



FY 2013

Unified Planning Work Program



Wichita Falls Urban Transportation Study



Metropolitan Planning Organization
Wichita Falls | Pleasant Valley | Lakeside City

OCTOBER 1, 2012 THROUGH SEPTEMBER 30, 2013

ADOPTED BY THE TRANSPORTATION POLICY COMMITTEE: *JULY 25, 2012*

AMENDED BY THE TRANSPORTATION POLICY COMMITTEE:

UNIFIED PLANNING WORK PROGRAM FY 2013 TABLE OF CONTENTS

INTRODUCTION.....	3
A. PURPOSE.....	4
B. DEFINITION OF AREA	5
C. ORGANIZATION	5
D. PRIVATE SECTOR INVOLVEMENT	6
E. PLANNING ISSUES AND EMPHASIS	6
F. ABBREVIATIONS.....	8
TASK 1.0 – ADMINISTRATION/MANAGEMENT	9
TASK 2.0 – DATA DEVELOPMENT AND MAINTENANCE	12
TASK 3.0 – SHORT-RANGE PLANNING	15
TASK 4.0 - METROPOLITAN TRANSPORTATION PLAN.....	18
TASK 5.0 – SPECIAL STUDIES.....	21
TABLE 1 – BUDGET SUMMARY.....	24
APPENDIX A – COMMITTEE MEMBERSHIPS.....	25
APPENDIX B – METROPOLITAN AREA BOUNDARY	27
APPENDIX C – DEBARMENT CERTIFICATION	28
APPENDIX D – LOBBYING CERTIFICATION.....	29
APPENDIX E – CERTIFICATION OF COMPLIANCE.....	30
APPENDIX F – FTA SECTION 5303 BUDGET WORKSHEET.....	31

UNIFIED PLANNING WORK PROGRAM FOR TRANSPORTATION PLANNING WICHITA FALLS URBANIZED AREA

FY 2013 (October 1, 2012 through September 30, 2013)

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 MPO's prepare them 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 authorized the Federal Surface Transportation Program (STP) 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. As of this writing, Congress has not developed a new transportation authorization bill. All MPO's will continue to operate under continuing resolutions issued by Congress for SAFETEA-LU. We do not foresee Congress issuing a new transportation bill until 2013. Nevertheless, 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 2013 UPWP is a continuation of the processes and procedures first utilized in ISTEA 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 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." 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 Wichita Falls MPO provides a forum for local input into the expenditure of federal highway and transit dollars. Citizens and stakeholders can come together and share ideas and information with the two main bodies that make up the MPO. The first body is the Technical Advisory Committee or TAC, which makes recommendations and reports directly to the second body, the Transportation Policy Committee or TPC, also known as the Policy Board. The Technical Advisory Committee is a combination of TxDOT and City planning professionals. The Transportation Policy Committee, or Policy Board, makes all of the policy decisions for the MPO. The Policy Board is comprised of local, state, and city officials. The TPC establishes all policies, reviews staff proposals on all phases of the urban transportation planning process, and approves the annual budget and work program for the staff. The TAC and TPC meet on a quarterly basis.

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 27 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. Furthermore, the Administrators of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) define and officially designate the WFMPO area as a Non-Transportation Management Area (Non-TMA). The Non-TMA designation applies to the entire metropolitan planning area with an urbanized population of less than 200,000, as determined by the latest decennial census. The Non-TMA designation applies to the overall metropolitan planning area of Wichita Falls 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), also known as the Policy Board, 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, 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 State of Texas renewed the agreement between the State, the Wichita Falls MPO, and the City of Wichita Falls on May 15, 2006 and amended it on April 22, 2009. WFMPO and the City of Wichita Falls submitted three signed copies of the 2012-2017 MPO/State Planning Contract to TxDOT (Austin HQ) on December 16, 2011.

Occasionally, WFMPO will utilize community members to participate in the planning process. This is in addition to our standard public involvement process. Currently, the Bicycle and Pedestrian Advisory Committee (BPAC) is the MPO's only active citizen advisory committee or CAC. However, WFMPO forms CAC's as the need arises. WFMPO formed BPAC in 2009 to assist updating the Bicycle Master Plan, which is a major part (and serves as a stand-alone document) of the 2010-2035 Metropolitan Transportation Plan update. Another example of a past CAC used successfully is the 2006 Transit Study Citizen Advisory Committee from which evolved the 2008 Wichita Falls Transit System (WFTS) Implementation Plan.

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.

WFMPO hired Kimley-Horn and Associates, Inc. to assist with the development of the 2010-2035 Metropolitan Transportation Plan (MTP). The Policy Board approved the new MTP in January 2010. In February 2010, the WFMPO hired the firm of Lockwood, Andrews, and Newnam, Inc. (LAN) to conduct the West of Kemp Blvd. Mobility Study. LAN completed the study in December 2010. WFMPO staff presented the results, with recommendations from the TAC committee, to the Policy Board in January 2011. As a result, the MPO Chairperson called upon MPO staff to present the same findings and recommendations to the Wichita Falls City Council during their strategic planning sessions held in February 2011. The Wichita Falls City Council made the decision to act upon the recommendations of this study. As of this writing, construction is underway to realign the Rhea/Lawrence/Call Field Road intersection. This project costs an estimated \$3.5 million and should finish by October 2012.

WFMPO has retained the services of the professional consulting firm AMD Engineering to assist in the development of a new methodology that will help MPO staff objectively identify surface transportation projects offering the best return on investment of federal and state transportation dollars. This project will begin in late May 2012 and conclude by end of January 2013, or sooner. Once complete, WFMPO staff will reuse this methodology in subsequent years to develop prioritized project lists for presentation to the TAC and TPC boards. The goal is to give the Policy Board the means to make informed decisions concerning the funding of surface transportation projects within the MPO's boundaries.

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 shape the work that the Wichita Falls MPO will perform in FY 2013. These issues are interrelated and present different challenges in the development of short-range 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 on 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.

F. ABBREVIATIONS

The following abbreviations denote boards, agencies, and programs:

Local:

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

Regional:

NORTEX	North Texas Regional Planning Commission
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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
TMA	Traffic Management Area

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 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 WFMPO and the Falls Ride 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. 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.

One WFMPO staff member (Transportation Planner I) attended geographic information system training on ESRI's ArcGIS software at the ESRI training campus in San Antonio, Texas from January 1, 2011 through February 4, 2011. The Transportation Planner II attended TransCAD Travel Demand Model training at the Dallas, Texas office of Kimley-Horn and Associates, Inc. Both transportation planners attended ESRI geographic information system training at the annual South Central Arc Users Group (SCAUG) conference held in San Antonio, Texas from April 4, 2011 through April 8, 2011.

WFMPO staff attended several conferences, seminars, workshops, and meetings throughout FY 2011. 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.

MPO staff worked with the new web hosting company to migrate all of WFMPO's information from the old website to the new website. MPO staff updated the website throughout the fiscal year as new

information became available. Staff provided timely content and informative articles about transportation issues in our area.

MPO staff completed the seventh 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. As projects come in, the MPO strives to recognize any adverse impacts to low-income or minority populations. Once identified, the MPO looks for ways to avoid, minimize, mitigate, or if those options are not possible, enhance the project in some way to make it acceptable.

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. 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 and supplies. Other normal administrative costs are also included.
- 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 (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. Expenditures of \$5,000 or more requires approval from TxDOT.
- Subtask 1.3 Travel and training expenses associated with classes and any other qualifying or related expenses; the bi-annual Texas Transportation Institute/TxDOT Transportation Planning Conference; GIS Conferences, and additional transportation related conferences and training as appropriate and other qualifying organizational membership dues.
- Subtask 1.4 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 1.5 Development of training opportunities and workshops for the MPO's Transportation Policy Committee and Technical Advisory Committee.
- Subtask 1.6 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.

E. FUNDING SUMMARY

TASK 1 – FY 2013

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
1.1	MPO, FTA & TxDOT	\$15,000	\$7,500	\$1,500	\$24,000
1.2	MPO, FTA & TxDOT	\$10,000	\$5,000	\$1,200	\$16,200
1.3	MPO, FTA & TxDOT	\$10,000	\$1,500	\$500	\$12,000
1.4	MPO, FTA & TxDOT	\$10,000	\$3,000	\$800	\$13,800
1.5	MPO, FTA & TxDOT	\$5,000	\$1,500	\$500	\$7,000
1.6	MPO and TxDOT	\$5,000	\$1,500	\$500	\$7,000
	Total	\$55,000	\$20,000	\$5,000	\$80,000

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 2010 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, 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. Continued provision of data to TxDOT in Austin for the express purpose of updating and maintaining the Wichita Falls MPO Travel Demand Model used in identifying and forecasting 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 2010 data for the purposes of improving transportation planning, and the continued implementation of planning outreach activities. MPO staff will gather and develop information about livable and sustainable communities for presentation to the Policy Board and to the public. It is our goal to incorporate livable and sustainable community principles into our planning process.

C. PREVIOUS WORK – MPO staff developed quarterly financial reports for the TAC and TPC meetings. The quarterly financial reports provided a snap shot of MPO spending throughout the fiscal year.

WFMPO staff provided several departments within the City of Wichita Falls with transportation data and assistance on transportation related issues including traffic prediction scenarios utilizing the Travel Demand Model. In 2011, MPO staff worked closely with a professional consulting firm on the West of Kemp Mobility Study, which resulted in the realignment of the Rhea/Lawrence/Call Field Road intersection. This project will complete in October of 2012 at a cost of \$3.2 million and will help reduce congestion at one of the busiest intersections in Wichita Falls.

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 2011-2012 Environmental Justice Analysis of current and new projects that came in during the fiscal year. The Policy Board reviewed and adopted the report in January 2012.

Staff made 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, TIP, MTP, Bicycle Master Plan, PIP, PPP and other transportation related documents were made available on the website. Staff posted public meetings, agendas, and information about current and future projects within the MPO's boundaries on the MPO website.

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. As reports and studies are reviewed, approved, and/or adopted by the WFMPO

Policy Board, WFMPO staff will make them available to interested stakeholders and to the public via the MPO's website and as hard copies/electronic media kept on file at the WFMPO main office. This subtask does not require creation of studies or reports at the request of citizens or community organizations.

- Subtask 2.2 Data gathering, maintenance, and posting of transportation related data, information, reports, studies, and any other documents deemed appropriate for public distribution on WFMPO's website. Maintain database of traffic counts, monitor traffic movements, and provide for other transportation planning needs. WFMPO staff will utilize the 2010 Census Transportation Planning Package (CTPP) for work on functional classification updates, urbanized area boundary smoothing, possible metropolitan area boundary expansion, and any other qualifying work related activities.
- Subtask 2.3 Analyze 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. We use this data in developing the annual Environmental Justice report that contains our annual list of prioritized projects located inside the WFMPO boundary.
- 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 On-going development of transit data, production of required federal financial and milestone status reports, and implementation of transit studies.

E. FUNDING SUMMARY

TASK 2 – FY 2013

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
2.1	MPO, FTA & TxDOT	\$20,000	\$3,000	\$500	\$23,500
2.2	MPO, FTA & TxDOT	\$20,000	\$3,000	\$750	\$23,750
2.3	MPO, FTA & TxDOT	\$10,000	\$1,500	\$250	\$11,750
2.4	MPO, FTA & TxDOT	\$10,000	\$1,500	\$250	\$11,750
2.5	MPO, FTA & TxDOT	\$5,000	\$1,000	\$250	\$6,250
	Total	\$65,000	\$10,000	\$2,000	\$77,000

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 unidentified 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 activities required by previous legislation and SAFETEA-LU, such as the development of the FY 2014 Unified Planning Work Program (UPWP), revisions to the FY 2013-2016 Transportation Improvement Program (TIP) and to the FY 2013 Unified Planning Work Program. Along with these revisions, there may occasionally be a need to revise the 2010-2035 Metropolitan Transportation Plan (MTP). It is also the objective of the Wichita Falls MPO to ensure that its Public Participation Plan stay current and incorporate methods to include all interested persons into the transportation planning process.

B. EXPECTED PRODUCTS – Quarterly updates and revisions, as necessary, to the 2013-2016 Transportation Improvement Program (TIP). Review and analyze the MPO's Public Participation Plan for timeliness, continuity, and conformance with existing regulations. Prepare and develop the FY 2014 Unified Planning Work Program (UPWP). Incorporate subsequent amendments during the fiscal year to the FY 2013 UPWP. Maintain an on-going Technical Advisory Committee charged with the responsibility of making recommendations to the Transportation Policy Committee (Policy Board) 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 of possible impact. Provide assistance to the Regional Transportation Coordination Committee charged with developing a multi-county regional transit plan for the express purpose of qualifying for continued federal and state transit assistance by attending meetings and providing technical assistance within the Metropolitan Area Boundary. 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 – Staff publicly advertised quarterly meetings and special called meetings based on Public Participation Plan procedures. Staff conducted TAC/TPC meetings on the following dates during fiscal year 2011.

Technical Advisory Committee	Transportation Policy Committee
October 6, 2010	November 3, 2010
January 12, 2011	January 26, 2011
April 6, 2011	April 20, 2011
July 6, 2011	July 27, 2011
	August 24, 2011 (Special)

The Policy Board approved one Federally Funded Highway revision to the FY 2011-2014 Transportation Improvement Program (TIP) at the November 3, 2010 TPC meeting and two FTA transit grant revisions at the April 20, 2011 TPC meeting. The Policy Board made no other revisions during the fiscal year.

MPO staff reviewed the Public Participation Plan for any compliance issues. Staff found none at this time. WFMPO staff also conducted a public meeting on September 14, 2011 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 2011 Prioritized Project List. Staff performed Environmental Justice analyses on all new projects that came in to the MPO.

The 2011 Environmental Justice Analysis Report, which contains the 2010/2011 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 presented the report to TAC and TPC for adoption in January 2011. The Policy Board adopted the document at the January 26, 2011 TPC meeting.

MPO staff continued to assist the North Texas Regional Planning Commission (NORTEX) in producing the Regional Coordination Transportation Plan for the NORTEX region by providing transportation data and maps. The MPO Director serves as a board member on the plan development committee.

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 2014.
- Subtask 3.2 Revise, amend, and maintain the Policy Board approved 2013-2016 Transportation Improvement Program (TIP).
- Subtask 3.3 In compliance with Executive Order 12898 and the Civil Rights Act of 1964 Title VI requirements, annually review WFMPO's Public Participation Plan, WFMPO's Environmental Justice Analysis Procedures, the Wichita Falls Transit System's Title VI Program and Disadvantaged Business Enterprise Program, and any other civil rights policies, plans, programs, or procedures required by federal or state law, for continued emphasis on community involvement regarding area transportation issues. This includes, but is not limited to, neighborhood public meetings, local MPO sponsored public meetings and public hearings, and Wichita Falls City Council public meetings and public hearings.
- 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.
- Subtask 3.5 Provide continued planning assistance as a member (MPO Director participates as an acting board member) of the Regional Coordination Transportation Planning Committee sponsored by the North Texas Regional Planning Commission, 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 2013

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
3.1	MPO, FTA & TxDOT	\$10,000	\$1,000	\$500	\$11,500
3.2	MPO, FTA & TxDOT	\$5,000	\$500	\$250	\$5,750
3.3	MPO, FTA & TxDOT	\$5,000	\$500	\$250	\$5,750
3.4	MPO, FTA & TxDOT	\$10,000	\$1,000	\$250	\$11,250
3.5	MPO, FTA & TxDOT	\$10,000	\$1,000	\$250	\$11,250
	Total	\$40,000	\$4,000	\$1,500	\$45,500

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 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 plan at least every five years because we are an attainment area.

The MPO will maintain its Metropolitan Transportation Plan (MTP) utilizing an update process that ensures 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 include the revision, maintenance, and amendment of the 2010-2035 Metropolitan Transportation Plan including updating the MPO area project list. Other products consist of reviewing and updating the Bicycle Master Plan, which includes 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. Update the MPO Functional Classification System in cooperation with TxDOT, FHWA and the Texas Transportation Institute (TTI); and continued 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 – MPO staff prepared and presented MTP project list revisions to the Policy Board at the November 2010 and April 2011 Transportation Policy Committee meetings. There were no revisions or amendments for January or July of FY 2011. Staff did not perform any updates to the Functional Classification System in FY 2011.

Working with input from BPAC, MPO staff maintained the Bicycle Master Plan, presented proposed bicycle and pedestrian projects at the September 2011 Environmental Justice public meetings, and worked to identify potential hike and bike projects inside the MPO boundaries. MPO staff was instrumental in producing the winning TxDOT enhancement grant application that the Texas Transportation Commission awarded \$2.477 million to in July 2010 for the Barnett Road/Seymour Hwy. trail addition. City of Wichita Falls Street crews began installation of the trail section in October 2011. MPO staff met with BPAC members on November 29, 2011 for a follow up meeting on MPO bicycle/pedestrian trail progress.

MPO staff compiled 84 projects for the 2011/2012 Surface Transportation Prioritized Projects List. The majority of projects carried over from the previous year. The Technical Advisory Committee reviewed and ranked the list in order of importance to the region. The Transportation Policy Committee (Policy Board) reviewed the prioritized list, made revisions, and approved the list for use in 2012. Projects on

the list are from TxDOT, the City of Wichita Falls, Lakeside City, Pleasant Valley, Wichita County, area citizens, and stakeholders. All projects were analyzed for adverse impacts to low-income and minority populations and documented in the 2011 Environmental Justice Analysis Report.

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. Perform updates to the Functional Classification System as required.
- Subtask 4.2 Work with the Bicycle and Pedestrian Advisory Committee (BPAC) 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.
- Subtask 4.3 Continue utilizing the process for prioritizing short-range and long-range transportation projects, including bicycle/pedestrian issues, for Environmental Justice analysis purposes. We use this process to develop the annual prioritized project list, which we then use to develop the annual Environmental Justice Analysis of new projects.
- Subtask 4.4 WFMPO will develop a comprehensive, prioritized, and feasible Long-Range Project Readiness Plan (LRPRP) based on WFMPO's Metropolitan Transportation Plan. WFMPO will utilize the services of a professional consulting firm to provide a list of deliverables based on criteria established by the Technical Advisory Committee. The list of deliverables, inside the scope of work, will include, but is not limited to, a Project Management Plan, a Project Schedule, a Comprehensive Project List, a Comprehensive Project Map, a List of Criteria Categories, a Decision Matrix, a Summary of Input from the Public Participation Process, a Final Report with Technical Memoranda, a Final LRPRP List of Prioritized Projects, and a Final LRPRP Map of the Prioritized Projects. Using an objective methodology, the goal of the LRPRP is to identify those surface transportation projects located inside the WFMPO boundary capable of providing the best return on investment of limited transportation construction dollars.

E. FUNDING SUMMARY

TASK 4 – FY 2013

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
4.1	MPO, FTA & TxDOT	\$5,000	\$1,000	\$250	\$6,250
4.2	MPO, FTA & TxDOT	\$10,000	\$1,000	\$250	\$11,250
4.3	MPO, FTA & TxDOT	\$10,000	\$1,000	\$250	\$11,250
4.4	MPO, FTA & TxDOT	\$65,000	\$2,000	\$750	\$67,750
	Total	\$90,000	\$5,000	\$1,500	\$96,500

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 also continue working on the in-house freight study.

WFMPO will sponsor a Transit Oriented Development (TOD) 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 to work with the City of Wichita Falls Traffic Engineering Division to conduct an intersection safety study. This study may require the services of a qualified consulting firm.

C. PREVIOUS WORK – MPO staff and Lockwood, Andrews, and Newnam, Inc. (LAN) completed the West of Kemp Mobility Study in December 2010 and presented it to TAC for review and comment before presenting the final report with recommendations to the Policy Board in January 2011. The Policy Board approved and adopted the study for use by the MPO. Mayor Barham, MPO Chairperson, asked MPO staff to present the recommendations to the Wichita Falls City Council at their Strategic Planning session held in February 2011. Of the two main recommendations of the mobility study, City Council decided to act upon the recommendation to realign the Rhea/Lawrence/Call Field Road intersection. Realigning the intersection will greatly improve throughput and reduce congestion in a heavily traveled corridor. City Council approved \$3.2 million of General Fund dollars to acquire ROW, demolish an existing structure, and pay for the realignment of the intersection. Although they agreed with the recommendation, City Council took no action on the alternative north to south thoroughfare search. That recommendation may happen later when funds become available.

MPO staff contributed heavily to the City's development of the TxDOT Enhancement Grant application to secure funds for the construction of two key sections of the Wichita Falls Circle Trail system. The Texas Transportation Commission awarded \$2.47 million to the City to build these two sections of trail. City crews began construction in October 2011. MPO staff continues to search for funding opportunities to complete the rest of the Circle Trail system.

MPO staff began a preliminary analysis of freight traffic for our area. This project will carry over into FY 2013.

WFMPO staff prepared an analysis on proposed MAP-21 legislation and presented it to the Technical Advisory Committee and to the Policy Board. The analysis gave a detailed summary of possible negative affects including dissolution of the MPO.

MPO staff continued to work 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 RFQ and hire a professional consulting firm to perform a Transit Oriented Development (TOD) study of 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 Transit System, and other area transit providers.
- Subtask 5.2 Identify funding mechanisms to complete the remaining sections of the Wichita Falls bicycle and pedestrian trail system.
- Subtask 5.3 Conduct an in-house freight study that identifies corridors needing improvement within the MPO's boundaries. WFMPO will measure the increase in freight traffic, including the impact of airfreight, throughout the planning area by corridor. WFMPO will identify areas of opportunity and areas needing improvement.
- Subtask 5.4 Continue working with the City of Wichita Falls Traffic Engineering Division to complete an intersection safety study. This study may require the services of a qualified consulting firm.

E. FUNDING SUMMARY

TASK 5 – FY 2013

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	Total
5.1	MPO, FTA & TxDOT	\$107,994.00	\$5,000	\$1,000	\$113,994.00
5.2	MPO, FTA & TxDOT	\$5,000.00	\$0	\$0	\$5,000.00
5.3	MPO, FTA & TxDOT	\$5,000.00	\$0	\$0	\$5,000.00
5.4	MPO, FTA & TxDOT	\$5,000.00	\$0	\$0	\$5,000.00
	Total	\$122,994.00	\$5,000	\$1,000	\$128,994.00
<p>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.</p>					

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

TABLE 1 – BUDGET SUMMARY

WICHITA FALLS URBAN TRANSPORTATION STUDY – FY 2013

UPWP Task	FTA Task	Description	TPF Funds ¹	FTA Sect. 5307	Local Funds	Total Funds
1	44.21.00	Administration-Management	\$55,000.00	\$20,000	\$5,000	\$80,000.00
2	44.22.00	Data Development and Maintenance	\$65,000.00	\$10,000	\$2,000	\$77,000.00
3	44.24.00 44.25.00	Short Range Planning	\$40,000.00	\$4,000	\$1,500	\$45,500.00
4	44.23.01 44.23.02	Metropolitan Transportation Plan	\$90,000.00	\$5,000	\$1,500	\$96,500.00
5	44.27.00	Special Studies	\$122,994.00	\$5,000	\$1,000	\$128,994.00
		TOTAL	\$372,994.00	\$44,000	\$11,000	\$427,994.00

¹TRANSPORTATION PLANNING FUNDS (TPF)

FHWA (PL-112) ²	\$175,000.00
FTA Section 5303 ²	\$45,987.00
<u>Estimated Unexpended Carryover</u>	<u>\$152,007.00</u>
TOTAL TPF	\$372,994.00

PUBLIC TRANSPORTATION FUNDS (PTF) ³

FTA (5307)	\$44,000 (80%)
<u>Local (Match)</u>	<u>\$11,000 (20%)</u>
TOTAL PTF	\$55,000

²Estimate based on prior year authorizations.

³Includes expenses for General Development/Comprehensive Planning, GIS/TransCAD Annual Software Maintenance and Transit Grant Administration in the Section 5307 FY 2012 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**

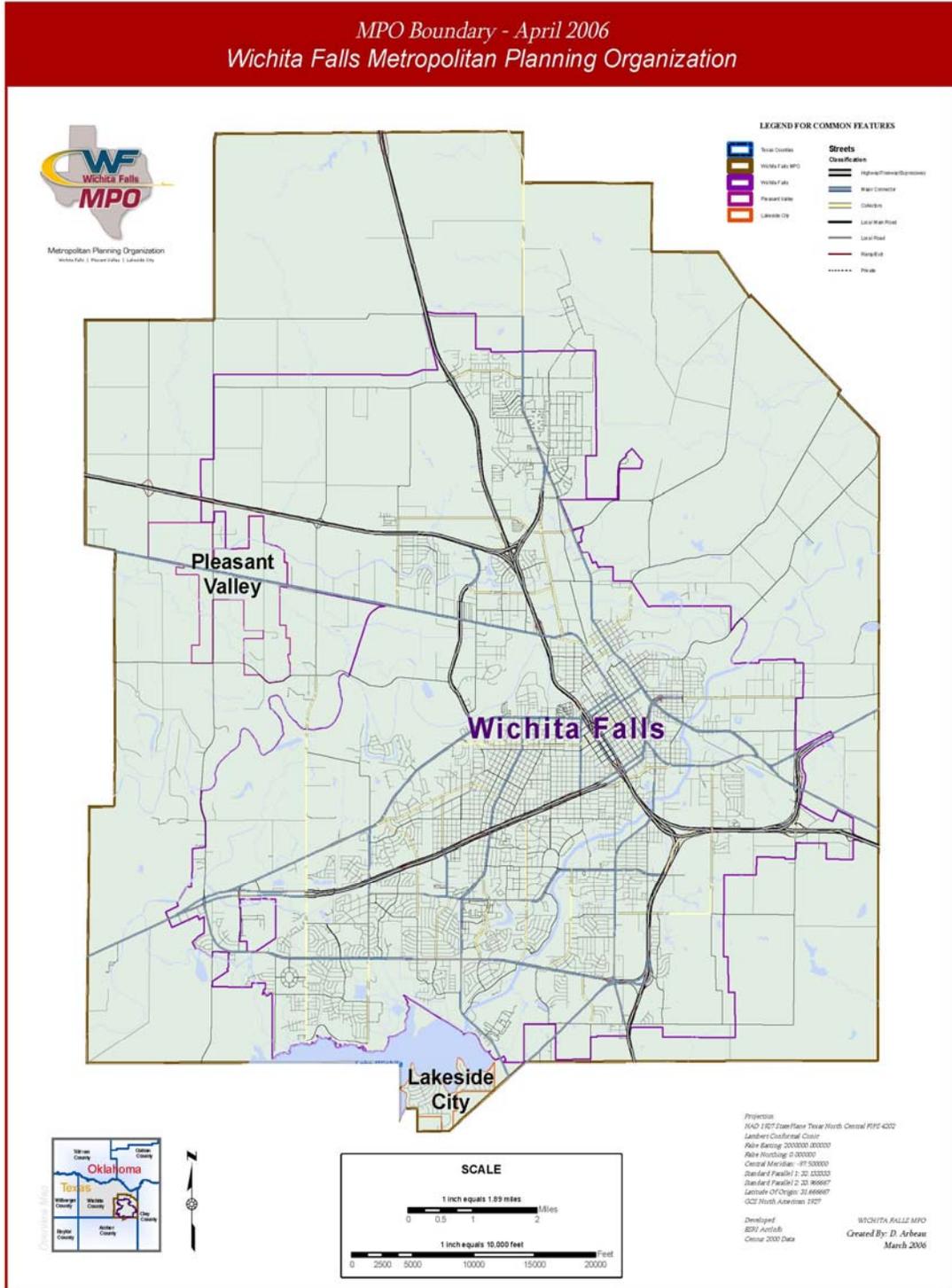
Voting Members		
Glenn Barham	Mayor, Chairperson	City of Wichita Falls
Woodrow (Woody) Gossom	County Judge, Vice-Chairperson	Wichita County
Larry Tegtmeier, P.E.	District Engineer	Wichita Falls District, TxDOT
Dennis Wilde	Executive Director	NORTEX Regional Planning Commission
Jeff Watts	City Representative	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
David Merritt	Public Transportation Division	TxDOT (PTN) – Paris, TX
William (Mac) Thornberry	U.S. Representative	District 13
Barbara Maley	Environmental and Transportation Planning Coordinator	Federal Highway Administration – Plano
Craig Estes	State Senator	District 30
Tim Juarez	MPO / RPO Coordinator	North Region Support Center TxDOT – Waco
Lanham Lyne	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, P.E.	Base Civil Engineer	Sheppard Air Force Base

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 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:

Name

Title

APPENDIX F

FTA/TxDOT Section 5303 Budget Worksheet for FY2013

MPO: Wichita Falls Metropolitan Planning Organization

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>\$1,987</u>
 TOTAL (Section 5303 Funding)		 <u>\$45,987</u>

TxDOT will apply transportation development credits sufficient to provide the match for FTA Section 5303 program. As the credits reflect neither cash nor man-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 \$ 45,987
- B) Transit Agencies (Pass-through Funds) \$ _____
- C) State/Local Agencies (Pass-through Funds) \$ _____

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

_____ \$ _____

_____ \$ _____

TOTAL (matches the total on pg 1) \$ 45,987

Person to contact regarding this worksheet:

Name: Irvan F. (Lin) Barnett Jr.

Phone: 940-761-7450

E-Mail: Lin.Barnett@wichitafallstx.gov

TxDOT PTN Contact: Karen Dunlap
Phone: 512-374-5239
FAX: 512-374-5244
E-mail: Karen.Dunlap@txdot.gov

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.