

# **2018 - 2019**

## **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, 2017 to September 30, 2019**

Adopted by the Tyler Area MPO Transportation Policy Committee on  
July 28, 2017

Amended on August 20, 2018

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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 Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) was adopted which included eight planning factors to consider in the transportation process. In 2012, the Moving Ahead for Progress in the 21st Century Act (MAP-21) was signed into law which introduced a performance-based approach to transportation decision making.

The Fixing America's Surface Transportation (FAST) Act (P.L.114-94), was signed into law by President Obama on December 4, 2015. The Act authorizes \$305 billion in funding over fiscal years 2016 through 2020. FAST was the basis for developing this UPWP. The Tyler Area MPO is 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 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 2018-2019 UPWP is intended to describe the transportation related planning activities scheduled to be performed in FY 2018 and FY 2019. These are the tasks to be undertaken using Federal Planning Assistance Funds. The administrative projects included in this work program are mandated in the FAST Act. These projects comprise the primary mission of the MPO to provide local governments with access to the transportation planning process. Under FAST the MPO must consider projects and strategies that will meet the following ten 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;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

National goals and performance management measures are listed in 23 U.S. Code § 150. It is the intent to transform the Federal-aid highway program and provide a means to the most efficient investment of Federal transportation funds by refocusing on national transportation goals, increasing the accountability and transparency of the Federal-aid highway program, and improving project decision making through performance-based planning and programming. The program is to focus on the following national goals.

1. Safety – To achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
2. Infrastructure condition – To maintain the highway infrastructure asset system in a state of good repair.
3. Congestion reduction – To achieve a significant reduction in congestion on the National Highway System.
4. System reliability – To improve the efficiency of the surface transportation system.
5. Freight movement and economic vitality – To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
6. Environmental sustainability – To enhance the performance of the transportation system while protecting and enhancing the natural environment.

7. Reduced project delivery delays – To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

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 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.

- 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 Cherokee county.
- C. **ORGANIZATION** – The City of Tyler serves as the fiscal agent for the 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 MPO 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 Transportation Policy Committee and the Technical Advisory Committee.
  - **Transportation Policy Committee:** The Transportation Policy Committee (TPC) is composed of the principal elected and appointed officials in the Tyler/Smith County area. The TPC biennially approves the UPWP and develops the transportation planning process in the Tyler urban area and consists of eleven (11) voting members. Representation of the Policy Committee is shown in **Appendix A**.

- **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 TPC. The TAC is also responsible for assisting in developing the short and long-range transportation plans and informing the TPC 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 update (Task 4.1)
3. Active Transportation Plan (Task 5.1)

E. **PLANNING ISSUES AND EMPHASIS** – The major transportation issues being addressed in this work program are the updated socioeconomic and travel demand forecasting and regional pedestrian and bicycle route planning.

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) in a memorandum to Metropolitan Planning Organizations, dated March 18, 2015, 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 PEAs include:

**1. FAST Implementation: 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
- 3.1 Transportation Improvement Program - Updating the TIP to include performance based planning
- 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):

- 1.4 Staff Training and Education – Attendance of board meetings and participation on committees for Northeast Texas Air Care (NETAC), the Technical Working Group for Mobile Source Emissions (TWG), East Texas Council of Governments (ETCOG), EastTexConnects, and the North East Texas Regional Mobility Authority (NET RMA).
- 2.1 Socioeconomic Data and Forecast – Collect data for the MPO and other entities to utilize to forecast growth, traffic and trends in the region
- 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):

- 1.2 Title VI Civil Rights Evaluation – Consider environmental justice throughout all aspects of the transportation planning process.
- 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 Active Transportation Plan – Adopt a plan to aid City, County and State agencies in creating a regionally connectivity pedestrian and bicycle network

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 AND MANAGEMENT

- **OBJECTIVE** - To implement the “3-C” process, ensuring that planning is continuous, cooperative, and comprehensive. This is accomplished by providing for the management of work tasks and public involvement as well as funding for supplies, equipment, travel, training and other administrative costs in compliance with applicable State and Federal laws and regulations.
- **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.
- **PREVIOUS WORK** - The Tyler Area MPO continuously managed the administrative aspects of the planning process including: billings, development of required documents, public involvement activities, attendance of training, attendance of regional transportation group, project support for special studies and updating the MPO website.
- **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 of special studies 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.

- FUNDING SUMMARY

**Task 1.0 - FY 2018**

| Subtask      | Responsible Agency | Transportation Planning Funds (TPF) <sup>1</sup> | FTA Sect. 5307 | Local       | Total             |
|--------------|--------------------|--|----------------|-------------|-------------------|
| 1.1          | TAMPO and TxDOT    | \$ 148,300                                       | \$ 0           | \$ 0        | \$ 148,300        |
| 1.2          | TAMPO and TxDOT    | \$ 1,000   | \$ 0           | \$ 0        | \$ 1,000          |
| 1.3          | TAMPO and TxDOT    | \$ 3,500   | \$ 0           | \$ 0        | \$ 3,500          |
| 1.4          | TAMPO and TxDOT    | \$ 22,200  | \$ 0           | \$ 0        | \$ 22,200         |
| <b>TOTAL</b> |                    | <b>\$ 175,000</b>                                | <b>\$ 0</b>    | <b>\$ 0</b> | <b>\$ 175,000</b> |

<sup>1</sup>TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

**Task 1.0 - FY 2019**

| Subtask      | Responsible Agency | Transportation Planning Funds (TPF) <sup>1</sup> | FTA Sect. 5307 | Local       | Total             |
|--------------|--------------------|--|----------------|-------------|-------------------|
| 1.1          | TAMPO and TxDOT    | \$ 148,300                                       | \$ 0           | \$ 0        | \$ 148,300        |
| 1.2          | TAMPO and TxDOT    | \$ 1,000   | \$ 0           | \$ 0        | \$ 1,000          |
| 1.3          | TAMPO and TxDOT    | \$ 3,500   | \$ 0           | \$ 0        | \$ 3,500          |
| 1.4          | TAMPO and TxDOT    | \$ 22,200  | \$ 0           | \$ 0        | \$ 22,200         |
| <b>TOTAL</b> |                    | <b>\$ 175,000</b>                                | <b>\$ 0</b>    | <b>\$ 0</b> | <b>\$ 175,000</b> |

<sup>1</sup>TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

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

- **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.
- **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.
- **PREVIOUS WORK** - GIS Arc Map and Trans CAD software was utilized to review, analyze and forecast population and traffic data for the updates of the Metropolitan Transportation Plan and Transportation Improvement Program. Alliance Transportation Group was hired to update the demographic inputs for the Tyler traffic model. Aerial photography was 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 \$25,000 towards the project each year over the previous two fiscal years to facilitate biennial mapping.
- **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. The staff will 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.

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 to continue development of applications to streamline land development services for eventual use in the transportation planning process and Title VI data collection and analysis, 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 2014 and Smith County 9-1-1 is the lead agency for this subtask.

- **FUNDING SUMMARY** - Include the following table to illustrate source(s) of funding for the Task/Subtasks.

**Task 2.0 - FY 2018**

| Subtask      | Responsible Agency | Transportation Planning Funds (TPF) <sup>1</sup> | FTA Sect. 5307 | Local       | Total            |
|--------------|--------------------|--|----------------|-------------|------------------|
| 2.1          | TAMPO and TxDOT    | \$ 2,000   | \$ 0           | \$ 0        | \$ 2,000         |
| 2.2          | TAMPO and TxDOT    | \$ 8,000   | \$ 0           | \$ 0        | \$ 8,000         |
| 2.3          | TAMPO and TxDOT    | \$ 25,000  | \$ 0           | \$ 0        | \$ 25,000        |
| <b>TOTAL</b> |                    | <b>\$ 35,000</b>                                 | <b>\$ 0</b>    | <b>\$ 0</b> | <b>\$ 35,000</b> |

<sup>1</sup>TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

**Task 2.0 - FY 2019**

| <b>Subtask</b> | <b>Responsible Agency</b> | <b>Transportation Planning Funds (TPF)<sup>1</sup></b> | <b>FTA Sect. 5307</b> | <b>Local</b> | <b>Total</b>     |
|----------------|---------------------------|--|-----------------------|--------------|------------------|
| 2.1            | TAMPO and TxDOT           | \$ 5,000   | \$ 0                  | \$ 0         | \$ 5,000         |
| 2.2            | TAMPO and TxDOT           | \$ 17,000  | \$ 0                  | \$ 0         | \$ 17,000        |
| 2.3            | TAMPO and TxDOT           | \$ 25,000  | \$ 0                  | \$ 0         | \$ 25,000        |
| <b>TOTAL</b>   |                           | <b>\$ 47,000</b>                                       | <b>\$ 0</b>           | <b>\$ 0</b>  | <b>\$ 47,000</b> |

<sup>1</sup>TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

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

- **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.
- **EXPECTED PRODUCTS** - Provide revisions to the Transportation Improvement Program (TIP) 2017-2020 as needed and to update as directed to maintain compliance with FAST. Develop the 2019-2022 TIP and revisions as needed. Participate in Northeast Texas Air Care (NETAC), the Technical Working Group (TWG) for Mobile Source Emissions, and ad hoc committees as needed. Provide assistance on public transportation issues as needed. The MPO will continue to monitor ozone levels for compliance as a designated attainment area by the EPA.
- **PREVIOUS WORK** - Developed the 2017-2020 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.
- **SUBTASKS**

##### 3.1 Transportation Improvement Program

Develop and prepare revisions to the 2017-2020 TIP as needed. Ensure that revisions are consistent with FAST performance measures. Public hearings will be held in accordance with the Public Participation Plan (PPP) throughout the process. Staff will oversee the entire process and monitor plan implementation.

##### 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. Evaluation of ADA requirements and local service provision relating to those requirements. This also includes participation in regional transportation coordination planning activities through EasTexConnects.

- **FUNDING SUMMARY** - Include the following table to illustrate source(s) of funding for the Task/Subtasks.

**Task 3.0 - FY 2018**

| Subtask      | Responsible Agency | Transportation Planning Funds (TPF) <sup>1</sup> | FTA Sect. 5307 | Local       | Total           |
|--------------|--------------------|--|----------------|-------------|-----------------|
| 3.1          | TAMPO and TxDOT    | \$ 4,000   | \$ 0           | \$ 0        | \$ 4,000        |
| 3.2          | TAMPO and TxDOT    | \$ 1,000   | \$ 0           | \$ 0        | \$ 1,000        |
| 3.3          | TAMPO and TxDOT    | \$ 1,000   | \$ 0           | \$ 0        | \$ 1,000        |
| <b>TOTAL</b> |                    | <b>\$ 6,000</b>                                  | <b>\$ 0</b>    | <b>\$ 0</b> | <b>\$ 6,000</b> |

<sup>1</sup>TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

**Task 3.0 - FY 2019**

| Subtask      | Responsible Agency | Transportation Planning Funds (TPF) <sup>1</sup> | FTA Sect. 5307 | Local       | Total           |
|--------------|--------------------|--|----------------|-------------|-----------------|
| 3.1          | TAMPO and TxDOT    | \$ 4,000   | \$ 0           | \$ 0        | \$ 4,000        |
| 3.2          | TAMPO and TxDOT    | \$ 1,000   | \$ 0           | \$ 0        | \$ 1,000        |
| 3.3          | TAMPO and TxDOT    | \$ 1,000   | \$ 0           | \$ 0        | \$ 1,000        |
| <b>TOTAL</b> |                    | <b>\$ 6,000</b>                                  | <b>\$ 0</b>    | <b>\$ 0</b> | <b>\$ 6,000</b> |

<sup>1</sup>TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

## V. TASK 4.0 - METROPOLITAN TRANSPORTATION PLAN

- **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.
- **EXPECTED PRODUCTS** - Make updates to the 2040 MTP as needed or as requested by the Policy Committee and to update as directed to maintain compliance with FAST. The staff will also hire a consultant to begin coordinating the update to the MTP with a planning horizon year of 2045.
- **PREVIOUS WORK** - Updates were made to the MTP as needed or as requested by the Policy Committee. Updates consisted of public hearings and participation pieces, staff work to update material, and materials printed and updated with updates.

- **SUBTASKS**

- 4.1 Metropolitan Transportation Plan Development

- The subtask includes updates to the current MTP with the planning horizon of 2040 as needed or as requested by the Policy Committee. Public hearings will be held in accordance with the Public Participation Plan (PPP) throughout the process. Staff will oversee the entire process and monitor plan implementation.

- In FY 2018, the MPO will begin preparing information for the next Metropolitan Transportation Plan update utilizing a 2013 model base year and a planning horizon of 2045. Demographic, employment, Traffic Analysis Zone (TAZ) and functional classification data gathered during the Tyler Area MPO 2013 travel demand model development will be utilized to develop the 2045 MTP. The plan will largely be developed during FY 2019 and adopted no later than December 4, 2019.

- **FUNDING SUMMARY** - Include the following table to illustrate source(s) of funding for the Task/Subtasks.

**Task 4.0 - FY 2018**

| <b>Subtask</b> | <b>Responsible Agency</b> | <b>Transportation Planning Funds (TPF)<sup>1</sup></b> | <b>FTA Sect. 5307</b> | <b>Local</b> | <b>Total</b>    |
|----------------|---------------------------|--|-----------------------|--------------|-----------------|
| 4.1            | TAMPO and TxDOT           | \$ 7,000   | \$ 0                  | \$ 0         | \$ 7,000        |
| <b>TOTAL</b>   |                           | <b>\$ 7,000</b>  | <b>\$ 0</b>           | <b>\$ 0</b>  | <b>\$ 7,000</b> |

<sup>1</sup> TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

**Task 4.0 - FY 2019**

| <b>Subtask</b> | <b>Responsible Agency</b> | <b>Transportation Planning Funds (TPF)<sup>1</sup></b> | <b>FTA Sect. 5307</b> | <b>Local</b> | <b>Total</b>      |
|----------------|---------------------------|--|-----------------------|--------------|-------------------|
| 4.1            | TAMPO and TxDOT           | \$ 150,000   | \$ 0                  | \$ 0         | \$ 150,000        |
| <b>TOTAL</b>   |                           | <b>\$ 150,000</b>                                      | <b>\$ 0</b>           | <b>\$ 0</b>  | <b>\$ 150,000</b> |

<sup>1</sup> TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

## VI. TASK 5.0 - SPECIAL STUDIES

- **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.
- **EXPECTED PRODUCTS** - The MPO will hire a consultant to hold stakeholder and public meetings related to the Active Transportation Plan. The plan will update and consolidate information from three existing planning documents.
- **PREVIOUS WORK** - The MPO hired a consultant to update the City of Tyler sidewalk inventory listed in the Pedestrian Access Study and collect sidewalk data (location, width, condition, etc.) for the other cities in the MPO boundary.

- **SUBTASKS**

- 5.1 Active Transportation Plan

The MPO will hire a consultant to compile and analyze data, conduct meetings, and create a project ranking methodology for sidewalks, trails and bike routes. The goal will be to create plan for a bicycle and pedestrian network to connect the cities in the MPO boundary.

- **FUNDING SUMMARY**

### Task 5.0 - FY 2018

| Subtask      | Responsible Agency | Transportation Planning Funds (TPF) <sup>1</sup> | FTA Sect. 5307 | Local       | Total             |
|--------------|--------------------|--|----------------|-------------|-------------------|
| 5.1          | TAMPO and TxDOT    | \$ 150,000                                       | \$ 0           | \$ 0        | \$ 150,000        |
| <b>TOTAL</b> |                    | <b>\$ 150,000</b>                                | <b>\$ 0</b>    | <b>\$ 0</b> | <b>\$ 150,000</b> |

<sup>1</sup>TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

**Task 5.0 - FY 2019**

| <b>Subtask</b> | <b>Responsible Agency</b> | <b>Transportation Planning Funds (TPF)<sup>1</sup></b> | <b>FTA Sect. 5307</b> | <b>Local</b> | <b>Total</b> |
|----------------|---------------------------|--|-----------------------|--------------|--------------|
| 5.1            | TAMPO and TxDOT           | \$ 50,000  | \$ 0                  | \$ 0         | \$ 50,000    |
| <b>TOTAL</b>   |                           | <b>\$ 0</b>  | <b>\$ 0</b>           | <b>\$ 0</b>  | <b>\$ 0</b>  |

<sup>1</sup>TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

**VII. BUDGET SUMMARY**

**TABLE 1 - FY 2018 BUDGET SUMMARY**

| <b>UPWP Task</b> | <b>Description</b>               | <b>TPF<sup>1</sup> Funds</b> | <b>FTA Sect. 5307</b> | <b>Local Funds</b> | <b>Total Funds</b> |
|------------------|----------------------------------|------------------------------|-----------------------|--------------------|--------------------|
| 1.0              | Administration-Management        | \$ 175,000                   | \$ 0                  | \$ 0               | \$ 175,000         |
| 2.0              | Data Development and Maintenance | \$ 35,000                    | \$ 0                  | \$ 0               | \$ 35,000          |
| 3.0              | Short Range Planning             | \$ 6,000                     | \$ 0                  | \$ 0               | \$ 6,000           |
| 4.0              | Metropolitan Transportation Plan | \$ 7,000                     | \$ 0                  | \$ 0               | \$ 7,000           |
| 5.0              | Special Studies                  | \$ 150,000                   | \$ 0                  | \$ 0               | \$ 150,000         |
| <b>TOTAL</b>     |                                  | <b>\$ 373,000</b>            | <b>\$ 0</b>           | <b>\$ 0</b>        | <b>\$ 373,000</b>  |

<sup>1</sup>TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

|   |           |                |
|---|-----------|----------------|
| Combined Transportation Planning Funds <sup>2</sup> | \$        | 297,292        |
| Unexpended Carryover                                | \$        | <u>291,333</u> |
| <b>TOTAL TPF</b>                                    | <b>\$</b> | <b>588,625</b> |

<sup>2</sup> Estimate based on prior years' authorizations

**TABLE 2 - FY 2019 BUDGET SUMMARY**

| UPWP Task    | Description                      | TPF <sup>1</sup> Funds | FTA Sect. 5307 | Local Funds | Total Funds       |
|--------------|----------------------------------|------------------------|----------------|-------------|-------------------|
| 1.0          | Administration-Management        | \$ 175,000             | \$ 0           | \$ 0        | \$ 175,000        |
| 2.0          | Data Development and Maintenance | \$ 47,000              | \$ 0           | \$ 0        | \$ 47,000         |
| 3.0          | Short Range Planning             | \$ 6,000               | \$ 0           | \$ 0        | \$ 6,000          |
| 4.0          | Metropolitan Transportation Plan | \$ 150,000             | \$ 0           | \$ 0        | \$ 150,000        |
| 5.0          | Special Studies                  | \$ 50,000              | \$ 0           | \$ 0        | \$ 50,000         |
| <b>TOTAL</b> |                                  | <b>\$ 428,000</b>      | <b>\$ 0</b>    | <b>\$ 0</b> | <b>\$ 428,000</b> |

<sup>1</sup> TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

|   |                   |
|---|-------------------|
| Combined Transportation Planning Funds <sup>2</sup> | \$ 295,625        |
| Estimated Unexpended Carryover                      | \$ <u>156,710</u> |
| <b>TOTAL TPF</b>                                    | <b>\$ 452,335</b> |

<sup>2</sup> Estimate based on prior years' authorizations

**APPENDIX A  
TRANSPORTATION POLICY COMMITTEE MEMBERSHIP**

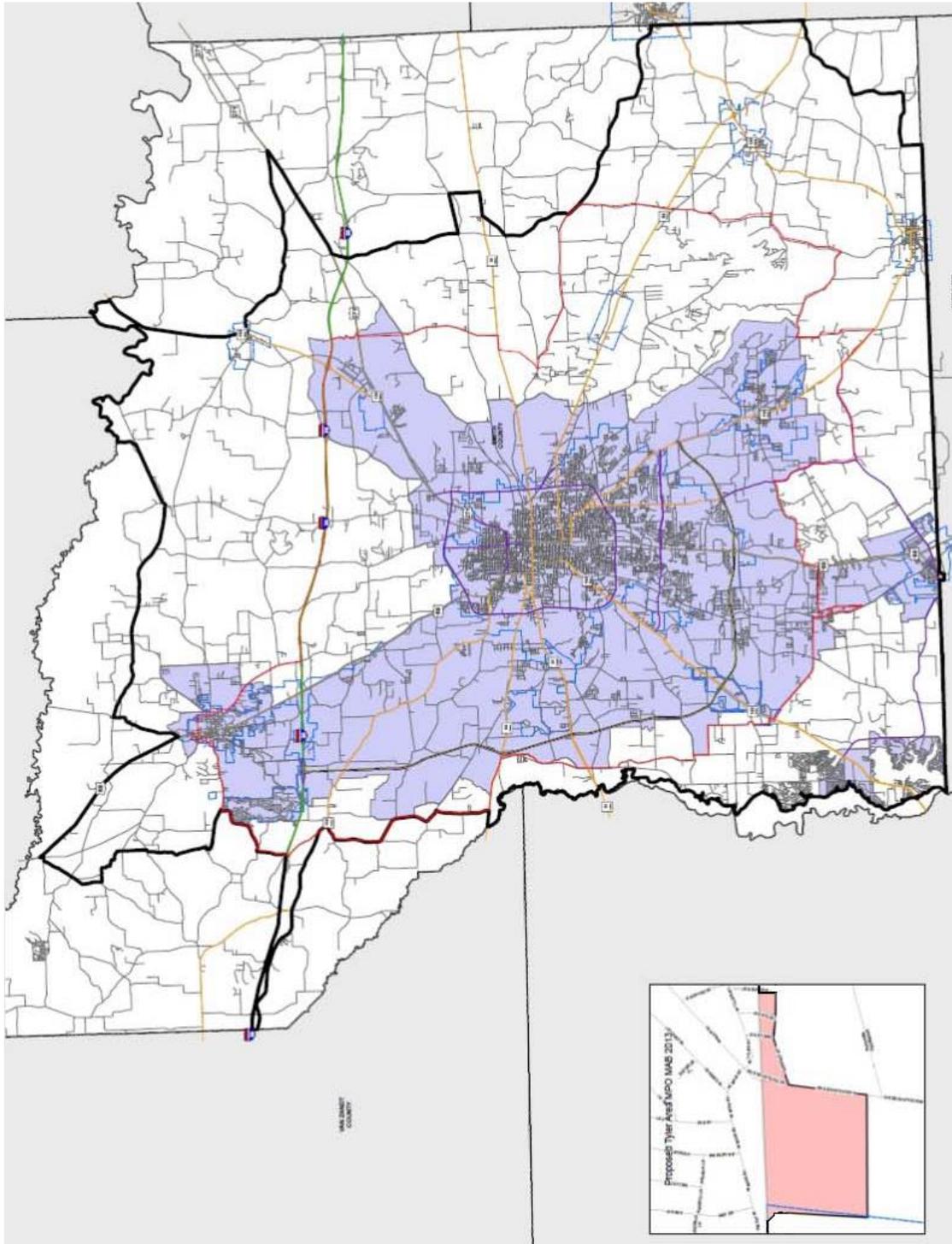
|                  |                     |                    |
|------------------|---------------------|--------------------|
| Martin Heines    | Mayor               | City of Tyler      |
| Edward Broussard | City Manager        | City of Tyler      |
| Carter Dellaney  | City Engineer       | City of Tyler      |
| Carolyn Caldwell | City Manager        | City of Lindale    |
| Aaron Smith      | City Manager        | City of Whitehouse |
| Joe Carlyle      | Mayor               | City of Troup      |
| Nathaniel Moran  | County Judge        | Smith County       |
| Jeff Warr        | County Commissioner | Smith County       |
| Frank Davis      | County Engineer     | Smith County       |
| Gary Halbrooks   | Board Member        | NET RMA            |
| Dennis Cooley    | District Engineer   | TxDOT              |

**TECHNICAL ADVISORY COMMITTEE MEMBERSHIP**

|                    |  |               |
|--------------------|--|---------------|
| Heather Nick       | Managing Director of Planning & Economic Development | City of Tyler |
| Michael Howell     | MPO Manager  | City of Tyler |
| Peter Eng          | Traffic Engineer                                     | City of Tyler |
| Davis Dickson      | Airport Manager                                      | City of Tyler |
| Kyle Kingma        | Principal Planner                                    | City of Tyler |
| Adrienne Leach     | Project Engineer                                     | City of Tyler |
| Stephanie Franklin | Managing Director of Culture, Recreation & Tourism   | City of Tyler |
| Jimmy Toler        | Police Chief   | City of Tyler |
| Brian Capps        | Smith County   | Smith Co.     |
| Robert Carlson     | Smith County Sheriff's Office                        | Smith Co.     |
| Shane Cunningham   | Area Engineer – Tyler District                       | TxDOT         |
| Brooke Droptini    | Planning Engineer – Tyler District                   | TxDOT         |
| Jeffrey Harmon     | Director of TP&D – Tyler District                    | TxDOT         |
| Nick Page          | MPO Coordinator - TP&P Division                      | TxDOT         |
| Leroy Sparrow      | Interim Transit Manager                              | Tyler Transit |
| Jamie Zech         | Transportation Conformity Specialist                 | TCEQ          |
| Tom Mullins        | President / CEO                                      | TEDC / TACOC  |
| Melissa Cure       | Transportation Planner/Analyst                       | ETCOG         |
| Justin Morgan      | Transportation Planner                               | FHWA          |
| Tony Ogboli        | Federal Transit Administration                       | FTA           |
| Chris Miller       | Executive Director                                   | NET RMA       |
| Brent Nelson       | Brookshire's Grocery Company                         | Freight       |
| Bill Lewis         | Tyler Bike Club                                      | Bike          |
| Helen Hull         | East Texas Trekkers President                        | Pedestrian    |

# APPENDIX B

## METROPOLITAN AREA BOUNDARY MAP

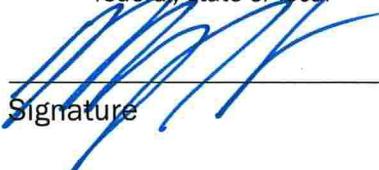


APPENDIX C

DEBARMENT CERTIFICATION  
(Negotiated Contracts)

- (1) The Tyler Area MPO 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

MPO Policy Committee Chair  
\_\_\_\_\_  
Title

8/7/17  
\_\_\_\_\_  
Date

APPENDIX D

LOBBYING CERTIFICATION

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

\_\_\_\_\_  
MPO Policy Committee Chair

Title

\_\_\_\_\_  
Tyler Area Metropolitan Planning Organization

Agency

\_\_\_\_\_  
8/7/17  
Date

APPENDIX E

CERTIFICATION OF COMPLIANCE

I, Martin Heines, Chair, a duly authorized officer/representative of the Tyler Area Metropolitan Planning Organization do hereby certify that the contract and procurement procedures that are in effect and used by the forenamed MPO are in compliance with 2 CFR 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," as it may be revised or superseded.

8/7/17  
Date

  
Signature - Chairman, MPO Policy Committee

Attest:

Michael Howell  
Name

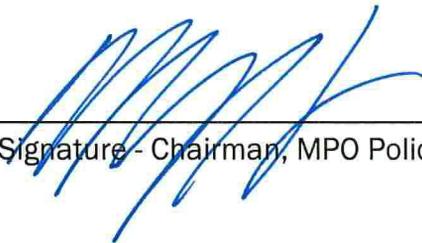
MPO Manager  
Title

APPENDIX F

CERTIFICATION OF INTERNAL ETHICS AND COMPLIANCE PROGRAM

I, Martin Heines, Chair, a duly authorized officer/representative of the Tyler Area Metropolitan Planning Organization, 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.

8/7/17  
Date

  
Signature - Chairman, MPO Policy Committee

Attest:

Michael Howell  
Name

MPO Manager  
Title