



FY 2014-15

Unified Planning Work Program



Wichita Falls Urban Transportation Study

• Lakeside City Wichita Falls Pleasant Valley •



OCTOBER 1, 2013 THROUGH SEPTEMBER 30, 2015

ADOPTED BY THE TRANSPORTATION POLICY COMMITTEE: JULY 17, 2013

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Wichita Falls Metropolitan Planning Organization

FY 2014 – FY 2015 Unified Planning Work Program

**Prepared by:
Wichita Falls Metropolitan Planning Organization**

Participating Agencies:

**City of Wichita Falls
City of Pleasant Valley
City of Lakeside City
Wichita County
Archer County
Texas Department of Transportation
Wichita Falls Transit System**

In cooperation with:

**U.S. Department of Transportation
Federal Highway Administration
Federal Transit Administration**

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FY 2014-2015
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UNIFIED PLANNING WORK PROGRAM FOR TRANSPORTATION PLANNING WICHITA FALLS URBANIZED AREA

FY 2014-2015 (October 1, 2013 through September 30, 2015)

INTRODUCTION

The Unified Planning Work Program (UPWP) is the transportation planning work program detailing transportation planning, programs and services (work) for performance 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. 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. That same year, the Governor of the State of Texas, acting by and through the Texas Department of Transportation (TxDOT), 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.

Congress has passed subsequent transportation reauthorization laws since 1973. Some of these include Moving Ahead for Progress in the 21st Century (MAP-21). MAP-21 places an emphasis on performance-based planning and target setting coordination. WFMPO will work with its planning partners to establish realistic performance measures and targets including those transit-planning activities needed by the Wichita Falls Transit System, otherwise known as “Falls Ride”, to address the Federal Transit Administration MAP-21 requirements for State of Good Repair and Safety Criteria in transit planning.

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 2014-2015 Unified Planning Work Program (UPWP) is the blueprint of work for WFMPO staff over the next two years. Federal law requires WFMPO to work with its area planning partners in 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 Metropolitan Transportation Plan (MTP), Transportation Improvement Program (TIP), Public Participation Plan (PPP), and all other transportation documents developed under the UPWP umbrella contribute to 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 consolidated into seven factors. With the passage of SAFETEA-LU, the factors expanded to eight. Namely, safety and security divided into separate planning factors to address these issues more effectively. 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.” Ongoing with MAP-21 are the eight planning factors from SAFETEA-LU, which 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 listed in the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP). Citizen and stakeholder involvement is very important to the mission of the MPO and is encouraged wherever possible. Citizens provide information about community core values. In turn, WFMPPO considers this information in the development of plans, programs, and projects.

B. DEFINITION OF AREA

The Wichita Falls Metropolitan Urbanized Area encompasses more than 150 square miles with an estimated population of 151,306 as calculated by the U.S. Census Bureau's Decennial Census taken in 2010. 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 the MPO reasonably expects urbanization to occur in during the next 25 years. For a complete map of the area, please see [Appendix B](#) – Metropolitan Area Boundary Map on page 25 of this document.

The 2010 U.S. Census classifies the City of Wichita Falls as a Metropolitan Statistical Area (MSA), which is defined as an urban area with a population of 50,000 or greater. As such, an MPO must represent the urbanized area (UZA). If the UZA were to have a population 200,000 or more then the area (with designation by the Secretary of Transportation) would carry the extra distinction of being a Transportation Management Area (TMA). Representation by an MPO applies to the entire metropolitan planning area. In the case of this area, it is 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. ([Appendix A](#) provides a list of all committee members.) 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. The Transportation Policy Committee, acting as the MPO, along with the City of Wichita Falls and TxDOT executed the 2012-2017 planning agreement on July 25, 2012.

D. PRIVATE SECTOR INVOLVEMENT

Periodically, WFMPO finds it necessary to obtain professional services from the private sector. When this occurs, WFMPO utilizes the City of Wichita Falls' purchasing procedures to find experienced, knowledgeable, and competent firms. WFMPO employs the use of the City of Wichita Falls' contract procurement procedures consistent with circular OMB A-87 guidelines on use and selection of contractors or consultants from the private sector.

Recent projects include the Long-Range Project Readiness Plan developed by AMD Engineering, Inc. for use in prioritizing Metropolitan Transportation Plan projects. WFMPO also utilized the services of Freese and Nichols, Inc. to complete the first phase (planning) of the Transit Oriented Development study.

E. PLANNING ISSUES AND EMPHASIS

The focus of the Metropolitan Transportation Plan (MTP) and other transportation plans and programs is to identify current and future needs, deficiencies in the system, link land use decisions with public and private transportation opportunities, address multimodal interests, identify short and long-range maintenance and safety issues, and to generally improve the overall transportation system. On-going updates and data maintenance of the MTP will ensure a process of follow-up that the MPO expects to grow with the study area in population, changing mobility patterns, and maintenance.

Many local, regional, and national issues will continue to shape the work that the Wichita Falls MPO will perform in FY 2014 and FY 2015. These issues are interrelated and present different challenges in the development of short-range and long-term plans. New Planning Emphasis Areas (PEA's) for FY 2015 include *MAP-21 Implementation*, *Models of Regional Planning Cooperation*, and *Ladders of Opportunity*.

MAP-21 Implementation

- *Transition to Performance Based Planning and Programming.* The development and implementation of a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes.

Models of Regional Planning Cooperation

- *Promote cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning.* This is particularly important where more than one MPO or State serves an urbanized area or adjacent urbanized areas. This cooperation could occur through the metropolitan planning agreements that identify how the planning process and planning products will be coordinated, through the development of joint planning products, and/or by other locally determined means. Coordination across MPO and across State boundaries includes the coordination of transportation plans and programs, corridor studies, and projects across adjacent MPO and State boundaries. It also includes collaboration among State DOT(s), MPO's, and operators of public transportation on activities

such as: data collection, data storage and analysis, analytical tools, and performance based planning.

Ladders of Opportunity

- *Access to essential services – as part of the transportation planning process, identify transportation connectivity gaps in access to essential services.* Essential services include housing, employment, health care, schools/education, and recreation. This emphasis area could include MPO and State identification of performance measures and analytical methods to measure the transportation system's connectivity to essential services and the use of this information to identify gaps in transportation system connectivity that preclude access of the public, including traditionally underserved populations, to essential services. It could also involve the identification of solutions to address those gaps.

F. PERFORMANCE MEASURES

On July 6, 2012, President Obama signed into law the transportation reauthorization act, Moving Ahead for Progress in the 21st Century (MAP-21). In addition to the goals and objectives of previous transportation bills, MAP-21 establishes a framework for performance based planning, programming, and implementation of projects. MAP-21 specifies seven performance elements, which are national goals, performance measures, performance targets, performance plans, target achievement, special performance rules, and performance reporting.

MAP-21 National Goals include safety, infrastructure condition, congestion reduction, system reliability, freight movement, economic vitality, environmental sustainability, and reduced project delivery delays. The USDOT will establish MAP-21 Performance Measures designed to carry out the National Highway Performance Program. USDOT will set up measures for States to use to assess condition of pavements, condition of bridges, and performance of interstate and the national highway system. Performance measures for the Highway Safety Improvement Program will include serious injuries per vehicle mile traveled, fatalities per vehicle mile traveled, number of serious injuries, and number of fatalities. USDOT will also establish measures for congestion mitigation, air quality improvement, and freight movement. Transit performance measures will address state of good repair standards that measure the condition of capital assets such as equipment, rolling stock, infrastructure, and facilities.

G. ABBREVIATIONS

The following abbreviations denote boards, agencies, and programs:

Local:

BPAC	Bicycle and Pedestrian Advisory Committee
LRPRP	Long-Range Project Readiness Plan
TAC	Technical Advisory Committee
TOD	Transit Oriented Development
TPC	Transportation Policy Committee
WFMPPO	Wichita Falls Metropolitan Planning Organization
WFTS	Wichita Falls Transit System

Regional:

NORTEX	North Texas Regional Planning Commission
RCTC	Regional Coordination Transportation Committee

State:

TCI	Texas Congestion Index
TPP	Transportation Planning and Programming Division (TxDOT)
TxDOT	Texas Department of Transportation

Federal:

ARRA	American Recovery and Reinvestment Act
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
MAP-21	Moving Ahead for Progress in the 21 st Century
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
TEA-21	Transportation Equity Act for the 21 st Century

TASK 1.0 – ADMINISTRATION/MANAGEMENT

A. OBJECTIVE – Work elements in this activity are administrative and contain management tasks associated with the function and coordination of the multimodal transportation planning process, which includes: 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 (GIS) and/or databases (including GPS data gathering systems); expenses required for public involvement/environmental justice activities; promotion of WFMPO programs and advertising and other work associated with the function of the MPO.

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. This task also includes maintenance and updates of the WFMPO website.

C. PREVIOUS WORK – In coordination with Wichita Falls TxDOT District staff, WFMPO staff devised, implemented, and administered day-to-day activities and operations of the urban transportation planning process. The majority of administrative tasks was on-going and considered as carry-over from the last fiscal year. MPO staff included quarterly financial reports in all regularly scheduled TAC and TPC meetings for review by committee members. The quarterly financial reports provided a brief summary of MPO expenses throughout the fiscal year and provided a good tool for determining if the MPO was staying within budget constraints.

MPO staff develops the WFMPO Unified Planning Work Program on an annual basis in coordination with the Texas Department of Transportation planning and programming schedule.

WFMPO staff attended several conferences, seminars, workshops, training sessions, and meetings throughout FY 2013. The majority of which were TEMPO/TxDOT meetings.

Throughout the fiscal year, WFMPO staff prepared meeting packets and agenda notices for the Technical Advisory Committee, the Transportation Policy Committee, the Bicycle and Pedestrian Advisory Committee, and Native American Tribal governments with ties to the MPO area.

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 provide the data 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. Involve the public

at all levels of planning and decision-making. This subtask also includes purchases of office furniture and supplies.

Subtask 1.2 Annual software maintenance costs, technical support, enhancement and upgrades to the Geographic Information System and associated hardware, software, equipment and applications. Work with other local organizations to exchange information and ideas using GIS. This subtask also includes purchases of computers, hardware, and software. Expenditures of \$5,000 or more requires approval from TxDOT.

Subtask 1.3 Travel and training expenses for the bi-annual Texas Transportation Institute/TxDOT Transportation Planning Conference; GIS Conferences, Texas Transportation Forum, and additional transportation related conferences and training.

Subtask 1.4 Direct costs, which include, but are not limited to:

- Conferences,
- Professional organizations,
- Professional development,
- Agency memberships i.e., Chamber of Commerce and Industry (CCI), etc.
- Printing and binding costs,
- Advertising,
- Postage,
- Telephone usage,
- Lease expenses,
- Meeting space rental,
- Other services as required

Subtask 1.5 Maintenance and updates of the MPO website for posting of meeting information and transportation planning documents, reports, and data. Maintain contract with professional web hosting company for web site maintenance. Maintain social media advertising and networking.

Subtask 1.6 Review and revise the 2014-2015 UPWP as needed. Develop the 2016-2017 UPWP.

E. FUNDING SUMMARY

TASK 1 – FY 2014

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
1.1	MPO, FTA, & TxDOT	\$7,000.00	\$0	\$0	\$7,000.00
1.2	MPO, FTA, & TxDOT	\$9,000.00	\$0	\$0	\$9,000.00
1.3	MPO, FTA, & TxDOT	\$10,000.00	\$0	\$0	\$10,000.00
1.4	MPO, FTA, & TxDOT	\$9,000.00	\$0	\$0	\$9,000.00
1.5	MPO, FTA, & TxDOT	\$3,000.00	\$0	\$0	\$3,000.00
1.6	MPO, FTA, & TxDOT	\$3,561.43	\$0	\$0	\$3,561.43
	Total	\$41,561.43	\$0	\$0	\$41,561.43

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 1 – FY 2015

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
1.1	MPO, FTA & TxDOT	\$5,000.00	\$0	\$0	\$5,000.00
1.2	MPO, FTA & TxDOT	\$6,000.00	\$0	\$0	\$6,000.00
1.3	MPO, FTA & TxDOT	\$8,000.00	\$0	\$0	\$8,000.00
1.4	MPO, FTA & TxDOT	\$6,000.00	\$0	\$0	\$6,000.00
1.5	MPO, FTA & TxDOT	\$1,000.00	\$0	\$0	\$1,000.00
1.6	MPO, FTA & TxDOT	\$1,000.00	\$0	\$0	\$1,000.00
	Total	\$27,000.00	\$0	\$0	\$27,000.00

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, 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 including transit-related reporting activities. Preparation of an Annual List of Projects that outlines the status of surface transportation projects within the MPO boundaries for the current fiscal year. WFMPO will continue to provide data to TxDOT in Austin for the express purpose of updating and maintaining the Wichita Falls MPO Travel Demand Model. Continued identification of low income and minority areas, in combination with race and ethnicity statistics, analyzed with respect to Title VI requirements, including a proactive Limited English Proficiency process, within the MPO boundaries.

C. PREVIOUS WORK – MPO staff developed quarterly financial reports for the Technical Advisory Committee and Transportation Policy Committee meetings.

MPO staff, in conjunction with the Wichita Falls Transit System, created a Limited English Proficiency plan in August 2011 to address WFMPO's and the City of Wichita Falls' responsibilities as a recipient of federal financial assistance as they relate to the needs of individuals with limited English language skills.

MPO staff prepared the Annual List of Projects that outlines the status of transportation projects within the MPO boundaries for the current fiscal year. MPO staff also prepared the 2012-2013 Environmental Justice Analysis of current and new projects that came in during the fiscal year.

MPO staff reviewed, analyzed, and updated the 2010 Wichita Falls Urbanized Area Boundary, developed maps of the smoothed UAB, reviewed the Federal Functional Classification system, and reviewed and updated the Metropolitan Area Boundary.

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 as requested by MPO governing agencies; 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.

Subtask 2.2 Receive, review, analyze, and notate any changes in demographic data pertinent to minority and low-income groups with respect to Title VI requirements of the Civil Rights Act of 1964.

Subtask 2.3 Development of various traffic and corridor analysis studies and scenarios within the MPO area utilizing the Travel Demand Model and TRANSCAD software.

E. FUNDING SUMMARY

TASK 2 – FY 2014

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
2.1	MPO, FTA & TxDOT	\$22,103.36	\$0	\$0	\$22,103.36
2.2	MPO, FTA & TxDOT	\$8,000.00	\$0	\$0	\$8,000.00
2.3	MPO, FTA & TxDOT	\$17,000.00	\$0	\$0	\$17,000.00
	Total	\$47,103.36	\$0	\$0	\$47,103.36

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 – FY 2015

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
2.1	MPO, FTA & TxDOT	\$10,600.00	\$0	\$0	\$10,600.00
2.2	MPO, FTA & TxDOT	\$5,000.00	\$0	\$0	\$5,000.00
2.3	MPO, FTA & TxDOT	\$15,000.00	\$0	\$0	\$15,000.00
	Total	\$30,600.00	\$0	\$0	\$30,600.00

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 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 unidentified in the Metropolitan Transportation Plan or in the Transportation Improvement Program. The MPO is also required to develop processes necessary to hold MPO meetings of the Technical Advisory Committee and the Transportation Policy Committee at a minimum of four times during the fiscal year.

B. EXPECTED PRODUCTS – Quarterly updates and revisions, as necessary, to the Transportation Improvement Program. Review and analyze the MPO's Public Participation Plan for timeliness, continuity, and conformance with existing regulations. Continue to focus on Environmental Justice analysis of projects and promote public meetings. WFMPO will provide assistance to the Regional Coordination Transportation Committee charged with developing a multi-county regional transportation plan. Engage the public utilizing the Public Participation Plan for the development of projects and programs.

C. PREVIOUS WORK – MPO staff reviewed the Public Participation Plan for any compliance issues. Staff found none at this time. WFMPO staff also conducted a public meeting to allow citizens and stakeholders the opportunity to comment on proposed transportation projects. MPO staff provided project nomination forms along with public comment sheets at the meeting. MPO staff used this information to develop the 2013 Prioritized Project List.

The Environmental Justice Analysis Report, which contains the 2012/2013 Surface Transportation Prioritized Projects List, included 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.

MPO staff continued to assist the North Texas Regional Planning Commission in producing the Regional Coordination Transportation Plan for the NORTEX region by providing transportation data and maps. WFMPO will use local funds for this activity.

D. SUBTASKS

Subtask 3.1 Development of training opportunities and workshops for the MPO's Transportation Policy Committee and Technical Advisory Committee. Preparation of documents for TAC and TPC and other duties or activities required to assist the Policy Committee throughout the fiscal year.

Subtask 3.2 Revise, amend, and maintain updates to the TPC approved 2013-2016 TIP. Develop and revise the 2015-2018 TIP. The MPO will develop and submit the 2013 and 2014 annual project listing.

Subtask 3.3 Review and revise WFMPO's Public Participation Plan as needed. Conduct meetings according to the Public Participation Plan for the development and implementation of transportation planning and programming documents.

Subtask 3.4 Develop and revise the WFMPO Surface Transportation Projects Environmental Justice Analysis. Analyze the Long-Range Project Readiness Plan identified projects effect on low-income and minority populations within those areas using various analysis tools and performance measures for EJ projects.

Subtask 3.5 Provide planning assistance to the Regional Coordination Transportation Planning Committee sponsored by the North Texas Regional Planning Commission. This may

include sharing data, preparing maps, attending or sponsoring meetings, and providing general transportation planning expertise to the effort.

Subtask 3.6 WFMPO will assist the Wichita Falls Transit System in the development of comprehensive transit planning and for the general development of the WFTS transit system. WFMPO will use Federal funds for planning activities and not for transit grant administration.

E. FUNDING SUMMARY

TASK 3 – FY 2014

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
3.1	MPO, FTA & TxDOT	\$8,000.00	\$0	\$0	\$8,000.00
3.2	MPO, FTA & TxDOT	\$8,000.00	\$0	\$0	\$8,000.00
3.3	MPO, FTA & TxDOT	\$2,000.00	\$0	\$0	\$2,000.00
3.4	MPO, FTA & TxDOT	\$9,000.00	\$0	\$0	\$9,000.00
3.5	MPO, FTA & TxDOT	\$1,478.79	\$0	\$0	\$1,478.79
3.6	MPO, FTA & TxDOT	\$2,000.00	\$20,600	\$5,150	\$27,750.00
	Total	\$30,478.79	\$20,600	\$5,150	\$56,228.79

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 – FY 2015

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
3.1	MPO, FTA & TxDOT	\$6,000.00	\$0	\$0	\$6,000.00
3.2	MPO, FTA & TxDOT	\$3,000.00	\$0	\$0	\$3,000.00
3.3	MPO, FTA & TxDOT	\$1,500.00	\$0	\$0	\$1,500.00
3.4	MPO, FTA & TxDOT	\$8,000.00	\$0	\$0	\$8,000.00
3.5	MPO, FTA & TxDOT	\$300.00	\$0	\$0	\$300.00
3.6	MPO, FTA & TxDOT	\$1,000.00	\$20,600	\$5,150	\$26,750.00
	Total	\$19,800.00	\$20,600	\$5,150	\$45,550.00

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

A. OBJECTIVE – The Transportation Equity Act for the 21st Century required the development of a transportation plan addressing a twenty-year planning horizon in consultation and coordination with Federal, State, Tribal and Local agencies. MAP-21, signed into law in July 2012, continues these goals and objectives for the MTP, but also incorporates performance measures for MPO's. The MTP plan includes both long-range and short-range strategies and actions that lead to the development of an integrated inter-modal transportation system. The MPO will review the MTP plan at least every five years because we are an attainment area.

B. EXPECTED PRODUCTS – Expected products for this task include the revision, maintenance, and amendment of the 2010-2035 Metropolitan Transportation Plan. This task also includes the 2015-2040 MTP update. Other products consist of reviewing and updating the Bicycle Master Plan and scheduling semi-annual meetings with the Bicycle & Pedestrian Advisory Committee. Utilize the Long-Range Project Readiness Plan to continue the process of prioritizing transportation projects analyzed for Environmental Justice impacts in low-income and minority populated areas of the MPO.

C. PREVIOUS WORK – MPO staff prepared and presented MTP project list revisions to the Policy Board at Transportation Policy Committee meetings throughout FY 2013. Staff updated the Functional Classification System maps in FY 2013.

WFMPO called the semi-annual BPAC meetings, received the committee's input, and analyzed the information for maintenance of the Bicycle Master Plan. MPO staff presented proposed bicycle and pedestrian projects at the semi-annual meetings held in 2013 and worked to identify potential hike and bike projects inside the MPO boundaries.

MPO staff worked with the TAC committee and the professional consulting firm AMD Engineering, Inc. to develop the Long-Range Project Readiness Plan or LRPRP. Staff will use the LRPRP to prioritize MTP projects so that as funding becomes available the Policy Board can match high priority projects with limited dollars. MPO staff will use the LRPRP as an input to the development of the 2015-2040 MTP update.

D. SUBTASKS

- Subtask 4.1 Maintain, revise, and amend the 2010-2035 Metropolitan Transportation Plan including the MTP project list; add and delete projects from the list as needed. WFMPO staff will present any revisions that impact projects or available funding to the TAC and TPC. Review and update the Metropolitan Area Boundary map as needed.
- Subtask 4.2 Develop the 2015-2040 Metropolitan Transportation Plan update. Staff will engage the public and transportation stakeholders in the MTP update through focus groups and public presentations. WFMPO staff will evaluate socioeconomic information for the study area that significantly affects the needs and performance of our transportation system and the regional economy for use in the MTP update. Based on available funding, the MPO may use consultant services for part or all of this activity. In the event that an updated TDM is not available for the MTP update, the MPO will use alternative analysis methods to identify and prioritize transportation system needs.
- Subtask 4.3 Work with the Bicycle and Pedestrian Advisory Committee through public meetings and workshops to maintain and update the route inventory in the Bicycle Master Plan. Identify areas within the MPO's boundary for possible enhancement by updating old infrastructure or building new facilities.

E. FUNDING SUMMARY

TASK 4 – FY 2014

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
4.1	MPO, FTA & TxDOT	\$15,000.00	\$0	\$0	\$15,000.00
4.2	MPO, FTA & TxDOT	\$46,498.30	\$0	\$0	\$46,498.30
4.3	MPO, FTA & TxDOT	\$5,000.00	\$0	\$0	\$5,000.00
	Total	\$66,498.30	\$0	\$0	\$66,498.30

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 4 – FY 2015

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
4.1	MPO, FTA & TxDOT	\$12,000.00	\$0	\$0	\$12,000.00
4.2	MPO, FTA & TxDOT	\$34,583.10	\$0	\$0	\$34,583.10
4.3	MPO, FTA & TxDOT	\$3,000.00	\$0	\$0	\$3,000.00
	Total	\$49,583.10	\$0	\$0	\$49,583.10

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, projects warrant a study 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 staff may not work on continuously or may not complete within one year.

B. EXPECTED PRODUCTS – WFMPO will continue searching for funding mechanisms to complete the remaining sections of the bicycle and pedestrian trail system located inside of Wichita Falls. MPO staff will continue the work started on the in-house freight study.

WFMPO will sponsor a Transit Oriented Development study (conducted by a professional consulting firm) to determine the best TOD typology for implementation within the MPO's boundaries. The study will make recommendations to the City of Wichita Falls' Transit System and other area transit providers on preferred and viable TOD environments for the WFMPO area.

MPO staff will continue working with the City of Wichita Falls Traffic Engineering Division on the intersection safety study. This study may require the services of a qualified consulting firm.

C. PREVIOUS WORK – MPO staff worked with the City of Wichita Falls' Transit Division to fund and conduct a two-phase Transit Oriented Development study and implementation plan. WFMPO issued an RFQ to find a qualified consulting firm capable of discovering the best TOD typology for implementation within the MPO boundary. Phase 1 of the study will assess the existing transit system, review impacts of the new Downtown Travel Center, and make recommendations on the best type of TOD to implement. The City of Wichita Falls will fund Phase 2 of the study, which is the project implementation plan.

MPO staff made progress on the freight study in 2013. An FHWA freight representative met with MPO staff in May 2013 and gave guidance on developing an inventory of existing freight facilities for our region. Staff also contacted local freight companies and stakeholders to gauge interest in forming a freight advisory committee.

In 2013, MPO staff worked with the City's Traffic Engineering Division to identify potential traffic corridors for traffic signal optimization. Staff helped develop Synchro 7 models of several thoroughfares needing improvement across Wichita Falls.

D. SUBTASKS

Subtask 5.1 As a continuing project from FY 2013, WFMPO will work with a qualified consulting firm to complete Phase 1 of the Transit Oriented Development study for the WFMPO area. The study will help determine the best TOD typology to implement within the City of Wichita Falls and surrounding communities. WFMPO will present the study's recommendations to the Policy Board, the Wichita Falls City Council, and other area transit providers. The scope of work for this project includes:

- Project management and quality assurance of all deliverables.
- Analysis of corridor/regional demographics
- Recommendation of TOD Planning and Development Strategies
- Completion of final analysis and recommendations
- Presentation to TAC and TPC committees

- Subtask 5.2 Provide information and input to seek funding for the remaining sections of the Wichita Falls Bicycle and Pedestrian Trail System. This includes funding under the TxDOT Enhancement Program, Safe Routes to School Program, and other funding sources.
- Subtask 5.3 Conduct an in-house freight study that identifies corridors needing improvement within the MPO's boundaries. This includes working with freight providers and developing a freight facility inventory. Analyze freight corridors/routes for congestion, turning radius, and other impedances. WFMPO will measure the increase in freight traffic, including the impact of airfreight, throughout the planning area by corridor.
- Subtask 5.4 Continue working with the City of Wichita Falls Traffic Engineering Division to complete an intersection safety study utilizing Synchro 7 for multiple corridors. This study may require the services of a qualified consulting firm.
- Subtask 5.5 The MPO will initiate development of performance measures in accordance with MAP-21 requirements. The MPO will be involved in discussions with FHWA and TxDOT in the development of their performance measures. The MPO will initiate review of specific data needs that are applicable to existing goals and objectives as established locally.
- Subtask 5.6 Coordinate with TxDOT on the regional Travel Demand Model update. Review and analyze the 2035 demographic data and development, review, and analyze the 2040 demographic data and network. Review and analyze areas within the new MAB not covered under the existing TDM.

E. FUNDING SUMMARY

TASK 5 – FY 2014

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
5.1	MPO, FTA & TxDOT	\$90,105.06	\$0	\$0	\$90,105.06
5.2	MPO, FTA & TxDOT	\$1,000.00	\$0	\$0	\$1,000.00
5.3	MPO, FTA & TxDOT	\$2,000.00	\$0	\$0	\$2,000.00
5.4	MPO, FTA & TxDOT	\$1,000.00	\$0	\$0	\$1,000.00
5.5	MPO, FTA & TxDOT	\$2,000.00	\$0	\$0	\$2,000.00
5.6	MPO, FTA & TxDOT	\$3,000.00	\$0	\$0	\$3,000.00
	Total	\$99,105.06	\$0	\$0	\$99,105.06

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

TASK 5 – FY 2015

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
5.1	MPO, FTA & TxDOT	\$66,000.00	\$0	\$0	\$66,000.00
5.2	MPO, FTA & TxDOT	\$1,000.00	\$0	\$0	\$1,000.00
5.3	MPO, FTA & TxDOT	\$2,000.00	\$0	\$0	\$2,000.00
5.4	MPO, FTA & TxDOT	\$1,000.00	\$0	\$0	\$1,000.00
5.5	MPO, FTA & TxDOT	\$2,000.00	\$0	\$0	\$2,000.00
5.6	MPO, FTA & TxDOT	\$3,000.00	\$0	\$0	\$3,000.00
	Total	\$75,000.00	\$0	\$0	\$75,000.00

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

TABLE 1 – BUDGET SUMMARY 2014

WICHITA FALLS URBAN TRANSPORTATION STUDY

UPWP Task	FTA Task	Description	TPF Funds ¹	FTA Sect. 5307	Local Funds	Total Funds
1	44.21.00	Administration-Management	\$41,561.43	\$0	\$0	\$41,561.43
2	44.22.00	Data Development and Maintenance	\$47,103.36	\$0	\$0	\$47,103.36
3	44.24.00 44.25.00	Short Range Planning	\$30,478.79	\$20,600	\$5,150	\$56,228.79
4	44.23.01 44.23.02	Metropolitan Transportation Plan	\$66,498.30	\$0	\$0	\$66,498.30
5	44.27.00	Special Studies	\$99,105.06	\$0	\$0	\$99,105.06
		TOTAL	\$284,746.94	\$20,600	\$5,150	\$310,496.94

¹TRANSPORTATION PLANNING FUNDS (TPF)

FHWA (PL-112)	\$ 152,335.00
FTA Section 5303	\$ 46,311.00
FY 2013 Carryover	\$ 86,100.94
TOTAL TPF	\$284,746.94

PUBLIC TRANSPORTATION FUNDS (PTF) ²

FTA (5307)	\$20,600 (80%)
Local (Match)	\$ 5,150 (20%)
TOTAL PTF	\$25,750

²Includes expenses for General Development/Comprehensive Planning and GIS/TransCAD Annual Software Maintenance.

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.

TABLE 2 – BUDGET SUMMARY 2015

WICHITA FALLS URBAN TRANSPORTATION STUDY

UPWP Task	FTA Task	Description	TPF Funds ¹	FTA Sect. 5307	Local Funds	Total Funds
1	44.21.00	Administration-Management	\$27,000.00	\$0	\$0	\$27,000.00
2	44.22.00	Data Development and Maintenance	\$30,600.00	\$0	\$0	\$30,600.00
3	44.24.00 44.25.00	Short Range Planning	\$19,800.00	\$20,600	\$5,150	\$45,550.00
4	44.23.01 44.23.02	Metropolitan Transportation Plan	\$49,583.10	\$0	\$0	\$49,583.10
5	44.27.00	Special Studies	\$75,000.00	\$0	\$0	\$75,000.00
		TOTAL	\$201,983.10	\$20,600	\$5,150	\$227,733.10

¹TRANSPORTATION PLANNING FUNDS (TPF)

FHWA (PL-112) ²	\$180,000.00
<u>Estimated Unexpended Carryover</u>	<u>\$ 21,983.10</u>
TOTAL TPF	\$201,983.10

PUBLIC TRANSPORTATION FUNDS (PTF) ³

FTA (5307)	\$20,600 (80%)
<u>Local (Match)</u>	<u>\$ 5,150 (20%)</u>
TOTAL PTF	\$25,750

²Estimate based on North Region Support Center projections and TxDOT Work Orders.

³Includes expenses for General Development/Comprehensive Planning and GIS/TransCAD Annual Software Maintenance.

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

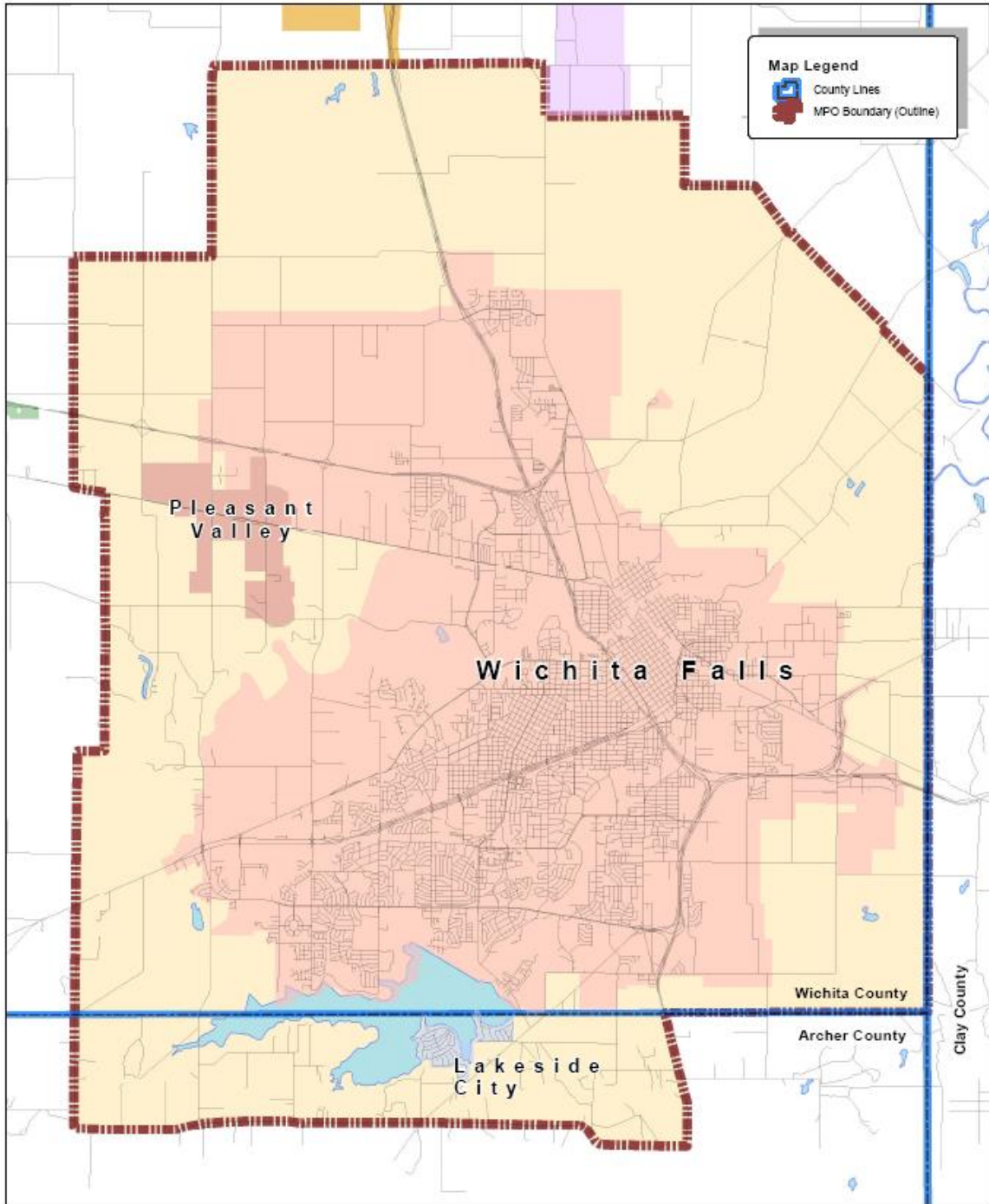
Voting Members		
Glenn Barham	Mayor, Chairperson	City of Wichita Falls
Woodrow (Woody) Gossom	County Judge, Vice-Chairperson	Wichita County
Larry Tegtmeyer, P.E.	District Engineer	Wichita Falls District, TxDOT
Dennis Wilde	Executive Director	NORTEX Regional Planning Commission
Jeff Watts	City Representative	City of Pleasant Valley
Jim Henson	Mayor, Lakeside City	City of Lakeside City
Michael Smith	City Council Representative	City of Wichita Falls
Tim Ingle	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
Susan Stockett	Public Transportation Division	TxDOT (PTN)
William (Mac) Thornberry	U.S. Representative	District 13
Barbara C. Maley, AICP	Environmental and Transportation Planning Coordinator	Federal Highway Administration – Texas Division
Craig Estes	State Senator	District 30
Tammy Marlow	MPO / RPO Coordinator	TxDOT - North Region Support Center
James Frank	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
Kevin Hugman	ACM/Director of Community Development	City of Wichita Falls
David Rohmer, P.E.	Area Engineer	Wichita Falls District, TxDOT
Allan Moore, P.E.	Director of Construction	Wichita Falls District, TxDOT
Karen Montgomery-Gagne	Planning Administrator	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
Ex-Officio, Non-Voting Members		
Mark McBurnett	Base Civil Engineer	Sheppard Air Force Base

APPENDIX B

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



Projection
NAD 1927 StatePlane Texas North Central FIPS 4302
Lambert Conformal Conic
False Easting: 2000000.000000
False Northing: 0.000000
Central Meridian: -97.500000
Standard Parallel 1: 32.133333
Standard Parallel 2: 33.966667
Latitude Of Origin: 31.666667
GCS North American 1927

Developer
ESRI ArcInfo
Census 2000 and 2010 Data

Wichita Falls MPO
Metropolitan Area Boundary



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 Glenn Barham

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 Glenn Barham

Chairperson, MPO Transportation Policy Committee
Title

Wichita Falls Metropolitan Planning Organization
Agency

Date

APPENDIX E

Certification of Compliance

I, Glenn Barham, 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 Glenn Barham
Chairperson, Wichita Falls
MPO Transportation Policy Committee

Attest:

Irvan F. (Lin) Barnett Jr.

MPO Director
Title

APPENDIX F

Certification of Internal Ethics and Compliance Program

I, Mayor Glenn Barham, Chairman of the Transportation Policy Committee, a duly authorized officer/representative of the Wichita Falls Metropolitan Planning Organization (MPO), do hereby certify that the forenamed MPO has adopted and does enforce an internal ethics compliance program that is designed to detect and prevent violation of law, including regulation and ethical standards applicable to this entity or its officers or employees and that the internal ethics and compliance program satisfied the requirements of 43 TAC §31.29. "Required Internal Ethics and Compliance Program" and 43 TAC §10.51 "Internal Ethics and Compliance Program" as may be revised or superseded.

Date

Mayor Glenn Barham
Chairperson
MPO Transportation Policy Committee

Attest:

Irvan F. (Lin) Barnett Jr.

MPO Director
Title