



2014 - 2015

Unified Planning Work Program UPWP

The Unified Planning Work Program (UPWP) is developed to coordinate transportation and related planning activities for a cooperative, continuing and comprehensive planning process.

October 1, 2013 to September 30, 2015

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- I. **INTRODUCTION** - The Unified Planning Work Program (UPWP) is a transportation planning work program developed by the Tyler Area Metropolitan Planning Organization (MPO) to coordinate transportation and related planning activities for a cooperative, continuing and comprehensive planning process. In 1962, The United States Congress passed the Federal Highway Act, which required the creation of Metropolitan Planning Organizations in areas with 50,000 or more population. As a result, in 1974, the City of Tyler was designated as the Tyler Urban Transportation Study MPO, which has evolved into what is known today as the Tyler Area MPO. In 1991, the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) was signed into law. The act required the MPO to produce a long range plan every five years with a minimum planning horizon of 20 years, known as the Metropolitan Transportation Plan. In 1998, the surface transportation bill was updated and renamed the Transportation Equity Act for the 21st Century (TEA-21). In 2005, the MPO was required to consider the current surface transportation authorizing legislation passed in 2005, the Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU).

MAP-21, the Moving Ahead for Progress in the 21st Century Act (P.L. 112-141), was signed into law by President Obama on July 6, 2012. Funding surface transportation programs at over \$105 billion for fiscal years (FY) 2013 and 2014, MAP-21 is the first long-term highway authorization bill enacted since 2005. MAP-21 was the basis for developing this UPWP. The Tyler Area MPO is again preparing a two-year UPWP as opposed to a one-year document. Although there are benefits to preparing a two-year program, it must also be understood that there may need to be more amendments than previously required for a one-year program. The primary objective of the UPWP is the development of an integrated planning program that considers the planning activities of each modal group such as cars, freight, transit, bicycles, and pedestrians and coordinates these activities to produce a total transportation plan serving all segments of the population. The UPWP presents the budget and work tasks necessary to accomplish and maintain the transportation planning process within the Tyler Area MPO Study Area.

- A. **PURPOSE** - The FY 2014-2015 UPWP is intended to describe the transportation related planning activities scheduled to be performed in FY 2014 and FY 2015. These are the tasks to be undertaken using Federal Planning Assistance Funds. The administrative projects included in this work program are mandated in MAP-21. These projects comprise the primary mission of the MPO to provide local governments with access to the transportation planning process. Under MAP-21 the MPO must consider projects and strategies that will meet the following eight factors:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase safety of transportation systems for motorized and non-motorized users.
3. Increase security of transportation systems for motorized and non-motorized users.
4. Increase the accessibility and mobility options available for freight and people.
5. Protect and enhance the environment, promote energy conservation, and improve the quality of life.
6. Enhance the integration and connectivity of the transportation system across and between modes for people and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.

The Policy Committee adopts a new or revised UPWP in an open public meeting. Before a public meeting is held on the Transportation Improvement Program (TIP) or Metropolitan Transportation Plan (MTP) adoptions or revisions, notices are mailed to special interest groups and to individuals interested in transportation planning. Meeting notices and agendas as well as press releases for all public meetings are distributed to the news media in the Tyler area. Certified notices and agendas are posted at the Tyler City Hall, Tyler Public Library, Tyler Development Center and at the Smith County Court House.

In order to comply with Environmental Justice (EJ) public involvement policies, public-meeting notices are mailed out to minority and low-income media and community leaders.

- B. **DEFINITION OF AREA** - Currently, the Tyler Metropolitan Planning Area, (see **Appendix B**), encompasses the entire urbanized area defined in the 2010 Census. It includes the immediate and contiguous urban area surrounding the City of Tyler most likely to experience urban development and expected to be urbanized within 20 years. This area includes the cities of Tyler, Lindale, New Chapel Hill, Noonday, Whitehouse, Hideaway and

Bullard. The study area is primarily located within Smith County with minor areas in Henderson (Chandler) and Cherokee (Bullard) counties.

- C. **ORGANIZATION** - The City of Tyler serves as the fiscal agent for the Metropolitan Planning Organization (MPO). The Governor designates the MPO for all urban areas that have a population over 50,000. The City of Tyler is the designated MPO for the Tyler urban area and uses the committee structure established pursuant to Section 134 of Chapter 1 of Title 23 U.S.C as the group responsible for giving the Metropolitan Planning Organization overall transportation policy guidance. The MPO, in cooperation with the Texas Department of Transportation (TxDOT), is responsible for carrying out the urban transportation process. The MPO provides continuity of various transportation planning and improvement efforts throughout the Tyler urban area. The Tyler Area MPO consists principally of two standing committees: the Policy Committee and the Technical Advisory Committee.
- **The MPO Policy Committee:** The Policy Committee is composed of the principal elected and appointed officials in the Tyler/Smith County area with possible membership for Bullard and Chandler. The Policy Committee biennially approves the UPWP and develops the transportation planning process in the Tyler urban area. The Policy Committee consists of eleven (11) voting members. Representation of the Policy Committee is shown in **Appendix A**.
 - **The MPO Technical Advisory Committee:** The Technical Advisory Committee (TAC) is comprised of a cross section of individuals with knowledge and expertise in various transportation fields. The TAC formulates the procedural details of the work program. It reviews and monitors the output of the various MPO activities identified in the work program and makes recommendations to the policy committee. The TAC is also responsible for assisting in developing the short and long-range transportation plans and informing the Policy Committee of various aspects of transportation planning in the Tyler urban area.
- D. **PRIVATE SECTOR INVOLVEMENT** - The MPO plans to hire a consultant to perform the following subtasks:
1. Participate in county-wide aerial photography project (Task 2.3)
 2. Metropolitan Transportation Plan 2014-2040 Update (Task 4.1)
- E. **PLANNING ISSUES AND EMPHASIS** – The major transportation issues being addressed in this work program is the five year update to the Metropolitan Transportation Plan.

The Tyler area has been declared in attainment and is expected to remain so for the timeframe of this UPWP.

The East Texas Council of Governments (ETCOG) recently concluded an East Texas Transportation Coordination Plan. The plan covers the 14 counties contained within ETCOG.

The Tyler Area MPO Executive Director serves as a member of the Steering Committee known as EasTexConnects.

The Plan was adopted in 2011 and contains six priorities:

- People first, barrier-free;
- Multi-modal interconnectivity across the region;
- Aggressive outreach and education to a broad base;
- Increased and flexible funding;
- Increased and expanded services; and
- Emergency planning and homeland security.

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) in a memorandum to Metropolitan Planning Organizations, dated April 23, 2014, jointly issued Planning and Emphasis Areas (PEAs). The PEAs are topical areas in planning that FHWA and FTA want to emphasize as MPOs develop work task associated with PEAs in the UPWP. The 2015 PEAs include:

1. MAP-21 Implementation: Transition to Performance Based Planning and Programming.

Addressed in Subtask(s):

- 1.1 Program Support and Administration - General coordination, communication, and management tasks essential to the development and maintenance of the transportation planning process, which includes migrating to performance based planning and programming.
- 2.2 Geographic Information Systems - Coordination with public and private agencies to acquire GIS data for performance analysis
- 4.1 Metropolitan Transportation Plan Development – Updating the exiting 2040 MTP to include performance based planning.

2. Models of Regional Planning and Cooperation: Promote cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning.

Addressed in Subtask(s):

- 2.2 Geographic Information Systems - Coordination with public and private agencies across boundaries to acquire GIS data to understand regional issues
- 2.3 Aerial Photography – Contribute in acquiring regional aerial photography provided by a consultant
- 3.1 Transportation Improvement Program – Maintenance and revisions to the Plan based on regional stakeholder input
- 3.2 Air Quality Activities and Planning – Participation in efforts to maintain the air quality status of the region
- 4.1 Metropolitan Transportation Plan Development – Coordination with public and private agencies to maintain the MTP

3. Ladders of Opportunity: Access to essential services – as part of the transportation planning process, identifies connectivity gaps in access to essential services (i.e., housing, employment, health care, schools/education, and recreation.)

Addressed in Subtask(s):

- 2.2 Geographic Information Systems – Collect and analyze GIS to identify connectivity gaps
- 3.1 Transportation Improvement Program – Maintain the regional coordination plan and coordinate transit services to the whole region
- 3.3 Public Transportation Planning – Assist Tyler Transit in ensuring compliance with current policies
- 4.1 Metropolitan Transportation Plan Development – Update MTP if required to address connectivity gaps
- 5.1 Old Jacksonville Corridor Study – Evaluate a major growth corridor to identify and recommend improvements that can help address vehicular mobility, connectivity gaps and opportunities for bicycle/pedestrian and transit facilities

It is important to note that all these tasks require substantial effort and dedication from local agencies throughout the TAMPO area and often include the utilization of consulting services for specific planning activities, plans, or programs.

II. **TASK 1.0 - ADMINISTRATION/MANAGEMENT**

- A. **OBJECTIVE** - To initiate and properly manage the “3-C” planning process, ensuring that it is continuous, cooperative, and comprehensive, and in compliance with applicable State and Federal laws and regulations. This document may be amended by the Policy Board from time to time, as needed.

- B. **EXPECTED PRODUCTS** - The Tyler Area MPO will perform administrative responsibilities necessary to verify the transportation planning process and retain eligibility for federal and state funding for transportation planning and projects.

- C. **PREVIOUS WORK** – The Tyler Area MPO continuously managed the administrative aspects of the planning process including: billings, development of required documents, public involvement activities and training, attendance of training, monitoring the effect of transportation planning and programming on low income and minority populations, updated the Public Participation Process, created Disadvantaged Business Enterprise (DBE) guidelines for the MPO and Tyler Transit, and updated the Civil Rights program including Title VI.

- D. **SUBTASKS -**

1.1 Program Support and Administration

Prepare and submit required documents to maintain the continuity and credibility of the planning process. Sponsor and conduct meetings and provide support to policy and advisory committees. Prepare budgets, maintain financial records, and ensure monies are spent appropriately. Coordinate activities among participating agencies and other public and private interests. Assist participating agencies as needed.

Purchase/lease supplies, computer equipment and other equipment necessary to carry out planning efforts. Maintain current licenses for all GIS software and purchase most current versions of software when beneficial to the MPO. Equipment/computer purchases of \$5,000 or greater require prior approval from the Texas Department of Transportation Transportation Planning & Programming Division.

*Outside legal counsel may be utilized with prior approval from the Federal Highway Administration

1.2 Title VI Civil Rights Evaluation

The MPO will continue to implement procedures compliant with Federal law (42 USC 2000d-1) that will analyze the areas of minority and low income that have been historically underserved communities. The MPO will continue to develop the appropriate Title VI analysis tools and performance measures and indicators. Specifically, performance measures and analytical methods will be identified to measure the transportation system's connectivity to essential service by underserved communities. Information will be utilized to identify solutions to gaps in the system. (PEA: "Ladders of Opportunity") Additionally, the MPO will educate and inform the Technical Advisory Committee and the Policy Committee concerning Title VI topics.

1.3 Public Outreach

Continue public participation process. Conduct public meetings during the development and update of the Metropolitan Transportation Plan and other planning documents as appropriate to keep the public informed. Develop opportunities to efficiently obtain public input in all aspects of multi-modal transportation planning, including participation from the Title VI target population. Provide information to the public as requested. The MPO will review and amend the Public Participation Plan as necessary to ensure Title VI issues are addressed properly, including minority and low-income communities, air quality conformity, and federal and state requirements for public participation.

1.4 Staff Training and Education

The MPO staff will participate in conferences, seminars, meetings, and other training opportunities to remain familiar with the latest regulations and techniques related to the transportation planning field as provided by the Federal Transit Administration, Federal Highway Administration, American Planning Association (APA), Environmental Protection Agency (EPA), Texas Commission on Environmental Quality (TCEQ), Texas Department of Transportation (TxDOT) and other agencies. Attend, as necessary, any meetings concerning transportation or air quality hosted by TxDOT, EPA, TCEQ, Northeast Texas Air Care, Association of

Texas Metropolitan Planning Organizations, Northeast Texas Regional Mobility Authority (NETRMA), East Texas Council of Governments or other agencies. The MPO understands that out-of-state travel requires prior approval from TxDOT-Transportation Planning & Programming Division.

E. FUNDING SUMMARY -

Task 1 - FY 2014 & FY 2015

Subtask	Description	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
1.1	Program Support and Administration	TAMPO and TxDOT	\$ 279,318	\$ 0	\$ 0	\$ 279,318
1.2	Title VI Civil Rights Evaluation	TAMPO and TxDOT	\$ 2,000	\$ 0	\$ 0	\$ 2,000
1.3	Public Outreach	TAMPO and TxDOT	\$ 7,000	\$ 0.	\$ 0	\$ 7,000
1.4	Staff Training and Education	TAMPO and TxDOT	\$ 18,000	\$ 0	\$ 0	\$ 18,000
Task 1: Administration-Management			\$ 306,318	\$ 0	\$ 0	\$ 306,318

TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

*Program support = salaries, benefits, supplies, technology, utilities and maintenance – hours charged to 1.2, 1.3, 1.4, 2.1, 3.1, 3.3 and special services.

(1) TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

III. **TASK 2.0 - DATA DEVELOPMENT AND MAINTENANCE**

- A. **OBJECTIVE** - To create, update, and maintain spatial information, demographic data and analysis to support planning efforts. To monitor and identify development trends in the study area in an effort to determine their impact on the area's transportation system. To analyze the data for travel demand model activities

- B. **EXPECTED PRODUCTS** - Continue to update and maintain the GIS database for data that the MPO utilizes for the planning process. Continue to develop and maintain applications to streamline land development services for eventual use in the transportation planning process in the development of transportation forecasts and analysis. Maintain a complete database of consistent addresses throughout the Study Area. Integrate TxDOT traffic counts into the appropriate GIS database.

- C. **PREVIOUS WORK** – The Policy Committee discussed expanding the current boundaries of the Metropolitan Planning Organization to include all areas within Smith County. This was in response to language in the Federal Transportation Reauthorization Bill that would eliminate all Metropolitan Planning Organizations whose population is less than 200,000. Ultimately, this was not adopted by the Policy Committee as MAP-21 kept MPO's under 200,000 in population intact. This subtask is accomplished by a full time GIS employee who maintains the GIS databases for the Tyler Area MPO. The mapping allows demographic data to be analyzed and population and transportation trends to be recognized and studied. Further, any maps needed for plans for review are created by this position. The Metropolitan Transportation Plan and Transportation Improvement Program benefitted from this activity. The aerial photography is obtained through a contract with consultant, Stewart GeoTechnologies, Inc., and is an ongoing project. The aerial consortium is made up of Tyler Area MPO, 911, Smith County Appraisal District and Smith County with each entity currently contributing equally. The MPO contributed \$20,000 towards the project during this fiscal year. In the future, the Tyler Area MPO will participate in the countywide project at approximately \$25,000 annually to facilitate biennial mapping.

D. **SUBTASKS**

2.1 Socioeconomic Data and Forecast

The MPO along with other local agencies including the City of Tyler and TxDOT will prepare updates and maintain data and maps related to population, building permits, land use, housing, and employment. Develop current estimates and forecasts of population and employment. Prepare demographic and model data for the 2007 travel demand model base year. Continue compilation and mapping of data on existing alternative transportation systems, such as bikeways, pedestrian ways, rail, air, etc.

2.2 Geographic Information System

Continue to develop the GIS database for the purpose of spatial analysis in the development of transportation plans and technical analysis. Compile all available data into a series of maps for use in the transportation planning process.

Continue lease and maintenance of computer hardware and software to improve GIS system and perform other data collection activities. Equipment/computer purchases of \$5,000 or greater will require prior approval from TxDOT-Transportation Planning & Programming Division.

The established inter-local agreements and combined GIS database will allow for easier exchange of data between government entities and will reduce redundant work. The exchange and sharing of data will assist the MPO with transportation analysis from various data layers. Maps created in GIS are reproduced as necessary.

Continue development of applications to streamline land development services for eventual use in the transportation planning process. Monitor consistency of physical addresses of structures within the Study Area for purposes of demographic analysis and support for the decennial census.

2.3 Aerial Photography

Current aerial photography is a valuable tool utilized during the planning process. The MPO along with other local agencies including the City of Tyler, Smith County 911, Smith County Appraisal District, Neches River Authority and other entities will assist in the acquisition of digital aerial photography provided by a consultant. The coverage area consists of the Tyler city limits, including the 5-mile ETJ (6-inch) aerials and the remainder of the MPO area in 1-inch color aerial photography. The raster data will meet the City of Tyler's digital data base map at NAD 83 and the Texas State Plane Coordinate System. The images were captured in February 2012 and Smith County 9-1-1 is the lead agency for this subtask.

The aerial flights will now be flown every two years, instead of every three, leading to a slightly higher cost for this task.

E. FUNDING SUMMARY

Task 2 - FY 2014 & FY 2015

Subtask	Description	Responsible Agency	Transportation Planning Funds (TPF) ¹	FTA Sect. 5307	Local	Total
2.1	Socioeconomic Data and Forecast	TAMPO and TxDOT	\$ 4,000	\$ 0	\$ 0	\$ 4,000
2.2	Geographic Information System	TAMPO and TxDOT	\$ 25,270	\$ 0	\$ 0	\$ 25,270
2.3	Aerial Photography	TAMPO and TxDOT	\$ 50,000	\$ 0	\$ 0	\$ 50,000
Task 2: Data Development & Management			\$ 79,270	\$ 0	\$ 0	\$ 79,270

TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

(1) TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

IV. **TASK 3.0 - SHORT RANGE PLANNING**

- A. **OBJECTIVE** - To provide innovative and integrated planning for the current transportation needs of the Study Area within a five-year period. Promote air quality and maintenance of ozone attainment status through voluntary community actions. Provide an integrated planning approach for the provision of transit service to improve the overall transit system.

- B. **EXPECTED PRODUCTS** – Provide revisions to the Transportation Improvement Program (TIP) 2013-2016 as needed. Develop the 2015-2018 TIP and revisions as needed. Participate in Northeast Texas Air Care (NETAC), the Technical Working Group for Mobile Source Emissions (TWG), and ad hoc committees as needed. Provide assistance on public transportation issues as needed. The MPO will analyze ozone compliance and prepare for if non-attainment occurs.

- C. **PREVIOUS WORK** - Developed the 2013-2016 Transportation Improvement Program and held public hearings and meetings for the approval process. Corresponded with TxDOT Tyler District and Tyler Transit concerning Federal Transit Administration (FTA) rules and regulations. Participated in NETAC, TWG, and air quality meetings including air quality conformity training.

D. **SUBTASKS**

3.1 Transportation Improvement Program

Develop and prepare revisions to the 2015-2018 TIP. Provide quarterly revisions of the FY 2013-2016 TIP as needed. Ensure that revisions are consistent with MAP-21 performance measures. Ensure public involvement as part of the revisions to the 2013-2016 TIP. Review project selection procedures and incorporate performance targets and measures to determine the effect on low-income, minorities, the disabled and senior citizens.

3.2 Air Quality Activities and Planning

Coordinate with North East Texas Air Care (NETAC) to develop promotional and educational programs that promote ozone awareness. Continue coordination with TxDOT, Texas Transportation Institute, East Texas Council of Governments, Texas Commission on Environmental Quality, Longview Metropolitan Planning Organization and the Technical Working Group for Mobile Source Emissions (TWG) on air quality conformity – the preparation of plans, documents, strategies and other necessary work activities.

3.3 Public Transportation Planning

To be performed by Tyler Transit with assistance by the MPO as needed: Prepare FTA grant for City of Tyler. Manage current grant to ensure monies are spent according to federal requirements. Prepare updates to the Title VI, Section 15 and Public Participation documents and analyze the effectiveness of current policies related to meeting those requirements. Evaluation of ADA requirements and local service provision relating to those requirements.

E. **FUNDING SUMMARY** - Include table depicting source of funding.

Task 3 - FY 2014 & FY 2015

Subtask	Description	Responsible Agency	Transportation Planning Funds (TPF) ¹	FTA Sect. 5307	Local	Total
3.1	Transportation Improvement Program	TAMPO and TxDOT	\$ 8,000	\$ 0	\$ 0	\$ 8,000
3.2	Air Quality Activities and Planning	TAMPO and TxDOT	\$ 10,000	\$ 0	\$ 0	\$ 10,000
3.3	Public Transportation Planning	TAMPO and TxDOT and Tyler Transit	\$ 2,000	\$ 0	\$ 0	\$ 2,000
Task 3: Short Range Planning			\$ 20,000	\$ 0	\$ 0	\$ 20,000

TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

(1) TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

V. **TASK 4.0 - METROPOLITAN TRANSPORTATION PLAN**

- A. **OBJECTIVE** - To develop, document, amend and publish the Metropolitan Transportation Plan (MTP) in accordance with local needs and federal and state regulations; to continue to study and analyze projects and data for long-range planning elements and long-range project level studies as needed. The plan shall be evaluated and updated at least every five years in attainment areas.

- B. **EXPECTED PRODUCTS** – Develop the 2040 MTP. Updates will be made to the MTP as needed or as requested by the Policy Committee.

- C. **PREVIOUS WORK** – The Metropolitan Transportation Plan with a planning horizon year of 2035 was adopted on December 4, 2009. The plan has been updated four times, spring of 2010, spring of 2011, March 2013 and again in May 2013.

- D. **SUBTASKS**

4.1 Metropolitan Transportation Plan Development

The subtask includes updates to the current MTP with the planning horizon of 2035 for the Tyler Area MPO. Staff will coordinate development of the 2040 MTP and revise as needed. Public hearings will be held in accordance with the MPO Public Participation Plan (PPP) throughout the process. Staff will oversee the entire process and will monitor plan implementation to ensure that Federal and State mandates are upheld. These mandates require that the MTP be fiscally constrained and that the plan incorporates the eight planning factors as identified by MAP-21 as well as Planning Emphasis Areas (PEAs). Updates to this plan will be conducted on an as needed basis.

In FY 2013, the Tyler Area MPO began preparing information for the next Metropolitan Transportation Plan update utilizing a 2007 model base year and a planning horizon of 2040, which discusses the principles of livability, sustainability, and the impacts of climate change. The plan will largely be developed during FY 2014 and adopted no later than December 4, 2014.

E. FUNDING SUMMARY

Task 4 - FY 2014 & FY 2015

Subtask	Description	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
4.1	Metropolitan Transportation Plan	TAMPO and TxDOT	\$ 108,305	\$ 0	\$ 0	\$ 108,305
Task 4: Metropolitan Transportation Plan			\$ 108,305*	\$ 0	\$ 0	\$ 108,305*

*\$8,305 is expected for staff oversight of the consultant contract.

TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

(1) TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

VI. **TASK 5.0 - SPECIAL STUDIES**

- A. **OBJECTIVE** - To further the goals and objectives of the transportation planning process through special studies undertaken by MPO staff or consultants in support of existing or projected local needs. The Tyler Area MPO will initiate development of performance measures in accordance with MAP-21 requirements.
- B. **EXPECTED PRODUCTS** –Performance measures will be developed. Additionally, the Policy Committee requested a study for the Old Jacksonville corridor to review driveway placement, access management, speed and multi-modal considerations.
- C. **PREVIOUS WORK** – Over the last two fiscal years, the Tyler Area MPO has completed a Regional Transit Study, a Master Street Plan (MSP) update, and the Downtown Park & Ride Study. The Regional Transit Study was performed to analyze the fixed-route needs within the Tyler Area MPO boundary in coordination with Tyler Transit fixed-route services and rural providers. The MSP update built from the previous 2005 Master Street Plan and Adjustments were made based on focus groups and citizen input as well as recent development patterns. A Downtown Park & Ride Shuttle Study to determine the feasibility of a possible shuttle service within Downtown Tyler between the Square and a temporary Park & Ride lot.
- D. **SUBTASKS**
- 5.1 Old Jacksonville Corridor Study
- The MPO will initiate a study to review driveway placement, turn lanes (access management), speed and multi-modal considerations along the Old Jacksonville corridor.
- 5.2 MAP-21 Performance Requirements
- The MPO will be involved in discussions with FHWA and TxDOT to assist in the development of our performance measures as required under MAP-21 and intended to identify gaps in the transportation system to essential services for traditionally underserved populations/communities.

E. **FUNDING SUMMARY** - Include table depicting source of funding.

Task 5 - FY 2014 & FY 2015

Subtask	Description	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
5.1	Old Jacksonville Corridor Study	TAMPO and TxDOT	\$ 103,526	\$ 0	\$ 0	\$ 103,526
5.2	MAP-21 Performance Requirements	TAMPO and TxDOT	\$ 33,294	\$ 0	\$ 0	\$ 33,294
Task 5: Special Studies			\$ 136,820	\$ 0	\$ 0	\$ 136,820

TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

(1) TPF – This includes both FHWA PL-112 and FTA Section 5303 funds.

TWO-YEAR BUDGET SUMMARY

TABLE 1 – TYLER URBAN TRANSPORTATION STUDY – FY 2014 & FY 2015

UPWP Task	FTA Task	Description	TPF ¹ Funds	FTA Sect. 5307	Local Funds	Total Funds
1.1	44.21.00	Program Support and Administration	\$ 279,318	\$ 0	\$ 0	\$ 279,318
1.2		Title VI Civil Rights Evaluation	\$ 2,000	\$ 0	\$ 0	\$ 2,000
1.3		Public Outreach	\$ 7,000	\$ 0	\$ 0	\$ 7,000
1.4		Staff Training and Education	\$ 18,000	\$ 0	\$ 0	\$ 18,000
Task 1: Administration-Management			\$ 306,318	\$ 0	\$ 0	\$ 306,318
2.1	44.22.00	Socioeconomic Data and Forecast	\$ 4,000	\$ 0	\$ 0	\$ 4,000
2.2		Geographic Information System	\$ 25,270	\$ 0	\$ 0	\$ 25,270
2.3		Aerial Photography	\$ 50,000	\$ 0	\$ 0	\$ 50,000
Task 2: Data Development & Maintenance			\$ 79,270	\$ 0	\$ 0	\$ 79,270
3.1	44.24.00 44.25.00	Transportation Improvement Program	\$ 8,000	\$ 0	\$ 0	\$ 8,000
3.2		Air Quality Activities and Planning	\$ 10,000	\$ 0	\$ 0	\$ 10,000
3.3		Public Transportation Planning	\$ 2,000	\$ 0	\$ 0	\$ 2,000
Task 3: Short Range Planning			\$ 20,000	\$ 0	\$ 0	\$ 20,000
4.1	44.23.01	Metropolitan Transportation Plan	\$ 108,305	\$ 0	\$ 0	\$ 111,000
Task 4: Metropolitan Transportation Plan			\$ 108,305	\$ 0	\$ 0	\$ 111,000
5.1	44.23.02	Old Jacksonville Corridor Study	\$ 103,526	\$ 0	\$ 0	\$ 100,831
5.2	44.23.02	MAP-21 Performance Requirements	\$ 33,294	\$ 0	\$ 0	\$ 33,294
Task 5: Special Studies			\$ 136,820	\$ 0	\$ 0	\$ 134,125
Total			\$ 650,713	\$ 0	\$ 0	\$ 650,713

¹ TRANSPORTATION PLANNING FUNDS

Expected FHWA (PL-112) ²	\$ 539,406
PL-112 (FY13 Carryover)	\$ 111,307
TOTAL TPF	\$ 650,713

² Estimate based on prior years' authorizations

By minute order, the Texas Transportation Commission authorizes the use of transportation development credits as TxDOT's non-Federal share for FHWA (PL-112) and FTA 5303 funds. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

BUDGET SUMMARY BY YEAR

TABLE 2 - URBAN TRANSPORTATION STUDY – FY 2014

UPWP Task	FTA Task	Description	TPF ¹ Funds	FTA Sect. 5307	Local Funds	Total Funds
1.1	44.21.00	Program Support and Administration*	\$ 124,512	\$ 0	\$ 0	\$ 124,512
1.2		Title VI Civil Rights Evaluation	\$ 1,000	\$ 0	\$ 0	\$ 1,000
1.3		Public Outreach	\$ 3,500	\$ 0	\$ 0	\$ 3,500
1.4		Staff Training and Education	\$ 9,000	\$ 0	\$ 0	\$ 9,000
Task 1: Administration-Management			\$ 138,012	\$ 0	\$ 0	\$ 138,012
2.1	44.22.00	Socioeconomic Data and Forecast	\$ 2,000	\$ 0	\$ 0	\$ 2,000
2.3		Aerial Photography	\$ 25,000	\$ 0	\$ 0	\$ 25,000
Task 2: Data Development & Maintenance			\$ 27,000	\$ 0	\$ 0	\$ 27,000
3.1	44.24.00 44.25.00	Transportation Improvement Program	\$ 4,000	\$ 0	\$ 0	\$ 4,000
3.2		Air Quality Activities and Planning	\$ 5,000	\$ 0	\$ 0	\$ 5,000
3.3		Public Transportation Planning	\$ 1,000	\$ 0	\$ 0	\$ 1,000
Task 3: Short Range Planning			\$ 10,000	\$ 0	\$ 0	\$ 10,000
4.1	44.23.01	Metropolitan Transportation Plan	\$98,570	\$ 0	\$ 0	\$98,570
Task 4: Metropolitan Transportation Plan			\$98,570	\$ 0	\$ 0	\$98,570
Task 5: Special Studies			\$ 0	\$ 0	\$ 0	\$ 0
Un-programmed FY Funds			\$107,428	\$ 0	\$ 0	\$107,428
Total			\$ 381,010	\$ 0	\$ 0	\$ 381,010

*Program support = salaries, benefits, supplies, technology, utilities and maintenance – hours charged to 1.2, 1.3, 1.4, 2.1, 3.1, 3.3 and special services.

¹ TRANSPORTATION PLANNING FUNDS

FHWA (PL-112) ²	\$ 269,703
Un-programmed FY 13 Funds	<u>\$ 111,307</u>
TOTAL TPF	\$ 381,010

² *Estimate based on prior years' authorizations*

By minute order, the Texas Transportation Commission authorizes the use of transportation development credits as TxDOT's non-Federal share for FHWA (PL-112) and FTA 5303 funds.

As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

BUDGET SUMMARY BY YEAR

TABLE 3 - URBAN TRANSPORTATION STUDY – FY 2015

UPWP Task	FTA Task	Description	TPF ¹ Funds	FTA Sect. 5307	Local Funds	Total Funds
1.1	44.21.00	Program Support and Administration	\$ 154,806	\$ 0	\$ 0	\$ 154,806
1.2		Title VI Civil Rights Evaluation	\$ 1,000	\$ 0	\$ 0	\$ 1,000
1.3		Public Outreach	\$ 3,500	\$ 0	\$ 0	\$ 3,500
1.4		Staff Training and Education	\$ 9,000	\$ 0	\$ 0	\$ 9,000
Task 1: Administration-Management			\$ 168,306	\$ 0	\$ 0	\$ 168,306
2.1	44.22.00	Socioeconomic Data and Forecast	\$ 2,000	\$ 0	\$ 0	\$ 2,000
2.2		Geographic Information System	\$ 25,270	\$ 0	\$ 0	\$ 25,270
2.3		Aerial Photography	\$ 25,000	\$ 0	\$ 0	\$ 25,000
Task 2: Data Development & Maintenance			\$ 52,270	\$ 0	\$ 0	\$ 52,270
3.1	44.24.00 44.25.00	Transportation Improvement Program	\$ 4,000	\$ 0	\$ 0	\$ 4,000
3.2		Air Quality Activities and Planning	\$ 5,000	\$ 0	\$ 0	\$ 5,000
3.3		Public Transportation Planning	\$ 1,000	\$ 0	\$ 0	\$ 1,000
Task 3: Short Range Planning			\$ 10,000	\$ 0	\$ 0	\$ 10,000
4.1	44.23.01	Metropolitan Transportation Plan	\$9,735	\$ 0	\$ 0	\$9,735
Task 4: Metropolitan Transportation Plan			\$9,735	\$ 0	\$ 0	\$9,735
5.1	44.23.02	Old Jacksonville Corridor Study	\$ 103,526	\$ 0	\$ 0	\$ 103,526
5.2	44.23.02	MAP-21 Performance Requirements	\$ 33,294	\$ 0	\$ 0	\$ 33,294
Task 5: Special Studies			\$ 136,820	\$ 0	\$ 0	\$ 136,820
Total			\$377,131	\$ 0	\$ 0	\$377,131

¹ TRANSPORTATION PLANNING FUNDS

Expected FHWA (PL-112) ²	\$ 269,703
Un-programmed FY 14 Funds	<u>\$ 107,428</u>
TOTAL TPF	\$ 377,131

² *Estimate based on prior years' authorizations*

By minute order, the Texas Transportation Commission authorizes the use of transportation development credits as TxDOT's non-Federal share for FHWA (PL-112) and FTA 5303 funds. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

**APPENDIX A
POLICY COMMITTEE MEMBERSHIP**

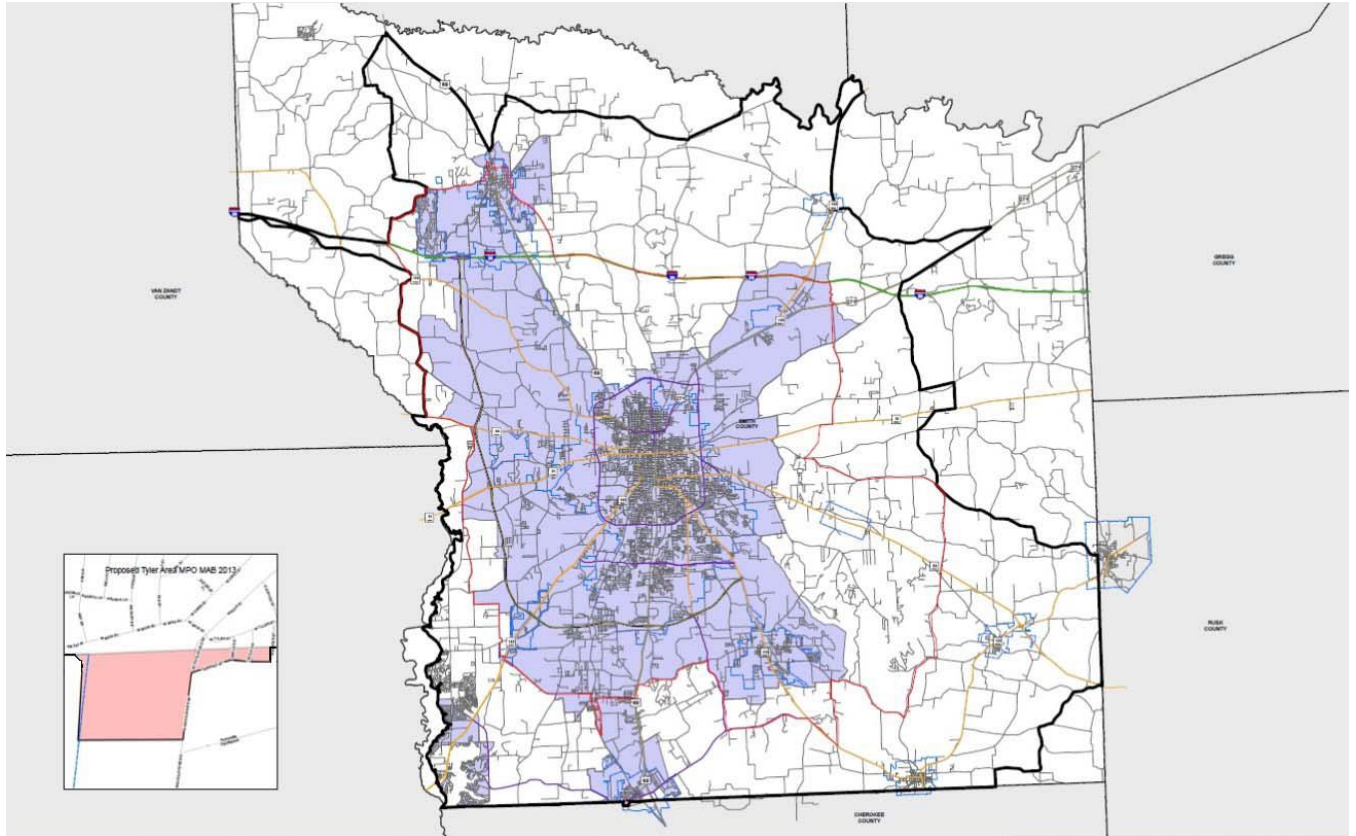
VOTING MEMBERS		
The Honorable Joel Baker	County Judge	Smith County
The Honorable Jeff Warr	County Commissioner	Smith County
The Honorable Martin Heines	Mayor	City of Tyler
Edward Broussard	City Manager	City of Tyler
Craig Lindholm	City Manager	City of Lindale
Kevin Huckabee	City Manager	City of Whitehouse
Dennis Cooley, P.E.	District Engineer	TxDOT
Carter Delleney, P.E.	Capital Projects	City of Tyler
Frank Davis	County Engineer	Smith County
Gary Halbrooks	NETRMA Member	NET RMA
The Honorable Mike Turman	Mayor	City of Noonday

TECHNICAL ADVISORY COMMITTEE

NON-VOTING MEMBERS		
Heather Nick	Executive Director	City of Tyler
Michael Howell	MPO Coordinator	City of Tyler
Guillermo Garcia	Director for Innovation	City of Tyler
Peter Eng, P.E.	Traffic Engineer	City of Tyler
Michael Wilson, P.E.	Development Services Engineer	City of Tyler
Davis Dickson	Airport Manager	City of Tyler
Stephanie Rollings	Director of Parks and Recreation	City of Tyler
Brian Capps	Smith County	Smith Co.
Chief Deputy Robert Carlson	Smith County Sheriff's Office	Smith Co.
Jeffrey Harmon, P.E.	Area Engineer – Tyler District	TxDOT
Eric Fisher, P.E.	Planning Engineer – Tyler District	TxDOT
Vernon Webb, P.E.	Director of TP&D – Tyler District	TxDOT
Travis Milner	MPO Coordinator, TxDOT- TP&P Division	TxDOT
Heather Bolestridge	Transit Manager	Tyler Transit
Jamie Zech	Transportation Conformity Specialist	TCEQ
Tom Mullins	President / CEO	TEDC/Chamber of Commerce
John Hedrick	Director of Transportation, ETCOG	ETCOG
Genevieve Bales	Planning and Environmental Coordinator, FHWA	FHWA
Tony Ogboli	Federal Transit Administration	FTA
Linda Ryan Thomas	Chair, NETRMA	NET RMA
Brent Nelson	Brookshire's Grocery Company	Freight
Mike Butler	Tyler Bike Club President	Bike
David Porter	East Texas Trekkers President	Pedestrian

APPENDIX B

METROPOLITAN AREA BOUNDARY MAP



APPENDIX C
DEBARMENT CERTIFICATION

**DEBARMENT CERTIFICATION
(Negotiated Contracts)**

- (1) The **Tyler Area Metropolitan Planning Organization** as **CONTRACTOR** certifies to the best of its knowledge and belief, that it and its principals:
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency;
 - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public* transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity* with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application/proposal had one or more public transactions* terminated for cause or default.
- (2) Where the **CONTRACTOR** is unable to certify to any of the statements in this certification, such **CONTRACTOR** shall attach an explanation to this certification.

*federal, state or local



Signature – Chair, MPO Policy Committee

8-25-2014

Date

APPENDIX D

**CERTIFICATION FOR CONTRACTS, GRANTS, LOANS AND COOPERATIVE
AGREEMENTS**

**CERTIFICATION FOR CONTRACTS, GRANTS,
LOANS AND COOPERATIVE AGREEMENTS**

The undersigned certifies to the best of his or her knowledge and belief, that:

(1) No federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclosure accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.



Signature – Chair, MPO Policy Committee

Tyler Area Metropolitan Planning Organization
Agency

8 25 2014
Date

APPENDIX E
CERTIFICATION OF COMPLIANCE

Certification of Compliance

I, Martin Heines, Chair,
(Name and Position, Typed or Printed)

a duly authorized officer/representative of Tyler Area Metropolitan Planning Organization
(MPO)

do hereby certify that the contract and procurement procedures that are in effect and used by the forenamed MPO are in compliance with 49 CFR 18, "Uniform Administrative Requirements for Grants and Cooperative Agreements with State and Local Governments," as it may be revised or superseded.

9 29 2014
Date


Signature - Chair, MPO Policy Committee

Attest:

Michael Howell
Name

MPO Coordinator
Title

APPENDIX F

CERTIFICATION OF INTERNAL ETHICS AND COMPLIANCE PROGRAMS

Certification of Internal Ethics and Compliance Program

I, Martin Heines, Chair,
(Name and Position, Typed or Printed)

a duly authorized officer/representative of Tyler Area Metropolitan Planning Organization,
(MPO)

do hereby certify that the forenamed MPO has adopted and does enforce an internal ethics and compliance program that is designed to detect and prevent violations of law, including regulations and ethical standards applicable to this entity or its officers or employees and that the internal ethics and compliance program satisfies the requirements of by 43 TAC § 31.39. "Required Internal Ethics and Compliance Program" and 43 TAC § 10.51 "Internal Ethics and Compliance Program" as may be revised or superseded.

8-25-2014
Date


Signature - Chair, MPO Policy Committee

Attest:

Michael Howell
Name

MPO Coordinator
Title

APPENDIX G

FTA WORKSHEET

FTA BUDGET CODE EXPLANATIONS

Metropolitan Planning

Program Support and Administration (44.21.00) Include basic overhead, program support, and general administrative costs directly chargeable to the FTA project, i.e., direct program support, administration, interagency coordination, citizen participation, public information, local assistance, UPWP development, etc. (If direct program administrative and support costs are included in each work or activity, do not enter them a second time in this category.)

General Development and Comprehensive Planning (44.22.00) Include only the costs of activities *specifically emphasizing* regional policy and system planning for non-transportation functional areas, including the development and maintenance of related data collection and analysis systems, demographic analysis and non-transportation modeling and forecasting activity, i.e., land use, housing, human services, environmental and natural resources, recreation and open space, public facilities and utilities, etc.

Long Range System Level Planning (44.23.01) Include only the costs of activities *specifically emphasizing* long range transportation system planning and analysis, i.e., long range travel forecasting and modeling including appropriate data base development and maintenance for transportation in the entire metropolitan area or state, system analysis, sketch planning, system plan development, reappraisal or revision, and all long range, Transportation System Management (TSM) activities.

Long Range Project Level Planning (44.23.02) Include only the costs of activities *specifically emphasizing* long range project level planning and analysis, i.e., corridor and sub-area studies, cost effectiveness studies, feasibility and location studies, and the preparation of related draft environmental impact studies.

Short Range Transportation Planning (44.24.00) Include only the cost of activities *specifically emphasizing* short range transportation system or project planning and analysis proposed in the next three to five years, i.e., management analyses of internal operations such as, management/administration, maintenance, personnel, and labor relations; service planning including appropriate data base development and maintenance; TDP preparation; financial management planning, including alternative fare box policies; all short range Transportation System Management (TSM) activities including vanpool/ridesharing, high occupancy vehicles, parking management, etc.

Transportation Improvement Program (44.25.00) Include only the costs of activities *specifically emphasizing* TIP development and monitoring.

Other

Other Activities (44.27.00) Include only the cost of those activities whose primary emphasis is unrelated to the specific types of activities described above.