



FY 2010

Unified Planning Work Program



Wichita Falls Urban Transportation Study



Metropolitan Planning Organization
Wichita Falls | Pleasant Valley | Lakeside City

OCTOBER 1, 2009 THROUGH SEPTEMBER 30, 2010

ADOPTED BY THE TRANSPORTATION POLICY COMMITTEE: *JULY 22, 2009*

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UNIFIED PLANNING WORK PROGRAM
FY 2010
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UNIFIED PLANNING WORK PROGRAM FOR TRANSPORTATION PLANNING WICHITA FALLS URBANIZED AREA

FY 2010 (October 1, 2009 through September 30, 2010)

INTRODUCTION

The Unified Planning Work Program (UPWP) is the annual transportation planning work program detailing transportation planning, programs and services (work) to be performed by the Wichita Falls Metropolitan Planning Organization (MPO) in support of the "3C" planning process whereby issues and projects are evaluated "continuously, comprehensively, and cooperatively," as required by the passage of the 1962 Federal Aid Highway Act. Subsequently, in 1973 an amendment to this act further required the governor of each state, with local concurrence, to designate a Metropolitan Planning Organization (MPO) for every urbanized area to coordinate area wide transportation planning. In 1973, the Governor of the State of Texas, acting by, and through the State Department of Highways and Public Transportation designated the City of Wichita Falls, acting through its Policy Advisory Committee, to be the Metropolitan Planning Organization (MPO) for the Wichita Falls Urban Transportation Study Area. This designation changed in June 2000 and replaced the Policy Advisory Committee (PAC) with the Transportation Policy Committee (TPC), which is now the designated Metropolitan Planning Organization.

The United States Department of Transportation, through its modal administrations, requires the development of an annual Unified Planning Work Program (UPWP) to describe inter-modal comprehensive transportation planning in areas with populations greater than 50,000. This single program was designed to be the basis for application of Federal Public Law 112 ("PL" funds) and Section 5303 (transit) planning funds. The UPWP originated from the Federal-Aid Highway Act of 1973 and is prepared annually to describe the ongoing transportation planning process. The Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) again renewed the necessity of this program as a much greater emphasis was placed on the planning process. The Transportation Equity Act for the 21st Century (TEA-21), authorized in 1998, continued the program emphasis, promoting a strong cooperative process between all parties involved in the MPO. On August 10, 2005, President George W. Bush signed the Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) into law. SAFETEA-LU authorizes the Federal surface transportation program for highways, highway safety, and transit for the 5-year period 2005-2009 and is subject to multiple extensions until a new reauthorization bill created by Congress supersedes it. Accordingly, this UPWP contains an inventory of planning projects, programs and services performed by public and private transportation planning agencies and partnerships whose projects will have a regionally significant impact in the Wichita Falls MPO region. This UPWP is an instrument for coordinating multi-modal transportation planning activities in the region.

All Wichita Falls MPO plans and programs comply with the public involvement provisions of Title VI which states: "No person in the United States shall, on grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

A. PURPOSE

The FY 2010 UPWP is a continuation of the processes and procedures first utilized in ISTEPA and TEA-21 and further developed and emphasized in SAFETEA-LU. The MPO is responsible, together with the State of Texas, for carrying out the provisions of TEA-21 under Title 23, United States Code, Section 134 (The Urban Transportation Planning Process), and further regulated by Title 23 Code of Federal Regulations 420 and 450. According to federal law (PL 102-240), TEA-21, "...metropolitan planning organizations, shall have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs that consider all transportation modes and supports metropolitan community development and social goals. The transportation plan and program shall facilitate the development, management, and operation of an integrated, inter-modal transportation system that enables the safe, efficient, economic movement of people and goods."

With the passage of TEA-21 in 1998, the 15 metropolitan and 23 statewide planning factors from the old regulations were consolidated into seven factors. With the passage of SAFETEA-LU, the factors were expanded to eight. Namely, safety and security were separated into separate planning factors to better address these issues. In addition, the planning factor on protect/enhance the environment was expanded to include "promote consistency between transportation improvements and State and local planned growth and economic development patterns." With the passage of SAFETEA-LU, the eight planning factors (for both metropolitan and statewide planning) are:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility of people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
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, and;
8. Emphasize the preservation of the existing transportation system.

The ultimate product of the planning process is the development of plans, programs and resulting transportation projects that are listed in the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP).

B. DEFINITION OF AREA

The Wichita Falls Metropolitan Urbanized Area encompasses more than 150 square miles with an estimated population of 140,518 as calculated by the U.S. Census Bureau's Decennial Census taken in 2000. The Cities of Wichita Falls, Lakeside City and Pleasant Valley are the only urbanized areas located within the MPO boundary. Sheppard Air Force Base is also included as part of the urbanized area. The remaining area is rural with spotted development. The planning area includes areas that may be reasonably expected to become urbanized in the next 25 years.

The City of Wichita Falls is classified as a Metropolitan Area (MA), which is defined by the 2000 U.S. Census as an urban area with a population of 50,000 or greater. The area is further defined and officially designated by the Administrators of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) as a Non-Transportation Management Area (Non-TMA). The Non-TMA designation applies to the entire metropolitan planning area with an urbanized population of under 200,000, as determined by the latest decennial census. The Non-TMA designation applies to the overall metropolitan planning area of Wichita Falls, which is referred to as the “Wichita Falls Urban Transportation Study” (WFUTS) area. The Wichita Falls MPO area includes the following governmental participants:

- City of Wichita Falls, Texas
- County of Wichita, Texas
- City of Pleasant Valley, Texas
- City of Lakeside City, Texas
- County of Archer, Texas
- Texas Department of Transportation (TxDOT) – Wichita Falls District

C. ORGANIZATION

The Wichita Falls Metropolitan Planning Organization consists of a Transportation Policy Committee (TPC), a Technical Advisory Committee (TAC), and a Transportation Planning Director and staff. (A list of all committee members may be found in Appendix A.) The Transportation Policy Committee adopted bylaws on March 28, 2000, which have been revised numerous times with the last revision occurring on April 22, 2009. The City of Wichita Falls serves as the fiscal agent for the MPO, as per the re-designation agreement executed by and between the Transportation Policy Committee of the Wichita Falls MPO and the Governor's Office on March 26, 1998. The agreement between the State, the Wichita Falls MPO, and the City of Wichita Falls was renewed on May 15, 2006 and amended on April 22, 2009.

D. PRIVATE SECTOR INVOLVEMENT

Periodically, the MPO finds it necessary to obtain professional services from the private sector. When so desired, the MPO's Purchasing Procedures shall be used to determine the best overall service. The MPO will employ the use of the City of Wichita Falls contract procurement procedures that are consistent with circular OMB A-87 guidelines on use and selection of contractors or consultants from the private sector.

Private consultants will be used to conduct special studies within the region including thoroughfare plans, traffic counts, traffic corridor studies, traffic signal optimization studies and additional necessary transportation data, which may be used to conduct demographic and traffic studies for planning public transit system routes and services. Previously, the 2006 Transit Study, which carried over into FY 2007, was finalized and from that study we were able to develop the 2008 Transit Plan, which was implemented on July 7, 2008. The Traffic Signal Optimization Program, which was approved in January 2007, has been a great success in that we have been able to use the materials, equipment and training to optimize the Brook Street corridor at the end of 2007. The Traffic Division is currently examining other major corridors where signal optimization may be of benefit. The *Update to the Socioeconomic Data Collection*

and Forecast Study was completed in April of 2008 by Bucher, Willis and Ratliff (BWR), Inc. and was used by Kimley-Horn and Associates, Inc. to update the 2010-2035 Metropolitan Transportation Plan in 2009. A mobility study of three majorly congested areas within the MPO's boundaries will be awarded to an outside consulting firm sometime in 2009 and is expected to carry over into 2010.

E. PLANNING ISSUES AND EMPHASIS

The focus of the Metropolitan Transportation Plan and other transportation decisions will be to identify current and future needs, deficiencies in the system, linking land use decisions with public and private transportation opportunities, addressing multimodal interests, identifying short and long-range maintenance and safety issues, and generally to improve the overall transportation system. On-going updates and data maintenance of the MTP will ensure a process of follow-up, which is expected to grow with the MPO study area both in population, changing mobility patterns, and maintenance.

There are many local, regional, and national issues that will shape the work that the Wichita Falls MPO will perform in FY 2010. These issues are interrelated and present different challenges in the development of short and long-term plans.

Regional Planning Issues

The MPO will continue to address the following topics that are important to the region:

National Security. The establishment of the Department of Homeland Security has focused an increased awareness of the need to improve the transportation system as a measure of national security.

Economic Development and Environmental Justice. The transportation planning process must consider regional economic growth as a priority while making sure that the benefits and/or impacts of the actions are distributed in an equitable way among various population groups.

Financial Planning and Programming. The overall economic and financial environment will increase competition among projects for funding. Innovative and alternative funding mechanisms need to be explored to reduce the gap between the regional needs and the availability of funds to improve the transportation network.

Freight. Increasing international trade is putting pressure on the transportation network to move freight efficiently through rail, highway, and air modes.

Intermodal and Multimodal Hubs and Connectivity. Different modes within the transportation system that move people and goods should be interconnected as efficiently as possible, thus promoting a "seamless" transportation system.

Analysis of Transit Alternatives. Different modes of public transportation within the region should be considered in order to provide service throughout the MPO area and to the MPO's regional neighbors within the 11 counties of the North Texas Regional Planning Commission.

Land Use and Smart Growth. Current trends within the metropolitan area indicate faster growth in the outskirts of the metropolitan area along with its implications on population density and land use patterns.

Travel Demand Modeling. The enhancement of analytical tools, such as the travel demand models will facilitate and improve the policy decision-making process.

Intelligent Transportation System (ITS) Strategies. ITS is becoming increasingly important as funding for new capacity projects becomes more difficult to obtain.

ABBREVIATIONS

The following abbreviations denote boards, agencies and programs:

Local:

WFMPO	Wichita Falls Metropolitan Planning Organization
TAC	Technical Advisory Committee
TPC	Transportation Policy Committee

Regional:

NORTEX	North Texas Regional Planning Commission
TRACS	Texas Review and Comment System

State:

TPP	Transportation Planning and Programming
TxDOT	Texas Department of Transportation

Federal:

CDBG	Community Development Block Grant
EJ	Environmental Justice
EPA	Environmental Protection Agency
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
TEA-21	Transportation Equity Act for the 21 st Century
TMA	Traffic Management Area

TASK 1.0 – ADMINISTRATION/MANAGEMENT

A. OBJECTIVE – Work elements in this activity are administrative and management tasks that are associated with the function and coordination of the multimodal transportation planning process, which shall include: travel, registration and training; office supplies and equipment; computer software and equipment upgrades; maintenance and technical support for software and hardware; subscriptions relating to software and applications involving the Geographic Information System and/or databases; expenses required for public involvement/environmental justice activities; promotion of MPO programs and advertising and other work associated with the function of the MPO and transit system.

The development of goals, objectives, and policies; committee structures and staffing; interagency linkage and information; and staffing of various work elements are the main concern of transportation planning coordination. Required duties include: informing the public and committee members of meetings, preparation of meeting packets, attendance at meetings, coordination of projects/programs, and oversight of planning activities.

B. EXPECTED PRODUCTS – Correspondence, memoranda, agreements, agenda creation, record keeping and minutes necessary to document ongoing activities of the study office. This task includes the purchase of office supplies, office furniture, computer software, computer hardware and the upgrade of equipment, and the associated costs, including advertising, to post public notices, rent meeting places, and other expenses as appropriate. Other products of this task are training and expenses incurred while members of the study office, or those approved for travel by the study office, travel to training, meetings, conferences, and/or workshops, maintenance of MPO website, and examination of Title VI, Civil Rights Evaluation policies and procedures as they pertain to the Public Involvement Policy, the Public Participation Plan and other Title VI issues.

C. PREVIOUS WORK – The 2009 UPWP was prepared in June 2008 and submitted to TxDOT (TPP) in Austin for review and comment. The Wichita Falls MPO Transportation Policy Committee adopted the final document at its regularly scheduled July 23, 2008 meeting. Twelve billings were submitted for review and payment during the 2008 fiscal year. Over all, expenditures for all five Tasks were at 82.96%. Total expenditures for Task 1 were at 72.98% of total programmed funding for FY 2008. Finally, the FY 2008 Annual Performance and Expenditure Report was submitted to the Wichita Falls District TxDOT office on or before December 31, 2008.

The Federal Transit Administration, Region 6, located in Fort Worth, Texas, approved the Section 5307 transit grant for fiscal year 2008 on August 7, 2008. FTA also approved the 2009 American Recovery and Reinvestment Act (ARRA) transit grant used to purchase four (4) additional 35-ft, 12-year, 500,000 mile, low-floor buses with upgrades to AVL/GPS, street annunciators, farebox recovery and replacement route benches and shelters.

MPO staff attended FTA Triennial Review training on January 14th and 15th in Fort Worth, Texas and the Southwest Transit Association Conference on February 18th. Staff also attended the Texas Department of Transportation's Transportation Planning Conference from May 26th through May 30th in Houston, Texas. The MPO Director attended Cross Plains Rural Transportation Council meetings and TEMPO meetings throughout the course of the year. The Director also attended a NHI training class on the management of federal funds. This class was sponsored by the Texas Department of Transportation, which made it a requirement for all MPO Directors in the State of Texas. All parcel information utilized in GIS operations was updated

quarterly through an agreement with the Wichita Falls Appraisal District. This information is essential in all phases of transportation planning.

MPO staff attended training, conferences and seminars concerning: grant writing, Context Sensitive Solutions, coordinated mobility, supervisory drug and alcohol training, and FHWA administration of planning and research grants. Various types of instructional information were included in both TAC and TPC meeting packets throughout the fiscal year. No workshops for TAC and TPC board members were sponsored by TxDOT during the fiscal year.

MPO staff continued to refine and develop the MPO website during FY 2009 and reviewed the current Public Participation Plan for any inconsistencies or updates. MPO staff completed the fourth year of Environmental Justice analysis of the MPO's Surface Transportation Project List. This list is a compilation of TxDOT, City of Wichita Falls, Lakeside City and the municipality of Pleasant Valley citizen/stakeholder submitted projects. The citizen/stakeholder portion of the list is very important to the MPO because it represents community involvement on a regional scale. The MPO strives to recognize any adverse impacts to low-income or minority populations as new projects are identified. Once identified, the MPO looks for ways to avoid, minimize, mitigate or, if those options are not possible, enhance the project.

D. SUBTASKS

Subtask 1.1 Administration, project monitoring and development, record-keeping, and related activities for transportation planning, and production of quarterly financial status reports. TxDOT monthly billing statements are the progenitors for the quarterly financial status recap reports. Administer, coordinate, and monitor the Wichita Falls Metropolitan Planning Organization and associated transportation planning activities in the metropolitan area for compliance with federal and state requirements of the Intermodal Surface Transportation Equity Act (ISTEA), the Transportation Equity Act for the 21st Century (TEA-21), and the 2006-2012 Metropolitan Transportation Planning Contract. Incorporate additional SAFETEA-LU planning factors for supporting economic vitality, increasing transportation safety and security into the overall planning process. Coordinate with local, state, and federal agencies regarding ARRA funding. Involve the public at all levels of planning and decision-making. Monitor the activities, programs and project development of regional organizations seeking improvements to major transportation corridors that would have an impact on the transportation network in the MPO area. This subtask also includes purchases of office furniture, office supplies and appropriate charges for food. Other normal administrative costs are also included.

Subtask 1.2 Administration of transit grants, travel and educational training/seminars for transit system administrator/grant managers related to transit operations and transit system planning.

Subtask 1.3 Training, annual software maintenance, technical support, enhancement and upgrades to the Geographic Information System and associated hardware, software, equipment and applications that includes, but is not limited to ArcGIS (ArcMap, ArcCatalog and ArcToolbox), ArcINFO, ArcEditor, TRANSCAD, TRAPEZE, AutoCAD Map, and any other software and equipment as appropriate and necessary for analysis, reports and functions related to transportation planning. Work with other local organizations (i.e. Midwestern State University,

Sheppard Air Force Base, Wichita 911, the Wichita County Appraisal District, etc.) to exchange information and ideas using GIS. This subtask also includes purchases of computers, hardware and software. Other normal administrative costs are also included. Expenditures of \$5,000 or more requires approval from FHWA/FTA.

- Subtask 1.4 Training expenses associated with conferences, seminars, training classes, etc. Registration, travel and training expenses shall include registration for events that include, but are not limited to: ArcGIS training; TransCAD training; MPO roundtables; TEMPO quarterly meetings; the bi-annual Transportation Planning Conference; GIS Conferences, and additional transportation related conferences and training as appropriate for the successful implementation of SAFETEA-LU and subsequent reauthorizations (see Appendix H – 2010 Estimated Travel Expenses). This subtask shall also include organizational membership fees that include, but are not limited to dues to the Association of Metropolitan Planning Organizations (AMPO), Texas Association of Metropolitan Planning Organizations (TEMPO), and other qualifying organizational membership dues.
- Subtask 1.5 Direct costs, which include, but are not limited to: printing and binding costs, advertising, postage, telephone usage, and lease expenses, room rental for public meetings and other services as required.
- Subtask 1.6 Development of training opportunities and workshops for the MPO's Transportation Policy Committee and Technical Advisory Committee.
- Subtask 1.7 Maintenance of the MPO website, which facilitates the posting of meeting agendas, works in progress, and MPO documents. Staff has direct access to the website for making updates. A professional web hosting company maintains the site thus relieving staff of the burden of site maintenance.
- Subtask 1.8 Annually examine how the MPO addresses Title VI, Civil Rights Evaluation policies and procedures as they pertain to the Public Involvement Policy and other Title VI issues.

E. FUNDING SUMMARY

TASK 1 – FY 2010

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
1.1	MPO, FTA & TxDOT	\$5,000	\$500	\$200	\$5,700
1.2	MPO, FTA & TxDOT	\$5,000	\$1,000	\$200	\$6,200
1.3	MPO, FTA & TxDOT	\$15,000	\$500	\$500	\$16,000
1.4	MPO, FTA & TxDOT	\$11,000	\$500	\$200	\$11,700
1.5	MPO, FTA & TxDOT	\$15,000	\$500	\$600	\$16,100
1.6	MPO and TxDOT	\$3,000	\$0	\$100	\$3,100
1.7	MPO, FTA & TxDOT	\$3,000	\$500	\$100	\$3,600
1.8	MPO, FTA & TxDOT	\$3,000	\$500	\$100	\$3,600
	Total	\$60,000	\$4,000	\$2,000	\$66,000

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.

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

TASK 2.0 – DATA DEVELOPMENT AND MAINTENANCE

A. OBJECTIVE – The objective of this task is to gather, analyze, and maintain data and other information supporting the transportation planning process that includes, but is not limited to maintaining demographic data (i.e. updates to the Census 2000 data, CTPP - Census Transportation Planning Package, urban area research, etc.), labor statistics, traffic counts, transit data collection, area transportation studies, information gathered during the public involvement process and general population/neighborhood study data.

B. EXPECTED PRODUCTS – Expected products of this task will be demographic data; traffic analysis/flow data; and reports in varied formats, along with an updated report of aviation activities within the MPO area; transit-related reporting activities, data development and preparation of statistical reports and similar information as needed using data from the Census Transportation Planning Package (CTPP). The geographic information system (GIS) will continue to be developed and used in the preparation of analysis and reports for various transportation scenarios and opportunities. Preparation of an Annual List of Projects that outlines the status of transportation projects within the MPO boundaries for the current fiscal year. Continue to provide data to TxDOT in Austin for the express purpose of updating and maintaining the Wichita Falls MPO Travel Demand Model, developed by TxDOT, which is used to identify and forecast transportation needs within the MPO area. Continued identification of low income and minority areas, in combination with race and ethnicity statistics, analyzed with respect to Title VI requirements, within the MPO boundaries utilizing Census 2000 data for the purposes of improving transportation planning, and the continued implementation of planning outreach activities.

C. PREVIOUS WORK – Staff continued to update and develop the MPO street network and associated feature classes (i.e. edge of pavement, hydrology, parcels layer, etc.) during the course of the year. Other updates were made to the Traffic Generator Map and Database, which included work on Special Addresses. Work also continued on the Intelligent Transportation System (ITS) network. The Transportation Planner II continued his online training to comply with the SAFETEA-LU requirement concerning public presentations by learning to use 3D Analyst in the ESRI ArcGIS suite of extensions. This requirement states that all future public presentations will try to incorporate “what if” analysis utilizing 3-D animations and “before and after” visualization techniques in order to better convey information to the public. Staff is currently developing a “3D Fly-through” of the Falls Flyover and the entire Kell and Central Freeway systems, to be used in future public meetings.

MPO staff utilized current Census data for Environmental Justice analysis to ensure Title VI requirements were accurately met and to further the MPO’s outreach activities. All new projects submitted to the MPO during the Environmental Justice Public Meetings of 2008 were subjected to the EJ analysis procedures developed by the MPO in 2005.

Staff continued to maintain and update the database of traffic counts by working closely with the Traffic Division and utilizing the ACTRA software that is connected to cameras at approximately one-third of the signalized intersections within the area. Most of the data gathered will be kept for use in updating the Traffic Saturation Count, Urbanized Area Boundary, and Functional Classification maps at a future date.

Financial Status Reports (FSR) and Milestone Progress Reports (MPR) were filed quarterly on open transit grants throughout FY 2009. The FTA required Triennial Review was conducted on

July 24th and 25th of 2008. Preparations for the 2008 Triennial Review were made during the months prior to the site visit.

Staff continues to make available to the public pertinent documents and information via the MPO's website during the course of the fiscal year. All of the current, and recent past, Transportation Improvement Program (TIP), Metropolitan Transportation Plan (MTP), Bicycle Master Plan (BMP), Public Participation Plan (PPP) and other transportation related documents were made available on the website. Public meetings, with agendas, were also posted along with information about current and future projects within the MPO boundary.

Staff inspected the Census data used for developing the minority and low-income population groups to ensure it was the most accurate and complete data used for Environmental Justice and Title VI requirements. All of the data was of good quality and was used in developing the 2008/2009 MPO Surface Transportation Projects List, which in turn was used to create the Environmental Justice Analysis Final Report for October 2008.

The intern program continues to benefit the MPO in that it allows the Director and staff to work on other more important projects that would otherwise take away from their productivity. This is the third year of work for the current intern and it appears she will stay with the MPO for one more year. The intern continues to perform well and we plan to use her on projects that are more complex during the coming year.

D. SUBTASKS

- Subtask 2.1 Development and distribution of reports. Specific reports include, but are not limited to progress reports regarding transportation issues; various census demographic studies and reports requested by citizens, community organizations and city staff; traffic impact analysis reports for planning efforts throughout the metropolitan area; informational reports related to the status of transportation projects; development of traffic flow analysis reports; and studies of various elements of any other projects proposed within the Wichita Falls urban study area. This subtask does not require creation of studies or reports at the request of citizens or community organizations.
- Subtask 2.2 Data gathering and data maintenance. Maintain database of traffic counts, monitor traffic movements, and provide for other transportation planning needs utilizing previously installed video detection equipment.
- Subtask 2.3 On-going development of transit data, production of required financial and milestone status reports, and implementation of transit studies.
- Subtask 2.4 Development of various traffic and corridor analysis studies and scenarios within the MPO area utilizing the Travel Demand Model and TRANSCAD software.
- Subtask 2.5 Posting of transportation related data, information, reports, studies and any other documents deemed appropriate for public consumption on the Wichita Falls MPO website.
- Subtask 2.6 Continue to analyze demographic data pertinent to minority and low-income groups with respect to Title VI requirements.
- Subtask 2.7 Continue the MPO Internship Program that assists the MPO with completion of projects and aids staff during times of heavy workloads.

E. FUNDING SUMMARY

TASK 2 – FY 2010

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
2.1	MPO, FTA & TxDOT	\$20,000	\$4,000	\$1,000	\$25,000
2.2	MPO, FTA & TxDOT	\$10,000	\$2,000	\$1,000	\$13,000
2.3	MPO, FTA & TxDOT	\$9,000	\$5,000	\$1,000	\$15,000
2.4	MPO, FTA & TxDOT	\$9,000	\$2,000	\$500	\$11,500
2.5	MPO, FTA & TxDOT	\$6,000	\$1,000	\$500	\$7,500
2.6	MPO, FTA & TxDOT	\$6,000	\$1,000	\$500	\$7,500
2.7	MPO, FTA & TxDOT	\$5,000	\$5,000	\$500	\$10,500
	Total	\$65,000	\$20,000	\$5,000	\$90,000

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.

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

TASK 3.0 – SHORT-RANGE PLANNING

A. OBJECTIVE – The MPO is required to develop a Transportation Improvement Program (TIP) to outline a four-year schedule of transportation improvements for the study area. In addition, the MPO carries out various planning studies to explore the need for other projects that have not been identified in the Metropolitan Transportation Plan (MTP) or TIP. The MPO is also required to develop processes necessary to hold MPO meetings of the Technical Advisory Committee (TAC) and the Transportation Policy Committee (TPC) at a minimum of four times during the fiscal year.

The objective of this task then is to complete those activities that will assist in the planning process. This includes those required by ISTEA, TEA-21 and SAFETEA-LU, such as the development of the FY 2010 Unified Planning Work Program (UPWP), revisions to the FY 2008-2011 Transportation Improvement Program (TIP) and to the FY 2010 Unified Planning Work Program. Along with these revisions, there may occasionally be a need to revise the 2005-2030 Metropolitan Transportation Plan (MTP). It is also the objective of the Wichita Falls MPO to ensure that its Public Involvement Policy and the Public Participation Plan are kept current and incorporate methods to include all interested persons in the transportation planning process.

B. EXPECTED PRODUCTS – Quarterly updates and revisions, as necessary, to the 2008-2011 Transportation Improvement Program (TIP). Review and analyze the MPO's Public Involvement Policy for timeliness, continuity and conformance to existing regulations. Prepare and develop the FY 2011 Unified Planning Work Program (UPWP). Incorporate subsequent amendments during the fiscal year to the FY 2010 UPWP. Maintain an on-going Technical Advisory Committee charged with the responsibility of making recommendations to the Transportation Policy Committee (TPC) for adding, deleting and prioritizing transportation improvement projects, corridor development projects, and technical studies. Continue to focus on Environmental Justice analysis of projects and promote public meetings in order to gain feedback from those populations living in areas where impacts may be felt. Provide assistance to the Multi-County Regional Public Transportation Service plan development process by attending meetings and providing technical assistance support within the MAB. Develop and program highway, transit, bicycle, and pedestrian projects that are ready for implementation and/or construction. Engage the public through public involvement projects and other programs, specifically the SAFETEA-LU Public Participation Plan, designed to increase awareness of the transportation planning process. Provide a safe, clean, reliable public transportation system within the planning region.

C. PREVIOUS WORK – Previous work includes revisions to the FY 2008-2011 Transportation Improvement Program (TIP) throughout FY 2009. Revisions were made to the FY 2008-2011 Transportation Improvement Program (TIP) and were approved by the TPC at the January 28, February 25, and April 22, 2009 TPC public meetings.

Staff prepared meeting packets for all of the TAC and TPC meetings held during fiscal year 2009. Quarterly meetings were publicly advertised and conducted throughout the fiscal year. There were two Special Called TPC meetings.

The MPO's Public Involvement Policy (PIP) was replaced by the SAFETEA-LU required Public Participation Plan (PPP), which covers Title VI and EO 12898 compliance issues. Staff reviewed all MPO documents to determine if they complied with SAFETEA-LU requirements. This included the Metropolitan Transportation Plan, the Transportation Improvement Program, and the Public Participation Plan. All documents were determined to be in compliance.

The MPO held Environmental Justice public venues on September 16th and 19th of 2008 to allow the public to see future transportation plans and to voice their opinions. The meeting on September 16th was held as a traditional public meeting at the Wichita Falls Public Library, while the September 19th meeting was actually a public booth set up at Sikes Senter Mall. The 2008/2009 Surface Transportation Project list was presented for public comment and review, which contained forty-three (43) projects. Twenty-two (22) were City of Wichita Falls' projects, eleven (11) were TxDOT projects, and ten (10) were Environmental Justice projects submitted by citizens and stakeholders. There were no new projects that came in for 2008/2009.

The 2008 Environmental Justice Analysis report, which contains the 2008/2009 Surface Transportation Prioritized Projects List, includes a detailed definition and description of what constitutes Environmental Justice; a description of the analysis methodology and a baseline demographic profile for the MPO area, and was presented to TAC and TPC for adoption in January, 2009. Once approved, the report was forwarded on to FHWA and TxDOT in Austin for review and comment.

MPO staff continued to assist the North Texas Regional Planning Commission in producing the Multi County Regional Transportation Plan for the NORTEX region. This region consists of 11 counties and the goal of the plan was to identify barriers and constraints to rural public transportation. The objective of the plan was to find ways of eliminating or mitigating those barriers and constraints in order to provide customers with a seamless public transportation system over the 11 county region. Quarterly meetings were held throughout the fiscal year in which the newly formed Regional Transportation Planning Committee met to discuss and improve the regional transportation plan. Subjects of discussion at these meetings included the possibility of area transit providers such as Texoma Area Paratransit System (TAPS), Sharplines or the Wichita Falls Transit System applying for JARC or New Freedom transit grants.

D. SUBTASKS

- Subtask 3.1 Preparation of documents for TAC and TPC; other duties or activities required to assist the Policy Committee throughout the fiscal year; preparation of the Unified Planning Work Program (UPWP) for FY 2011.
- Subtask 3.2 Updates and revisions to the 2008-2011 Transportation Improvement Program (TIP).
- Subtask 3.3 The MPO's Public Involvement Policy and Public Participation Plan will be reviewed and analyzed on an annual basis for compliance with Title VI and EO 12898 with emphasis on community involvement procedures, general transportation planning issues, and neighborhood meetings.
- Subtask 3.4 Continue to identify those projects that will have an impact inside the Environmental Justice Target Area. Analyze how the identified projects will effect the population, whether negatively or positively, within those areas using various analysis tools and performance measures for EJ projects, which may include, but are not limited to the following:
- Number of trips per capita per household
 - Percentage of households with no automobiles

- Households by income group and by mode of transportation
- Allocation of funds by mode of transportation
- Mobility-Ease of movement of people and goods
- Accessibility-Access to opportunities

Subtask 3.5 Provide continuing planning assistance to the Regional Transit Planning Committee, of which the MPO Director is a member of, in order to develop transit service areas and plans. This may include sharing data, preparing maps, attending or sponsoring meetings, and providing general transportation planning expertise to the effort.

E. FUNDING SUMMARY

TASK 3 – FY 2010

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
3.1	MPO, FTA & TxDOT	\$20,000	\$3,000	\$500	\$23,500
3.2	MPO, FTA & TxDOT	\$5,000	\$1,000	\$500	\$6,500
3.3	MPO, FTA & TxDOT	\$5,000	\$1,000	\$500	\$6,500
3.4	MPO, FTA & TxDOT	\$5,000	\$4,000	\$500	\$9,500
3.5	MPO, FTA & TxDOT	\$5,000	\$1,000	\$0	\$6,000
	Total	\$40,000	\$10,000	\$2,000	\$52,000

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.

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

TASK 4.0 - METROPOLITAN TRANSPORTATION PLAN

MISSION STATEMENT

The Wichita Falls MPO is committed to building and preserving the finest transportation system possible within its boundaries by involving the public at all stages of project design, development and implementation utilizing the best technologies and practices available.

A. OBJECTIVE – The Transportation Equity Act for the 21st Century (TEA-21) requires the development of a transportation plan addressing a twenty-year planning horizon. SAFETEA-LU incorporates into the plan the additional planning factors of support for economic vitality, increasing transportation safety, increasing transportation security, environmental impact avoidance and mitigation, incorporation of elements of the Texas Strategic Highway Safety Plan, and consultation and coordination with Federal, State, Tribal and Local agencies. The plan shall include both long-range and short-range strategies and actions that lead to the development of an integrated inter-modal transportation system. The plan shall be reviewed and updated at least every five years in attainment areas. If the MPO becomes non-attainment for air quality, then the plan will be revised every third year to comply with the State Implementation Plan (SIP).

The MPO will maintain a Metropolitan Transportation Plan (MTP) along with an update process to ensure that the project and financial plan accurately reflects recent TIP amendments and other pertinent information. The MPO will also provide opportunities for citizen input regarding highway, transit, rail, freight, air, bicycle, and pedestrian planning issues involving prospective, long-range, transportation projects.

B. EXPECTED PRODUCTS – Expected products for this task are the development of the 2010-2035 Metropolitan Transportation Plan; reviewing and updating the Bicycle Master Plan, which will include maintaining an inventory of existing and proposed hike and bike trails for the City's bicycle/pedestrian trail system, and scheduling of an annual meeting with the Bicycle & Pedestrian Advisory Committee for the express purpose of updating the trail system. Also, annually updating the MPO Functional Classification System in cooperation with TxDOT, FHWA and the Texas Transportation Institute (TTI); and continuing utilization of the process for prioritizing transportation projects in order to maintain a current prioritized list of transportation projects that have been analyzed for Environmental Justice impacts in low-income and minority populated areas of the MPO.

C. PREVIOUS WORK – Staff continued to develop and store data used in the 2010-2035 MTP update. Staff also updated the MPO Functional Classification System throughout the year as changes became apparent. This data will be used to help update the Federal Functional Classification System at the next cycle. MPO staff hosted a workshop on May 28, 2009 for the Bicycle and Pedestrian Advisory Committee during the 2010-2035 MTP update in order to gain their input on the Bicycle Master Plan.

Staff kept the Bicycle & Pedestrian Advisory Committee informed about funding issues concerning completion of the inner bicycle/pedestrian trail system throughout the year. During the Environmental Justice update of the Surface Transportation Project list, the MLK to Hamilton Park portion of the trail system received the highest priority and was reviewed by the Wichita Falls City Council. The Council agreed this was a project worth funding and moved it in that direction.

The MPO has utilized and refined the Environmental Justice evaluation process for four consecutive years with good results. The list produced from this process is now known as the Annual Surface Transportation Projects list and is prioritized to reflect which local transportation projects represent the greatest importance to the MPO and its citizens/stakeholders. All projects from this list are analyzed for adverse impacts on low-income and minority populations and documented in the annual Environmental Justice report. There are forty-three (43) projects in the 2008/2009 edition of the report.

D. SUBTASKS

- Subtask 4.1 Finish developing the 2010-2035 Metropolitan Transportation Plan for review and approval in January 2010. Perform updates to the Functional Classification System of the MPO.
- Subtask 4.2 Through public meetings and workshops, work with the Bicycle and Pedestrian Advisory Committee to maintain and update the route inventory in the Bicycle Master Plan consisting of all existing and proposed future hiking and bicycling trails within the MPO boundary.
- Subtask 4.3 Continue to utilize the process for prioritizing short-range and long-range transportation projects, including bicycle/pedestrian issues, for Environmental Justice analysis purposes.

E. FUNDING SUMMARY

TASK 4 – FY 2010

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
4.1	MPO, FTA & TxDOT	\$20,000	\$2,000	\$500	\$22,500
4.2	MPO, FTA & TxDOT	\$10,000	\$2,000	\$250	\$12,250
4.3	MPO, FTA & TxDOT	\$10,000	\$1,000	\$250	\$11,250
	Total	\$40,000	\$5,000	\$1,000	\$46,000

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.

¹This includes both FHWA PL-112 and FTA Section 5303 funds.

TASK 5.0 – SPECIAL STUDIES

A. OBJECTIVE – Occasionally, a study is warranted for projects of special interest that the MPO does not have the resources to complete without support staff. This may include a variety of topics necessary to complete the goals and objectives set forth in the Metropolitan Transportation Plan and other unique transportation topics that demand special attention and are beyond the scope of the other regularly programmed activities and tasks. The objective of this task is to provide funding for the completion of such projects. This task includes subtasks that may not be worked on continuously or that may not be completed within two years.

B. EXPECTED PRODUCTS – The expected products for this task will be to hire a qualified consulting firm to perform a three-pronged feasibility study involving increased north and south mobility west of Kemp Boulevard. The study would investigate three separate areas west of Kemp where traffic mobility is constricted. The first study area would be the Beverly Drive, Avenue H and Kemp Street thoroughfare connection. The second study area would examine building a minor or major connector between Seymour Highway and Seymour Road where Lebanon Road intersects Seymour Road. The third study area would be the realignment of the Lawrence\Rhea\Call Field Road intersection. This comprehensive study will be done to determine if there is sufficient capacity available to carry additional traffic volume. If there were then what would be the estimated land acquisition requirements, road construction costs, and environmental impacts on nearby businesses and residences.

The MPO will also study ways to complete other sections of the bicycle and pedestrian trail system in Wichita Falls, specifically the section of trail along Barnett Road starting at Lake Shore Drive running north to the Kell Freeway/Fairway Blvd. intersection and along Seymour Highway from Fairway to the trail system in Lucy Park.

Other expected products are: the review of other traffic corridors similar to those studied in the 2006 Traffic Signal Optimization Study, the study of Southwest Pkwy. & Kemp Blvd., to determine if their timing patterns can be improved utilizing the models from the study; utilizing the training and new equipment that was approved in the FY 2007 UPWP for the Traffic Signal Optimization Program to study and optimize key traffic corridors across the MPO area; and coordination with the Cross Plains Rural Transportation Council, the U.S. 281 Coalition, and other groups regarding transportation needs and corridor development.

C. PREVIOUS WORK – The MPO sponsored various transportation needs and corridor development meetings throughout the year such as the Environmental Justice public meetings and TAC and TPC open meetings to allow the public an opportunity to comment and review on planned projects. The MPO was also involved with the Regional Transportation Planning Committee in regards to area wide transit linkages and with the Cross Plains Rural Transportation Council in regards to regional surface transportation projects and with TxDOT on transit and surface transportation needs.

In July 2008, the “Falls Ride” transit plan was implemented. This plan was the result of combined MPO and City of Wichita Falls work done throughout 2007 and 2008 to recreate the transit system by offering one additional route and by reconfiguring and shortening travel times on the existing routes. The new transit plan was implemented on July 7, 2008. After six months, the routes and procedures were reexamined for any problems and updated. Transit booklets were also printed in Spanish to meet Limited English Proficiency requirements. All of these changes have increased the speed and efficiency of the Wichita Falls Transit System.

The MPO did some preliminary work for the Beverly Drive, Avenue H and Kemp Street connection project in 2008. Several maps were produced illustrating all of the potential obstacles (i.e. ROW, housing, utilities, etc) that will have to be dealt with in order to transform this corridor into a major collector or minor arterial. Photographs of the area in question were taken and added to the database of information. This project was added to a mobility study that will review three main areas of congestion inside of Wichita Falls. The other two areas are a possible connector route between Seymour Road and Seymour Highway starting at the north end of Lebanon Road and the Lawrence/Rhea/Call Field Road intersection.

D. SUBTASKS

- Subtask 5.1 Finish developing the 2010-2035 Metropolitan Transportation Plan for review and approval in January 2010 with help from a qualified consultant.

- Subtask 5.2 Hire a qualified consulting firm to perform a three-pronged feasibility study involving increased north and south mobility west of Kemp Boulevard. The study would investigate three separate areas west of Kemp where traffic mobility is constricted. The first study area would be the Beverly Drive, Avenue H and Kemp Street thoroughfare connection. The second study area would examine building a minor or major connector between Seymour Highway and Seymour Road where Lebanon Road intersects Seymour Road. The third study area would be the realignment of the Lawrence\Rhea\Call Field Road intersection. This comprehensive study will be done to determine if there is sufficient capacity to carry additional traffic volume and, if so, what would be the estimated land acquisition requirements, road construction costs and impact on businesses and residences located nearby.

- Subtask 5.3 Contribute funding to gain access to the Wichita County Appraisal District's aerial pictometry updates. This data will be used to develop "visualization techniques" in conjunction with the SAFETEA-LU mandate that the MPO better serve the public at open meetings by presenting information and "what if" scenarios through improved visual media. The aerial pictometry will also be useful in other transportation planning applications such as updates to the Metropolitan Transportation Plan and in future Transit Planning. Total cost to the MPO in PL-112 funding will be \$13,800. Section 5307 transit funds (planning) and Local match of \$1,200 will bring the total contribution up to \$15,000.

E. FUNDING SUMMARY

TASK 5 – FY 2010

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
5.1	MPO, FTA & TxDOT	\$76,085.00	\$1,000	\$200	\$77,285.00
5.2	MPO, FTA & TxDOT	\$107,480.50	\$1,400	\$200	\$109,080.50
5.2	MPO, FTA & TxDOT	\$13,800.00	\$1,000	\$200	\$15,000.00
	Total	\$197,365.50	\$3,400	\$600	\$201,365.50

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.

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

TABLE 1 – BUDGET SUMMARY

WICHITA FALLS URBAN TRANSPORTATION STUDY – FY 2010

UPWP Task	FTA Task	Description	TPF Funds ¹	FTA Sect. 5307	Local Funds	Total Funds
1	44.21.00	Administration-Management	\$60,000.00	\$4,000	\$2,000	\$66,000.00
2	44.22.00	Data Development and Maintenance	\$65,000.00	\$20,000	\$5,000	\$90,000.00
3	44.24.00 44.25.00	Short Range Planning	\$40,000.00	\$10,000	\$2,000	\$52,000.00
4	44.23.01 44.23.02	Metropolitan Transportation Plan	\$40,000.00	\$5,000	\$1,000	\$46,000.00
5	44.27.00	Special Studies	\$197,365.50	\$3,400	\$600	\$201,365.50
		TOTAL	\$402,365.50	\$42,400	\$10,600	\$455,365.50

¹TRANSPORTATION PLANNING FUNDS (TPF)

FHWA (PL-112) ²	\$176,000.00
FTA Section 5303	\$46,085.00
<u>Estimated Unexpended Carryover</u>	<u>\$180,280.50</u>
TOTAL TPF	\$402,365.50

PUBLIC TRANSPORTATION FUNDS (PTF) ³

FTA (5307)	\$42,400 (80%)
<u>Local (Match)</u>	<u>\$10,600 (20%)</u>
TOTAL PTF	\$53,000

²Estimate based on prior years authorizations; approvals are made contingent upon legislation for continued funding.

³Includes expenses for General Development/Comprehensive Planning, GIS/TransCAD Annual Software Maintenance and Transit Grant Administration in the Section 5307 FY 2009 Transit Grant.

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 person-hours, they are not reflected in the funding tables.

APPENDIX A

COMMITTEE MEMBERSHIPS TRANSPORTATION POLICY COMMITTEE WICHITA FALLS URBAN TRANSPORTATION STUDY

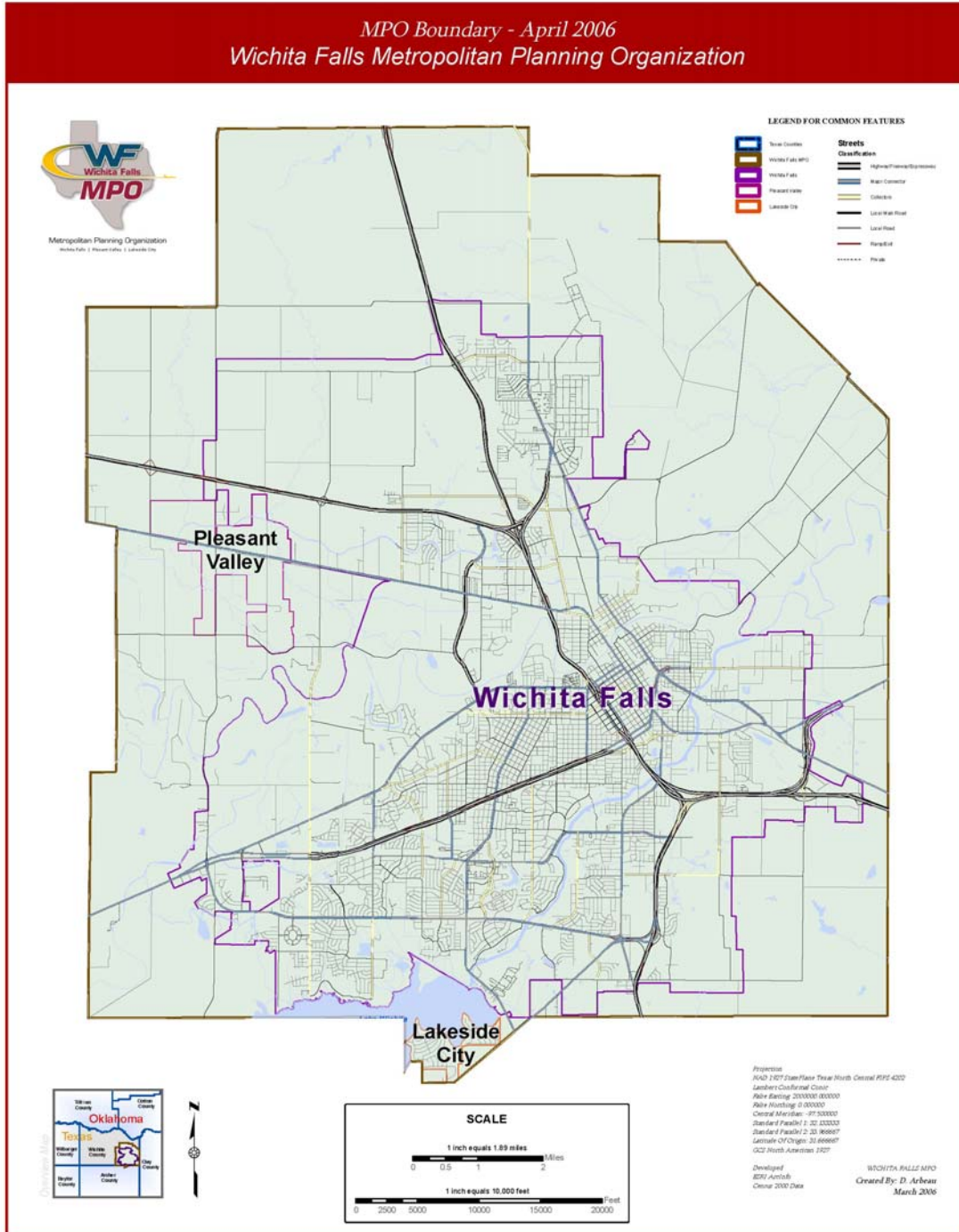
Voting Members		
Lanham Lyne	Mayor, Chairperson	City of Wichita Falls
Woodrow (Woody) Gossom	County Judge, Vice-Chairperson	Wichita County
Larry Tegtmeyer, P.E.	District Engineer	Wichita Falls District, TxDOT
Dennis Wilde	Executive Director	NORTEX Regional Planning Commission
Jeff Watts	City Representative	City of Pleasant Valley
Steven Halloway	Mayor, Lakeside City	City of Lakeside City
Michael Smith	City Council Representative	City of Wichita Falls
Charles Elmore	City Council Representative	City of Wichita Falls
Russell Schreiber, P.E.	Director of Public Works	City of Wichita Falls
Ex-Officio, Non-Voting Members		
Darron Leiker	City Manager	City of Wichita Falls
Danny Brown, P.E.	Transportation Planning & Development Director	Wichita Falls District, TxDOT
Gary Beesinger	County Judge	Archer County
Eric Gleason	Public Transportation Division	TxDOT (PTN) – Austin
William (Mac) Thornberry	U.S. Representative	District 13
Kirk Fauver	Statewide Planning Engineer	Federal Highway Administration – Austin
Craig Estes	State Senator	District 30
Cary Karnstadt	Transportation Planner	TxDOT (TPP) – Austin
David Farabee	State Representative	District 69
Winona Henry	Regional Manager	TCEQ

**COMMITTEE MEMBERSHIPS
TECHNICAL ADVISORY COMMITTEE
WICHITA FALLS URBAN TRANSPORTATION STUDY**

Voting Members		
Irvan F. (Lin) Barnett Jr.	MPO Director, Chairperson	City of Wichita Falls
Danny Brown, P.E.	Director of Transportation Planning & Development	Wichita Falls District, TxDOT
Dave Clark	Director of Community Development	City of Wichita Falls
James Kelley, P.E.	Area Engineer	Wichita Falls District, TxDOT
Allan Moore, P.E.	Director of Construction	Wichita Falls District, TxDOT
Karen Montgomery-Gagne	Community Development Planner	City of Wichita Falls
Mark Beauchamp	Traffic Superintendent	City of Wichita Falls
Tim Hertel, P.E.	Director of Operations	Wichita Falls District, TxDOT
Davis Powell, P.E.	City Engineer	City of Wichita Falls

APPENDIX B

METROPOLITAN AREA BOUNDARY (GOVERNOR OR GOVERNOR'S DESIGNEE APPROVED)



APPENDIX C

**DEBARMENT CERTIFICATION
(Negotiated Contracts)**

- (1) The **WICHITA FALLS METROPOLITAN PLANNING ORGANIZATION (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

Mayor Lanham Lyne

Chairperson, MPO Transportation Policy Committee
Title

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.

Mayor Lanham Lyne

Chairperson, MPO Transportation Policy Committee
Title

Wichita Falls Metropolitan Planning Organization
Agency

Date

APPENDIX E

Certification of Compliance

I, Lanham Lyne, a duly authorized officer/representative of the Wichita Falls 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.

Date

Mayor Lanham Lyne
Chairperson, Wichita Falls
MPO Transportation Policy Committee

Attest:

Name

Title

**APPENDIX F
MPO SELF-CERTIFICATION FOR ATTAINMENT AREAS**

In accordance with Title 43, Part 1, Chapter 15, Subchapter A, Rule §15.5 of the Texas Administrative Code, the Texas Department of Transportation, and the Wichita Falls Metropolitan Planning Organization for the Wichita Falls, Lakeside City and Pleasant Valley urbanized area(s) hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- (1) 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
- (2) In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- (5) Section 1101(b) of the SAFETEA-LU (Pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- (6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (7) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
- (8) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (9) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- (10) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

TEXAS DEPARTMENT
OF TRANSPORTATION
WICHITA FALLS DISTRICT

WICHITA FALLS
METROPOLITAN PLANNING
ORGANIZATION
POLICY BOARD CHAIRPERSON

Larry Tegtmeyer, District Engineer

Mayor Lanham Lyne, Chairperson

Date

Date

APPENDIX G

FTA/TxDOT Section 5303 Budget Worksheet for FY 2010
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MPO: Wichita Falls MPO

PART A. TECHNICAL ACTIVITIES

Show estimated cost (Section 5303 only) by appropriate activity line item.

Metropolitan Planning		Section 5303 Federal Share
44.21.00	Program Support and Administration	<u>\$12,000</u>
44.22.00	General Development and Comprehensive Planning	<u>\$12,000</u>
44.23.01	Long Range System Level Planning	<u>\$ 5,000</u>
44.23.02	Long Range Project Level Planning	<u>\$ 5,000</u>
44.24.00	Short Range Transportation Planning	<u>\$ 5,000</u>
44.25.00	Transportation Improvement Program	<u>\$ 5,000</u>
Other		
44.27.00	Other Activities	<u>\$ 2,085</u>
TOTAL(Section 5303 Funding)		<u>\$46,085</u>

TxDOT will apply transportation development credits sufficient to provide the match for FTA Section 5303 program. As the credits reflect neither cash nor person-hours, they are not reflected in the above.

PART B. FUND ALLOCATIONS

How will the MPO's FTA funds be allocated:

- A) Metropolitan Planning Organization \$ 46,085
- B) Transit Agencies (Pass-through Funds) \$ 0
- C) State/Local Agencies (Pass-through Funds) \$ 0

Please identify individual agency(s)/amount(s) for pass-through funds

Federal Transit Administration \$ 46,085

_____ \$ _____

TOTAL (matches the total on pg 1) \$ 46,085

Person to contact regarding this worksheet:

Name: Lin Barnett
Phone: (940) 761-7450
E-Mail: Lin.Barnett@cwftx.net

TxDOT PTN Contact: Karen Dunlap
Phone: 512-374-5239
FAX: 512-374-5244
E-mail: kdunlap@dot.state.tx.us

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.

APPENDIX H

FY 2010 ESTIMATED TRAVEL EXPENSES

Event	Attendees	Nights	Days	Lodging & Meals	Registration & Training	Gas, Parking, Tolls	Estimated Cost	Comment
SCAUG* Conf.	2	5	6	\$1,800	\$2,000	\$250	\$4,050	Total cost for 2 people to attend conf.
ESRI, Inc. Training Course	1	3	4	\$600	\$1,200	\$200	\$2,000	Total cost for 1 person to attend training class
TransCAD** Training	1	3	4	\$600	\$700	\$200	\$1,500	Total cost for 1 person to attend training class
TEMPO Meeting	1	1	2	\$250		\$100	\$350	MPO Director only
TEMPO Meeting	1	1	2	\$250		\$100	\$350	MPO Director only
TEMPO Meeting	1	1	2	\$250		\$100	\$350	MPO Director only
TEMPO Meeting	1	1	2	\$250		\$100	\$350	MPO Director only
Total Cost							\$8,950	

*South Central Arc Users Group – Annual conference with available training on GIS applications specifically tailored to ESRI ArcGIS software.

**TxDOT supported Travel Demand Modeling software.