



# 2018 Regional Congestion Mitigation Air Quality Improvement Program (CMAQ) Grant Application

<b>PROJECT TITLE:</b>	<b>OLYMPIA CAPITOL CAMPUS – TAMING THE DRAGONS</b>		<i>TRPC use only</i>		
<i>If the proposal is programmed in the STIP, please use the same title.</i>					
<b>PROJECT SPONSOR</b>					
Agency or Organization	Thurston Regional Planning Council				
Contact Person	R. Veena Tabbutt				
Phone Number	360.741.2550				
Email Address	tabbutv@trpc.org				
<b>PROJECT CO-SPONSOR (Leave blank if not applicable)</b>					
Agency or Organization					
Contact Person					
Phone Number					
Email Address					
<b>ELIGIBILITY (check all that apply)</b>				Yes	No
Project elements meet all regional eligibility requirements				<b>X</b>	
Project elements and administration meet all federal eligibility requirements				<b>X</b>	
Applicant can demonstrate ability to obligate funding as proposed				<b>X</b>	
<i>Answering 'No' to any eligibility item above will disqualify the proposal.</i>					
<b>STATUS OF EXISTING FEDERAL PROJECTS</b>				Yes	No
Does the applicant have any other federal funded projects underway?				<b>X</b>	
<i>If yes to either, attach separate documentation describing status of each project including project name, funding source, year of award, progress to date, future obligation commitments and strategy for meeting those obligation commitments in addition to those associated with new project funding.</i>					
<b>YEAR OF OBLIGATION (Select the federal fiscal year the project will obligate) *</b>			<b>ADVANCE CONSTRUCTION (Select if A/C is an option)</b>		
	2021	<b>X (FLEXIBLE)</b>	2020	<b>X</b>	
	2022	<b>X (FLEXIBLE)</b>	2021	<b>X</b>	
<i>*Applicants are expected obligate their project on time if the proposal is selected.</i>					
<b>PROJECT OVERVIEW</b>					
<i>Brief abstract (~ 150 words) of proposal identifying problem or need, how the proposal will address it, and anticipated benefits. This is a high-level summary suitable for reports and on-line descriptions. Detailed project information is provided on pages 4-5.</i>					
<p>Despite decades of successful mobile/flexible work deployment nationwide, and several Executive Orders, Washington state agencies lag far behind in implementation. Management continues to focus on the negative: "How will I manage people I can't see?"</p> <p>Home to over 6,000 employees and headquarters of most state agencies, the Capital Campus (CC) impacts congestion on city streets and state highways. This intense outreach/education effort will target mobile/flexible work and am/pm schedule shifts. The program will focus on one-on-one and group interaction with top/mid-level managers (deputy directors and their direct reports), taming the fears and implementing robust formal programs that provide clear guidance to employees.</p> <p><i>The Bottom Line on Telework</i>, a 2013 Thurston region study estimated that telework among state and local government employees could reduce CO<sub>2</sub> by 2,600-12,800 metric tons a year (1 day/week to 3 days/week) – the greenhouse gas equivalent of planting 66,000-328,000 trees. We anticipate proportional results for this subset.</p>					

**SUPPORT FOR RECOGNIZED REGIONAL INITIATIVES**

*Identify ways in which the proposed project supports the goals and policies of the Regional Transportation Plan, implementation of Sustainable Thurston transportation initiatives, or other regional initiatives. Examples of other initiatives include, but are not limited to, The Thurston Regional Trails Plan, Urban Corridor Communities and associated District Plans, Healthy Kids Safe Streets Action Plan, South Thurston Economic Development Initiative, Thurston Thrives, Walk and Roll, Commute Trip Reduction, I-5 Action Plan, Bountiful Byways, Smart Corridors, and the Human Services Coordinated Transportation Plan.*

**I-5 Short Term Action:** This project has been identified as one of the short-term actions to relieve congestion on I-5.  
**Regional Transportation Plan:** The project will help the region meeting these goals: Goal 2: Multimodal Transportation System – telework, the non-travel option and shifting trips out of the peak hour reflects investment in “mode-specific strategies that contribute to the overall development of an integrated, multimodal transportation system.” Goal 3: Barrier-Free Transportation – providing work-from-home options supports people with disabilities and can save money for low-income workers. Goal 5. System Maintenance & Repair – fewer trips results in less wear and tear on the system. Goal 6: TDM – this program reduces the need to drive. Goal 7: Technology – mobile work uses technology to save trips. Goal 18: Environmental & Human Health – less greenhouse gas and more flexibility in work arrangements results in better health for individuals and the community.

**Sustainable Thurston Priority Goals:** This project helps the region meet the following goals: 3. Create a robust economy – As the major employer in the region, state government faces challenges in recruiting and retaining for the “workplace of the future.” Adopting more flexible work arrangements will help state government be an employer of choice for future generations. 6. Ensure that residents have the resources to meet their daily needs – By driving less, employees will reduce their housing + transportation costs, bringing more resiliency to households and freeing up funds to support the economy. 9. Move toward a carbon-neutral community – Many employers consider the daily commute of their employees as the highest portion of their carbon footprint. Reducing vehicle miles traveled and trips will “move the needle” on carbon reduction. 10. Maintain air quality standards – State employees on the capitol campus not only generate greenhouse gases by their own travel, but also increase congestion resulting in a higher level of idling for all vehicles in the vicinity and higher level of air pollution.

**CTR Plans:** This project supports the goals of the regional and jurisdictional CTR plans and the State Agency CTR Plan.

<b>THRESHOLD CRITERIA (check all that apply)</b>	Yes	No
The project is in the Air Quality Maintenance Area (see application instructions)	<b>X</b>	
Project elements meet all regional eligibility requirements	<b>X</b>	
Project elements and administration meet all federal eligibility requirements	<b>X</b>	
Applicant can demonstrate ability to obligate funding as proposed	<b>X</b>	

*Answering ‘No’ to any eligibility item above will disqualify the proposal.*

**APPLICATION PRIORITY**

If submitting more than one proposal, indicate the priority of this proposal compared to others submitted (i.e. 1, 2, or 3).

**TYPE OF PROJECT OR PROGRAM**

*Identify project type that applies to this proposal*

Alternative Fuels and Vehicles	
Congestion Reduction and Traffic Flow Improvements	
Transit Vehicle Acquisition	
Transit Capital Facilities	
Transit Incentives Program	
Bicycle and Pedestrian Facilities and Programs	
Travel Demand Management	<b>X</b>
Public Education and Outreach Activities Related to Air Quality	
Carpooling and Vanpooling	
Freight / Intermodal	
Diesel Engine Retrofits and Other Advanced Truck Technologies	
Idle Reduction Programs	
Training for Implementation of Air Quality Programs	
Inspection / Maintenance (I/M) Program	

Other:

**PM10 AIR QUALITY BENEFITS**

Briefly describe how this project will reduce PM10 emissions and improve air quality within the Air Quality Maintenance Area.

PM10: This project is estimated to reduce PM10 emissions by 0.0067 kg/day (TRPC’s PM10 emissions calculator) by reducing the number of vehicles miles traveled.

*The Bottom Line on Telework*, a 2013 Thurston region study estimated that telework among state and local government employees could reduce CO<sub>2</sub> by 2,600-12,800 metric tons a year (1 day/week to 3 days/week) – the greenhouse gas equivalent of planting 66,000-328,000 trees. We anticipate proportional results for this subset. Moving state employees out of their cars and shifting peak travel will also reduce congestion and idling, improving air quality.

**PM10 AIR QUALITY ANALYSIS AND DATA** Yes

I acknowledge as an applicant that I will coordinate with TRPC and provide relevant information to measure this proposal’s air quality benefits before the project is selected for funding. X

*An air quality improvement report is submitted to WSDOT Local Programs when a project sponsor obligates a CMAQ-funded project.*

**PROJECT LOCATION AND DETAILS – applicants may submit a map of the project or program/service area**

<b>Construction Projects</b>	Project Location	<input type="text"/>
	Type of Construction Project	<input type="text"/>
	Length/Size of Construction Project	<input type="text"/>
<b>Programs/Services</b>	Delivery Area of Program/Service	State Capitol Campus
	Duration of Program/Service	2 years

**PROJECT PHASING AND COSTS - Identify project phases and costs** Phase Cost

<b>Construction Projects</b> (mark the appropriate phase and enter cost)	Preliminary Engineering/Design:	<input type="text"/>	\$	<input type="text"/>
	Right-of-Way:	<input type="text"/>	\$	<input type="text"/>
	Construction:	<input type="text"/>	\$	<input type="text"/>
<b>Programs or Capital Costs</b>	Program Costs:	<input type="text"/>		\$150,000 to \$250,000
	Vehicle or Capital Costs:	<input type="text"/>		\$
<b>Total Project Cost</b> (Sum of all project phase costs identified above):				\$150,000 to \$250,000

**CMAQ FUNDING REQUEST AND MATCHING REVENUES**

*Applicants must provide a minimum of 13.5% non-federal share to federal share. Federal share cannot exceed 86.5% of total project cost.		Non-federal share: \$13,500 Federal CMAQ Funds: <u>\$86,500</u> Total Project Cost: \$100,000
Local funding or other sources:		\$20,250 to \$33,750
State funding:		\$
<b>Federal CMAQ Grant Request:</b>		\$129,750 to \$216,250
Total Project/Phase Revenue:		\$150,000 to \$250,000

**Project Title:** *OLYMPIA CAPITOL CAMPUS – TAMING THE DRAGONS*

**PROJECT DESCRIPTION & SIGNIFICANCE (2 PAGES MAX, 10 POINT FONT MINIMUM)**

*Using the space provided below, please address the following in your narrative: Describe the proposed project and why it is a regional funding priority, paying attention to benefits the proposal will deliver. Consider all modes of travel in your description. Identify any collaboration or partnership with other entities with a vested interest in this project. Note whether this project leverages previous work, such as an implementation phase of a previous study or design phase, or whether it completes or lays the groundwork for subsequent implementation phases. Describe any efforts that will help ensure this project can meet its obligation commitments.*

Despite decades of successful telework and flexible work schedule deployment in both the public and private sectors nationwide, and several Executive Orders, Washington state agencies lag far behind in implementing more flexible mobile work arrangements. Mid-level management continues to focus on the negative: “How will I manage people if I can’t see them?” “What if someone sees a state employee working in a coffee shop or on their front patio?”

Home to over 6,000 employees and the headquarters of most state agencies, Capital Campus (CC) worksites impact congestion on city streets and state highways. This intense outreach and education effort will target telework, flexible work hours, and am/pm schedules to the Capital Campus in Olympia. The program will focus on one-on-one and group interaction with top and mid-level managers (deputy directors and their direct reports), taming the fears and implementing robust formal programs that provide clear guidance to employees that the agency intends to make this work.

This scalable and flexible project could obligate in 2018 or 2020 and could be sized from \$150,000 to \$250,000 in total project cost. The amount would determine the level of intensity and the number of agencies targeted.

Partners: Cities of Olympia, Lacey, Tumwater, Thurston County, all CC state worksites, including departments of Transportation, Enterprise Services, Office of the Governor, Office of Financial Management, and Intercity Transit.

Measurable Benefits: *The Bottom Line on Telework*, a 2013 Thurston region study estimated that telework among state and local government employees could reduce CO<sub>2</sub> by 2,600-12,800 metric tons a year (1 day/week to 3 days/week) – the greenhouse gas equivalent of planting 66,000-328,000 trees. The same report projects a cost savings of \$58 million per year, a reduction in VMT of 14M miles/year, and elimination of over 1M vehicle trips/year. We anticipate proportional results for this subset.

This project intends to reduce vehicle miles travelled, greenhouse gases generated, and congestion on local roads, I-5/101, and other state highways; increase the use of telework, flexible work hours and peak shifts; create an increased ability to recruit and retain employees; reduce parking installation and maintenance costs; reduce office space; improve health and reduce stress for employees; reduce accidents; and save money for employees – and the community.

The project team will use the state CTR Survey, Rideshare Online, and other existing tracking tools to measure performance and will also collect anecdotal information on changes in perception and management willingness to implement such programs.

Deliverables:

- Change in top of mind awareness of the benefits of flexible and mobile work
- Removal of perceived barriers to implementation
- Implementation at the Department of Social and Health Services, the largest state agency on the campus and in the state, which will could influence DSHS policy and practice region- and state-wide
- Update to the State Agency Commute Trip Reduction Plan and best practices
- A test of state employee impact on congestion at local and state highway level with a simulation of shifts in arrival and departure times
- Reduction in vehicle miles traveled, increase in mobile/flexible work as a mode

**Project Title:** *OLYMPIA CAPITOL CAMPUS – TAMING THE DRAGONS*

**PROJECT DESCRIPTION & SIGNIFICANCE (continued)**


Leverages Previous Work:

1. Taming the Dragons leverages the overall CTR work. TRPC is the lead agency in the region and responsible for implementing the regional and local CTR plans and complying with state requirements.
2. Meets many goals of the Regional Transportation Plan, Sustainable Thurston, Energy Grant initiatives, Coordinated Transit and Human Services Plan, and Capital Campus Moving Forward.

Lays Groundwork for Future Efforts: Success of this project can spur adoption of such options at other state and local government worksites throughout the region and the state. Because the CC houses the headquarters of major state agencies, and all three branches of government, the policy effects should ripple to branch offices.


Obligation: As a program, this project can obligate funds quickly.

Scalable and Flexible: This project could either obligate in either funding year or a year earlier through advance construction. It scalable and could range in total project cost between \$150,000 and \$250,000 depending on the level of intensity of the work and the target agencies.

CERTIFICATION ACCEPTANCE	
CA Agency and Representative	Marc Daily, Thurston Regional Planning Council.
CA Signature and Date	 4-25-18

**Project Verification and Endorsement**

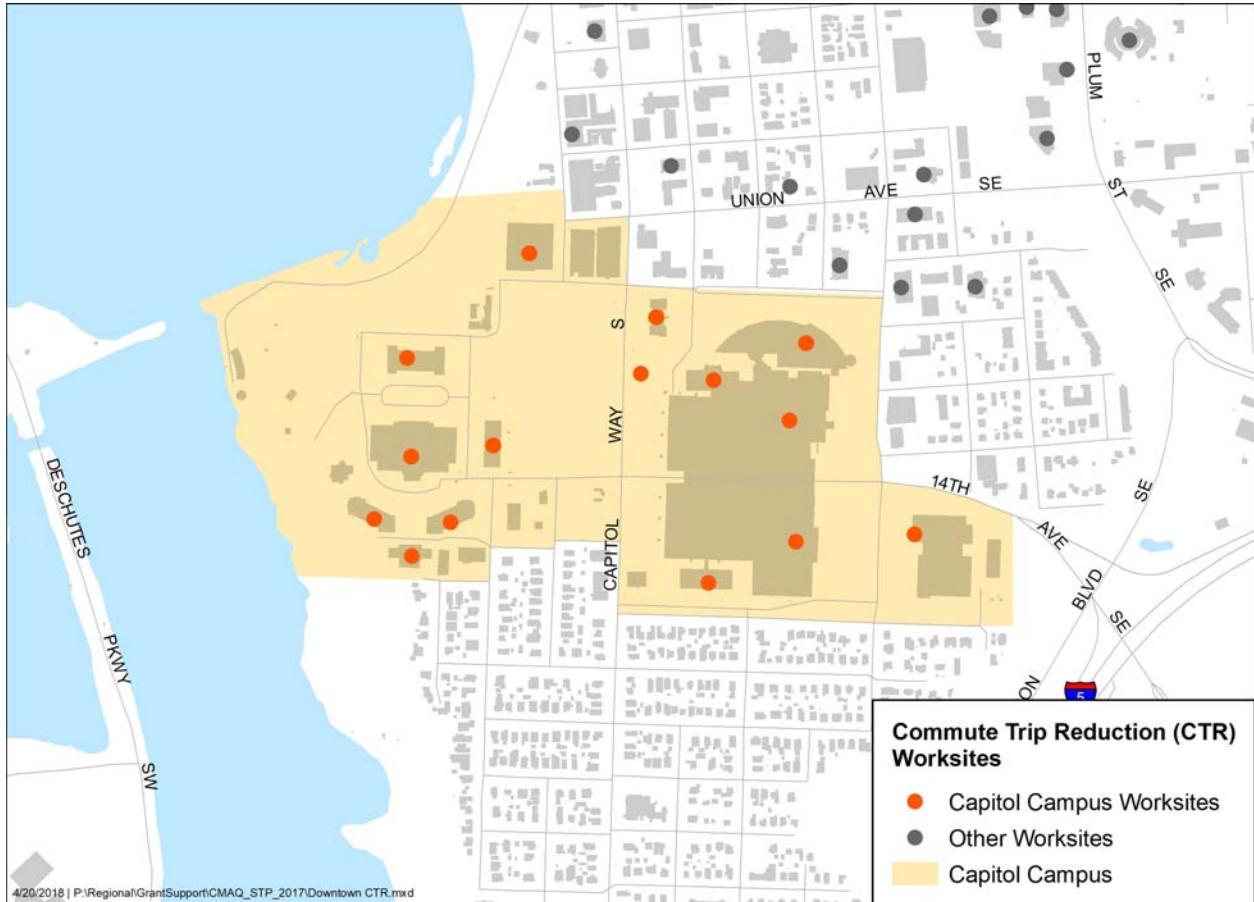
This project proposal reflects established local funding priorities consistent with the Regional Transportation Plan. Costs represent accurate planning level estimates needed to accomplish the work described herein. The project described is financially feasible, and local match revenue identified above is available and will be committed to the project if TRPC awards the requested CMAQ grant. **If selected, the project shall obligate by the date specified on the project award letter.** Failure to do so will result in loss of funding for the project and an alternate project will be funded instead. I realize that the use of federal funds for this project entails administrative and project compliance requirements over which TRPC has no control, and for which this agency or organization will be responsible. This project has the full endorsement of the governing body/leadership of this agency or organization.

AUTHORIZATION	
Marc Daily	Executive Director, Thurston Regional Planning Council
Name of Representative Authorized to Submit Application	Title
	4-25-18
Signature	Date

CO-AUTHORIZATION	
Name of Representative Authorized to Submit Application	Title
Signature	Date

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Thurston Regional Planning Council – Other Federal Transportation Projects Underway where TRPC is the Certifying Authority (CA).

Project	Federal Funds	Obligation Expected	Obligated	Expected end date
Thurston County Bicycle Map	\$38,210	2018	2018	2019
Regional Transportation Data Management	\$35,464	2017	2017	2018
Mainstreet Rochester Study (on behalf of Thurston County)	\$216,250	2017	2017	2019
Grand Mound Transportation Study (on behalf of Thurston County)	\$300,000	2018	2017	2020
Safe and Active Routes to Schools (on behalf of Thurston County)	\$58,594	2017	2017	2019