



## OFFICE OF PLANNING REORGANIZATION

Along with the funding provided by Act 89 of 2013, the department was able to reorganize the Planning depute to provide a higher level of services and funding to local governments. To accomplish this, the Bureau of Municipal Services has been abolished and its functions integrated into the bureaus in the Office of Planning Depute—the [Center for Program Development and Management \(CPDM\)](#) and the [Bureau of Planning and Research \(BPR\)](#).

The [Office of Planning](#) provides administration, technical support and oversight to ensure efficient and effective use of funding provided to local governments. In State Fiscal Year 2014-15, over \$725 million will be provided to local governments for transportation investment.

The reorganization will focus the consideration of local government issues throughout the Office of Planning and create a stronger link with Municipal Associations. This link will continue to strengthen the department's focus on services to local governments through the continued relationship with the District Municipal Services Representatives.

Our new organization structure will improve resiliency and ensure that more than one individual understands specialized job functions and responsibilities. For the employees, this also allows for career path opportunities and flexibility of job classifications.

The structure will be changed to meet the needs of the core business functions of the depute.

<b><u>AS IS:</u></b>		<b><u>TO BE:</u></b>
<u>Bureau of Municipal Services</u> <i>Financial Consulting Division</i>	→	<u>CPDM</u> <i>Financial and Contract Services Division</i> <ul style="list-style-type: none"><li>• Continues to provide financial consulting, payments, municipal audits.</li><li>• Field auditors will continue to provide assistance to local governments and will continue to serve as liaison for the audit manager.</li></ul>
<i>Agility</i>		<i>Financial and Contract Services Division</i> <ul style="list-style-type: none"><li>• Continues to process agility agreements and work plans for municipal partners.</li></ul>

Bureau of Municipal Services  
*Programs & Services Division*



BPR  
*Municipal Research and Outreach*

- Continues to provide technical support to municipal associations; coordinate the New Products Evaluation Program, liaison on department initiatives that involve municipal governments, legislative analysis, conference and speaking opportunities and other outreach coordination, industry liaison.

*Turnback Program and Road Mileage*

*Transportation Planning Division*

- Continues to present turnback candidate projects to PMC, administrative processing of turnback agreements
- Continues to process, verifies municipal road changes for local road inventory and dotGrants calculation updates

Already housed in the Bureau of Planning & Research, the PennDOT [Local Technical Assistance Program \(LTAP\)](#) will be an integral part of the new Municipal Research and Outreach section to coordinate the technology transfer needs of the local governments. This functional area will strategically work with internal and external subject matter experts to cohesively provide updated classroom content, identify federal and department changes and the effects these changes may have on local governments.

LTAP was created to share transportation knowledge, improve road maintenance and safety skills, and put research and new technology into practice at the municipal level. The Roads Scholar Program provides an opportunity for municipal employees to be trained by LTAP's professional team in the latest road-related technologies and innovations. Working with the new Municipal Research and Outreach section, transportation topics for local governments that are changed or updated by way of department policies, can be shared through the cadre of instructors and District Municipal Services Representatives.

## **Center for Program Development and Management:**

The [Center for Program Development and Management \(CPDM\)](#) is responsible for developing and managing the Commonwealth's Twelve Year Program for highways and bridges, mass transit systems, airports and rail freight. The Center also coordinates with county and regional agencies on transportation long-range planning and short-range programming (Transportation Improvement Program/Statewide Transportation Improvement Program) issues. All of the Department's program development and management activities are consolidated in the Center, and a key function of the Center is to support the Department's Program Management Committee (PMC).

The Transportation Program Development Division is responsible for programming for all modes of transportation, for liaison with its 23 planning partners (MPOs, RPOs, and an Independent County), for developing long-range plans and short-range programs, for addressing project-specific issues, for providing PMC support and for liaison with the Governor's Action Team, congressional delegation and others.

The Funding and Twelve Year Program Division is responsible for federal funds management (4232s), the obligation plan, the letting schedule, capital budget coordination, MPMS technical and user support, and the development and monitoring of the [Twelve Year Program \(TYP\)](#). The division is also responsible for addressing statewide modal issues and for staff support to the [State Transportation Commission \(STC\)](#) and the [Transportation Advisory Committee \(TAC\)](#).

The Planning and Contract Management Division is responsible for statewide planning, air quality planning/modeling, land use planning, Linking Planning and NEPA, administering the Pennsylvania Infrastructure Bank, undertaking statewide corridor planning, Greenways, Transportation Alternatives Program, coordination of the TMA Assistance Program, and providing staff support to Department management for AASHTO and other national and regional organizations.

The Financial and Contract Services Division in the Center for Program Development and Management includes the Financial and Contract Management Section, the Agility Section, and the Financial Consulting Section. This Division is responsible for activities associated with the annual allocation, distribution, expenditure, and monitoring of more than \$500 million in liquid fuels tax revenues to municipal and county governments across the Commonwealth of PA; the activities and responsibilities associated with the advancement of the Agility Program through education, marketing & promotion; relationship building with customers, employees, and partners aimed at improving services overall; and development of the [Statewide Planning and Research \(SPR\)](#) Work Program, the Metropolitan Planning Program (MPP) Grant, the Office of Planning budget, the Center for Program Development and Management agreements, and various other related financial activities.

## **Bureau of Planning and Research:**

The [Bureau of Planning and Research](#) (BPR) provides Transportation Research, Geographic Information Systems, Mapping and Transportation Statistics.

The mission of the PennDOT Research Program is to identify, develop and conduct strategically-focused research, education and technology transfer projects. The mission is achieved through a contract research program that emphasizes applied research, implementation, performance monitoring and technology transfer. The Research Division works closely with all of the functional areas of PennDOT to ensure that the right research projects are being conducted and that the results are being implemented through a systematic process.

The [Research Division](#) has developed an approach to identify, prioritize, select and manage needed research that engages senior executives and managers, as well as the subject matter experts located throughout the Department. This participation, input and support ensures that BPR is able to produce research results that are timely and critical. In addition, the Research Division is dedicated to ensuring that research results are also shared through planned, strategic actions with Department forces and with our local government partners through the PennDOT Research and Innovation Implementation Program, the [State Transportation Innovation Council](#) (STIC) and the [Local Technical Assistance Program](#) (LTAP).

The [Geographic Information Division](#) is comprised of three sections: Cartography, Geographic Information Systems (GIS), and Data Systems. Cartography is responsible for the production of over 2,000 map products ranging from the statewide Tourism and Transportation Map to liquid fuels eligible municipal maps. The Geographic Information Systems Section is responsible for the production and support of database generated mapping and online mapping products used in transportation planning and engineering processes. Additionally, GIS supports remote users in PennDOT District Offices and others through data sharing mechanisms. Finally the Data Systems Section is responsible for the information technology servers and database necessary to produce geospatial products as well as support the entire Bureau of Planning and Research.

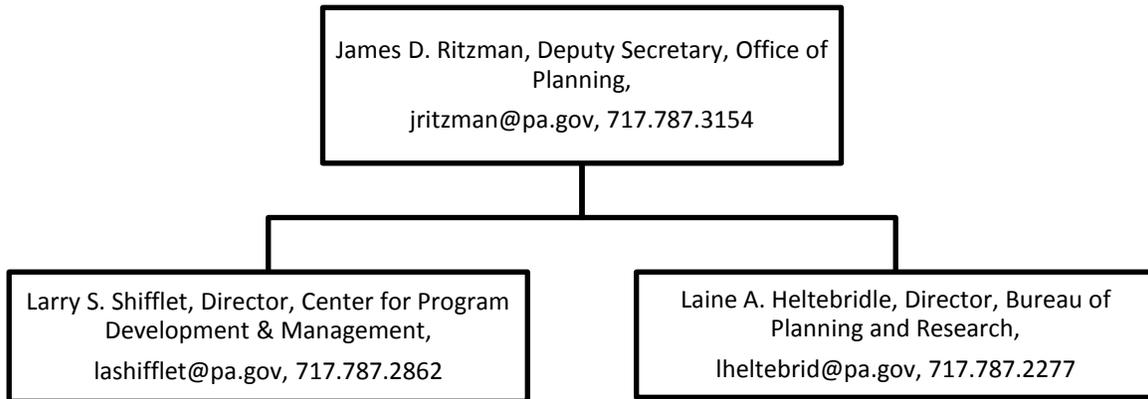
The [Transportation Planning Division](#) oversees the distribution and analysis of 11,000 short term raw traffic counts that are collected each year in Pennsylvania by PennDOT, the Metropolitan Planning Organizations (MPOs), Rural Planning Organizations (RPOs), and contracted vendors. This data includes traffic volumes and vehicle classification (passenger and commercial). The Division is also responsible for the data analysis and maintenance of the Bureau's 92 permanent traffic counting devices which collect data 24/7/365. The [Internet Traffic Monitoring System](#) (ITMS) provides traffic volume data through an interactive web application. The "Pennsylvania Traffic Data Book", Publication 601, documents procedures for developing reliable and comparable annual average daily traffic (AADT) estimates by applying current traffic factors to traffic counts.

Highway statistics, such as vehicle miles travelled and certified mileage, are developed and maintained in the Transportation Planning Division. These statistics are a product of the [Highway Performance Monitoring System](#) (HPMS) annual data submittal to FHWA and can be found in Publication 600 – PA Highway Statistics.

Recently the [Dirt, Gravel and Low Volume Roads](#) program, through former Municipal Services employees and with Transportation Planning employees, provided guidance documents for local governments to use to verify traffic counts in order to apply for grant funding under the Low Volume Roads program.

The organization charts below show the re-assignment of core business areas discussed in the narrative above. The personnel in positions that formerly reported to the Bureau of Municipal Services are shown in bolded print in the new Office of Planning structure. Contact email information and phone numbers have not changed so the organizational changes will be transparent to the industry, transportation stakeholders, local governments, and the general public.

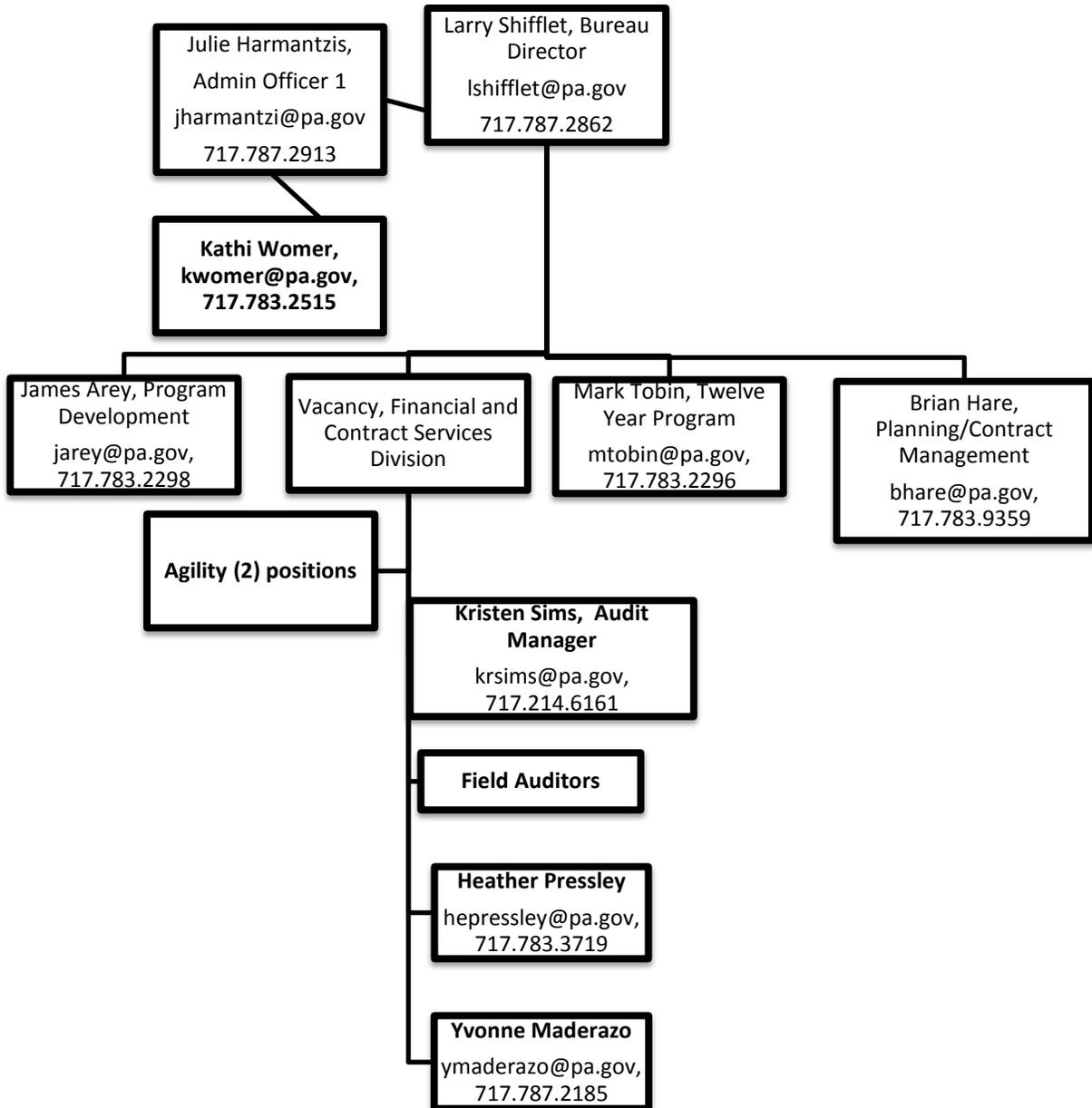
**DEPARTMENT OF TRANSPORTATION  
OFFICE OF PLANNING**



# CONTACT INFORMATION

(Former Municipal Services Division Staff in Bold Text)

## CENTER FOR PROGRAM DEVELOPMENT AND MANAGEMENT



## CONTACT INFORMATION

(Former Municipal Services Division Staff in Bold Text)

### BUREAU OF PLANNING AND RESEARCH

