Shining Sea Bikeway Extension project in the town of Bourne, and am pleased to learn that the Bourne Rail Trail was included in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The trail will provide a wonderful recreational asset for both residents and visitors to Bourne. It will draw tourists who otherwise might not stop in Bourne, and it will create new businesses and economic activity in the villages of Gray Gables, Monument Beach, Pocasset, and Cataumet which the trail passes through. Building this 6.5 mile long segment will create an uninterrupted trail nearly 25 miles long, which has no segments on busy public roads and very few road crossings, making it a safe activity even for small children, and a 50 mile long round trip will draw some serious cyclists, too. I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, now is the time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you,

William Haynes

9 Rainbow Circle

Bourne, MA

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Comment 99

From: Louis Zicht <lzicht@gilmac.com>

Sent: Thursday, May 9, 2019 10:56 AM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this project.

Louis Zicht

265 Cairn Ridge Road

East Falmouth, MA

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Our mailing address is:

P.O. 3092

Pocasset, MA 02559

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Comment 100

From: Sandra Wiechmann <Sandra\_Wiechmann@onsetcomp.com>

Sent: Thursday, May 9, 2019 11:25 AM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile “missing link” that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha’s Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO’s Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Sandra Wiechmann

15 Nye Lane Bourne

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Comment 101

From: Mercedes Rodman <mar30960@gmail.com>

Sent: Thursday, May 9, 2019 12:42 PM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile “missing link” that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha’s Vineyard. It will provide an extraordinary transportation

and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Mercedes Rodman  
90 Old Dam Rd.  
Bourne, MA

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Comment 102

From: Bob Screen <rbrt.screen@gmail.com>

Sent: Thursday, May 9, 2019 6:40 PM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Sincerely,

Robert and Nancy Screen  
21 Sea Breeze Drive  
Bourne, MA 02532

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Comment 103

From: Paul & Debbie Gannett <gannetts@verizon.net>

Sent: Thursday, May 9, 2019 9:31 PM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

*Public Comment 3-115*

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages and will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Paul Gannett

10 Magnusson Ct.

E Sandwich, MA 02537

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Comment 104

From: Rochelle Rottenberg <rerottenberg@stkate.edu>

Sent: Thursday, May 9, 2019 11:28 PM

To: Steven Tupper

Subject: Rail Trail Project

Dear Mr Tupper,

As summer residents of Pocasset, we ask you to please support the Rail Trail (Phase 1) under the 2024 Highway Projects which is part of the transportation Improvement Program.

Thank you,

David and Shelly Rottenberg, 410 Barlow's Landing Road

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Comment 105

From: Donna Baker <castlequeen2206@comcast.net>

Sent: Friday, May 10, 2019 5:24 PM

To: Steven Tupper

Subject: bike trail

We are writing to implore you to consider the Cape Cpd Canal Bike Trail a priority. I have lived in Europe where biking is a mode of daily transportation and I assure you much safer then here. I ride all year at the Cape to constant yells and horns blowing to get of the way. It is impossible to ride safely with no bike lane and debris on the side of the road. It would be much safer, especially for families, to have the rail trail longer and available. I know there are many priorities but hope that receipt of this statement will be taken as an advisement of interest in the project moving forward. I belong to two bike clubs in the area and know that it would be such a benefit to have the bike path.

Thank you for your time.

Jean Claude Castelein

Donna Castelein

65 Deseret Dr.

Bourne, Ma 02532

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Comment 106

From: Ken Cheitlin <kenac@comcast.net>

Sent: Sunday, May 12, 2019 10:52 AM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Ken Cheitlin

Pocasset, MA

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Comment 107

From: hoeyh@aol.com

Sent: Sunday, May 12, 2019 1:38 PM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

On behalf of the Friends of the Bourne Rail Trail, I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP). The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

We are also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

I remember what you said about the outpouring of support you received when we had asked our supporters to please respond to the Commission. I only hope that support continues!

Alice Howe, Director

Friends of the Bourne Rail Trail

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Comment 108

From: Dcurtin626 <dcurtin626@aol.com>

Sent: Sunday, May 12, 2019 1:51 PM

To: Steven Tupper  
Cc: sjcurtin@gmail.com  
Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

David & Sally Curtin...year round residents!

297 Wings Neck Rd.

Pocasset

MA 02559

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Comment 109

From: Nathan Robinson <nathan.h.robinson@gmail.com>

Sent: Sunday, May 12, 2019 5:04 PM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is an important project to the region that clearly deserves inclusion in the TIP – FFY2020-2024!

We are also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you,

Nate Robinson

281 Newbury Street, 4R

Boston, MA 02115

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Comment 110

From: John Carroll <carroll.jg@gmail.com>

Sent: Sunday, May 12, 2019 9:54 PM

To: Steven Tupper

Subject: TIP UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

John Carroll

Pocasset MA

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Comment 111

From: Lauren Robinson <laurenrobinson02532@gmail.com>

Sent: Monday, May 13, 2019 12:10 AM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As community members who are faithful supporters of the Bourne Rail Trail since its inception, we are writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. In addition it will tie multiple villages in Bourne to one another, and offer people new safer options for traveling within the town as a pedestrian or bicyclist. It will provide a useful transportation and recreation option for people of all ages. As we have seen with the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages and has the potential to increase property values, and encourage healthy lifestyle practices.

From what we understand, this first phase of the project as outlined at a public meeting at Bourne High School on May 1, will link Bourne Village to the Gray Gables development. This will give adults and children living in those neighborhoods a safer biking and walking route to the schools and public library. As a Bourne Village resident, I will gain a safer biking or walking route to the Mashnee Dike beach and to Gray Gables Market. We will be able to cultivate a healthier lifestyle for ourselves with these transportation improvements that take the needs of pedestrians and cyclists into consideration. This project deserves inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this forward thinking project that supports healthy lifestyle for the residents and visitors to Bourne and surrounding towns.

Howard and Lauren Robinson  
47 Cotuit Road  
Bourne, MA 02532

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Comment 112

From: Friends of the Bourne Rail Trail <info@bournerrailtrail.org>

Sent: Monday, May 13, 2019 8:25 AM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

On behalf of the Friends of the Bourne Rail Trail, I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP). The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic and quality of life benefits to the community.

This is an important project to the region and deserves inclusion in the TIP – FFY2020-2024!

We are also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Nathan Robinson, President  
Friends of the Bourne Rail Trail

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Friends of the Bourne Rail Trail  
www.bournerrailtrail.org  
Instagram: @bournerrailtrail  
PO BOX 3092 POCASSET MA 02559-3092

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Comment 113

From: Bonnie McInnis <mcinnis.bonnie@yahoo.com>

Sent: Monday, May 13, 2019 8:44 AM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea

Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Bonnie McInnis

11 Wing Rd.

Pocasset, MA

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Comment 114

From: Sarah G. Jackson <sgay17@gmail.com>

Sent: Monday, May 13, 2019 9:39 AM

To: Steven Tupper

Subject: TIP and UPWP

Dear Mr. Tupper,

As a community member who is an ardent supporter of the Bourne Rail Trail (Shining Sea Bike Path Extension), I am writing to applaud the inclusion of the Bourne Rail Trail in the upcoming Transportation Improvement Program funding cycle (FFY 2020-2024 TIP).

The Bourne Rail Trail is currently a 6.25 mile "missing link" that could be a magnificent, safe multi-user path, and will connect the Cape Cod Canal path in Sandwich and Bourne to the Shining Sea Bikeway in Falmouth and Woods Hole. This unbroken path, from the town of Sandwich to the village of Woods Hole, will tie multiple villages to one another, as well as providing an uninterrupted non-motorized transportation option to Martha's Vineyard. It will provide an extraordinary transportation and recreation facility for users of all ages, skills, and interests. Based on the experience of the Shining Sea Bikeway in Falmouth, it will provide economic benefits to all the villages will increase property values.

This is such a great project that it clearly deserves its inclusion in the TIP – FFY2020-2024!

I am also writing in support of the proposal to include formation of a Bourne Bicycle Transportation Plan in the MPO's Unified Planning Work Program for 2020. With the plans for the Bourne Rail Trail moving forward, it is the perfect time for a broader study of the options for maximizing the benefit from the Bourne Rail Trail.

Thank you very much for your support of this exciting project.

Sarah G. Jackson

562 Tremont st. #1 Boston, MA 02118

130 Emmons rd. Monument Beach, MA 02553

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Sarah G. Jackson

M: 617.320.6251

O: 617.466.4355

Currently reading: <http://tinyurl.com/p6wmp44>

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Comment 115

From: Christopher Pine <chris@blugreensolutions.com>

Sent: Monday, May 13, 2019 12:18 PM

To: Steven Tupper

Subject: Bourne Rail Trail

Hello Steven: Just wanted to reach out and send my support for the Bourne Rail Trail. As an involved resident and business owner in Bourne, I think this is a very important and beneficial project for our town and the region.

Chris Pine CID, CIC, CLWM, CLIA, CIT, MCLP, CLVLT

4 Barlows Landing Road, Suite 12

Pocasset MA 02559

Office: 508-564-4465

Cell: 508-274-0636

[chris@blugreensolutions.com](mailto:chris@blugreensolutions.com) <<mailto:chris@blugreensolutions.com>>

**From:** [Dan Fortier](#)  
**To:** [Steven Tupper](#)  
**Cc:** [Tom Andrade](#); [Kristy Senatori](#); [Patty Daley](#); [Anne McGuire](#)  
**Subject:** Dennis Route 134 Corridor Study  
**Date:** Tuesday, May 14, 2019 2:14:50 PM

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I am writing to offer my support for the Dennis Route 134 Corridor Study. As you are aware, Dennis has been working on the creation of an Economic Center for this area since the adoption of the 2009 Regional Policy Plan. The UPWP effort to analyze transportation needs in this corridor will greatly benefit the planning for this center.

Per our discussion last week, the UPWP effort can be coupled with a grant proposal that the Town and Commission will be pursuing to provide the town with additional guidance for future design standards for what is being referred to as the Exit 9 Smart Growth Overlay District, a zoning proposal being pursued under Chapter 40R. Chapter 40R provides financial incentives for smart, mixed-use, development areas. The Chapter 40R incentive payments for this area will be targeted towards infrastructure investments in the area, specifically waste water and transportation.

This analysis will be of tremendous long-term value to the Town.

Daniel J. Fortier  
Town Planner  
Town of Dennis  
685 Route 134  
South Dennis MA 02660

508-760-6119

**This electronic message is confidential and intended for the named recipient only. Any dissemination, disclosure or distribution of the contents of this communication is unlawful and prohibited. If you have received this message in error, please contact the sender by return email and delete the copy you received. Thank you. --**

**From:** [Matt & Siobhan](#)  
**To:** [Steven Tupper](#)  
**Subject:** Please Support the Rail Trail - Phase I  
**Date:** Wednesday, May 15, 2019 6:15:17 AM

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Good Morning Mr. Tupper,  
As a Friend of the Bourne Rail Trail project, I ask you to support *Rail Trail (Phase 1)* under the 2024 Highway Projects part of the Transportation Improvement Program.  
Thank you in advance,  
Matt & Siobhan Dennehy – Pocasset

**From:** [compaign@aol.com](mailto:compaign@aol.com)  
**To:** [Steven Tupper](#)  
**Subject:** TIP and UPWP  
**Date:** Wednesday, May 15, 2019 2:55:07 PM

---

Attn: Steven Tupper

Would like to express my support for the project plan to build the proposed Bourne Rail Trail (BRT). Hopefully this project will continue to gain more detail and funding in the next Transportation Improvement Plan (TIP) so that the proposed "Phase 1" can proceed wth implementation. Also, would look forward to leaning of progress on the Bourne Bicycle Transportation Plan, that would include the proposed BRT.

As a ten year resident of Bourne this will be an exciting time seeing this vision of the new rail trail being realized. One big benefit will be that it will help make Cape Cod a top recreational cycling destination.

Regards,

**Michael E. Garrity**

Sagamore Beach, MA

**APPENDIX D: LIST OF STAFF AND ESTIMATED PERCENTAGE OF TIME ALLOCATED TO MASSDOT FUNDED (PL) TASKS IN THE FY 2018 UPWP**

| <b>Staff Name and Position</b>                   | <b>Percentage of Time</b> |
|--|---------------------------|
| Steven Tupper, Transportation Program Manager    | 85%                       |
| Lev A. Malakhoff, Senior Transportation Engineer | 85%                       |
| David Nolan, Transportation Planner              | 85%                       |
| Martha Hevenor, Planner II                       | 50%                       |
| Chloe Schaefer                                   | 25%                       |
| Historic (Hevenor)                               | 5%                        |
| Land Use (Schaefer)                              | 15%                       |
| Water Resources (Pasakarnis)                     | 2%                        |
| GIS (Reynolds, Prahm, Bremer)                    | 20%                       |
| Legal (Wielgus)                                  | 5%                        |
| Community Outreach/Title VI (Hevenor, Wielgus)   | 5%                        |
| Climate Change (t.b.d.)                          | 10%                       |
| Natural Resources/Environment (Hevenor)          | 5%                        |
| Economic Development (Richardson, Schaefer)      | 5%                        |
| Seasonal Traffic Technicians                     | 100%                      |

**APPENDIX E: FY 2019 FUNDING SUMMARY**

## Appendix E: Federal Fiscal Year 2019 Funding Summary

|  |   | FHWA<br>PL funds | MDOT<br>PL (match) | FTA<br>Sec 5303 | CCC              | Other | Task Total       | Percent      |
|--|---|------------------|--------------------|-----------------|------------------|-------|------------------|--------------|
| <b>Task 1 Mgt &amp; Support of the Planning Process &amp; Certification Activities</b> |   |                  |                    |                 |                  |       |                  |              |
| 1.1  | Unified Planning Work Program                   | \$20,000         | \$5,000            |                 |                  |       | \$25,000         | 3.2%         |
| 1.2  | Transportation Improvement Program              | \$35,000         | \$8,750            |                 |                  |       | \$43,750         | 5.7%         |
| 1.3  | CCJTC and MPO Activities                        | \$35,000         | \$8,750            |                 |                  |       | \$43,750         | 5.7%         |
| 1.4  | Environmental Justice/Title 6                   | \$26,000         | \$6,500            |                 |                  |       | \$32,500         | 4.2%         |
| 1.5  | Public Participation Plan                       | \$20,000         | \$5,000            |                 |                  |       | \$25,000         | 3.2%         |
| 1.6  | Regional Transportation Plan                    | \$35,000         | \$8,750            |                 |                  |       | \$43,750         | 5.7%         |
| <b>Total for Task 1</b>  |   | <b>\$171,000</b> | <b>\$42,750</b>    |                 |                  |       | <b>\$213,750</b> | <b>27.8%</b> |
| <b>Task 2 Data Collection &amp; Analysis Activities</b>                                |   |                  |                    |                 |                  |       |                  |              |
| 2.1  | Traffic Data Collection Program                 | \$34,000         | \$8,500            |                 |                  |       | \$42,500         | 5.5%         |
| 2.2  | Performance Measures                            | \$30,000         | \$7,500            |                 |                  |       | \$37,500         | 4.9%         |
| 2.3  | Transportation database management              | \$25,000         | \$6,250            |                 |                  |       | \$31,250         | 4.1%         |
| 2.4  | Pavement Management                             | \$30,000         | \$7,500            |                 |                  |       | \$37,500         | 4.9%         |
| 2.5  | Healthy Transportation                          | \$27,000         | \$6,750            |                 |                  |       | \$33,750         | 4.4%         |
| 2.6  | Geographic Information Systems                  | \$30,000         | \$7,500            |                 |                  |       | \$37,500         | 4.9%         |
| <b>Total for Task 2</b>  |   | <b>\$176,000</b> | <b>\$44,000</b>    |                 |                  |       | <b>\$220,000</b> | <b>28.6%</b> |
| <b>Task 3 Short and Long Range Planning</b>  |   |                  |                    |                 |                  |       |                  |              |
| 3.1  | Dennis Route 134                                | \$55,000         | \$13,750           |                 |                  |       | \$68,750         | 8.9%         |
| 3.2  | Transportation Safety                           | \$34,000         | \$8,500            |                 |                  |       | \$42,500         | 5.5%         |
| 3.3  | Bourne Bicycle Plan & Regional Bike & Ped Plans | \$37,500         | \$9,375            |                 |                  |       | \$46,875         | 6.1%         |
| 3.4  | Climate Change Planning                         | \$30,000         | \$7,500            |                 |                  |       | \$37,500         | 4.9%         |
| 3.5  | Follow up on Previous Studies                   | \$23,000         | \$5,750            |                 |                  |       | \$28,750         | 3.7%         |
| <b>Total for Task 3</b>  |   | <b>\$179,500</b> | <b>\$44,875</b>    |                 |                  |       | <b>\$224,375</b> | <b>29.1%</b> |
| <b>Task 4 Technical Assistance Activities</b>  |   |                  |                    |                 |                  |       |                  |              |
| 4.1  | Transit Planning                                |                  | \$10,000           | \$40,000        |                  |       | \$50,000         | 6.5%         |
| 4.2  | Support for Passenger Rail Service              |                  | \$1,250            | \$5,000         |                  |       | \$6,250          | 0.8%         |
| 4.3  | Sidewalk Accessibility to Transit Stops         |                  | \$6,487            | \$25,947        |                  |       | \$32,434         | 4.2%         |
| 4.4  | Other Technical Assistance Requests             | \$18,657         | \$4,664            |                 |                  |       | \$23,321         | 3.0%         |
| <b>Total for Task 4</b>  |   | <b>\$18,657</b>  | <b>\$22,401</b>    | <b>\$70,947</b> |                  |       | <b>\$112,005</b> | <b>14.5%</b> |
| <b>Task 5 CCC Planning and Regulatory Activities</b>                                   |   |                  |                    |                 |                  |       |                  |              |
| 5.1  | Regulatory                                      |                  |                    |                 | \$37,543         |       |                  |              |
| 5.2  | Planning  |                  |                    |                 | \$48,511         |       |                  |              |
| 5.3  | Other Transportation Activities                 |                  |                    |                 | \$64,869         |       |                  |              |
| <b>Total for Task 5</b>  |   |                  |                    |                 | <b>\$150,923</b> |       |                  |              |
| <b>Totals</b>  |   | <b>\$545,157</b> | <b>\$154,026</b>   | <b>\$70,947</b> | <b>\$150,923</b> |       | <b>\$770,130</b> | <b>100%</b>  |
| <b>Key:</b>  |   |                  |                    |                 |                  |       |                  |              |
| MDOT = Massachusetts Department of Transportation                                      |   |                  |                    |                 |                  |       |                  |              |
| FHWA = Federal Highway Administration  |   |                  |                    |                 |                  |       |                  |              |
| FTA = Federal Transit Administration   |   |                  |                    |                 |                  |       |                  |              |
| CCC= Cape Cod Commission   |   |                  |                    |                 |                  |       |                  |              |
| CCRTA = Cape Cod Regional Transit Authority  |   |                  |                    |                 |                  |       |                  |              |
| PL = Planning funds  |   |                  |                    |                 |                  |       |                  |              |
| Sec 5303 = Federal Transit Planning Funds  |   |                  |                    |                 |                  |       |                  |              |



## CAPE COD COMMISSION

3225 MAIN STREET • P.O. BOX 226 • BARNSTABLE, MASSACHUSETTS 02630  
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DATE: August 15, 2019  
TO: Barnstable County Commissioners  
FROM: Maria McCauley, Administration and Finance Manager  
RE: New Fund Request

Your vote is requested to create a new special revenue fund for the Combined Transportation Planning grant funded by the Massachusetts Department of Transportation at \$779,649.

Thank you for your consideration.

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Ronald Bergstrom, Chair

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Mary Pat Flynn, Vice-Chair

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Ronald Beaty, Commissioner

