



FY 2014-2015

UNIFIED PLANNING WORK PROGRAM

KILLEEN - TEMPLE METROPOLITAN PLANNING ORGANIZATION

Approved by Transportation Planning Policy Board: July 17, 2013

Amended by the Transportation Planning Policy Board:

This document was prepared in cooperation with the Texas Department of Transportation, Federal Highway Administration, and the Federal Transit Administration. All contents of this report reflect the views of the authors who are responsible for the opinions, findings and conclusions presented herein. The contents do not necessarily reflect the views or policies of the Federal Highway Administration, the Federal Transit Administration, or the Texas Department of Transportation. *July 17, 2013*

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INTRODUCTION

PURPOSE OF THE UNIFIED PLANNING WORK PROGRAM

The Unified Planning Work Program (UPWP) provides descriptive and scheduling details for the Killeen-Temple Metropolitan Planning Organization (KTMPO) planning process for FY 2014-2015. The activities are required to implement the provisions of 23 U.S.C. 133. The UPWP serves as a base document for carrying on the continuing, cooperative, and comprehensive transportation planning process in the Killeen-Temple urbanized area.

On July 6, 2012, the President of the United States signed into law (Public Law 112-141) Moving Ahead for Progress in the 21st Century Act (MAP-21). The estimated funding for FY 2013-14 is \$20 billion. MAP-21 funding replaces the former Surface Transportation Program referred to as SAFETEA-LU.

MAP-21's approach to distribution of formula funds is based on the amounts of formula funds each state received under SAFETEA-LU. Once each State's total Federal-aid apportionment is calculated, amounts are set aside for Metropolitan Planning and the Congestion Mitigation and Air Quality Improvement Program, and the remainder is divided among the rest of the formula programs as follows: National Highway Performance Program (NHPP) (63.7%), STP (29.3%), and Highway Safety Improvement Program (7.0%)

MAP-21 continues to address the same factors SAFETEA-LU required the Metropolitan Planning Organization to consider. These planning strategies address eight transportation-planning factors identified as follows.

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety of the transportation system for motorized and non-motorized users;
- Increase the security of the transportation system for motorized and non-motorized users;
- Increase the accessibility and mobility of people and for freight;
- 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;
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- Promote efficient system management and operation; and
- Emphasize the preservation of the existing transportation system.

MAP-21 continues to address the listing of interested parties to be engaged during the development of the Public Participation Plan, and the short-term and long-term transportation plans. These interested parties shall have reasonable opportunities to comment on projects of the short-term and long-term transportation plans.

- Affected public agencies
- Freight shippers
- Private providers of transportation services
- Representatives of public transportation employees
- Representatives of the disabled
- Representatives of users of public transportation
- Representatives of users of pedestrian walkways and bicycle transportation facilities
- Other interested parties

Various provisions of SAFETEA-LU will continue under MAP-21 which included the expanded consultation and cooperation with federal, state, local and tribal agencies responsible for land use, natural resources and other environmental issues during the adoption of long and short-term plans. The MPO shall consult with agencies responsible for historic preservation, natural resource conservation, environmental protection, and land use management, as appropriate, in the development of the short and

long-term transportation plans. For the 2014-15 UPWP, KTMPO has added Fort Hood and local City Government to the network of agencies which are listed below:

- Bureau of Land Management
- Forest Service (US Department of Agriculture)
- General Land Office
- Bell County
- Coryell County
- Fort Hood
- Lampasas County
- Homeland Security
- Local Historical Agencies
- Local Land Use Plans (City and County)
- Local Parks and Recreation Departments
- Local Economic Development Corporations
- Local Chamber of Commerce
- Local City Government
- National Marine Fisheries
- Planning & Zoning Commission
- Texas Commission on Environmental Quality (TCEQ)
- Texas Historical Commission
- Texas Parks and Wildlife
- U.S. Army Corps of Engineers
- U.S. Border Patrol
- U.S. Department of Transportation
- U.S. Environmental Protection Agency
- U.S. Fish and Wildlife Services
- U.S. Geological Survey
- Tribal Agencies

In conjunction with the development of the 2040 Metropolitan Transportation Plan (MTP), environmental issues are considered. A general discussion of potential environmental issues will occur in consultation with federal, state, tribal agencies, environmental and other regulatory agencies. This discussion may be included in the MTP.

Transportation plans will include the use of visualization technology/techniques. The MPO will continue to investigate technology solutions as funding is available. Examples of visualization techniques may include charts and graphs, tables, Geographic Information System (GIS) maps overlaid with data, computer simulation, photo manipulation and static maps. The intent for this technique is to better depict the programs and their impact on the public. The KTMPO will utilize visualization techniques during the development of the short-term and long-term transportation plans.

DEFINITION OF THE KTMPO PLANNING AREA

The Metropolitan Planning Area (MPA) includes the cities of Temple, Belton, Rogers, Bartlett, Holland, Village of Salado, Morgan's Point Resort, Troy, Little River/Academy, Kempner, Nolanville, Harker Heights, Killeen, and Copperas Cove. The planning area includes areas that may be reasonably expected to become urbanized in the next 25 years in between those cities and within the counties of Bell, Coryell, and Lampasas County (See Appendix B.)

ORGANIZATION

KTMPO policy is guided by the Transportation Planning Policy Board (TPPB). TPPB Membership (Appendix A) is defined in an officially adopted set of bylaws. The TPPB provides policy guidance for the organization and is responsible for reviewing and approving the MPO's MTP, the Transportation Improvement Program

(TIP), and UPWP. The Technical Committee, appointed by local jurisdictions, assists the Policy Board in reviewing projects from the technical point of view and advising the TPPB on technical issues. MPO staff is comprised of planning and technical professionals responsible for the administration of this organization.

The Central Texas Council of Governments is under contract to TXDOT to provide professional technical support, staff, and administrative support for the MPO according to federal funding agency guidelines. Currently, the staff consists of a Director, Planners, GIS technicians and Support personnel.

PRIVATE SECTOR INVOLVEMENT:

Private consultants will be used to conduct/assist staff with special studies within the region including congestion management process, thoroughfare plans, traffic counts, and additional necessary transportation data, and may be used to conduct demographic and traffic studies for planning public transit system routes and services.

PLANNING ISSUES AND EMPHASIS:

The planning issues and emphasis areas to be addressed by KTMPO include:

- Coordinate with local, regional, state, and federal agencies in the development of a comprehensive, accessible, and seamless transportation system for all citizens
- Provide transportation planning assistance to the Killeen and Temple Urban Transit Districts in fulfilling their role as the provider of urban transit service
- Evaluate transportation alternatives, scaled to fit the region, its transportation issues and the realistically available resources from a context sensitive approach in order to develop a sustainable transportation system that improves the livability of our region
- Continued development and implementation of the Congestion Management Process
- Monitor the implementation of the 2035 MTP
- Development of the 2040 MTP
- Manage the Transportation Improvement Program (TIP) to insure that it serves the region's goals
- Involve the general public in the transportation planning process through the implementation of the Public Participation Plan
- Develop and incorporate performance measures as prescribed by MAP-21 legislation

TASK 1.0 ADMINISTRATION / MANAGEMENT

A. OBJECTIVE:

To ensure that the metropolitan area transportation planning process is a fully cooperative, comprehensive and continuing activity. This is characterized by a pro-active public involvement process, constant monitoring of on-going planning activities, and assurance that all modes of transportation are given consideration as elements of a multi-modal urban transportation system in the overall planning process. This task also ensures the incorporation of previous federal legislation and MAP-21 requirements.

B. EXPECTED PRODUCTS:

The expected product is a management structure that accomplishes established planning objectives in conformance with State and Federal requirements. All UPWP tasks will be budgeted and scheduled in advance to assure that the majority of efforts are properly sequenced and resourced. Planning documents produced may include the Annual Performance and Expenditure Report, modifications to the Bylaws (as needed), any necessary amendments, congestion management process, MTP 2040 plan, FHWA Federal Certification Review and the Annual Project Listing.

C. PREVIOUS WORK

1. Preparation of the FY 2012 Annual Performance and Expenditure Report, FY2012 Annual Project Listing, and the FY 2012-2013 UPWP update and processed 4 amendments.
2. Conducted TPPB and Technical Committee meetings.
3. Attended Transportation Commission meetings and provided timely presentations regarding various modes of transportation to TPPB and Technical committee.
4. Maintenance of a management structure that accomplishes the planning objectives set forth.
5. Attended local and statewide MPO Meetings, various training courses, and annual conferences.
6. Developed and maintained data on minority and disadvantaged population for Environmental Justice purposes.
7. Continued to provide administrative support to all MPO entities and members as requested to include data, maps, information and presentations.
8. Continued to provide the public with up-to-date transportation related information via email and an expanded KTMPO website to include: social media, presentations, KTMPO meeting materials, transportation related news from all partners, current KTMPO transportation planning documents, and various transportation planning educational materials. These efforts have enhanced the technical capacity of the members.
9. Continued maintenance agreements regarding GIS software and additional costs for shared equipment in the CTCOG facility including maintenance on copy machines, plotters and computer equipment.
10. Transitioned to a Transportation Management Area (TMA) status and prepared the PB/TC for the transition.
11. Worked with the PB/TC on process of allocating Category 7 funds.
12. Worked with Federal and State partners on the Federal Certification process to include a Pre-Certification review.

D. SUBTASKS –

1.1. General Administration

Work items under this subtask include reports, correspondence and documentation of actions for the record, inventory, accounting and financial management, staff supervision and personnel administration, meetings, Technical Committee and Policy Board support, staying abreast of rules and regulations from TXDOT, FTA and FHWA regarding MAP-21; and other administrative duties and correspondences.

1.2. Training

Staff will attend seminars, workshops, conferences, and courses appropriate for the purpose of increasing staff familiarity and expertise with transportation planning, which includes all modes of transportation.

1.3. Travel

Staff travel will primarily be utilized for the following tasks: workshops or meetings conducted by TXDOT/FHWA/FTA, the State Transportation Planning Conference, regional KTMPO business, Waco District, TXDOT meetings and briefings, local MPO efforts and meetings of the Texas Association of Metropolitan Planning Organizations (TEMPO). The MPO may send representative(s) to the Association of MPOs' national meeting and to other national/state/local meetings where transportation issues and/or workshops/trainings are presented.

1.4. Equipment

Equipment needs for the KTMPO may include software and automation maintenance services in order to meet the local transportation planning needs. The automation needs for the KTMPO may include, but are not limited to the following: IT infrastructure, GPS units, congestion monitoring data and equipment, data collection devices, servers, computers, peripherals, furniture and general office equipment. All equipment purchases greater than \$5,000 will require approval from TxDOT.

1.5. Operating Costs

The MPO will incur costs associated with rental and operation costs. These costs include but are not limited to building expenses, office supplies, copying, printing, equipment rentals, utilities, repairs and maintenance cost.

1.6. Develop UPWP

MPO staff will coordinate with the TPPB to assess the status of the MPO and the needs of members and plan a budget for the next year's scope of work. MPO staff will review and amend the UPWP in FY 14 & 15 as needed and will develop the next two year UPWP in 2015.

1.7. Title VI Civil Rights Evaluation/Environmental Justice

The MPO will continue to evaluate recent guidance on Title VI and Environmental Justice compliance for all projects and procedures. This subtask will include such items as attending state and federal workshops and briefing the policy board and technical committee on current issues regarding Title VI and Environmental Justice compliance. The MPO will utilize various analysis tools related to Title VI. Analysis tool(s) will continue to be integrated into project selection for the development of the MTP and the TIP. Additionally, we will continue to evaluate and make amendments to the adopted Public Participation Plan for KTMPO based on any finding from our evaluation on Title VI and Environmental Justice compliance for all projects and procedures. Any training/travel related expenses will be charged to Section(s) 1.2 and 1.3. Staff time for Title VI related activity will be charged to this task.

**FUNDING SUMMARY
FY 2014-2015**

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	FY 2014	FY 2015	Total
1.1	KTMPO	\$329,520	\$0	\$0	\$164,760	\$164,760	\$329,520
1.2	KTMPO	\$12,000	\$0	\$0	\$6,000	\$6,000	\$12,000
1.3	KTMPO	\$140,000	\$0	\$0	\$70,000	\$70,000	\$140,000
1.4	KTMPO	\$20,000	\$0	\$0	\$10,000	\$10,000	\$20,000
1.5	KTMPO	\$192,800	\$0	\$0	\$96,400	\$96,400	\$192,800
1.6	KTMPO	\$30,000	\$0	\$0	\$15,000	\$15,000	\$30,000
1.7	KTMPO	\$26,000	\$0	\$0	\$13,000	\$13,000	\$26,000
Total		\$750,320	\$0	\$0	\$375,160	\$375,160	\$750,320

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

Estimate based on prior years authorizations. Approvals are made contingent upon legislation for continued funding.

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

TASK 2.0 DATA DEVELOPMENT AND MAINTENANCE

A. OBJECTIVE

Developing and maintaining a good database is essential to determine existing as well as future transportation demand. The purpose of this element is to continue to improve that database, including population, income and housing, accident records, traffic counts, land use and development data, information on special generators; all based upon traffic analysis zones, and Census block group areas. All data regarding minority and low income socio-economic groups will be developed and maintained with respect to Title VI requirements.

B. EXPECTED PRODUCTS

The expected products include a computer oriented transportation planning capability with current databases and any needed updates to those databases. MPO staff will create and maintain a system of collecting and reporting local data in support of the regional database. Data sets would be maintained for accidents, GIS development, traffic counts, special generators, and demographic forecasts. All existing equipment will be maintained appropriately.

Data trends reveal that most of the MPO Planning Area will be reasonably urbanized within the next 25 years. Focus will be on the effects of the Census Urbanized Area and Census Transportation Planning Package (CTPP) data. Continued monitoring of data will enable the KTMPO staff to analyze and make recommendations as needed to the KTMPO board.

C. PREVIOUS WORK

The subtasks associated with this task are performed on a continual basis from year to year. Highlights of work completed include:

1. Coordination with TxDOT-Waco District and TxDOT-TPP on network and data collection for an updated Travel Demand Model.
2. Development of GIS data, including the preparation for Census 2010 data.
3. Continued transition to TransCAD software for traffic modeling.
4. Reviewed, analyzed and submitted additional locations for the 2010 Saturation Counts to TxDOT.

D. SUBTASKS –

2.1. Database Maintenance

Continue to update the roadway network, land use, and socioeconomic data within the MPO MPA. Databases maintained by staff include: traffic accident locations, traffic counts, roadway network, employment data, housing data, and Title VI / Environmental Justice information. In addition, staff will collect and maintain trip data from various resources on strategic locations such as: Ft. Hood, local hospitals, airports, schools and colleges.

2.2. GIS Development

Maintain GIS as required for planning functions. Assist member governments in GIS training as available. Continue to develop and maintain a comprehensive GIS management program to manage GIS layers more efficiently. MPO staff will continue to gather, enter, verify, and/or update data in GIS coverage's as described below.

1. Traffic counts, capacity, speeds, length, and accident data.
2. Fort Hood network and demographics.
3. Land Use at TAZ level: population, employment by category, income, developed vs. undeveloped land.
4. Maintain digitized maps of TXDOT County files and KTMPO' TransCAD network.
5. Continued supply of base data for modeling in coordination with TXDOT.
6. Functional classification.
7. KTMPO MOBILITY 2040 Plan multi-modal elements relative to routing, mapping, and planning to include and may not be limited to: Hike/bike trails, aviation, rail, freight and transit.
8. Census Transportation Planning Package trends and UZA and MPA boundaries.

9. Environmental Justice / Title VI data.

**FUNDING SUMMARY
FY 2014- 2015**

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	FY 2014	FY 2015	Total
2.1	KTMPPO	\$60,000	\$0	\$0	\$30,000	\$30,000	\$60,000
2.2	KTMPPO	\$46,000	\$0	\$0	\$23,000	\$23,000	\$46,000
Total		\$106,000	\$0	\$0	\$53,000	\$53,000	\$106,000

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

Estimate based on prior years authorizations. Approvals are made contingent upon legislation for continued funding.

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

TASK 3.0 SHORT RANGE PLANNING

A. OBJECTIVE

Conduct short-term planning and potential project implementation within the next four-year period. Staff will continue coordinating short-term planning endeavors throughout the region and encourage more public participation in the planning process. Provision of a safe, clean, reliable public transportation system within the planning region.

B. EXPECTED PRODUCTS

1. TIP revisions and development to program highway, transit, bicycle, and pedestrian projects that are ready to be implemented or constructed.
2. Engage the public through public involvement process and other programs designed to increase awareness of the transportation planning process.
3. Provide assistance to the multi-county regional public transportation service plan preparation process by attending meetings and providing technical assistance support within the MPA.
4. Continue to meet MAP-21 requirements for short range planning including any needed changes to the next TIP iteration.
5. Continue work with PB/TC on allocation of Category 7 funds.
6. Development of 2015-2018 TIP.
7. Modifications to the Public Participation Plan (as needed)

C. PREVIOUS WORK

1. Development of the FY 2013-2016 TIP.
2. Revisions to the FY 2011-2014 TIP and 2013-2016 TIP.

D. SUBTASKS –

3.1. Transportation Improvement Plan

MPO staff will coordinate this effort by meeting with local and TxDOT officials, organizing meetings, adhering to the KTMPO Public Participation Plan, and publishing any TIP amendments. MPO staff will ensure that each agency reviews the information within the TIP to maintain the most accurate document possible. Staff will monitor and revise the FY 2013-2016 TIP and develop FY 2015-2018 TIP.

3.2 Public Involvement, Outreach and Education

Staff will continue to follow the guidelines of the KTMPO Public Participation Plan regarding public involvement and update that plan as needed. Staff will also offer presentations and materials as requested to the public. Staff will continue to explore new public outreach efforts such as surveys and internet-based outreach mechanisms. KTMPO staff will develop and participate in community outreach programs. Staff will work with local transit entities to provide awareness of the local transit system. These community outreach opportunities will keep citizens informed about the transportation planning process and provide additional opportunity for public input. Staff will provide the public with up-to-date transportation related information via email, social media and the KTMPO website. KTMPO will maintain all functional website information/design through staff and contracted services.

3.3 Hill Country Transit District – Temple UZA - Planning

KTMPO provides planning services as requested to Hill Country Transit District in support of the HCTD planning efforts.

HCTD will use FTA Section 5307 funds to administer the grant in accordance with Federal Transit Administration guidelines to perform the following duties:

- Comprehensive planning activities relating to the continued provision of fixed route and complementary para-transit service;
- Review of routes, bus stops, shelter locations, and major transfer points;
- Review of marketing/advertising program;

- Coordination of transportation services;
- Safety and security planning;
- Participation in regional planning efforts;
- Review of air quality issues and use of alternate fueled vehicles;
- Application of software programs for planning and scheduling routes and trips for Fixed Route Service and American's with Disabilities Act (ADA) Complementary Para-transit Service;
- On-going financial planning and analysis; and,
- Other allowable activities directly related to implementation of fixed route and complementary ADA para-transit services.

3.4 Hill Country Transit District – Killeen UZA – Planning

KTMPPO provides planning services as requested to Hill Country Transit District in support of the HCTD planning efforts.

HCTD will use FTA Section 5307 funds to administer the grant in accordance with Federal Transit Administration guidelines to perform the following duties:

- Comprehensive planning activities relating to the continued provision of fixed route and complementary ADA para-transit service for the cities of Copperas Cove, Killeen, and Harker Heights,
- Review of routes, bus stops, shelter locations, and major transfer points;
- Review of marketing/advertising program;
- Coordination of transportation services;
- Safety and security planning;
- Participation in regional planning efforts;
- Congestion management planning, which affects traffic patterns on US 190;
- Review of air quality issues and use of alternative fueled vehicles;
- On-going financial planning and analysis; and,
- Other allowable activities directly related to refining and expanding current fixed route and complementary ADA paratransit services.

3.5 Public Participation Plan

KTMPPO will draft revisions to the PPP to ensure it conforms to MAP 21 federal legislation, state and local requirements. The revision will improve the effectiveness of the public input process. The review will seek and include appropriate best practices from other MPOs and public agencies.

**FUNDING SUMMARY
FY 2014-2015**

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	FY 2014	FY 2015	Total
3.1	KTMPPO	\$64,000	\$0	\$0	\$32,000	\$32,000	\$64,000
3.2	KTMPPO	\$80,000	\$0	\$0	\$40,000	\$40,000	\$80,000
3.3	HCTD	\$0	\$50,400	\$12,600	\$31,000	\$32,000	\$63,000
3.4	HCTD	\$0	\$32,640	\$50,160	\$40,800	\$42,000	\$82,800
3.5	KTMPPO	\$10,000	\$0	\$0	\$5,000	\$5,000	\$10,000
Total		\$154,000	\$83,040	\$62,760	\$148,800	\$151,000	\$299,800

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

Estimate based on prior years authorizations. Approvals are made contingent upon legislation for continued funding.

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

TASK 4.0 METROPOLITAN TRANSPORTATION PLAN

A. OBJECTIVE

A Metropolitan Transportation Plan (MTP) must address a 25-year planning period to include both long and short-range strategies that will lead to the development of an integrated intermodal metropolitan transportation system. This plan will be continually reviewed and revised as needed. The current Metropolitan Transportation Plan was approved by the Transportation Planning Policy Board in May 2009. The current plan must be updated by May 2014 and then reexamined at least once every **five** years.

B. EXPECTED PRODUCTS

A Metropolitan Transportation Plan designed to meet the objectives and needs of KTMPO members for a target year of 2040. Revisions will be ongoing as needed.

C. PREVIOUS WORK

The MTP underwent a complete fiscal constraint revision to coincide with new FHWA guidance. Staff amended and made changes to the MTP as necessary and began gathering and prepare data for the next MTP update to be adopted in 2014.

D. SUBTASKS –

4.1 Metropolitan Transportation Plan

The MPO will update the MTP for the 2040 forecast year. Staff will engage the general public and transportation stakeholders in the MTP update through focus groups and public presentations. Socio-economic information will be evaluated for the study area that significantly impacts 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.

The MPO will monitor the implementation of the 2035 PLAN to evaluate the impact of changes that may occur in planning policy, project priority, available funding and federal legislation. MPO staff will submit to the Technical Advisory Committee and the Policy Board any changes that impact projects or available funding.

4.2 Congestion Management Process

KTMPO staff will continue with the development and oversight of the Congestion Management Process. This includes incorporation, prioritization and identification of the Congestion network. Strategies will be evaluated and identified in the CMP. Correlating data will be reviewed and considered. A working CMP will be incorporated into the development of the MTP. KTMPO staff may utilize consultants in this process. A proactive public involvement process will be used by the KTMPO staff.

**FUNDING SUMMARY
FY 2014-2015**

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹	FTA Sect. 5307	Local	FY 2014	FY 2015	Total
4.1	KTMP	\$230,000	\$0	\$0	\$115,000	\$115,000	\$230,000
4.2	KTMP	\$120,000	\$0	\$0	\$60,000	\$60,000	\$120,000
Total		\$350,000	\$0	\$0	\$175,000	\$175,000	\$350,000

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

Estimate based on prior years authorizations. Approvals are made contingent upon legislation for continued funding.

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

TASK 5.0 SPECIAL STUDIES

A. OBJECTIVE

To provide a format for the inclusion of a variety of topics necessary to complete the goals and objectives set forth in the MTP and other unique transportation topics which demand special attention and are beyond the scope of the other regularly-programmed activities and tasks. This task includes subtasks that may not be worked on continuously or that may not be completed in two years.

B. EXPECTED PRODUCTS

Special studies are designed to provide information that has a direct impact to the regional transportation plan.

C. PREVIOUS WORK

Various studies have been completed in past years. These include traffic impact analysis studies, thoroughfare plans, comprehensive plans, and bicycle and pedestrian plans. Staff has recently worked with CDM Smith and Associates to develop the TDM, and CMP and with Kimley-Horn & Associates to review the PPP and examine air quality issues. Staff completed an RFQ for General Planning Services to assist the MPO in many of these tasks below. The General Planning Services agreements will remain in effect through August 31, 2014 and will provide the KTMP staff with support as needed.

D. SUBTASKS –

5.1 Travel Demand Model

Staff will continue to work with the consultants to monitor TxDOT-TTP progress of the Travel Demand Model update. Once a calibrated and validated model is delivered to KTMP, consultants will provide Travel Demand Model training to KTMP staff. Staff will utilize the TDM to evaluate transportation projects.

5.2 Air Quality Mitigation and Strategies

KTMPO staff will continue to review data from the ozone monitor at Skylark field in Killeen. The KTMPO staff will develop and participate in proactive programs, such as Ozone Advance, to educate the public in reducing ozone levels. Updated information will be provided to the TC and PB as needed to determine appropriate policies and actions for our region.

5.3 Performance Measures

KTMPO 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

**FUNDING SUMMARY
FY 2014-2015**

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	Local	FY 2014	FY 2015	Total
5.1	KTMPO	\$120,000	\$0	\$0	\$60,000	\$60,000	\$120,000
5.2	KTMPO	\$60,000	\$0	\$0	\$30,000	\$30,000	\$60,000
5.3	KTMPO	\$20,000	\$0	\$0	\$10,000	\$10,000	\$20,000
Total		\$200,000	\$0	\$0	\$100,000	\$100,000	\$200,000

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

Estimate based on prior years authorizations. Approvals are made contingent upon legislation for continued funding.

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.

BUDGET SUMMARY

UPWP Task	FTA Task	Description	TPF Funds ¹	FTA Sect. 5307	Local Funds	FY 14	FY 15	Total Funds
1.0		Administration-Management	\$750,320	\$0	\$0	\$375,160	\$375,160	\$750,320
2.0		Data Development and Maintenance	\$106,000	\$0	\$0	\$53,000	\$53,000	\$106,000
3.0		Short Range Planning	\$154,000	\$83,040	\$62,760	\$148,800	\$151,000	\$299,800
4.0		Metropolitan Transportation Plan	\$350,000	\$0	\$0	\$175,000	\$175,000	\$350,000
5.0		Special Studies	\$200,000	\$0	\$0	\$100,000	\$100,000	\$200,000
		Total	\$1,560,320	\$83,040	\$62,760	\$851,960	\$854,160	\$1,706,120

² FHWA (PL-112 FY14+FY15)	\$ 784,000.00
² FTA Section 5303 (FY14+FY15)	\$ 222,120.00
<u>Estimated Carry-Over Amount</u>	<u>\$ 700,000.00</u>
Total TPF	\$ 1,706,120.00

² Estimate based on prior years authorizations

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

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 Alternate: Commissioner Don Jones

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 Alternate: Commissioner Robert Vincent

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* Denotes elected officials

Note: For information on board composition refer to KTMP By-Laws, Article 1, Page 3-4



2013 Transportation Planning Policy Board Members

Chairman:

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Vice Chairman:

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Bill Jones

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Alternate: David Blackburn, Beverly Zendt

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Councilmember Marion Grayson*

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Michael Lower

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Commissioner Jack Cox*

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Alternate: Commissioner Robert Vincent

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Elias Rmeili, P.E.

TxDOT Brownwood District Engineer
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elias.rmeili@txdot.gov
Alternate: Jason Scantling

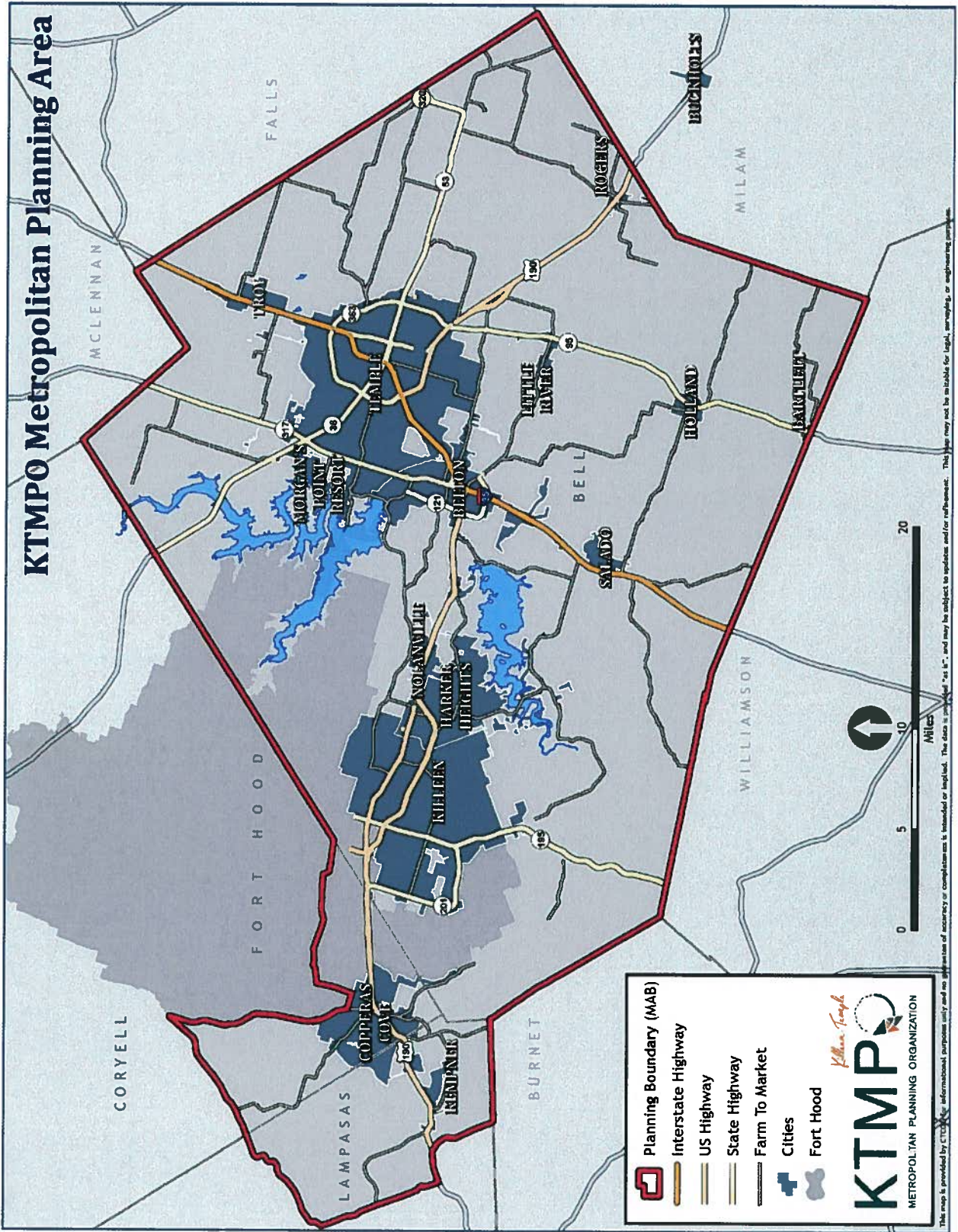
Andy Bird (ex-officio member)

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APPENDIX B



APPENDIX C

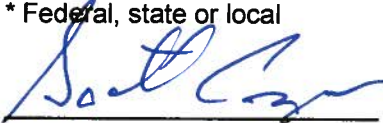
DEBARMENT CERTIFICATION

(1) The Killeen-Temple Metropolitan Planning Organization (KTMPPO) 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 or otherwise criminally or civilly charged by a governmental entity* with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and
- d) Have not within a three-year period preceding this application/proposal had one or more public transactions* terminated for cause or default.

(2) Where the **CONTRACTOR** is unable to certify to any of the statements in this certification, such **CONTRACTOR** shall attach an explanation to this certification.

* Federal, state or local



Signature

Scott Cospers
KTMPPO Chairperson

8-5-13

Date

APPENDIX D

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, 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 languages 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 disclose 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 requested certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.



Signature

**Scott Cospers
KTMPO Chairperson**

8-5-13

Date

APPENDIX E

CERTIFICATION OF COMPLIANCE

I, Scott Coper, Policy Board Chairperson, a duly authorized officer/representative of Killeen-Temple Metropolitan Planning Organization (KTMPO), 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.

8-5-13
Date

Scott Coper
Signature – Scott Coper
Chairperson, KTMPO Policy Board

Attest:
Mark E. Collier
Mark E. Collier

Annette Shepherd
KTMPO Director Annette Shepherd

APPENDIX F

MPO SELF-CERTIFICATION

In accordance with 23 CFR Part 450.334 and 450.220 of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users, the Texas Department of Transportation, and the Killeen-Temple Metropolitan Planning Organization Metropolitan Planning Organization for the Killeen-Temple urbanized area(s) hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- (1) 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
- (2) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (3) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- (4) MAP-21 (Pub. L. 112-141 and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- (5) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (6) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
- (7) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (8) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- (9) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

Bobby G. Littlefield, Jr., P.E. – Waco District
Elias Rmeill, P.E. – Brownwood District
Texas Department of Transportation



Waco District Engineer Date 1-13-14

Danny Dunn – City of Temple Mayor
Metropolitan Planning Organization
KTMO Policy Board Chairperson



KTMO Chair Date 1-13-14



Brownwood District Engineer Date 01-13-14

SELF-CERTIFICATION FOR ATTAINMENT AREAS

Self Certification Guidelines

Metropolitan Planning:

The State and MPO shall annually certify to FHWA and FTA that the planning process is addressing major issues facing their area and is being conducted in accordance with all applicable transportation planning requirements. The planning process will undergo joint review and evaluation by FHWA, FTA and TxDOT to determine if the process meets requirements. The Federal administrators will take the appropriate action for each TMA to either issue certification action, or deny certification if the TMA planning process fails to substantially meet requirements. If FHWA and FTA jointly determine that the transportation planning process in a TMA does not substantially meet requirements, they may withhold, in whole or in part, the appropriate attributed to the relevant metropolitan area or withhold approval of all or certain categories of projects. Upon full, joint certification by FHWA and FTA, all funds withheld will be non-TMA areas TxDOT will determine whether a MPO's transportation planning process substantially meets requirements and act accordingly. (23 CFR 450.334; 49 CFR 613; USC Title 23, Sec. 134; and USC Title 49, CH. 53, Sec's 5303-5306)

Statewide Planning:

The process of developing the transportation plans and programs shall provide for consideration of all modes of transportation and shall be continuing, cooperative, and comprehensive to the degree appropriate, based on the complexity of the transportation problems to be addressed. The State shall coordinate transportation planning activities for metropolitan areas of the State, and carry out its responsibilities for the development of the transportation portion of the State implementation plan (STIP) to the extent required by the Clean Air Act.

The State will carry out the long range planning processes and the STIP in coordination and consultation with designed metropolitan planning organizations, affected local transportation officials and affected tribal governments.

Transportation improvement programs should include financial plans that demonstrate how the programs can be implemented, indicates resources from public and private sources reasonably expected to be made available for carrying out the programs, and recommended and additional financing strategies for needed projects.

23 CFR 450.220; USC Title 23, Sec. 135; and USC Title 49, Ch. 53, Sec's 5307-5311, 5323(I)

Title VI, Civil Rights Act of 1964

Title VI prohibits exclusion from participation in, denial of benefits of, and discrimination under federally assisted programs on grounds of race, color, or national origin. Title VI assurance regulations were also executed by each State prohibiting discrimination on the basis of sex or disability.

(23USC 324, 29 USC 794)

Environmental Justice

ATTACHMENT 1

In support of Title VI regulations, each Federal agency must identify and address, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority and low-income populations. State Highway agency responsibilities are to develop procedures for the collection of statistical data (race, color, religion, sex, and national origin) of participants in, and beneficiaries of State highway programs, i.e., relocatees, affected citizens and affected communities, Recipients of federally assisted programs shall keep documentation, for federal review, demonstrating extent to which members of target populations are beneficiaries of such programs. (EO 12898, 23CFR 200.9 (b) (4), and CFR 21.9 (b))

Disadvantaged Business Enterprises

The disadvantaged Business Enterprise (DBE) program ensures equal opportunity in transportation contracting markets, addresses the effects of discrimination in transportation contracting, and promotes increased participation in federally funded contracts by small, socially and economically disadvantaged businesses, including minority and women owned enterprises. The Statute provides that at least 10% of the amounts made available for any Federal-aid highways, mass transit, and transportation research and technology program be expended with certified DBEs.

(MAP-21 Pub. L. 112-114, CFR 49, Subtitle A, Part 26)

Americans with Disabilities Act of 1990

Programs and activities funded with Federal dollars are prohibited from discrimination based on disability. Compliance with the applicable regulations is a condition of receiving Federal financial assistance from the department of Transportation.

(Pub.L. 101-336, 104 Stat.327 as amended; 49 CFR Parts 27, 37 and 38)

Restrictions on influencing certain Federal activities

No appropriate funds may be expended by the recipient of a Federal contract, grant, loan, or cooperative agreement to pay any person for influencing a federal employee regarding the award of federal contracts, grants, loans or cooperative agreements.

(49 CFR, Part 20)

Clean Air Act: Air Pollution Prevention & Control:

All State and local transportation officials will take part in a 3-C planning process in non-attainment areas to determine which planning elements will be developed, adopted and implemented to maintain or improve the air quality for said area. In non-attainment areas that include more than one state, the affected states may jointly undertake and implement air quality planning procedures.

Activities not conforming to approved plans will not be financially supported by the Federal government. Priority of funding will be given to those projects or programs that achieve and maintain national primary ambient air quality standards.

(42 USC, Ch. 85, Sec's 7408, 7410, 7504, 7505a, 7511, 7512, 7506 © and (d) and 7604; 49 USC, Ch. 53, 23 USC, Sec. 134)

Certification of Internal Ethics and Compliance Program

I, SCOTT COSPER, Chair, KTMPO Policy Board a duly authorized officer/representative of Killeen-Temple Metropolitan Planning Organization do hereby certify that the forenamed MPO has adopted and does enforce an internal ethics and compliance program that is designed to detect and prevent violations of law, including regulations and ethical standards applicable to this entity or its officers or employees and that the internal ethics and compliance program satisfies the requirements of by 43 TAC § 31.39. "Required Internal Ethics and Compliance Program" and 43 TAC § 10.51 "Internal Ethics and Compliance Program" as may be revised or superseded.

8-5-13

Date

Scott Cosper

Signature –

Scott Cosper

Chairman, MPO Policy Board

Attest:

Mark .E. Collier

Name

Mark E. Collier

KTMPO Senior Regional Planner

Title

FTA/TxDOT Section 5303 Budget Worksheet for FY2014

MPO: Killeen- Temple Metropolitan Planning Organization (KTMPPO)

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	\$55,530
44.22.00 General Development and Comprehensive Planning	\$11,106
44.23.01 Long Range System Level Planning	\$11,106
44.23.02 Long Range Project Level Planning	\$0
44.24.00 Short Range Transportation Planning	\$22,212
44.25.00 Transportation Improvement Program	\$5,553
(1) Other	
44.27.00 Other Activities	\$5,553
TOTAL (Section 5303 Funding)	<u>\$111,060</u>

PART B. FUND ALLOCATIONS

How will the MPO's FTA Section 5303 funds be allocated:

A) Metropolitan Planning Organization	<u>\$111,060</u>
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 (Sec 5303)

\$111,060

Person to contact regarding this worksheet:

Name: Annette Shepherd
Phone: (254) 770-2373
E-Mail: annette.shepherd@ctcog.org

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.

0Long 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.