Appendix C

NCPC-MCPB-NIH Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING BY AND AMONG THE NATIONAL CAPITAL PLANNING COMMISSION, THE MONTGOMERY COUNTY PLANNING BOARD OF THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION, AND THE NATIONAL INSTITUTES OF HEALTH

This memorandum of understanding (MOU) sets forth the agreement among the National Capital Planning Commission (NCPC), the Montgomery County Planning Board of the Maryland-National Capital Park and Planning Commission (MCPB), and the National Institutes of Health (NIH) regarding implementation of a Transportation Management Plan (TMP) for the NIH Bethesda Campus.

WHEREAS, the Comprehensive Plan for the National Capital urges that parking facilities at Federal facilities be provided and managed at a level which assumes maximum use of public transportation and high-occupancy vehicles.

WHEREAS, NCPC's Project Plans Submission Requirements require that sponsoring agencies' TMPs incorporate the following:

- descriptions of existing and proposed peak hour traffic by mode
- summary of existing and proposed parking by type and assignment
- goals for trip reduction, modal split, and vehicle occupancy
- strategies to minimize vehicle work trips and discourage single-occupancy commuting
- discussion of projected transportation impacts and description of mitigation measures
- description of applicable local, state, and regional transportation management requirements and recommendations for implementation
- measures for monitoring and adjustment

WHEREAS, NIH has prepared a TMP that established program goals and short-term and long-term implementation strategies.

WHEREAS, on December 19, 1991, the MCPB recommended that NCPC defer action on the proposed parking garage and temporary parking lots located at the NIH Bethesda campus, until NIH satisfies the conditions and concerns identified in the MCPB staff memorandum of December 16, 1991, including a condition that NIH, NCPC, and MCPB execute an agreement to implement the TMP.

WHEREAS, the NCPC, on January 9, 1992, approved the preliminary plans for the garage and temporary lots with a request that NIH work with NCPC and MCPB to resolve outstanding issues related to the TMP including the establishment of a formal agreement respecting implementation of TMP strategies.

WHEREAS, on February 18, 1992, NIH, NCPC, and MCPB agreed to meet on a regular basis to exchange transportation, planning, and demographic information for the mutual benefit of all.

IT IS THEREFORE AGREED THAT:

1. NIH, NCPC, and MCPB will meet at a minimum of two times per year to discuss[1] updated planning, master planning, project development, and transportation information, as well as outstanding issues that need to be resolved.

2. NIH commits itself to undertake its best faith effort to implement the TMP strategies in order to achieve TMP goals, and will take appropriate action regarding funding strategies. (TMP goals and strategies are listed in the attached Addendum.) To this end, NIH will monitor the success of the TMP strategies already implemented by providing NCPC and MCPB with quarterly traffic counts and annual evaluations. This data will be used in conjunction with supplementary transportation data such as the number of employees and visitors using public transportation, carpools, and vanpools, etc. to determine the overall effectiveness of the TMP in preventing additional NIH-generated peak hour traffic on roadways which serve the campus.

3. Consistent with this MOU and the NIH master plan, NIH will assess the need for parking associated with proposed future growth and attempt to reduce the future parking demand to the extent practicable.

4. NCPC and MCPB will evaluate the proposed future employment and parking growth at the NIH Bethesda campus in light of NIH's success in implementing TMP strategies and achieving TMP program goals.

5. NIH will implement other measures as appropriate, upon consultation with NCPC and MCPB, if current strategies prove unsuccessful.

THE NATIONAL INSTITUTES OF HEALTH

By: Bernadine Healy MAY 14 1992

Bernadine Healy, M.D. Date
Director

THE MONTGOMERY COUNTY PLANNING BOARD OF THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

By: Gus Bauman 5/2/92

Gus Bauman Date
Chairman

THE NATIONAL CAPITAL PLANNING COMMISSION

By:

Glen T. Urquhart Date
Chairman

ADDENDUM

GOALS OF THE NIH BETHESDA CAMPUS TRANSPORTATION MANAGEMENT PROGRAM

1. Improve the availability of parking spaces on campus for NIH personnel and visitors.

2. Mitigate the traffic impacts of further campus development on the roadways serving the NIH campus (such that the level of congestion along the roadways serving NIH is made no worse than if such development did not occur).

3. Maintain a "good neighbor" relationship with the surrounding community.

SHORT-TERM STRATEGIES

1. Establish an Employee Transportation Services Office to coordinate TMP strategies and promote non-single occupant travel modes by employees.

2. Continue to place carpool, vanpool, handicapped, and visitor parking in close proximity to the intended destination of the users. Disincentives will be enacted to discourage violation of carpool regulations.

3. Implement a transit discount program for employees up to the maximum tax-free benefit allowable by law, and initiate a request for legislative action to allow parking and ticketing revenues and/or appropriated funds to be used by NIH to make such a program self-sustaining.

4. Improve NIH campus shuttle bus service as demand warrants and provide adequate covered waiting areas at or near shuttle bus stops, where possible.

5. Implement a comprehensive campus-wide re-signage for vehicles and pedestrians, including a study of internal safety signage and signaling.

6. Emphasize parking regulation enforcement by providing an adequately staffed parking enforcement work force and provisions to minimize off-campus parking.

7. Further promote the use of flexitime and flexitour by employees. Reserve selected parking areas for later-arriving employees to encourage use of flexitime.

8. Have the employee transportation office publicize existing programs which utilize outlying parking areas, such as church lots and park-and-ride areas.

9. Institute pay parking for visitors to NIH, exclusive of patients and blood donors, except after normal working hours.

LONG-TERM STRATEGIES

1. As the campus develops, maintain the parking supply at no greater than 0.5 spaces per NIH employee, plus additional parking spaces to serve the parking needs of visitors and patients at NIH. In determining a parking supply, and applying a ratio not to exceed 0.5 spaces per employee, the number of employees used in this calculation should be no greater than the maximum employment level of the approved master plan.

2. Within the context of the development of the NIH master plan -the parking requirements associated with future campus growth and the reestablishment of the buffer zone surrounding the campus should be accommodated by the construction of multi-level parking (MLP) structures, within the parking supply criteria adopted by NIH. Planning and funding for these new MLP's should be linked to the funding plans for other buildings to be added to the campus.

3. Implement an internal loop road circulation system within the NIH campus, with two-way traffic.

4. Improve congested roadway intersections through the addition of more turning lanes to selected intersections adjacent to the NIH campus to mitigate traffic congestion. The Employee Transportation Services Office will coordinate with appropriate County and State agencies to determine funding strategies, design implications, timing, and implementation requirements.

5. Have the Employee Transportation Services Office explore the feasibility of developing or leasing satellite parking areas near outlying Metrorail Red Line stations to serve NIH employees.

6. NIH will continue to explore alternative strategies, and if all strategies fail to achieve the stated TMP goals, pay parking for employees will be instituted as a last resort.