

Quarterly Work Plan Status Update – Central Virginia Planning District Commission –
Through June 2019



Project Status		Central Virginia Planning District Commission		
	12-31-18	3-31-19	6-30-19	
Local Project Based Contracts		STATUS	STATUS	ON DEADLINE?
Town of Bedford Bike/Pedestrian Plan	Work underway being done by staff	Draft submitted to Town for Review	Comments received from town. Final edits being made	Yes
Appomattox County Tornado Recovery CDBG	Anticipated completion June 2019	Final housing round underway	Completion of project Activities Expected by December 2019	Yes.
Appomattox Town Meadowlark Neighborhood CDBG	MY 1 – completed and administratively closed-out January 2019 MY2 – Contract is currently being development by DCHD; project anticipated completion: December 2019	Phase 1 heading into closeout. Project anticipated to be complete in 2019	Housing, streetlight and storm water improvements to be completed by December 2019	Yes. Will be continued into next fiscal year
Pamplin Water Storage Upgrades	Under contract/Work in progress. Weather has causing contractor delays Participating in monthly project management team meetings	Project is 95% completed. No additional oversight meetings expected.	Project completed. Received VA Department of Health closeout/final evaluation letter June 2019	Work will be completed by June 30
Old Town Madison Heights CDBG	Guide housing, infrastructure upgrades in OTMH; administration over the next three (3) years	Active in Phase 1 housing rehabilitation phase. Monthly Management Team meetings 2 nd Tuesday.	CDBG project moving forward; housing rehabilitation delay due to VA Department of Historic	Multi-year

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			Resources required mitigation actions.	
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Forest Brook Road Corridor Study	Consultant procurement underway	Clark Nexsen Engineering selected to conduct the study Project Team Kick off meeting held 3/19 Research/data collection phase has begun Public information workshop to be held early May	Public meeting held. Draft plan complete by 7/16/19.	Yes.
Amherst Town Sedimentation Basin Health Department Grant	Project delayed until 2019			
State/Federal Contracts				
Hazard Mitigation Plan Update	Grant approved by Virginia Department of Emergency Management; Center for Geospatial Technology (CGIT) of Virginia Tech under contract Three meetings with stakeholders held to date	Individual locality meetings underway (Bedford, Campbell, Appomattox completed); capacity assessments underway. Individual Hazard type (HIRA) to be delivered May/June	Individual locality meetings continue March-May, full Technical Advisory Committee meetings in July. On Schedule	Draft to FEMA early 2020; localities spring 2020

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Chesapeake Bay Phase III WIP PDC Input Deck Submittal	Final project report completed. Includes stakeholder meetings and Input Deck & Programmatic Template submittal to DEQ December, 2018. Examine opportunities for next Phase			Yes. Completed
Ride Solutions and Commuter Services		Developed new website and marketing in preparation for new ride matching, multimodal trip software – Agile Mile	Active marketing and business coordination underway for new app service.	Ongoing
Long Range Transportation Plan	In consultation with VDOT for procurement release	Scope of Work Complete Consultant Proposals Due 4/19	EPR procured as consultant. Kickoff meetings w/TTC & MPO in July	Will be completed in next fiscal year
VDRPT Vanpool Study	Consultant (AECOM) procured and project to kickoff January 2019 Application submitted for implementation phase	Underway; final study will be completed in summer.	Project momentum and business outreach will begin in July; study complete in early 2020.	To be completed in 2019-2020
Chesapeake Bay Phase III WIP contract for stakeholder assessment		Approval by CVPDC. Contract will be executed in April 2019	First report submitted in June along with a scope of work through November for DEQ approval	Will be completed by November 2019

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The Forks Intersection Assessment (Rt. 221 & Independence Blvd. Bedford Town)			Clark Nexen procured as consultant. Research has begun	Project just beginning.
Internal Projects				
EDA - CEDS	<ul style="list-style-type: none"> • LGC and Alliance providing staff support to CEDS Coordinating Committee • October speaker related to Rivers Initiative • EDA approved our CEDS document, first report to be sent May 2019. Next CEDS Update due 2022 • Work will begin after 7-2019 on an application for Economic Development District Designation 	<ul style="list-style-type: none"> • CEDS Steering committee meet in April; • Focus Forward website on both CVPDC & LRBA websites; • Initiative updates maintained/tracked. • Utilizing Hazard Mitigation to address resiliency element. • Working to outline a strategy to incorporate agriculture component. • EDA suggested continuing tracking and using Hazard Mitigation to address elements. • Suggest hold a year in pursuing EDD designation to show progress to address EDA comments. 	<ul style="list-style-type: none"> • Initiating resiliency within the CEDS planning process. • Will participate in Lynchburg Business Alliance transportation summit in August. • Continued coordination with regional hazard Mitigation Plan update • Kelly H. presented at NADO Columbus OH conference on regional CEDS/Transportation/WIB connection in June 	EDD designation process begins in 2020

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Development of a Regional Strategic Plan	Draft to Council April 2019	Draft document to CVPDC board in July for consideration; seek approval in August/September	On track for discussion with PDC in July	On track for DHCD submittal in September 2019
Workforce Development Center	Report to Council by April 2019	Written report in April 18, 2019 agenda packet		ongoing
Initiate new Regional projects or Initiatives	Executive Committee meeting with Alliance and local Economic Developers on 2-6-19 Report to Executive Committee by April 2019	Meetings with Executive Committee and local/regional economic developers on a development plan for the Central Virginia Training Center	Authorized \$150,000 for creation of a redevelopment plan for the Central Virginia Training Center	ongoing
Communications	Name Change and 50th Anniversary Plan Presented 1-17-2019 Newsletter circulated December 2018 Next Newsletter: February 2019	Newsletter published February 2019 Media announcement on name change	Rideshare program is developing short videos, visual graphics, billboard and print material, and content for corporate newsletters to market the program. We are using social media and are coordinating with WIB in participation in job and work fairs to market the Ride Solutions program.	ongoing

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RFP Health Insurance	<ul style="list-style-type: none"> • Consultant selected • RFP currently out for Bid • Report for March 2019 meeting to compare Local Choice option 	RFP completed and Local Choice vendor selected	Assignment complete	Yes
Personnel Policies Update	<p>Working with Margaret Schmitt to rewrite/reformat document</p> <p>Report for April 2019 meeting</p>	Updated draft presented to Executive Committee and now being circulated to CVPDC staff.	Revised Personnel Policies Approved	Revised Personnel Policies Approved
Training for Member Jurisdiction Staff and Stakeholders	<p>Utility infrastructure grants and loan seminar – August 22, 2018</p> <p>New Planning Commissioners – January 31, 2019</p>	<ul style="list-style-type: none"> • Eva training on use of state procurement and bidding held on November 14, 2018. • Training for local Planning Commissioners held on 1-31-19. 	No trainings in this quarter	Ongoing. No new trainings expected through June 30.
Coordinate Meetings with Targeted Staff Groups	<ul style="list-style-type: none"> • Procurement personnel next meet 2-27-19, quarterly • Planners bi-monthly meetings; first January 18, 2019 • HR Directors Meet • Managers/Administrators meet monthly, 2nd Thursday • Deputies meet Feb, March, May, June, August, September, November, 4th Thursday 	Purchasing Agents met on 2-27-19	Targeting meetings with Purchasing Agents in July or August	Under discussion for July or August

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Broadcast Grant opportunities	Continuous activity	2/22/29 – Rural Development Distance Learning and Community Connect Broadband grant circulated	Continuous Activity	Ongoing
Explore Regional Volume Purchasing	Meeting with Purchasing Agents on 2-27-2019	Purchasing Agents met on 2-27-19. It is an ongoing conversation and they will consider other opportunities for cooperative procurement.	No activity in this quarter	Will continue discussions with Purchasing Agents in July or August