

Lubbock Metropolitan Planning Organization

Unified Planning Work Program



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Credit and Disclaimer Statement

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UNIFIED PLANNING WORK PROGRAM

LUBBOCK URBANIZED AREA

FY 2019-2020 (October 1, 2019 to September 30, 2020)

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- I. **INTRODUCTION** – The FY 2020 Unified Planning Work Program (UPWP) for transportation planning for the Lubbock, Texas urbanized area (UZA) incorporates in one document all federally assisted state, regional, and local transportation planning activities proposed to be undertaken in the metropolitan planning area (MPA) from October 1, 2019 to September 30, 2020. The United States Department of Transportation (USDOT), through its modal administrations, requires the development of an annual UPWP to describe intermodal comprehensive transportation planning in areas with populations greater than 50,000. This single program was designed to be the basis for application of federal Section 112 (“PL” funds) and Section 5303 (transit) planning funds and provides a mechanism for the coordination of all planning activities required by the joint planning regulations of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). The UPWP originated from the Federal-Aid Highway Act of 1973. Federal regulations allow for a one-year or two-year UPWP.

The Intermodal Surface Transportation efficiency Act of 1991 (ISTEA) renewed the necessity of this program as a much greater emphasis was placed on the planning process. The Safe, Accountable, Flexible, and Efficient Transportation Act: A Legacy for Users (SAFETEA-LU) as authorized in 2005 defined the structure of the metropolitan planning process and continued the program emphasis, promoting a strong cooperative process between all stakeholders within the Metropolitan Planning Organization (MPO) jurisdiction. Moving Ahead for Progress in the 21st Century Act (MAP-21), our most recent previous federal transportation legislation, was in effect from 2012 until 2015 and continued to build on the performance based planning programs and policies established in 1991.

Current surface transportation legislation, the FAST Act was signed by the President on December 4, 2015. The FAST Act continues MAP-21’s streamlined and performance-based surface transportation program and builds on many of the highway, transit, bicycle, and pedestrian programs and policies established in 1991. This UPWP has been developed to comply with the FAST Act and MAP-21 requirements regarding metropolitan transportation planning.

The Clean Air Act Amendments (CAAA) of 1990 also affected the metropolitan transportation planning process. It basically says that transportation actions and projects proposed and/or implemented in the metropolitan planning area boundary (MPA) must support the attainment of federal standards for ozone by meeting specific requirements set out by the Environmental Protection Agency (EPA) issued on November 24, 1993 and revised in 2015, regarding criteria and procedures for determining air quality conformity of the MPO plans, programs, and projects. Since the Lubbock UZA has been designated an “attainment” area for air quality conformity, the law exempts the UZA from conformity requirements and therefore they are not addressed in this document.

The FAST Act calls for metropolitan planning organizations, public transportation providers and state departments of transportation to establish and use a performance-based approach to transportation decision making to support seven

national goals. USDOT established the following seven performance measure goal areas for the federal-aid highway system April 1, 2016:

1. Safety
2. Infrastructure Condition
3. Congestion Reduction
4. System Reliability
5. Freight Movement and Economic Vitality
6. Environmental Sustainability
7. Reduced Project Delivery Delays

Starting April 14, 2016, Highway Safety Improvement Program (HSIP) and Safety Performance Management Measures (Safety PM) will be in effect. LMPO staff will review LMPO's role in local implementation.

The goal areas for public transportation address:

1. Transit Safety
2. Transit Asset Management

The states then have one year from the date the USDOT performance measures are established to establish statewide performance targets in support of those measures; and the MPO subsequently has 180 days after the statewide targets are established to establish performance targets coordinated with those of the states and public transportation providers. After these targets are set, the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP) are required to include a description of the performance measures and targets used in assessing the performance of the transportation system. The MTP will also have to include a system performance report evaluating the condition and performance of the transportation system with respect to the established targets. The TIP is also required to include a description of the anticipated effect of the TIP toward achieving the performance targets set in the plan.

From a programmatic perspective, the FAST Act also continued the TA program under a new name (TA Set-Asides of the STBGP) and Section 5310 Enhanced Mobility for Seniors, administered by the state DOT's. Under the FAST Act the MPOs will continue to have an important supporting role in the planning and selection of the projects for those programs. Also, in so far as the new mandate contained in the FAST Act is concerned, that requires a position on all MPO policy boards that serve a TMA (Transportation Management Area) to be from a provider of public transportation, the Lubbock MPO is in full compliance. The General Manager at Citibus is named by position title in the bylaws to serve on the policy board and enjoys the same rights and responsibilities as all other board members.

- A. **PURPOSE** - The UPWP has been developed to coordinate the various transportation-planning functions of the City of Lubbock, Lubbock County, the City of Wolfforth, the Texas Department of Transportation (TxDOT),

Citibus, FHWA, and FTA within the Lubbock Metropolitan Planning Organization's (LMPO) Metropolitan Planning Area boundary (MPA) (see Appendix B). All work performed as outlined in the UPWP is carried out within the approved MPA.

The transportation planning process is based on eight planning factors that were previously identified by SAFETEA-LU, the National Highway Safety (NHS) Act, MAP-21 and a continuation of previous ISTEA principles. Under the FAST Act these planning factors remain unchanged.

- Support the economic vitality of the U.S., the states and metropolitan areas, especially by enabling global competitiveness, productivity, and efficiency.
- Increase the security and safety of the transportation system for motorized and non-motorized users.
- Increase the accessibility and mobility of people and freight.
- Protect and enhance the environment, promote energy conservation, improve 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.
- Emphasize the preservation of the existing transportation system.
- Improve the resiliency and reliability of the transportation system and reduce or mitigate storm-water impacts of surface transportation, and
- Enhance travel and tourism

The process used to develop and implement this UPWP is designed to ensure that a continuing comprehensive transportation planning program is carried out cooperatively by the MPO, TxDOT, the City of Lubbock, the City of Wolfforth, Lubbock County, Citibus, and the citizens of Lubbock County represented by the Transportation Policy Committee (TPC). This effort is carried out through the activities of the Transportation Advisory Committee (TAC) and their support of the Public Participation Plan (PPP) and all Title VI and Environmental Justice (Title VI/EJ) requirements. We intend to use this same strategy to implement a performance based planning program (PBPP) that supports the seven adopted national goals and subsequent planning targets once they have been established, in assessing the performance of the transportation network. Accountability and reporting will be hallmark of the performance measure strategy.

As per the FAST Act, the LMPO will work towards increasing its public outreach strategy to support multimodal initiatives like freight transport and access needs of motor and rail carrier as well as intermodal terminals and airports. Geographic Information System (GIS) support will also play a bigger role in organizing, disseminating, and analyzing comparative transportation data. This will include stronger linkages with and

coordination with local emergency management officials with an eye towards evacuation route planning. Additional efforts will focus on the increased use of Intelligent Transportation Systems (ITS) technology to assist in congestion management, incident management, and overall system safety and operational efficiency. Efforts will continue this year to examine ways to promote and implement pedestrian and bicycle participation in the planning process. Also, LMPO will work to increase the effectiveness of the Local Rural Planning Organization (RPO) by including the RPO as a stakeholder in the local planning process.

As we begin to move forward towards meeting the various deadlines with respect to creating certain performance measures, the Texas Association of MPOs (TEMPO) in conjunction with TxDOT recently provided input to the rulemaking at the national level. The two groups jointly recommended to FHWA that as they begin to shape the national transportation performance management process, it is very critical that state DOT's and MPOs receive stable, reliable, and predictable federal funding in order to implement the kind of management system contemplated by Congress and the USDOT and further that a set of core principles should be adopted to help guide the national performance management process itself. The principles offered were as follows:

- The federal rules for the calculation and reporting of national performance measures should be flexible enough to allow the use of data that are within an organization's ability to produce.
- Measures should allow for the diversity of conditions among areas and not lead to unfair competition between states and metropolitan areas.
- Measures should be reasonable and based on conditions that exist and influence performance.
- Performance measurement should be based on trends over time versus year by year.
- The measure development process should incorporate existing public involvement efforts at the state and local levels.
- The process should allow for reassessment and improvement of measures and targets over time.
- Federal rules and requirements developed in the performance measurement process should only apply to federally funded programs.
- The Federal government should provide additional resources to assist with implementation of performance measure development and reporting.
- The federal program should carefully consider the timing of yet-to-be-developed metrics and their impact on future project development.

With the renewed focus on transportation planning brought about by the FAST Act, and the emphasis on performance based planning, FHWA and FTA have again for 2020 identified Planning Emphasis Areas (PEAs) as priorities that MPO's and State DOTs should address when developing planning work programs. The PEAs are being highlighted as FHWA and FTA continue to place emphasis on transportation planning based on FAST Act and USDOT's strategic objectives for the Surface Transportation Program. For FY 2019, USDOT is encouraging MPOs and State DOTs to give priority to the following emphasis areas in the development of the UPWP: FAST Act Implementation, Regional Models of Cooperation, and Ladders of Opportunity. These three priorities are included in the USDOT's strategic objectives for the national Surface Transportation Program.

- The FAST Act Implementation - The transition to performance based planning and programming contemplated by the FAST Act includes using transportation performance measures, setting targets, reporting performance, and programming transportation investments directed towards the achievement of transportation system performance outcomes. Appropriate UPWP work tasks includes working with local planning partners and other stakeholders to identify how to implement performance-based planning programs such as collecting performance data, selecting the reporting performance targets for the metropolitan area, and reporting actual system performance related to those targets.
- Regional Models of Cooperation – To improve the effectiveness of transportation decision making, USDOT encourages State DOTs, MPOs, and public transportation providers to think beyond traditional borders and adopt a coordinated approach that ensures a regional approach to transportation planning by promoting cooperation and coordination. A coordinated approach supports common goals and capitalizes on opportunities related to project delivery, congestion management, safety, freight, livability, and commerce across boundaries. Improved multi-jurisdictional coordination by State DOTs, MPOs, providers of public transportation, and RPO's can reduce project delivery time and enhance the efficient use of resources, particularly in urbanized areas that are served by multiple providers. The USDOT is encouraging State DOTs and MPOs to explore the opportunity to partner with RPOs to conduct transportation planning in non-metropolitan areas.
- Ladders of Opportunity - The USDOT is encouraging State DOTs, MPOs, and providers of public transportation to identify transportation connectivity gaps in accessing essential services. USDOT has defined essential services to include employment, health care, education, and recreation. Suggested UPWP work tasks include developing and implementing analytical methods to identify gaps in the connectivity of the transportation system and developing infrastructure and operational solutions that provide the public, especially the traditionally underserved populations with adequate access to essential services. Other work tasks may include

evaluating the effectiveness of public participation plans for engaging transportation disadvantaged communities in the transportation decision making process, updating Section 5310 Coordinated Human Service Public Transportation Plans, assessing the safety and condition of pedestrian and bicycle facilities, and evaluating compliance with Americans with Disabilities Act, particularly near schools, concentrations of disadvantaged populations, social service, medical, and transit facilities.

As the Lubbock MPO plans and implements its work plan for FY 2020, Federal PEAs will be a part of the projected outcome.

The key to success in preparing for and implementing any strategy regarding The FAST Act will be LMPO's public involvement policy and process. The LMPO Public Participation Plan (PPP) gives citizens the opportunity to comment during all phases of the transportation planning process. The TPC approved Resolution 2012-01 approving the Title VI/EJ Plan, and Resolution 2012-02 approving the Limited English Proficiency Plan (LEP) in August, 2012. Both plans were included as appendices in the LMPO's PPP. The Lubbock MPO welcomes public comment throughout the planning process. The LMPO utilizes their website, www.lubbockmpo.org, as well as a Facebook and Twitter page along with various newspapers to receive comments and notify the public of opportunities to comment.

- B. **DEFINITION OF AREA** – The Lubbock Metropolitan Planning Area (MPA) contains approximately 190 square miles. The 2010 Census sets the population for the City of Lubbock at 229,573. The population for the City of Wolfforth is 3,670. The population for Lubbock County is estimated at 278,831. The City of Lubbock is the only “UZA” or Urbanized Area within the MPO boundary while the City of Wolfforth is the only “urban cluster” included. The remaining area is rural with spotted development. The identified transportation plan stakeholders in the study area are the City of Lubbock, City of Wolfforth, Lubbock County, Citibus, the Texas Department of Transportation, and the private sector.
- C. **ORGANIZATION** – The Lubbock MPO is the organization responsible for conducting the continuing, cooperative, and comprehensive (3-C) transportation planning process for the MPA in accordance with requirements of the FAST Act. The Transportation Policy Committee is the official MPO for transportation planning for the Lubbock MPA, designated by the Governor of Texas. The Lubbock Metropolitan Planning Organization is made up of a nine member Transportation Policy Committee (TPC), which is the decision-making board, a thirteen member Transportation Advisory Committee (TAC), a Transportation Planning Director and staff. (A current membership list is included in Appendix A).

At the June 19th, 2018 meeting of the Policy Committee, approved a new planning agreement between TxDOT, the MPO, and the City of Lubbock as

fiscal agent, that embraces the new transportation measures management strategies. The Planning Contract defines the relationship between the agencies listed. That Agreement will expire on September 30, 2024.

- D. **PRIVATE SECTOR INVOLVEMENT** - Periodically, the MPO finds it necessary to obtain professional services from the private sector. When so desired, the MPO's Purchasing Procedures shall be used to determine the best overall service. The MPO will employ the use of the City of Lubbock's contract procurement procedures that comply with federal requirements.
- E. **PLANNING ISSUES AND EMPHASIS** – Though the FAST Act was signed into law in 2015, funding issues continue to be the nemesis to both highway and transit planning. As is the case currently, the FAST Act includes previous planning factors, as well as two additional factors to its focus. Performance measures included in MAP-21 and the FAST Act require that MPOs adopt a performance based approach in transportation planning.

Aside from the required upkeep of all the various planning documents prescribed by law, other needs and community issues help define where the emphasis needs to be placed from a planning perspective. The MPO would best fulfill its mission and meet the needs of the community by:

- Being involved in helping to reduce traffic fatalities and serious injuries on all public roads.
- Being involved in the assessment of the condition of the infrastructure.
- Working on local congestion issues within the network.
- Working towards system reliability.
- Understanding local freight movement or logistics better in order to be able to contribute to a better local economy.
- Becoming more aware of local environmental sustainability
- Helping to improve overall mobility of people and goods within the network.

Performance based planning, as established by the FAST Act and MAP-21, is not a one-time measurement. It is a continuous measurement requiring a monitoring or tracking system. New and more efficient ways to collect and aggregate data will be an issue. The length of time and overall involvement in arriving at performance targets will be an issue in and of itself given the current number of staff available and the fact there won't be any additional funding to hire more staff or consultants.

To date, the LMPO has adopted Citibus' Transit Asset Management Plan emphasizing the state of good repair for all capital assets. The PM 1 Safety Measures to reduce the number of accidents. The PM 2 Pavement and Bridge Measures emphasizing a state of good repair for pavements and bridge decks and the PM 3 System Performance and Freight Measures. All

these performance measures support the transportation management program contained in the FAST Act.

II. TASK 1.0 - ADMINISTRATION/MANAGEMENT –

- A. **OBJECTIVE** - Work elements for this task includes maintaining personnel, an office and equipment for the coordination of local multimodal transportation planning activities. 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** - This task provides maintaining personnel, correspondence, memoranda, agreements, agenda, record keeping, and minutes necessary to document ongoing activities of the study office. This task provides for the purchase of office supplies, office furniture, computer software, computer hardware and the upgrade of equipment, and the associated costs to post public notices, rent, meeting places, and other expenses as appropriate. Other products of this task are training and expenses incurred while members of the study office, or those approved for travel by the study office, travel to training, meetings, conferences, and/or workshops, maintenance and update of the MPO website.

For FY 2020, this activity will provide for any work necessary to approve a new agreement or accommodate any changes that might be made by TxDOT in the state's operating/planning agreement that will expire on September 30, 2024. This work task will also provide for the review and update, if necessary, of the other 2 associated operating MOU's.

- C. **PREVIOUS WORK** – During FY 2019 meetings of the TAC and TPC were held on an ongoing basis to make appropriate revisions to not only the UPWP but other planning documents and approve programs and subsequent revisions. Staff conducted public meetings as required by FHWA, FTA, the State, and local government in the development of transportation planning documents. Staff attended various meetings, workshops, and conferences and made presentations at public meetings. Staff continued the maintenance of the MPO website with up to date links to current MTP, UTP, UPWP, TIP, PPP, APER and TAC/TPC agendas and meeting minutes.

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D. Subtasks

Subtask 1.1 - Administration

This subtask allows the LMPO to maintain personnel, to monitor ongoing planning tasks, review and submit reimbursement requests, and coordinate all MPO activities with participating agencies. This subtask includes production costs of MPO reports, advertising and publication expenses for public involvement and meetings, and education incentives. This subtask also includes purchases of computers, printers, software, office furniture, office supplies and appropriate charges for meals and lodging (purchase of alcohol is prohibited). Other normal administrative costs are also included. Any equipment purchase exceeding \$5,000 for one unit will require prior approval from TxDOT/TPP.

This subtask is the responsibility of the LMPO.

Subtask 1.2 - Training

This subtask includes funds to reimburse LMPO Staff, or TPC members, for travel expenses incurred when traveling on MPO-related duties. It includes travel to attend seminars, workshops, conferences, or other related activities. Expenses for parking and use of private automobiles are included in this subtask.

LMPO staff may attend meetings with TxDOT and TEMPO (the Association of Texas MPOs). Other travel expenses may include the annual meeting of the Association of Metropolitan Planning Organizations (AMPO), Transportation Research Board (TRB), ESRI, Arc, GIS training, Ports to Plains Alliance, the Texas Transportation Summit, Texas Transportation Forum, Texas A&M Transportation Institute (TTI) training courses, freight, rail and Transit conferences and courses offered by the National Transit Institute, and other transportation related conferences and meetings, training and work sessions.

Travel costs charged to the combined Section 5303 and Section 112 "PL" funds are subject to approval by the TPC Chair and TxDOT for out of state travel prior to making travel arrangements.

This subtask is the responsibility of the LMPO.

Subtask 1.3 – Legal Costs

This subtask activity is for legal services that actively foster the 3-C transportation planning process.

This subtask is the responsibility of the LMPO.

Subtask 1.4 – Federal Certification Review

LMPO staff will begin to work towards achieving the recommendations listed in the final report of the FY 2016 Joint FHWA and FTA Certification Review, while continuing to address recommendations from the 2012 Joint FHWA and FTA Certification Review.

This subtask is the responsibility of the LMPO.

D. FUNDING SUMMARY – Administration/Management

Task 1 - FY 20

Subtask	Responsible Agency	Transportation Planning Funds (TPF ¹)	FTA Sect. 5307	Local	Total
1.1 Administration	LMPO	165,094			165,094
1.2 Training and Travel	LMPO	20,000			20,000
1.3 Legal Costs	LMPO	20,000			20,000
1.4 Federal Certification Review	LMPO	13,104			13,104
Total		218,198			218,198

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

TASK 2.0 - DATA DEVELOPMENT AND MAINTENANCE -

- A. **OBJECTIVE** - The objective of this task is continuation of updates and maintenance of LMPO's planning databases. The databases include land use, roadway networks, U.S. census demographic data, traffic counts, transit ridership, and regional employment.
- B. **EXPECTED PRODUCTS** - Expected products of this task will be the

maintenance of a land use database, roadway centerlines, and census information accessible through the GIS. This task also includes bringing land use information into the MPO database for areas outside the Lubbock and Wolfforth city limits but within the MPA. Other products will include data necessary for Citibus to comply with various federal and state regulations. This subtask also includes updating and maintaining the PPP required by the FAST Act. It also provides for monitoring and maintaining the LMPO Travel Demand Model, LEP Plan, and Title VI Plan/EJ. For the FY20 UPWP, LMPO will incorporate GIS output into the decision making process.

- C. **PREVIOUS WORK** - Staff gathered and analyzed data, identified performance measures, and used GIS and Traffic Demand Modeling programs to show distribution of benefits, population, allocation of funds by modes and projected population within the MPA. This is ongoing and overlaps fiscal years. LMPO Staff reviewed the Title VI Civil Rights Compliance Policy and the LEP Plan. Title VI data is developed and maintained by LMPO and is included in Lubbock area maps as needed.

D. **Subtasks**

Subtask 2.1 - LMPO Travel Demand Model (TDM)

The digital roadway network of the TDM is comprised of roadway links associated to area types. The area types are broken into five categories: Central Business District (CBD), CBD fringe, urban, suburban, and rural. These five categories are determined by the population density of the Traffic Analysis Zone (TAZ). Area types designate physical boundaries where roadway operational characteristics are based on population travel habits.

The Lubbock Area TDM contains a land-use component. The LMPO currently uses a Delphi Method (i.e. forecasting which relies on a panel of experts) by the TAC to determine current and future land use activities. LMPO staff anticipates increased housing and commercial real estate development as the Lubbock Metropolitan Area population continues to expand.

Periodic updates to the LMPO TDM are necessary to maintain model accuracy. The Lubbock Metro Area TDM is updated approximately every five years. Roadway Functional Classification revisions, Traffic Analysis Zone and Urbanized Area Boundary adjustments are also necessary to maintain TDM accuracy. LMPO staff continues these activities by participating with TxDOT's Transportation Planning and Programming Division and Texas Transportation Institute (TTI) in TDM development. The five year update to the Lubbock metropolitan Area TDM began in November 2016 by TxDOT TPP awarding Alliance Transportation Group, Inc. the contract for the Lubbock Area TDM update. The Alliance contract was completed and delivered in 2018.

During 2019, LMPO staff and TxDOT TPP received a request from TxDOT

Lubbock District and their consultant Entech Civil Engineers, Inc. for the updated Lubbock TDM. Entech provided traffic volume projections for portions of 4021.3a, 4021.3b, and 4021.3d of the Outer Loop 88 roadway project. LMPO staff anticipates additional training opportunities for TexPAC 2.0 during the upcoming fiscal year.

This subtask is the responsibility of the LMPO.

Subtask 2.2 – Demographic Data Development

There are two major sources for updating TDM demographic data: the City of Lubbock's countywide employment database and Census information as interpreted and updated by the City Demographic Planner.

At present, the City of Lubbock (COL) positions funded by the LMPO are responsible for the land use database, the roadway centerline files, and periodic orthophotography updates. COL products include:

- Updated database information processed from Lubbock Central Appraisal records, plats, building permits and other sources.
- Spatial and tabular data, including political and census boundaries, TAZ and other special areas as needed.
- Updated and geo-coded business names and locations,
- Revised statistical data by TAZ from multiple sources,
- Updated demographic chapter of the Lubbock MTP,
- Furnished demographic information as requested by the LMPO, and
- Updated geographic and political boundaries from the Census Bureau.
- Digital Orthophotography, historical and current.

The COL Demographic Planner coordinates the Travel Demand Update information by TAZ and prepares additional information including:

- Aerial photography, parcel geometry and database information, on the city's website for convenient download by the MPO.
- A geo-coded centerline, with segments broken at each 100 block along a street.
- Additional assistance to the MPO in updating its TDM as requested by the MPO Staff.
- The City of Lubbock will also provide GIS assistance including map production, as necessary, to carry out this subtask including any revisions to the Title VI – Civil Rights Plan.

This subtask is the responsibility of the City of Lubbock GIS Department in cooperation with the LMPO.

Subtask 2.3 - Geographic Information System (GIS)

This subtask provides the LMPO with a tool for mapping and analyzing gathered geographic information. GIS analysis, within the MPA, will be coordinated with the COL GIS Department as needed. Maps will be produced for staff projects, TAC and TPC Committee meetings, Bike/Ped Planning, public information, and for presentation during public meetings and hearings. The maps will show various population and transportation related characteristics within the MPA, based on a variety of factors such as traffic analysis zones, various levels of census designations, congested areas and other geographic levels. This information will be used to improve the LMPO's ability to link future land use plans to future transportation networks. This task provides the personnel costs to develop a compatible GIS program to allow for data collection and sharing.

The LMPO staff is responsible for this subtask in cooperation with the City of Lubbock's GIS Department.

Subtask 2.4 – Regional Data, Title VI, and Environmental Justice Analysis

This subtask allows the development of a demographic database. Staff will continue gathering data, analyzing performance measures, updating the GIS and TDM programs to show distribution of benefits, population, allocations of funds by travel modes and projected population within the MPA, as related to Title VI requirements. This subtask is ongoing and overlaps fiscal years due to the overlapping release of Census 2010 data. Some tools that may be used include location of population, households and income within a certain area, impact of investments on income, race, gender, and age group.

The MPO will monitor and revise the Title VI – Civil Rights Compliance Policy for the Lubbock MPO as needed. LMPO staff will develop maps based on Title VI policy. The MPO will use the maps when considering public involvement activities and make reference to this in the MPO's PPP. The MPO will consult the map prior to project selections and perform spatial/access analysis.

This task will result in a compilation of demographic data to be used in the development of project mapping by income, elderly and minority populations, and other transportation planning activities.

The LMPO staff is responsible for this subtask in cooperation with the City of Lubbock Planning and GIS Departments.

FUNDING SUMMARY – Data Development and Maintenance

Task 2 - FY 20

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹	FTA Sect. 5307	Local	Total
2.1 Travel Demand Model	LMPO	16,237			16,237
2.2 Demographic Data Development	City of Lubbock GIS Department And LMPO	53,700			53,700
2.3 GIS Development	City of Lubbock GIS Department and LMPO	28,435			28,435
2.4 Regional, Title VI, and EJ Data Analysis	City of Lubbock GIS Department and LMPO	20,969			20,969
TOTAL		119,341			119,341

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

III. TASK 3.0 - SHORT RANGE PLANNING

- A. **OBJECTIVE** - The objective of this task is to complete those planning activities that are more specific and necessary for the planning process. This includes those required by the FAST Act, such as amendments to the FY 2019 UPWP, the development of a FY 2020 UPWP, and revisions to the 2019-2022 TIP and changes generated by the FY 2020 Unified Transportation Plan (UTP). It is also the objective of the LMPO to ensure that the Public Participation Plan as well as the Title VI/EJ and LEP plans are kept current and includes methods to include all interested persons in the transportation planning process set out in the FAST Act.
- B. **EXPECTED PRODUCTS** - A completed FY 2020 Unified Planning Work Program, amendments to the FY 2019 – 2022 TIP, and participation in the FY 20 UTP. Staff will prepare the FY 2019 APER and Annual Listing of Obligated Projects (ALOP), which includes a report on past activities.
- C. **PREVIOUS WORK** - Previous work includes the preparation of the FY 2019 UPWP and FY 2018 APER, implementation of the FY 2019-2022 TIP, and the LEP plan. The MPO maintained its website to include the most current

information and notices of agendas for both the TPC and TAC, as well as the minutes from both meetings. Citibus provided the transit element and financial plan for transit operations, and capital and maintenance costs for the development of the 2045 MTP, and revisions to the 2019-2022 TIP. The LMPO also utilized social media sites Facebook and Twitter to further notify the public of ongoing opportunities to comment.

D. SUBTASKS -

Subtask 3.1 - Transportation Improvement Program (TIP) and Unified Planning Work Program (UPWP)

This subtask includes revisions to the FY 2019–2022 TIP. It also includes the development of the FY 2020 UPWP, revisions to the FY 2020 UPWP and publication of the FY 2019 APER, as well as publication of the FY 2019 ALOP. This subtask also allows the MPO staff to continue to participate in the South Plains Regional Coordination Transportation Advisory Committee set up to identify gaps in rural service to essential services.

During any update or amendment of the TIP and/or UPWP the LMPO will monitor and update performance measures/targets as needed. The LMPO will continue implementation of the performance-based planning and programming process. The LMPO will also continue working with TxDOT to monitor the preliminary performance measures for safety, freights, National Highway System performance, transit state of good repair (SGR), bridge condition and pavement condition. In this regard the LMPO will work with TxDOT to update the 10-year plan required by HB 20 from the 84th Legislature regarding performance measures noted above.

This subtask is the responsibility of the LMPO.

Subtask 3.2 – Transit System Evaluation and Analysis

These tasks, which fall under the category of maintenance of eligibility, include all tasks related to federally required activities. These include preparation of the annual Technical Study Report; preparation of the annual National Transit Database report and related data collection and analysis; preparation of grant applications, quarterly activities reports, and financial status reports; and preparation of the annual DBE program report, biannual DBE reports, and DBE program outreach activities. Additionally, Citibus will contribute to amendments to the 2018-2022 Transportation Improvement Plan (TIP). Citibus applied for and was granted a Section 5304 State Planning Grant that will be used for a comprehensive review of all Citibus operations and help to identify ways to optimize funding it currently receives. The grant is for \$200,000 which will be matched with 40,000 Transportation Development Credits (TDC's). This grant will be spent in the FY18-19 and FY19-20 fiscal years.

This subtask is the responsibility of Citibus and the LMPO.

Subtask 3.3 – System Operational Planning

Activities under this category include a variety of items related to optimizing the efficiency of the entire Citibus system. These operational functions include service development and run cutting. Human resources planning tasks include organizational training, long- and short-term planning and preparation of materials and deliverables. This category also includes administration of multi-modal coordination, which seeks to optimize efficiencies among Citibus' various transit modes – fixed route, Texas Tech service (both on- and off-campus), CitiAccess, and the Evening Service.

This subtask is the responsibility of Citibus.

Subtask 3.4-Public Participation Plan/Title VI – Environmental Justice/Limited English Proficiency Plan

Activities under this category include review and update of the Lubbock MPO's PPP and to the Title VI/EJ Plan, including the LEP Plan, which although included in the PPP as Appendices, also serve as "stand-alone" plans. Also in FY 2019, the LMPO will work to enhance the public involvement strategy by using some new techniques involving the RPO and other new stakeholders.

This subtask is the responsibility of the LMPO.

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E. FUNDING SUMMARY-Short Range Planning

Task 3 FY 20

Subtask:	Responsible Party	Transportation Planning Funds ¹	FTA Sect 5307	Local	TxDOT	Total
3.1 TIP/UPWP/Regional Coordination	LMPO	14,240				14,240
3.2 Transit System Evaluation	Citibus	53,700			200,000	253,700
3.3 System Operational Planning	Citibus		109,490	27,485		137,425
3.4 PPP/Title VI/EJ/LEP (Update of the PPP)	LMPO	11,505				11,505
TOTAL		79,445	109,940	27,485	200,000	416,870

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

IV. TASK 4.0 – MTP – Long Range Planning

- A. **OBJECTIVE** - The objective for this task is to provide the personnel necessary for the development and implementation of the 2045 MTP. Another objective is to continue to maintain and make revisions to the pedestrian facilities inventory and the Bicycle Plan. Public assistance regarding transportation, metropolitan mobility, pedestrian and bike facility planning will be provided. Any findings or recommendations with regard to the Joint Federal Certification Review which was conducted on July 26-28, 2016 will also be a priority under this task.
- B. **EXPECTED PRODUCTS** – Completion of the 2045 MTP and associated maintenance. LMPO staff will continue to develop and maintain data necessary to reflect changes. LMPO Staff will continue coordinating bike and pedestrian activities and document any changes to the plan. Work tasks aimed at satisfying USDOT's PEA's initiative are also contained in this objective.
- C. **PREVIOUS WORK** – The LMPO formally re-adopted the 2040 MTP during the FY 2018 UPWP cycle awaiting completion of the 2045 updated TDM. LMPO staff will continue updating the Functional Classification maps and

the smoothing of the UZA as required. Functional Classification maps will continue to be reviewed and revised as necessary.

D. SUBTASKS –

Subtask 4.1 – 2040 and 2045 Lubbock Metropolitan Transportation Plan

This subtask allows LMPO staff to work on any revisions, or amendments to the current 2040 long range plan and issue a call for project to mark the start of the update for the 2045 long range plan. It should be complete by September 2019.

This subtask also provides for an increase in outreach to support multimodal initiatives like freight transportation, rail transport, and airports. LMPO will also work to adopt performance measures into the planning process. LMPO will investigate ways to bring characteristics of the Highway Safety Plan into the project selection process used by LMPO for the various plan amendments. LMPO will also work to implement USDOT's PEAs in the planning process.

This subtask also allows the staff to participate in a proposed Call for FY 2019 Transportation Alternatives Set-Aside (TA-set aside) Projects.

This subtask is the responsibility of the LMPO.

Subtask 4.2 – Bicycle and Pedestrian Revisions

This subtask will allow LMPO staff to continue to revise the existing bicycle and pedestrian plans within the 2040 MTP. Lubbock MPO worked with Kimley-Horn to implement the contract for the Bicycle and Pedestrian Comprehensive Plan. Development of the Comprehensive Plan should be completed by FY 2019.

Lubbock MPO staff also plan to work towards further outreach in the biking and pedestrian communities and hopes to sponsor some activities in coordination with transportation stakeholders in FY 2019.

For FY 19, LMPO will continue to examine ways to promote and implement pedestrian and bicycle participation into the overall planning process.

This subtask is the responsibility of the LMPO.

Subtask 4.3 – Develop the 2017-2045 Metropolitan Transportation Plan

This subtask will allow for personnel to analyze current mobility issues and update the long range plan to satisfy state and federal planning

requirements. This update contemplates continued training with the new travel demand model.

E. **FUNDING SUMMARY-Metropolitan Transportation Plan**

Task 4 - FY 20

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹	FTA Sect. 5307	Local	Total
4.1 MTP/PEAs/TAP	LMPO	14,344			14,344
4.2 Bike and Pedestrian Plan	LMPO	27,697			27,697
4.3 2045 MTP	LMPO	10,661			10,661
TOTAL		\$52,702			\$52,702

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

V. **TASK 5.0 - SPECIAL STUDIES-**

- A. **OBJECTIVE** – Occasionally a study is warranted for projects of special interests and the LMPO staff does not have sufficient human resources to complete the project. The object of this task is to provide funding for the completion of such projects.
- B. **EXPECTED PRODUCTS** - Work will continue to update the Congestion Management Process (CMP) as required by the FAST Act and incorporate any changes required by the FAST Act. Performance measures and targets will be studied during FY 19 and added after the State DOT takes action to adopt FHWA measures and targets.

This task will also include a complete update of the Congestion Management Process as required by the FAST Act.

This task will also allow the MPO to perform as the local government entity to implement a planning contract between the City of Wolfforth and a 3rd party consultant to update Wolfforth's Land Use Plan in order to examine the anticipated impact of the new Loop 88.

Work will continue in prioritizing segments of the outer route facility (Loop

88). The LMPO will assist TxDOT in developing public outreach for planning and environmental work associated with Loop 88.

C. **PREVIOUS WORK** –Previously, the route study for the outer route project was completed in 2015 by an outside consultant hired by TxDOT and the Annual Congestion Management report was prepared by the City’s Traffic Engineering Department.

D. **SUBTASKS –**

Subtask 5.1 - Congestion Management Process Plan (CMP) and Collision/Fatality Data Collection

This subtask includes the ability to update the Congestion Management Process (CMP) as required by the FAST Act. The subtask will include the continuation of a database that will allow personnel to determine the level of congestion based upon criteria approved by the TPC. The MPO will work with the City of Lubbock’s Traffic Engineering Department to provide Collision and Fatality Data for the update. This is a continuing process to keep the CMPP data current. This subtask will include review and update of the COL’s Access Management Policy.

During FY 20, the MPO will work with the City’s Traffic Engineering Department and the Lubbock County Emergency Preparedness Committee to establish stronger linkages with the emergency management community because emergency preparedness affects the transportation planning process. The LMPO will also investigate ways to increase the use of Intelligent Transportation Systems (ITS) and assist in congestion management.

This subtask is the responsibility of the LMPO.

Subtask 5.2-Lubbock Outer Route Study

During FY 2017-2018, the LMPO staff provided corridor analyses for the future outer route and adjacent roadways using LMPO’s Travel Demand Model. LMPO staff is currently coordinating with the Technical Advisory Committee with regard to public participation for Loop 88 development in FY 2018. Loop 88 Phase 3A construction is scheduled to begin as early as FY 2021.

The first section of Loop 88 is a six lane, divided freeway and will follow the route of 130th Street, or FM 1585, from U.S. 62/82 near Wolfforth to U.S. 87. TxDOT presented the final alignments at the public hearing in October 2017. TxDOT completed the environmental assessment of the first segment of Loop 88 in March 2018. The acquisition of right-of-way has commenced.

This subtask also includes the MPO acting as the local government provider to

facilitate a contract between the City of Wolfforth and a consultant to analyze the impact that Loop 88 will have on that community.

This subtask is the responsibility of the TxDOT and LMPO.

Subtask 5.3-Bicycle/Pedestrian Master Plan Update

During FY 2019, the MPO will continue to work with Kimley>Horn to complete the contract for a Bike and Pedestrian Master Plan. Scheduled completion is December 2019.

This subtask is the responsibility of the LMPO.

E. FUNDING SUMMARY-Special Studies

Task 5 - FY 20

Subtask	Responsible Party	Transportation Planning Funds (TPF ¹)	STP/MM	Local	TxDOT	Total
5.1 Update LMPO CMPP and Collision/Fatality Data Collection	MPO	7,000				7,000
5.2 Lubbock Outer Route Study	MPO	3,174	42,400	10,600	2,000	
5.3 Bike/Pedestrian Plan	MPO		200,000	65,000		265,000
TOTAL		10,174	242,400	75,600	2,000	\$330,174

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

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BUDGET SUMMARY -

TABLE 1 – SUMMARY UNIFIED PLANNING WORK PROGRAM – FY 20

UPWP	Description	TPF ¹ Funds	Local	FTA Sect 5307	STP/MM	TxDOT	Total Funds
1.0	Administration/Management	218,198					218,198
2.0	Data Development and Maintenance	119,341					119,341
3.0	Short Range Planning	79,445	27,485	109,940		200,000	416,870
4.0	Metropolitan Transportation Plan	52,702					52,702
5.0	Special Studies	10,174	75,600		242,400	2,000	330,174
	Total	479,860	103,085	109,940	242,400	202,000	1,137,285

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

² TPF	\$479,860
Estimated Unexpended Carryover	<u>462,164</u>
TOTAL TPF	\$942,024

² ***Estimate based on prior years authorizations***

²Included combined allocations for PL 112 and FTA 5303

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

POLICY COMMITTEE MEMBERSHIP

Transportation Policy Committee

Voting Members		
Jeff Griffith, Chair	City Council	City of Lubbock
Sheila Patterson, Vice Chair	City Council	City of Lubbock
Dr. Charles Addington, II	Mayor	City of Wolfforth
Daniel M. Pope	Mayor	City of Lubbock
Bill McCay	County Commissioner	Lubbock County
Curtis Parrish	County Judge	Lubbock County
Jarrett Atkinson	City Manager	City of Lubbock
Steve Warren, P.E.	District Engineer	TxDOT
Chris Mandrell	General Manager	Citibus
Non-Voting Members		
Greg P. Wood	Planning Coordinator	FHWA
Melissa Foreman	FTA Region 6	FTA
Vacant	Regional Director	TCEQ
Phillip Tindall	MPO Planning Liaison	TPP/TxDOT-Austin
Honorable Jodi Arrington	United States Representative	19 th Congressional District
Honorable Charles Perry	Texas State Senator	Texas District 28
Honorable John Frullo	Texas State Representative	Texas District 84
Honorable Dustin Burrows	Texas State Representative	Texas District 83

Transportation Advisory Committee

Voting Members		
Jennifer Davidson, Chair	Direct of Public Works	Lubbock County
Wood Franklin, Vice-Chair	Division Director of Public Works	City of Lubbock
TBA (January 2019)	County Commissioner	Lubbock County
Sharmon Owens	City Traffic Engineer Traffic Operations Department Head	City of Lubbock
Kylan Francis, P.E.	Director, Transportation Planning and Development	Texas Department of Transportation
Gilbert Flores	County Commissioner	Lubbock County
TBA	Director of Planning	City of Lubbock
Michael Mangum	Chief Financial Officer	Citibus
Darrell Newsom	City Manager	City of Wolfforth
Michael Keenum	City Engineer	City of Lubbock
Theresa Drewell	Vice-Chancellor, Facilities Management	Texas Tech University
Jerry Brewer	Assistant Police Chief	City of Lubbock
Richard Villanueva	Lieutenant	Texas Department of Public Safety
Non-Voting Members		
Greg P. Wood	Planning Coordinator	FHWA
Vacant	Regional Director	TCEQ
Vacant	Director of Regional Services	SPAG
Phillip Tindall	MPO Planning Liaison	TPP/TxDOT-Austin

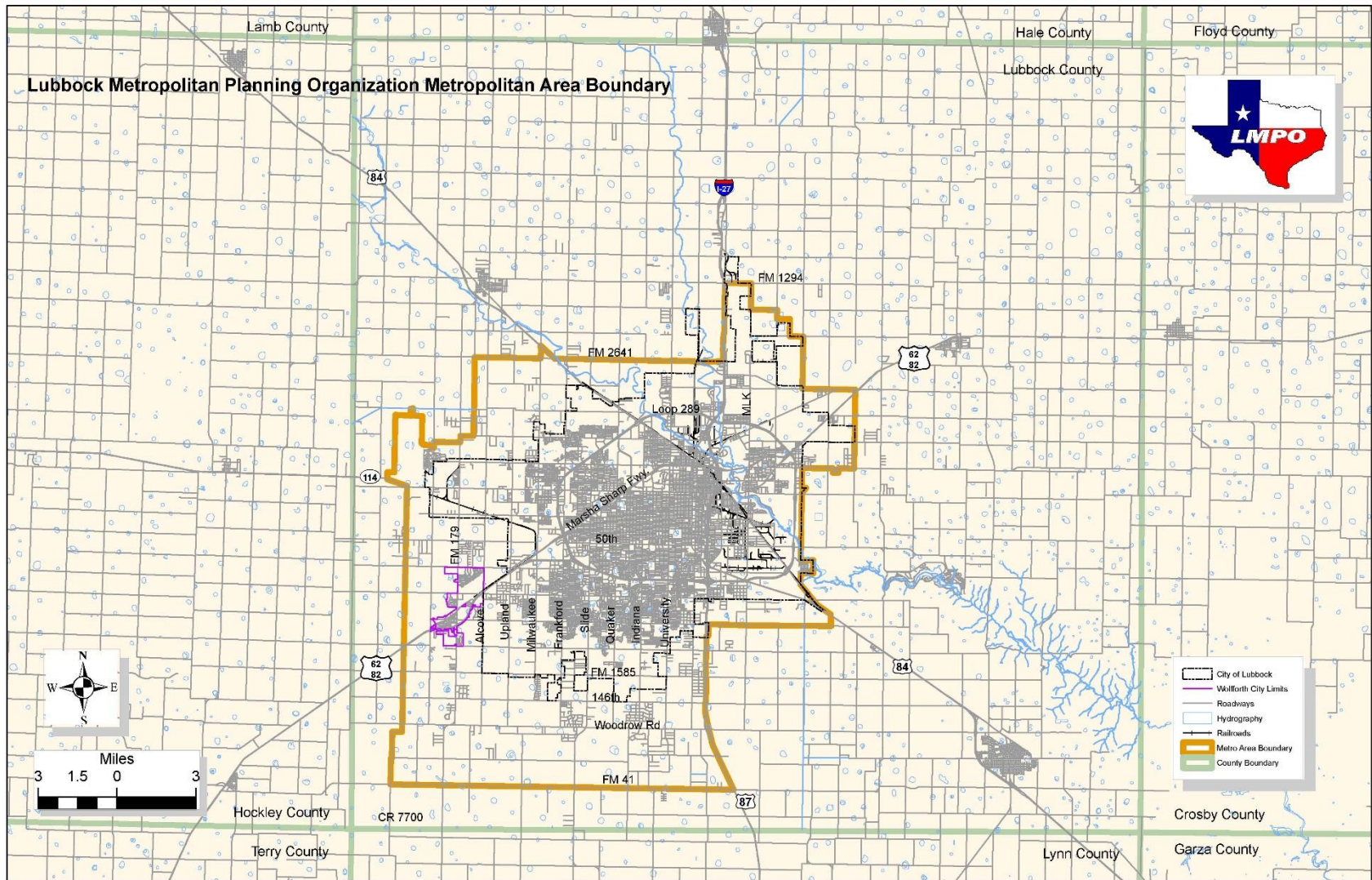
Lubbock Metropolitan Planning Organization Staff

MPO Staff		
H. David Jones	Transportation Planning Director	LMPO
Darrell Westmoreland, AICP	Transportation Planner	LMPO
Tammy Walker	Transportation Planning Technician	LMPO

APPENDIX B

METROPOLITAN AREA BOUNDARY MAP

(GOVERNOR OR GOVERNOR'S DESIGNEE APPROVED)



APPENDIX C

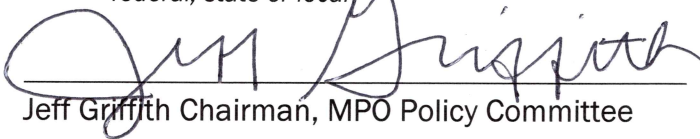
DEBARMENT CERTIFICATION

APPENDIX C

DEBARMENT CERTIFICATION (Negotiated Contracts)

- (1) The **Lubbock 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*


Jeff Griffith Chairman, MPO Policy Committee

June 18, 2019

Date

APPENDIX D

LOBBYING CERTIFICATION

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.



Jeff Griffith – Chairman, MPO Policy Committee

Transportation Policy Committee

Agency

June 18, 2019

Date

APPENDIX E
CERTIFICATION of COMPLIANCE

APPENDIX E
CERTIFICATION OF COMPLIANCE


I, Jeff Griffith, Chairman, Transportation Policy Committee, a duly authorized officer/representative of the Lubbock MPO, do hereby certify that the contract and procurement procedures that are in effect and used by the forenamed MPO are in compliance with 2 CFR 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," as it may be revised or superseded.

June 18, 2019

Date


Jeff Griffith, Chairman, MPO Policy Committee

Attest:


Name

MPO Secretary
Title

APPENDIX F

CERTIFICATION OF INTERNAL ETHICS AND COMPLIANCE PROGRAM

APPENDIX F

CERTIFICATION OF INTERNAL ETHICS AND COMPLIANCE PROGRAM

I, Jeff Griffith, Chairman-Transportation Policy Committee, a duly authorized officer/representative of the Lubbock MPO, 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.

June 18, 2019

Date


Jeff Griffith - Chairman, MPO Policy Committee

Attest:


Name

MPO Secretary
Title

APPENDIX G

LMPO Public Participation Plan

Lubbock MPO's PPP can be found on the website at www.lubbockmpo.org. The PPP can also be viewed at the LMPO's offices located at 916 Main Street, Suite 531, Lubbock, TX 79401.