FY 2016

UNIFIED PLANNING WORK PROGRAM

AMARILLO
URBAN TRANSPORTATION STUDY

ADOPTED BY MPO POLICY COMMITTEE ON: July 16, 2015

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INTRODUCTION

The Governor of the State of Texas has designated the City of Amarillo as the fiscal agent for the Amarillo Metropolitan Planning Organization (MPO). Acting through its Transportation Policy Board, the MPO, in cooperation with the Texas Department of Transportation (TxDOT), the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Potter and Randall Counties, the Panhandle Regional Planning Commission, and the City of Amarillo, administers the transportation planning process in the Amarillo urbanized area. This designation was renewed by contract with TxDOT and executed in May 2012. The contract reflects changes in the Planning process brought about by the Moving Ahead for Progress in the 21st Century Act (MAP-21) and previous federal transportation legislation, such as ISTEA, TEA-21, and SAFETEA-LU.

The FY 2016 UPWP was developed in accordance with regulations set forth in MAP-21, which was signed into law on July 6, 2012. MAP-21 took effect October 1, 2012. The MPO is responsible, together with the State of Texas, for carrying out the provisions of MAP-21.

A. Unified Planning Work Program Purpose

1. Each year the MPO shall submit to TxDOT for approval a program of work which includes goals, objectives and/or tasks required by each of the several agencies involved in the metropolitan transportation planning process. This program of work is to be called the Unified Planning Work Program (UPWP) or any name that may be specified in later federal or state regulations.
2. The UPWP will be prepared for a period of one year only. The UPWP shall reflect only that work that can be accomplished during the fiscal year.
3. The effective date of each UPWP will be October 1 of each fiscal year or the date of department approval, whichever occurs later. On that date, the UPWP shall constitute a new federal project and shall supersede the previous UPWP.
4. The UPWP shall comply with all applicable federal and state requirements and will describe metropolitan transportation and transportation-related planning activities anticipated in the area during the next one-year period.
5. The UPWP shall reflect transportation planning work tasks to be funded by federal, state, or local transportation, or transportation-related (e.g., air quality) planning funds.
6. The use of federal metropolitan transportation planning funds shall be limited to transportation planning work conducted inside the Metropolitan Area Boundary.
7. The use of federal transportation planning funds shall be limited to corridor/sub-area level planning (major investment studies and environmental studies are considered corridor level planning). The use of such funds beyond the environmental document preparation or for specific project level planning and engineering (efforts directly related to a specific project instead of a corridor) is not allowed.
8. The MPO shall not incur any costs for work outlined in the UPWP or any subsequent amendments (i.e., add new work tasks or change the scope of existing work tasks) prior to receiving approval from the department. Any costs incurred prior to receiving department approval shall not be eligible for reimbursement from federal transportation planning funds.

The UPWP work elements are developed to meet the goals, planning factors, and planning emphasis areas of MAP-21.

The eight planning factors are:

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

The seven federal goals in MAP-21 and listed in 23 USC §150 are:

1. Safety: To achieve a significant reduction in traffic fatalities and serious injuries on all public roads
2. Infrastructure condition: To maintain the highway infrastructure asset system in a state of good repair
3. Congestion reduction: To achieve a significant reduction in congestion on the National Highway System
4. System reliability: To improve the efficiency of the surface transportation system
5. Freight movement and economic vitality: To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development
6. Environmental sustainability: To enhance the performance of the transportation system while protecting and enhancing the natural environment
7. Reduced project delivery delays: To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices

Environmental mitigation efforts are assured at the planning stage for transportation improvements by the use of tools such as Geographic Information System Screening Tool (GISST) and Texas Ecological Assessment Protocol (TEAP), maps, and the cooperative exchange of information with Federal, State, Tribal, and Local agencies related to or interested in transportation planning.

Citizen involvement is assured in the Amarillo Urban Transportation Study (AUTS) through an adopted Public Participation Plan. MPO staff sends notification of all Policy Committee, TIP, or MTP meetings to a mailing list comprised of citizens, businesses, Federal, State, Tribal, and local agencies related to or interested in transportation planning. These meeting notices and local newspaper and media coverage encourage all citizens to attend.

B. Definition of Area

The transportation planning process in the AUTS is limited to the boundaries illustrated by the map in Appendix B. The boundary includes the City of Amarillo and portions of Potter and Randall counties. It corresponds to that area of the region, which is likely to become urbanized in the next 20 years. These boundaries are within the limits of the Travel Forecasting Model prepared by the Texas Department of Transportation.

C. Organization

The City of Amarillo, in cooperation with TxDOT, Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Potter, and Randall Counties, and the Panhandle Regional Planning Commission carries out the urban transportation planning process. The MPO staff manages the AUTS in cooperation with TxDOT. Staff members of these two agencies work closely with the Policy Committee of the AUTS. The committee is composed of 11 voting members, 7 ex-officio members, and 7 non-voting / non-member staff advisors.

Appendix A illustrates the membership of the Policy Committee. The Policy Committee ensures that transportation plans and programs are consistent with the objectives and goals of the overall urban transportation planning process. The committee is charged with providing guidance and technical assistance for multi-modal transportation planning, reviewing recommended transportation plans and programs, and appointing technical committees as appropriate. The Policy Committee approves specific planning functions, including agency responsibility and related costs.

A Technical Advisory Committee is also composed of representatives from the City of Amarillo, City of Canyon, TxDOT, and Potter and Randall counties. The Technical Advisory Committee reviews the status of all projects within the Amarillo Study Area and performs other duties as assigned by the Policy Committee.

D. Private Sector Involvement

The MPO seeks input from the private sector on local and regional transportation issues. All civic and professional groups are encouraged to participate in the planning process.

Public involvement is assured in the Amarillo Urban Transportation Study (AUTS) area through an adopted Public Participation Plan. MPO staff sends notification of all Policy Committee, TIP, MTP, or public meetings related to transportation planning to a mailing list comprised of individuals and businesses related to or interested in the transportation industry, including appropriate federal, state, tribal, and local agencies. Developers and agencies that promote economic development are encouraged to participate. Meeting notices, mailings, and local newspaper and media coverage encourage all citizens to attend. These meeting notices, agendas, and minutes are available on the MPO webpage: www.amarillompo.org. To aid in identifying and dispersing information to disadvantaged citizens, MPO staff produces and makes use of maps showing the relation of current and future transportation projects to minority and low-income populations.

The MPO will maintain and utilize plans developed in compliance with MAP-21 for public participation. Public access to MPO documents, maps, and other visualization techniques are provided on the MPO webpage, the MPO offices, the Amarillo Public Libraries, at City Hall, or upon request by direct mail.

E. Planning Issues and Emphasis

The FY 2016 UPWP addresses an integrated multimodal transportation system which strives to increase mobility and emphasize the preservation of the existing transportation infrastructure.

The Planning Emphasis Areas (PEA) for Federal FY2016 include:

1. *MAP-21 Implementation*
   Transition to Performance Based Planning and Programming. The development and implementation of a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes.

This PEA emphasizes the transition that all MPOs must make to performance based planning and programming. MAP-21 requires the development of performance measures on the national, state and MPO level. MPOs must create systems of planning and programming that direct local efforts to achieving established performance measures. The Amarillo MPO will address this effort through the development and maintenance of the 2040 Metropolitan Transportation Plan (Work Element 4.1), which is expected to be adopted in early FY 2016. The guidance from that plan will then be implemented throughout the MPO's planning and programming operations.

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

The MPO must promote cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning. It is important for the MPO to foster strong working relationships with its regional partners in pursuit of seamless, mutually beneficial transportation planning and policies. The MPO will continue to be a transportation planning leader in the region and will work to coordinate transportation needs among its planning partners. This activity will be a common thread throughout the tasks and responsibilities proposed in this UPWP.

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

The MPO must, as part of the planning process, identify transportation connectivity gaps in access to essential services. These essential services include housing, employment, health care, schools/education, and recreation. Identification of these deficiencies can be made through the creation of performance measures used to specifically gauge such gaps. This is accomplished primarily through the public transportation work elements (subtasks 3.6, 3.7, and 3.8) and will take another step forward through the advancement of the 2015-40 Metropolitan Transportation Plan (Work Element 4.1).

FY 2016 UPWP Work Elements	Planning Factors and Emphasis Areas										
	Economic	Safety	Security	Access Mobility	Environment Energy, Livability	Modal Integration	Operations Management	System Preservation	Map-21 Implementation	Regional Cooperation	Ladders of Opportunity
Task 1 Administration & Management	X	X	X	X	X	X	X	X	X	X	X
Task 2 Data Development & Maintenance		X		X			X	X	X	X	X
Task 3 Short Range Planning	X	X		X	X	X	X	X	X	X	X
Task 4 Metropolitan Transportation Plan	X	X	X	X	X	X	X	X	X	X	X

TASK 1.0 - ADMINISTRATION/MANAGEMENT

Objective:
To provide for the daily operation, organization, and coordination of the transportation planning process;

To provide administrative oversight that will focus on planning for a multi-modal transportation system that promotes interagency and citizen participation in the planning process;

To provide MPO staff the opportunity for professional development through attendance of training workshops, courses, and meetings.

Expected Work Products:
Prepare PL and FTA Section 5303 accounting reports; grant applications and reports for FTA Section 5307 and Texas Public Transportation Funds (PTF); Annual Listing of Projects; Annual Performance & Expenditure Report; coordination of MPO Policy Committee and Technical Subcommittee; update and maintain records in accordance with federal and state regulations.

Previous Work:
Coordinated MPO Policy Committee and Technical Subcommittee; prepared PL and FTA Section 5303 accounting reports, grant applications, and reports for FTA Section 5307 and Texas Public Transportation Funds (PTF); Annual Performance & Expenditure Report; Annual Listing of Projects; maintained the MPO Project Tracking Database; maintained a MAP-21 compliant Public Participation Plan (PPP); maintained the Limited English Proficiency Plan; updated and maintained state and federal records in accordance with federal and state regulations.

Subtask:

1.1 Program Administration:
Activities under this element will provide oversight and coordination of the various programs contained in the work program. Accounting records of state and federal funds will be updated and maintained in accordance with federal and state regulations. Daily functions include correspondence; record keeping, public relations, meeting preparation, advertisement preparation, etc. Incorporate all MAP-21 provisions into existing MPO documents to insure all MPO documents are MAP-21 compliant as required by FHWA.

1.2 Office Equipment and Supplies:
Office supplies, postage fees, public notifications, and printing required for planning activities are charged to this element. Office furnishings, computers, support hardware, and software to facilitate work performed will be purchased by the MPO, as needed. Traffic counting equipment and/or aerial maps will be replaced, as needed. Consistent with OMB-A-87 guidelines, FHWA and/or TxDOT–TPP must approve all purchases over $5,000 in writing.

1.3 Professional Development:
The costs of attending approved urban transportation planning workshops, conferences, technical workgroups, and MPO related meetings are charged to this element. FHWA and/or TxDOT–TPP must approve all out-of-state travel prior to any expenditure for same.

1.4 Public Involvement and Title VI Civil Rights Evaluation:

The MPO will periodically review and update its public involvement procedures for effectiveness in soliciting public comment and will make appropriate changes when necessary.

The MPO will conduct public meetings and hearings in accordance with its established policies and governing regulations. The MPO will post and advertise public notices of meetings as required. The purpose for this will be to inform the general public and receive their input on multi-modal transportation planning efforts in the Amarillo metropolitan area. When appropriate, MPO staff will prepare and present briefings and presentations on transportation issues. The MPO staff will attend planning and zoning commissions meetings, transportation advisory groups meetings, stakeholders meetings, and meetings of municipalities, providers of transportation, business associations, and other developers to keep informed about trends and activities in the region that will impact the transportation network. The MPO staff may also provide data and technical support as needed to organizations participating in the MPO transportation planning process to facilitate their making informed decisions about their development needs and the impact on the transportation network. The MPO will also consult "as appropriate" with "State and local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation" in developing long-range transportation plans.

The MPO will seek out and consider the needs of those traditionally underserved by existing transportation systems. The MPO staff will maintain public involvement procedures with the goal of ensuring that citizens from minority ethnic or racial backgrounds or citizens with low incomes in the Amarillo metropolitan area have an opportunity to participate in the planning process and to meet the requirements of U.S. Title VI compliance.

The MPO will maintain a Limited English Proficiency (LEP) Plan, wherein MPO information and documents are made available in other languages at no cost to the public. The MPO will provide information to the public as requested.

The MPO will maintain and utilize the Public Participation Plan developed in compliance with MAP-21. Public access to MPO documents, maps, and other visualization techniques are provided at the MPO offices, the Amarillo Public Libraries, at City Hall, or upon request by direct mail.

The MPO will maintain a website to further capabilities of disseminating information to the public. Meeting notices and agenda are available on the website. In addition, UPWP, MTP, TIP, Public Participation Plan, and other documents are available for the public review and comment. The website offers easy accessibility for MPO documents as part of our public outreach efforts.

The MPO staff will periodically review the public involvement procedures to monitor its effectiveness in obtaining input from citizens with minority, ethnic, racial, or low-income backgrounds. The MPO will revise the public involvement procedures as necessary based on these reviews. The MPO will review and utilize various analysis tools as related to Title VI and will base those strategies on selected performance measures and indicators as selected by the MPO.

The MPO will continue to analyze existing procedures for Title VI compliance using performance measures and indicators, including the following:

- Displacement of businesses or residents allocated by groups and communities;
- Eminent domain actions allocated by groups and communities;
- Availability of scheduled transit service to minority and low-income areas;

- Availability of demand-response transit service to minority and low-income groups and communities;
- Availability of alternative transportation systems, such as pedestrian and bicycle routes, allocated by groups and communities;
- Disruption or improvement of neighborhood connectivity created by proposed transportation investments allocated by groups and communities; and
- Disruption or improvement of safety or physical design and operation of system created by proposed transportation investments allocated by groups and communities

Potential analysis tool(s) will be integrated into project selection for the development of the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP) and any subsequent revisions. As needed, the MPO will revise the public involvement procedures as necessary.

Funding Summary – Task 1.0
Amarillo MPO – FY 2016

Subtask	Responsible Agency	TPF[1]	FTA Sect. 5307	Local	Total
1.1	MPO	$ 153,500	$ 0	$ 0	$ 153,500
1.2	MPO	$ 4,500	$ 0	$ 0	$ 4,500
1.3	MPO	$ 3,500	$ 0	$ 0	$ 3,500
1.4	MPO	$ 8,500	$ 0	$ 0	$ 8,500
Total		$ 170,000	$ 0	$ 0	$ 170,000

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

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

TASK 2.0 - DATA DEVELOPMENT AND MAINTENANCE

Objective:
Collect, maintain, and forecast socio-economic, land use, roadway, transit, and travel data. Utilize collection and analysis efforts to assist in developing and enhancing transportation policies and programs.

Expected Work Products:
Update socio-economic data, traffic count data, land use data, transit data, and FY 2016 collision tracking. Continued updates for the transportation model are expected.

Previous Work:
Various highway and transit data collection efforts including: update and maintain traffic-link count database; maintain collision database; update high collision intersection analyses; analyze census data for socio-economic groupings within the MPO boundary and urbanized area boundary.

Subtask:

2.1 Socio-economic Data:
Population, housing, employment, and land use data will be collected and maintained. Information from census data, building permits data, environmental mitigation sources, and employment data will be distributed by traffic analysis zone over the transportation planning study area. Data collected on disabled, minority, and low-income groups within the MPO boundary will be evaluated with emphasis on transit analysis, transit ridership applications, and identification of trends dealing with Title VI needs. Any information collected will be utilized to expand and maintain mailing lists for public participation needs also. Efforts during FY 2016 will focus on updates for the 2015-40 MTP and maintenance of existing information.

2.2 Traffic Count Data:
MPO staff has divided the City of Amarillo arterial and collector streets into a series of numbered links. Each link is counted every two years, thus allowing for the safeguarding of a traffic count database (with historic and current count data) for transportation planning purposes. Recognizing the impact of the installation or misplacement of additional traffic control devices on fuel consumption, air quality, and traffic movement, the MPO has increased its counts of locations for special studies. Approximately 150 link locations and 100 special study locations are counted yearly. A link count volume map is updated quarterly. Count data is maintained for many years. Up-to-date traffic count data, specifically targeted for precise location and time of day, is available for immediate access to be utilized by staff and other entities for a variety of planning initiatives including both short and long-range planning objectives and associated documents, e.g. TIP and MTP. This information assists traffic congestion studies and continued improvements of the congestion management process also. As Amarillo approaches the urban/metro population threshold, the count data is advantageous in the transition from a small urban MPO to a Transportation Management Area.

2.3 Collision Tracking:
Approximately 7,500 traffic collisions on streets and highways within the City of Amarillo are reviewed, diagramed, and entered in the collision database yearly. The database is used to track the location of high collision intersections for inclusion in intersection

analyses. The data is available to law enforcement, state DOT, regional & MPO planning agencies, and local government. The information is used for near-term and long-range planning to identify facilities that need improvement. The collision data is analyzed and reviewed for use in collision mitigation strategies. Media outlets and the public have access to the data upon request.

2.4 Automated Transportation Planning Data Base (Modeling):
Data collected in subtask 2.1 will be provided to TxDOT for input into a transportation model. Information from the model will be used to project future congestion on the current roadway system.

Funding Summary – Task 2.0
Amarillo MPO – FY 2016

Subtask	Responsible Agency	TPF[1]	FTA Sect. 5307	Local	Total
2.1	MPO	$ 15,500	$ 0	$ 0	$ 15,500
2.2	MPO	$ 24,500	$ 0	$ 0	$ 24,500
2.3	MPO	$ 22,500	$ 0	$ 0	$ 22,500
2.4	MPO	$ 8,500	$ 0	$ 0	$ 8,500
Total		$ 71,000	$ 0	$ 0	$ 71,000

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

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

TASK 3.0 – SHORT-RANGE PLANNING

Objective:
Develop and submit to TxDOT for approval, a program of planning work including goals, objectives, and tasks required by each of the several agencies involved in the urban transportation planning process. Submit performance reports as required to TxDOT.

Continue the development of a program of projects that will be implemented in the Transportation Improvement Program over the next four years.

Maintain and improve a program of short-range transportation planning activities that promote improvements to the overall transportation system.

Expected Work Products

FY 2017-2019 TIP	FY 2017 ADA Update
FY 2015-2018 TIP Revisions as needed	FY 2015 Annual Listing of Projects
FY 2017 UPWP	FY 2015 High Collision Intersection Analysis
FY 2016 UPWP Revisions as needed	Special Traffic Studies

Previous Work:
TIP, UPWP, and performance reports from previous years, various traffic studies, analysis of citizen requests, annual listing of projects, functional classification updates, urban area boundary updates, and annual high collision intersection analysis. Continuing efforts toward increasing service efficiencies via provider certification and training disabled transit riders to utilize fixed-route bus system; annual ADA update.

Subtask:

3.1 TIP Development:
Development and implementation of the FY 2017-2019 TIP document; revise the FY 2015-2018 TIP, as may be required by TxDOT, FHWA, and FTA. Give consideration to corridor planning, environmental justice, bicycle/pedestrian facilities, and safety issues on all transportation projects in the TIP.

3.2 UPWP Development:
Develop planning programs, revise FY2016 UPWP as needed, and prepare FY2017 UPWP.

3.3 Analysis of Citizen Requests:
Citizen complaints and requests related to transportation problems are examined. Give consideration to environmental justice concerns. Necessary studies are conducted and recommendations are made with regard to all complaints and requests.

3.4 Traffic Studies:
Various traffic studies are conducted related to traffic movement including on-street and off-street parking, turning movements, speed data, signal warrants, saturation flow rate, travel times, volume/capacity, high collision analysis, congestion, etc. These studies are conducted continually in response to short- & long-term traffic movement and safety concerns. Study results are utilized in documents and reports for planning and study reference. In addition, the information is used for presentations to local agencies: TxDOT, Panhandle Regional Planning Commission, the Amarillo City Council, area law enforcement, the Amarillo MPO Policy Committee, and other regional agencies. The data is retained for transportation planning purposes and historical studies.

3.5 Plat Review and Right-of-Way Review:

An organized review process is used for all subdivision plats and right-of-way vacations to ensure that proper right-of-way widths are maintained as land is developed or vacated. Staff will not approve any action until it meets the prescribed functional classification right-of-way width and all necessary rights-of-way are obtained. This process will also provide up to date information relating to changes in land use that could affect the transportation system. This task is important as the AUTS area continues to expand its access management practices. Recognition of changes in land use patterns will assist staff in identifying locations where appropriate transportation needs are not being met. This activity is ongoing.

3.6 Transit Marketing:

Staff will consult with community outreach opportunities, including CPS agencies, foster homes, the City Education Fair and work with agencies serving the elderly and people with disabilities to promote use of the fixed route system. Encourage riders to learn how to navigate the fixed routes through partnership with the community service agencies. Riders who are unable to navigate the fixed-route system may apply for para-transit service. Para-transit interviews are completed with help from Amarillo's Independent Living Center.

The Advisory Commission for People with Disabilities (ACPD) continues to provide Amarillo City Transit (ACT) with a forum to obtain public input and distribute information about the public transit system. During the past year the ACPD assisted with public input related to passenger amenities, accessible routes, curb cuts, and ramps at bus stop locations.

Continue to make certain all vital documents: include recent changes to the Americans with Disabilities Act, are translated in Spanish and Vietnamese, and posted to the ACT website. This is an ongoing activity.

3.7 ADA Transit Planning:

Evaluate the changes to the Americans with Disabilities Act (ADA) and determine the most cost efficient way to comply with the new Reasonable Modification regulations. Staff will ensure that all vital documents include the new Reasonable Modification policies and procedures, are translated into Spanish and Vietnamese, and are posted on the Amarillo City Transit website.

Continue work with regional and local agencies/committees that serve people with disabilities to determine gaps in existing transportation services. Review the para-transit application process to better ensure all policy changes are reflected in the document and continue work on those processes that evaluate a rider's abilities while ensuring compliance with the ADA.

Update the para-transit training presentations to ensure applicants understand all available public transportation options. Expand certification methods for personnel at independent living agencies in order to better assist persons with disabilities to use the demand-response transit system. Establish procedures to encourage Disadvantaged Business Enterprise participation. Ensure compliance with FTA regulations and programs.

Evaluate software designed to notify Amarillo City Transit's riders by smartphone or text message when the next bus will arrive at a bus stop location. The software should improve customer service and the rider's ability to plan their day.

Continue review of fixed-route public transit in the faster growing portions of the city to ensure these newer areas are accessible to persons with disabilities, as well as examination of bus stops in older areas of town to comply with ADA standards. Evaluate the walk-ability of all fixed routes. Evaluate accessible routes, curb cuts, and ADA ramps to ensure bus stops connect people to their destinations. Examine the training

procedures for persons with disabilities to better utilize the fixed-route bus system. Prepare updates to the annual ADA plan. This is an ongoing activity.

3.8 Transit Studies:

During FY 2016, the planning staff will monitor both fixed route and demand-response transit systems to determine underserved populations in the planning area. Staff will study passenger needs to determine service hours/days modification and route modification to provide access to ADVO, Goodwill, SNAP, dialysis centers, and other locations. Staff members will continue to examine passenger amenity needs and continue to produce improved route information & maps for clientele.

The Amarillo MPO is an active member of regional public transportation planning efforts. In support of collaborative, regional public transportation activities, MPO staff members serve on the Panhandle Regional Organization to Maximize Public Transportation (PROMPT). This regional service planning promotes and coordinates ways to share ridership among various community service agencies and transit partnerships in the Texas Panhandle. The MPO supports PROMPT in its examination of new initiatives promoting job accessibility and access of public transportation within the region by elderly and disabled populations.

The MPO will participate in this collaboration to implement recommendations in the regional plan and to keep the planning process current. The MPO will also participate in PROMPT's planning effort to assure coordination with the regional plan. This is an ongoing activity.

Funding Summary – Task 3.0
Amarillo MPO – FY 2016

Subtask	Responsible Agency	TPF[1]	FTA Sect. 5307	Local	Total
3.1	MPO	$ 32,500	$ 0	$ 0	$ 32,500
3.2	MPO	$ 12,500	$ 0	$ 0	$ 12,500
3.3	MPO	$ 8,500	$ 0	$ 0	$ 8,500
3.4	MPO	$ 14,200	$ 0	$ 0	$ 14,200
3.5	MPO	$ 6,000	$ 0	$ 0	$ 6,000
3.6	MPO	$ 12,300	$ 0	$ 0	$ 12,300
3.7	MPO	$ 16,000	$ 0	$ 0	$ 16,000
3.8	MPO	$ 18,500	$ 0	$ 0	$ 18,500
Total		$ 120,500	$ 0	$ 0	$ 120,500

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

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

TASK 4.0 - METROPOLITAN TRANSPORTATION PLAN

Objective:
Maintain and update the Amarillo Metropolitan Transportation Plan (MTP). Maintain and update corridor and regional transportation planning in the MTP.

Maintain and update the Thoroughfare Plan for the Amarillo Urban Transportation Study area.

Expected Work Products:
Review of projects to be implemented throughout the 2015 – 2040 MTP. Ensure projects proposed for inclusion in the TIP are referenced in the plan. Revise the 2015 - 2040 MTP, as required.

Maintain the Amarillo Urban Transportation Study Area Thoroughfare Plan.

Participate in corridor and regional transportation planning.

Previous Work:
During FY 2015 the MPO Policy Committee revised the 2015 – 2040 MTP as needed. Development and revision of this long-range planning document continued as needed for MAP–21 compliance. Projects proposed for inclusion in the TIP were reviewed for consistency with the MTP.

Staff began re-development and update of a thoroughfare plan for the Amarillo Urban Transportation Study area.

The MPO participated in corridor and regional planning associated with the Panhandle Rural Planning Organization (PRPO), the Panhandle Regional Organization to Maximize Public Transportation (PROMPT) and the Ports-to-Plains Trade Corridor.

The TUMP for the Amarillo MPO was reviewed. The TUMP is a needs-based comprehensive transportation plan that is not financially constrained by historically traditional funding.

Subtask:

4.1 Maintain MTP:
Revise and maintain the 2015–2040 MTP document as needed. Ensure projects proposed for inclusion in the TIP are referenced in the plan. Collect and maintain data from environmental mitigation resources, i.e. GISST and TEAP. Participate in corridor and regional transportation planning activities to gauge impact on the MTP.

The MPO staff will continue public outreach utilizing alternative print media, the MPO website, and radio in disseminating information about the metropolitan transportation planning process. MPO staff will incorporate public outreach tools and techniques to enhance public involvement and in particular, to focus on involving the Title VI target population. This will allow informed transportation decision-making by the MPO Technical Advisory and Policy Committees.

4.2 Maintain Thoroughfare Plan:
Revise and maintain a transportation thoroughfare plan for the Amarillo Urban Transportation Study area. Provide for the orderly development of an adequate transportation network as land development occurs or as traffic increases. Ensure a

continuous review of current and future planned projects within the area; maintain a thoroughfare plan map, including standard cross section by classification and local roadway guidelines for development. The thoroughfare plan will provide a long term vision of the major transportation network necessary to meet future travel needs and aid the identification of projects in the MTP.

Funding Summary – Task 4.0
Amarillo MPO – FY 2016

Subtask	Responsible Agency	TPF[1]	FTA Sect. 5307	Local	Total
4.1	MPO	$ 32,000	$ 0	$ 0	$ 32,000
4.2	MPO	$ 16,500	$ 0	$ 0	$ 16,500
Total		$ 48,500	$ 0	$ 0	$ 48,500

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

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

Budget Summary
Amarillo MPO – FY 2016

UPWP Task	FTA Task	Description	TPF[1]	FTA Sect. 5307	Local Funds	Total Funds
1.0	44.21.00 44.22.00	ADMINISTRATION MANAGEMENT	$ 170,000	$ 0	$ 0	$ 170,000
2.0	44.22.00 44.27.00	DATA DEVELOPMENT & MAINTENANCE	$ 71,000	$ 0	$ 0	$ 71,000
3.0	44.24.00 44.25.00	SHORT RANGE PLANNING	$ 120,500	$ 0	$ 0	$ 120,500
4.0	44.23.01 44.23.02	LONG RANGE PLANNING	$ 48,500	$ 0	$ 0	$ 48,500
TOTAL			**$ 410,000**	**$ 0**	**$ 0**	**$ 410,000**

[1] Transportation planning funds

FHWA (PL-112) & FTA (Sec. 5303)[2]	$ 343,969.
Estimated Unexpended Carryover	$ 357,152.
TOTAL TPF	**$ 701,121**.

[2] Estimate based on prior years authorizations

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

APPENDIX A

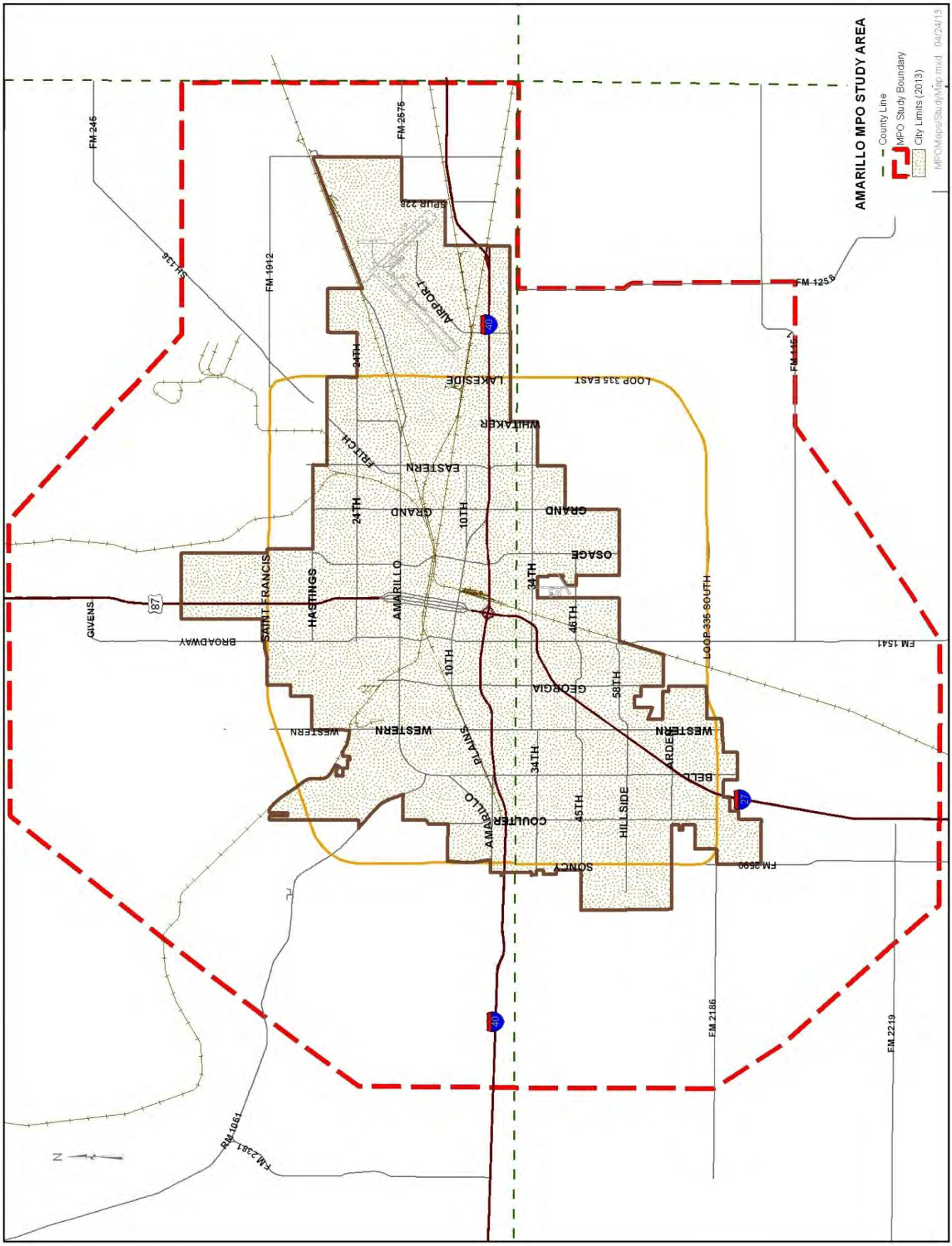
POLICY COMMITTEE MEMBERSHIP

AMARILLO METROPOLITAN PLANNING ORGANIZATION
Amarillo MPO Policy Committee – FY 2016

Voting Members		
Paul Harpole, Chairman	Mayor	City of Amarillo
Mark Nair	City Council	City of Amarillo
Jarrett Atkinson	City Manager	City of Amarillo
Ron Johnston, P.E.	District Engineer	TxDOT
Gus Khankarli, P.E.	Dir. of Transportation Planning & Development	TxDOT
Judge Nancy Tanner	County Judge	Potter County
H.R. Kelly	County Commissioner	Potter County
Judge Ernie Houdashell	County Judge	Randall County
Mark Benton	County Commissioner	Randall County
Kyle Ingham	Local Government Services Director	PRPC
Dick Davis		Amarillo C of C
Ex-Officio Members		
The Honorable Mac Thornberry	U. S. Representative	13th Congressional District of Texas
The Honorable Kel Seliger	State Senator	31st Texas State Senatorial District
The Honorable Walter T. Price	State Representative	87th Texas State Representative District
The Honorable John Smithee	State Representative	86th Texas State Representative District
Gary Pitner	Dir. of Panhandle Regional Planning Commission	PRPC
Quinn Alexander	Mayor	City of Canyon
Randy Criswell	City Manager	City of Canyon
Non-Member Advisors and Staff Coordinators		
Gary Holwick	MPO Director	MPO
Travis Muno	Senior Transportation Planner	MPO
Jeni Ledbetter	Transit Planner	MPO
Kirk Fauver	Urban Transportation Planner	FHWA
Joe Clark	Transportation Planning & Program Division	TxDOT
Terry Nix	Transportation Planner	TxDOT
Eric Garcia	Public Transportation Coordinator	TxDOT

APPENDIX B

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


AMARILLO MPO STUDY AREA
County Line
MPO Study Boundary
City Limits (2013)
MPOMaps/StudyMap.mxd 04/24/13
FM 245
FM 2575
SPUR 228
SH 136
FM 1912
AIRPORT
FM 1258
FM 145
24TH
LAKESIDE
LOOP 335 EAST
WHITAKER
FRITCH
EASTERN
GRAND
10TH
24TH
GRAND
OSAGE
SAINT FRANCIS
HASTINGS
AMARILLO
34TH
46TH
LOOP 335 SOUTH
GIVENS
87
BROADWAY
FM 1541
10TH
GEORGIA
58TH
WESTERN
WESTERN
WESTERN
PLAINS
34TH
ARDEN
BELL
AMARILLO
COULTER
46TH
HILLSIDE
SONCY
FM 2590
40
FM 2186
FM 2219
FM 1061
FM 2381
N

APPENDIX C

DEBARMENT CERTIFICATION

DEBARMENT CERTIFICATION
(Negotiated Contracts)

(1) The **Amarillo 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*

Signature

Policy Board Chairperson
Title

July 16, 2015
Date

APPENDIX D

LOBBYING CERTIFICATION

CERTIFICATION FOR CONTRACTS, GRANTS, LOANS AND COOPERATIVE AGREEMENTS

The undersigned certifies to the best of his or her knowledge and belief, that:

(1) No federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients 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.

Signature

Policy Board Chairperson
Title

Amarillo Metropolitan Planning Organization
Agency

July 16, 2015
Date

APPENDIX E

CERTIFICATION of COMPLIANCE

Certification of Compliance

I, Paul Harpole, Chairperson, MPO Policy Committee, a duly authorized officer/representative of the Amarillo Metropolitan Planning Organization 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 for Grants and Cooperative Agreements with State and Local Governments," as it may be revised or superseded.

July 16, 2015
Date

Signature - Policy Board Chairperson

Attest:

Frances Hollis
Name

Secretary, City of Amarillo
Title

Certification of Internal Ethics and Compliance Program

I, Paul Harpole, Chairperson, MPO Policy Committee a duly authorized officer/representative of the Amarillo 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.

July 16, 2015
Date

Signature - Chairman, MPO Policy Committee

Attest:

Frances Hibbs
Name

Secretary, City of Amarillo
Title

Limited English Proficiency (LEP) Certification

Executive Order 13166, titled "Improving Access to Services for Persons with Limited English Proficiency", indicates that differing treatment based upon a person's inability to speak, read, write or understands English is a type of national origin discrimination. It directs each federal agency to publish guidance for its' respective recipients clarifying their obligation to ensure that such discrimination does not take place. This order applies to all state and local agencies which receive federal funds, including transit providers and Lead Agencies which receive federal assistance through the Texas Department of Transportation (TxDOT).

The Limited English Proficiency Plan prepared by the Amarillo MPO {Agency} addresses responsibilities as they relate to the needs of individuals with limited English language skills. The plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et se, and its implementing regulations, which state that no person shall be subjected to discrimination on the basis of race, color or national origin.

The undersigned, known as the Amarillo MPO {Entity}, hereby certifies that it has adopted the Amarillo MPO {Agency} LEP Plan and will take responsible steps to carry out said Plan to all counties served by entity, ensure meaningful access to the benefits, services, information and activities for individuals who are Limited English Proficient (LEP). The undersigned has agreed to work together formally with the Amarillo MPO {Agency} to coordinate activities and prevent violations of the law, including regulations applicable to this entity or its officers or employees and that the LEP program satisfies the requirements of Executive Order 13166.

Amarillo MPO
Name of entity

By: _____

Title: Policy Board Chairperson

Date: July 16, 2015

List of Counties served: Amarillo MPO jurisdiction in Potter and Randall Counties