

HAMPTON ROADS TRANSPORTATION PLANNING ORGANIZATION

HRTPO Guidance on House Bill 2



Prepared by the Hampton Roads Transportation Planning Organization
July 2015



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ABSTRACT

This document provides information on the process used by the Hampton Roads Transportation Planning Organization (HRTPO) to determine whether to provide a resolution of support for applicable projects to be submitted under the House Bill 2 (HB2) statewide project prioritization process or to submit project applications in response to requests by other entities.

ACKNOWLEDGMENTS

This document was prepared by the Hampton Roads Transportation Planning Organization (HRTPO) in cooperation with the U.S. Department of Transportation (USDOT), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Virginia Department of Transportation (VDOT), Virginia Department of Rail and Public Transportation (DRPT), Transportation District Commission of Hampton Roads (TDCHR), and Williamsburg Area Transit Authority (WATA). The contents of this report reflect the views of the HRTPO. The HRTPO staff is responsible for the facts and the accuracy of the data presented herein. The contents do not necessarily reflect the official views or policies of the FHWA, FTA, VDOT or DRPT. This report does not constitute a standard, specification, or regulation. FHWA, FTA, VDOT or DRPT acceptance of this report as evidence of fulfillment of the objectives of this program does not constitute endorsement/approval of the need for any recommended improvements nor does it constitute approval of their location and design or a commitment to fund any such improvements. Additional project level environmental impact assessments and/or studies of alternatives may be necessary.

NON-DISCRIMINATION

The HRTPO assures that no person shall, on the ground of race, color, national origin, handicap, sex, age, or income status as provided by Title VI of the Civil Rights Act of 1964 and subsequent authorities, be excluded from participation in, be denied the benefits of, or be otherwise subject to discrimination under any program or activity. The HRTPO Title VI Plan provides this assurance, information about HRTPO responsibilities, and a Discrimination Complaint Form.

TABLE OF CONTENTS

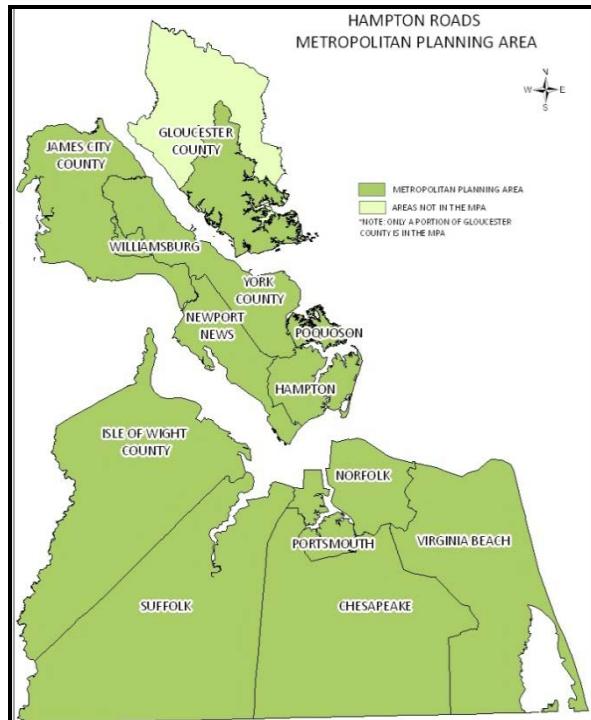
Overview.....	1
What Is HB2?.....	1
HB2 Exclusions	2
HB2 Project Screening.....	2
HB2 Evaluation Measures	2
HB2 Weighting Frameworks	3
Applicant Eligibility.....	4
Relevant Regional Entities	5
HB2 Application Process Overview	6
HRTPO Guidance on House Bill 2.....	7
When HRTPO is the Applicant.....	7
When HRTPO is requested to Support the Application of a Locality or Transit Agency.....	8
When HRPDC is requested to Support the Application of a Locality or Transit Agency.....	8
Appendix.....	9

OVERVIEW

The Hampton Roads Transportation Planning Organization (HRTPO) is the metropolitan planning organization (MPO) for the Hampton Roads area. As such, it is a federally mandated transportation policy board comprised of representatives from local, state, and federal governments, transit agencies, and other stakeholders and is responsible for transportation planning and programming for the Hampton Roads metropolitan planning area (MPA).

The MPA is comprised of the cities of Chesapeake, Hampton, Newport News, Norfolk, Poquoson, Portsmouth, Suffolk, Virginia Beach, and Williamsburg, and the counties of Isle of Wight, James City, York, as well as a portion of Gloucester County.

The purpose of this document is to provide guidance regarding the House Bill 2 (HB2) statewide project prioritization process.



WHAT IS HB2?

House Bill 2 (HB2), adopted by the General Assembly and signed into law by the Governor in 2014, required the Commonwealth Transportation Board (CTB) to develop a statewide prioritization process for capacity expansion projects based on a comparison of a project's relative benefit to its cost. Following nearly a year of development, the HB2 process was approved by the CTB on June 17, 2015. The legislation set the requirement that the HB2 process be used to develop the Six-Year Improvement Program (SYIP) starting with the FY 2017 – FY 2022 SYIP to be approved by the CTB in June 2016. The key goals of HB2 are:

- To promote performance in the selection of projects for the SYIP
- To provide stability to the SYIP
- To establish a project pipeline that links planning to programming

This document provides an overview of the HB2 statewide prioritization process for the purposes of addressing HRTPO Guidance on HB2. For complete information on the HB2 prioritization process, please consult the ***HB2 Implementation Policy Guide***, released June 17, 2015, and accessible on the Commonwealth Transportation Board website at: http://www.virginiahb2.org/docs/hb2policyguide_6-17-2015_rev.pdf.

HB2 EXCLUSIONS

The HB2 process excludes the following project types and funding sources:

- Pavement and bridge rehabilitation projects
- Fully-funded projects
- Projects for which National Environmental Policy Act (NEPA) documentation is complete
- Revenue sharing projects
- Hampton Roads and Northern Virginia regional funds
- Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds
- Regional Surface Transportation Program (RSTP) funds
- Highway safety federal funds
- Transportation Alternatives Program federal funds

HB2 PROJECT SCREENING

Only projects that meet a capacity or operational need identified under the following categories in the **VTrans2040 Multimodal Transportation Plan** will move forward in the HB2 prioritization process:

- Corridors of Statewide Significance
- Regional Networks
- Improvements to promote Urban Development Areas
- Transportation Safety

The **Appendix** includes a map of the Corridors of Statewide Significance. For the most up-to-date information on VTrans2040, visit the VTrans2040 page on the website of the Virginia Office of Intermodal Planning and Investment at: <http://www.vtrans.org/vtrans2040.asp>.

HB2 EVALUATION MEASURES

HB2 legislation requires that measures used to evaluate projects be quantifiable and objective, that the analysis result in a measure of a project's benefits relative to its cost (essentially a benefit-cost analysis using the HB2 factors), and that the CTB consider all modes of transportation. The law requires that the measures fall into the following six factor areas:

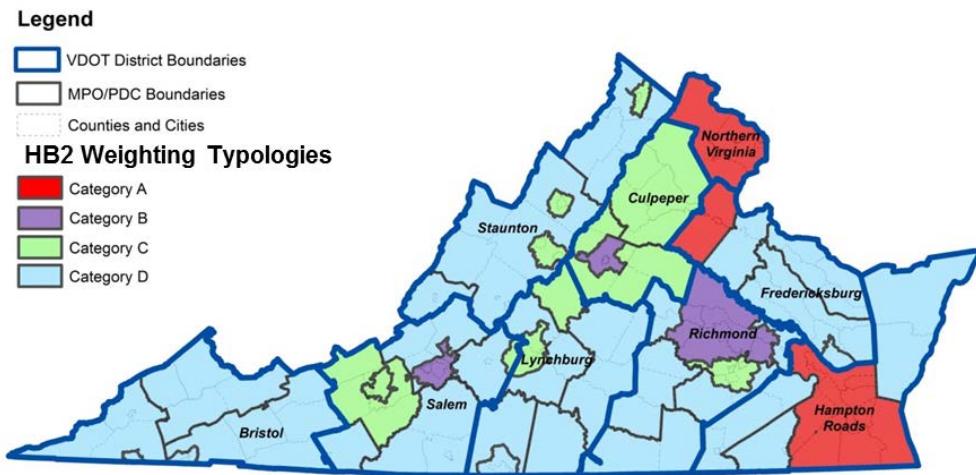
- Congestion Mitigation
- Accessibility
- Safety
- Environmental Quality
- Economic Development
- Land Use Coordination (for areas with over 200,000 population)

For details on the measures and measure weights for each of the factors listed above, see Chapter 3 of the **HB2 Implementation Policy Guide**.

HB2 WEIGHTING FRAMEWORKS

HB2 legislation specifies that the CTB shall weight the evaluation factors for each of the state's nine VDOT Construction Districts, assigning different weights to the factors based on the unique needs and qualities of each District. **Figure 1** indicates the HB2 weighting typologies, or frameworks, for the nine construction districts. As shown in Figure 1, several of the construction districts have more than one HB2 weighting typology.

Figure 1 – HB2 Weighting Typologies



As shown in Figure 1, the localities within the Hampton Roads MPA, excluding Gloucester County (which is included in the Fredericksburg Construction District), are in the Category A weighting framework. Localities within the VDOT Hampton Roads Construction District, but outside of the Hampton Roads MPA, are in the Category D weighting framework.

Table 1 shows the weights to be applied to each of the evaluation factors for each weighting framework category.

Table 1 – HB2 Weighting Frameworks

Factor	Congestion Mitigation	Economic Development	Accessibility	Safety	Environmental Quality	Land Use
Category A	45%	5%	15%	5%	10%	20%
Category B	15%	20%	25%	20%	10%	10%
Category C	15%	25%	25%	25%	10%	NA
Category D	10%	35%	15%	30%	10%	NA

APPLICANT ELIGIBILITY

Entities eligible to submit projects under HB2 are:

- Regional Entities – specifically Metropolitan Planning Organizations (MPOs), Planning District Commissions (PDCs), and the Northern Virginia Transportation Authority
- Non-profit public transit agencies
- Cities, counties, and those towns that maintain their own infrastructure

Table 2 summarizes the entities eligible to submit projects under HB2 by project type.

Table 2 – Eligibility to Submit Projects

Project Type	Regional Entities (MPOs, PDCs)	Local Governments (Cities, Counties, Towns)	Transit Agencies
Corridors of Statewide Significance	Yes	Yes, with a resolution of support from relevant regional entity	Yes, with resolution of support from relevant regional entity
Regional Networks	Yes	Yes	Yes, with resolution of support from relevant entity
Urban Development Areas	No	Yes	No

RELEVANT REGIONAL ENTITIES

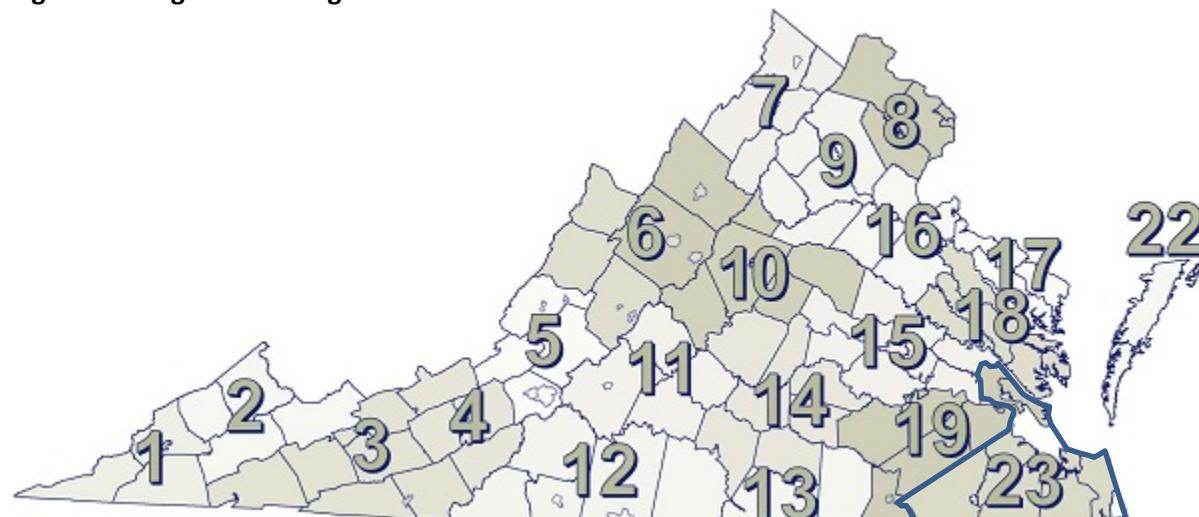
As shown in Table 2, certain applicants must receive a resolution of support for certain project types to be submitted under HB2. **Table 3** identifies the relevant regional entities for localities and transit agencies within the Hampton Roads Construction District.

Table 3 – Relevant Regional Entities

Local Governments (Cities, Counties, Towns) Transit Agencies	Relevant Regional Entity
Localities and Transit Agencies within the Hampton Roads MPA (Excluding Gloucester County)	HRTPO
Localities and Transit Agencies outside of the Hampton Roads MPA, but within Planning District 23	Hampton Roads Planning District Commission
Localities and Transit Agencies outside of Planning District 23, but within the Hampton Roads Construction District	For Eastern Shore Localities: Accomack-Northampton Planning District Commission (PD 22) For Sussex, Surry, & Greensville Counties: Crater Planning District Commission (PD 19)
Gloucester County	Middle Peninsula Planning District Commission (PD 18)

Figure 2 shows the Virginia Planning Districts (PDs) with the boundary of PD 23 indicated by a bold blue line.

Figure 2 – Virginia Planning Districts



Source: Virginia Association of Planning District Commissions

HB2 APPLICATION PROCESS OVERVIEW

In accordance with the ***HB2 Implementation Policy Guide***, “in order to support the success of the evaluation process, project sponsors will need to coordinate with VDOT and DRPT early in the process to share information on prospective applications. This coordination phase will allow project descriptions and scopes of work, cost estimates, and potential benefits to be developed and refined and will facilitate the application and evaluation process. HB2 submittals are encouraged to include sufficient information to be evaluated and also need to meet specific application requirements.”

HB2 project applications must include the following information:

- **Scope** – At a minimum, the scope should define the limits of the project, its physical and operational characteristics, and physical and/or operational footprint.
- **Schedule** – At a minimum, the schedule should clearly define the expected process for further project development including key milestones, work activities, related activities, approvals/approval timelines. The schedule should be realistic and reflect the complexity of the project and identify durations for project phases (PE, RW, CN).
- **Cost** – At a minimum, the cost estimate should be as realistic as possible and should account for applicable risk and contingencies based on the size and complexity of the project. Projects incurring one-time and ongoing operations and non-construction costs (i.e., purchase of transit vehicles) should clearly identify those costs.

It should be noted that, as part of the application process, each applicant will be asked to rank its submitted projects in order of priority. VDOT/DRPT will evaluate projects in order of priority.

HRTPO GUIDANCE ON HOUSE BILL 2

This section describes the HRTPO guidance with respect to the HB2 statewide prioritization process when:

1. HRTPO is the Applicant
2. HRTPO is requested to support projects submitted by Localities or Transit Agency

WHEN HRTPO IS THE APPLICANT

As shown in Table 2, the HRTPO is an eligible applicant for projects that fall under the **Corridors of Statewide Significance (CoSS)** and **Regional Networks** project types. The HRTPO may submit projects at its discretion or at the request of another entity, such as the Hampton Roads Transportation Accountability Commission (HRTAC), the Virginia Port Authority (VPA), etc.

Guidance Regarding Project Submissions by the HRTPO

1. It is the prerogative of the HRTPO Board whether to apply for projects at the request of other entities. To assist in this decision, HRTPO staff will:
 - a. Review proposed projects to ensure they are consistent with the current, fiscally-constrained Long-Range Transportation Plan and the fiscally-constrained Transportation Improvement Program.
 - b. Review proposed projects with respect to the HB2 evaluation factors and measures.
 - c. Provide a recommendation to the HRTPO Board on each project proposed for submission by the HRTPO.
2. As required by the HB2 process, the HRTPO Board will specify the priority order of the projects the HRTPO submits. To assist in this decision, HRTPO staff will:
 - a. Review HRTPO prioritization scores for each proposed project.
 - b. Review proposed projects with respect to the HB2 evaluation factors and measures.
 - c. Provide a recommendation to the HRTPO Board on the priority order for projects proposed for submission by the HRTPO.

WHEN HRTPO IS REQUESTED TO SUPPORT THE APPLICATION OF A LOCALITY OR TRANSIT AGENCY

As shown in Table 2, for localities that wish to submit projects under the Corridors of Statewide Significance (CoSS) project type and for transit agencies that wish to submit projects under the CoSS and Regional Networks project types, a resolution of support from the relevant regional entity is required. Table 3 identifies the relevant regional entities for the Hampton Roads Construction District.

Guidance Regarding Project Submissions by Localities and Transit Agencies

1. In response to a request for HRTPO support of project applications, HRTPO staff will review the proposed projects to ensure they are consistent with the current, fiscally-constrained Long-Range Transportation Plan (LRTP) and the fiscally-constrained Transportation Improvement Program (TIP).
2. For projects found to be consistent with the fiscally-constrained LRTP and fiscally-constrained TIP, an HRTPO resolution of support will be provided to the Applicant. If the applicant submits more than one project, the resolution will specify each project supported by the HRTPO.
3. It is the responsibility of the Locality or Transit Agency to specify the priority order of the projects they submit for evaluation under HB2.

WHEN HRPDC IS REQUESTED TO SUPPORT THE APPLICATION OF A LOCALITY OR TRANSIT AGENCY

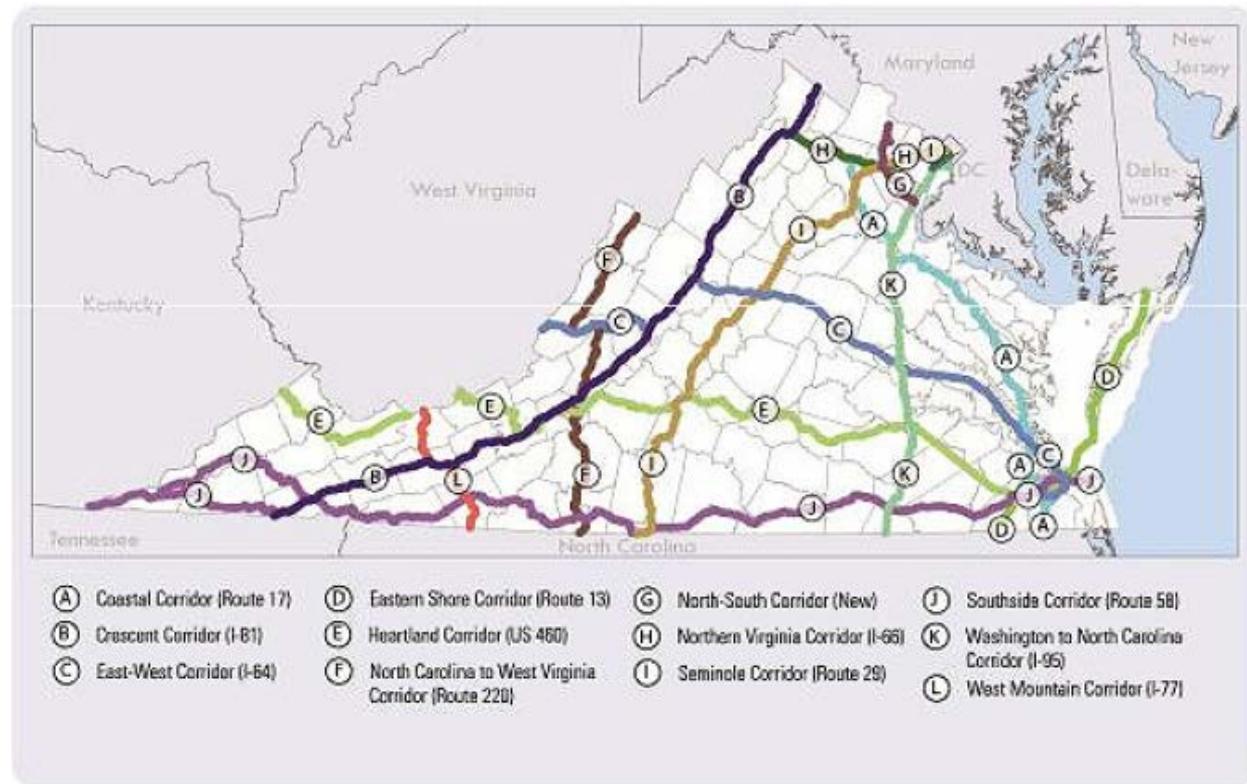
As shown in Table 3, for localities and transit agencies outside of the Hampton Roads MPA, but within Planning District 23, the relevant regional entity is the Hampton Roads Planning District Commission (HRPDC). For such localities that wish to submit projects under the Corridors of Statewide Significance (CoSS) project type and for such transit agencies that wish to submit projects under the CoSS and Regional Networks project types, a resolution of support from the HRPDC is required.

Guidance Regarding Project Submissions by Localities and Transit Agencies

1. In response to a request for HRPDC support of project applications, HRTPO staff will review the proposed projects to ensure they are consistent with the current, fiscally-constrained HRTPO Long-Range Transportation Plan (LRTP), fiscally-constrained Transportation Improvement Program (TIP), and/or the Rural Long-Range Transportation Plan (RLRTP).
2. For projects found to be consistent with the fiscally-constrained LRTP, fiscally-constrained TIP, and/or RLRTP, an HRPDC resolution of support will be provided to the Applicant. If the applicant submits more than one project, the resolution will specify each project supported by the HRPDC.
3. It is the responsibility of the Locality or Transit Agency to specify the priority order of the projects they submit for evaluation under HB2.

APPENDIX

Corridors of Statewide Significance



Source: VTrans 2040 Presentation to the Commonwealth Transportation Board by the Office of the Secretary of Transportation, March 19, 2014.

In the Hampton Roads area, the Corridors of Statewide Significance include:

- Interstate 64 in its entirety
- A portion of I-264 in Portsmouth through the Downtown Tunnel
- Portions of US 13, from the North Carolina line through the Eastern Shore
- US 17, from the North Carolina line through Gloucester County
- US 58, from the western boundary of Hampton Roads to the Atlantic Ocean
- US 460, from the western boundary of Hampton Roads to the Chesapeake Bay