



UPWP

Unified Planning Work Program

FY2012-2013

ADOPTED BY POLICY BOARD: July 18, 2011

I. INTRODUCTION

The Unified Planning Work Program (UPWP) is the instrument for coordinating metropolitan transportation activities in the Midland-Odessa Urban Area. The work program is in essence the budget of the MOTOR Metropolitan Planning Organization (MPO). The UPWP includes a description of proposed work submitted to the Texas Department of Transportation, Federal Highway Administration and the Federal Transit Administration. These agencies are the financial sponsors of the Program. The MOTOR UPWP describes the transportation planning efforts, and identifies the various transportation related planning activities which are to be undertaken in the Midland-Odessa Metropolitan Area Boundary during FY 2012-2013. Long-range planning activities are focused on the continuation of initiatives with increased outreach for participation from the public that were identified in the 2010-2035 Metropolitan Transportation Plan (MTP) development.

The region's transportation system is not only a major component of Midland and Odessa's economy; but is also an important factor in shaping local life styles. As a result of the Federal Aid Highway Act of **1962**, the *Midland-Odessa Regional Transportation Study* (Midland-Odessa Metropolitan Planning Organization) was initiated in **April, 1965**. Guidance and direction of activities in the initial phase was furnished by the *Coordinating Committee* composed of representatives of the various participating governmental agencies (Ector County, Midland County, the City of Midland, the City of Odessa and the Texas Highway Department).

In **1973**, the organizational structure was revised to create a *Policy Advisory Committee* and a *Steering Committee*. The Policy Advisory Committee (PAC), the policy making body for the MPO was made up of representatives from Ector and Midland County, the Cities of Midland and Odessa and the Texas Highway Department Area Engineer. The PAC took guidance from the Steering Committee, which was composed of staff members of the participating entities and representatives of State and Federal agencies; key regional stakeholders; and, local, state and federal elected officials until the MPO was reorganized in **August, 2006**. (Appendix A).

The core metropolitan transportation planning requirements established under the landmark Intermodal Surface Transportation Efficiency Act (ISTEA). Legislation of 1991 provided the first granting of authority to MPO's in setting local transportation priorities, emphasizing local participation as key in the planning process.

Increasingly, more delegation of transportation planning and prioritization transferred to the local level with the passage of the Transportation Equity Act for the 21st Century (TEA-21). TEA -21 added even more authority to local leaders through the MPO.

With the continuing trend and emphasis on local control and public participation, the Midland – Odessa Policy Board set the ground work to enhance local participation in accordance with the increasing authority that federal legislation gave in the Safe Accountable Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) which was codified into regulation in August, 2005. SAFETEA-LU provided for considerable expansion of the public participation processes.

In **April of 2005**, at the unanimous request of representatives from the Policy Board, the Governor of Texas granted the designation of the Midland-Odessa MPO to the Policy Board. This re-designation resulted in more direct authority being granted to the local leaders. Upon receiving the new designation, the Policy Board adopted a name change: “Midland-Odessa Transportation Organization”, or MOTOR.

An immediate outcome was a reinvigorated MPO that collaborated in cooperation with transit operators, in tailoring the planning process to meet metropolitan and state transportation needs; and, in prioritizing projects for development and construction, while addressing provisions of fiscal constraint, and establishing a planning horizon that included an emphasis on public participation.

A. Purpose

The Unified Planning Work Program (UPWP) provides descriptive details for the Midland-Odessa Transportation Organization (MOTOR MPO) planning process for FY 2012 and FY 2013.

Through the combined efforts of MOTOR participants, a thorough and comprehensive approach has been taken in the development of a 2012-2013 Unified Planning Work Program, which addresses eight transportation planning factors that are identified under SAFETEA-LU (23 CFR, Part 450.306 – Scope of Metropolitan Planning Process) as follows:

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

MOTOR recognizes the importance of ongoing public participation in the transportation planning process. MOTOR will continue to ensure that all citizens in the Midland-Odessa area have the opportunity to participate in the local transportation planning process by making certain that:

- 1) The public is fully informed about the local transportation issues throughout planning and program development;
- 2) The public has adequate opportunities to express opinions, concerns and/or desires regarding local transportation issues; and
- 3) Local transportation plans, policies and decisions have the support of the participating public.

MOTOR adopted a formal Public Involvement Policy in February, 1994 (Revised in February, 1999). When the MPO was re-designated in 2005 as the Midland-Odessa Transportation Organization (MOTOR), the policy remained in effect and met the standard requirements for public participation in the planning process as established with the Transportation Equity Act for the 21st Century (TEA-21). In order to comply with all SAFETEA-LU directives codified into regulation in 2005, the MOTOR MPO adopted a greatly enhanced Public Participation Plan in September, 2007 that meets the following objectives:

- Educate the public regarding the planning of transportation system Improvements;
- Solicit public feedback early enough in the transportation planning process so that the final design incorporates solutions which include consideration of public concerns;
- Provide citizens, public agencies, private transportation and shipping providers, users of pedestrian and bicycle facilities, representatives of the disabled, and other interested parties with opportunities to participate in the transportation planning process.
- Increase the involvement of traditionally underserved communities, such as low-income and minority households, and foster ownership of the transportation decision making process by considering the needs of those communities;
- Maintain opportunities for public participation and education throughout the planning process.

B. Definition of Area

Midland-Odessa Transportation Organization Area includes portions of Ector and Midland Counties. (Appendix B). The City of Odessa is the county seat of Ector County, and the City of Midland is the county seat of Midland County. These two cities represent the majority of the study area's 2010 population of approximately 230,000.

In 2004 the Urbanized Area Boundary was adjusted. Martin County was removed from the MOTOR MPO boundary, and additional territory was added in Midland and Ector Counties. Changes of the urbanized area boundary were coordinated with the Texas Department of Transportation through the Texas Transportation Institute and TxDOT's Transportation Planning & Programming Division.

C. Organization

As the Metropolitan Planning Organization's (MPO) Fiscal Agent, the City of Odessa contracts for reimbursement with the Texas Department of Transportation for Transportation and Transit Planning Funds. To administer the acquired programs and carry out directed MPO transportation planning efforts, MOTOR utilizes in-house staff as well as subcontracts for support. The City of Midland works under an agreement with Midland County to utilize a portion of the county's allotted funds to develop planning data for the county.

Through the combined efforts of all MPO members and the MPO staff, a thorough and comprehensive approach will be taken to develop the activities outlined in the Unified Planning Work Program. As this approach evolves into a multi-modal transportation

plan, it will be recognized that this is a continuous process, which must be reassessed and updated periodically, and the evaluation and analysis of planning components will be a continuing effort.

As mentioned in the Introduction, and illustrated in Appendix A, the MPO utilizes three bodies: the Policy Board, the Technical Advisory Committee, and MPO staff to conduct its required activities. The Policy Board is composed of local elected officials from member entities, and the Odessa District's Department of Transportation's District Engineer. The Technical Advisory Committee is composed of staff members of the participating entities and members of special transportation and transit groups. The MPO staff supports these bodies and carries out daily operations. The MPO Director serves as chair of the Technical Advisory Committee.

The Technical Advisory Committee (Appendix A) gives official recommendations to the MPO Staff and Policy Board by providing technical guidance in areas of transportation studies, changes in funding, or recommendations for construction projects; and, ensures that MOTOR creates plans and programs that lead to the development and operation of an integrated inter-modal transportation system that will facilitate the efficient, economic movement of people and goods.

Typical MPO staff tasks include the development and maintenance of various planning documents, to include the Unified Planning Work Program (UPWP), the Transportation Improvement Program (TIP), and the Metropolitan Transportation Plan (MTP). In addition, the staff develops data and provides information on traffic and travel demand models, and is a resource to the public on transportation information and plans. The staff also develops and manages contracts for special projects and studies. The FY 2012-2013 UPWP will continue to include the beginning development of a regional level operations plan that will include the development and implementation of system performance measures and identification of performance problems, gaps and opportunities in the transportation improvement programs. Regional approaches will be used to reduce greenhouse gas emissions through transportation planning processes. Strategies may include reduced VMT through increased transit/transit oriented development, addressing land use practices including infill, and increasing system efficiencies. Another continuing task will include the research to determine the feasibility of a Regional Transportation Management Center that may be created as a multi-jurisdictional control facility to enhance and support advanced transportation management capabilities (Intelligent Transportation System Architecture) for the region. A multi-agency, multi-jurisdictional center would improve the efficiency of traffic, incident, emergency and transit management; provide real-time, useful and timely information so travelers can make smart travel choices; and yield construction, operations and maintenance cost savings.

Urban transportation planning in the Midland-Odessa area is conducted under the general supervision of the Policy Board. Planning activities are conducted in accordance with federal, state and local laws as well as within policies of the Texas Department of Transportation.

D. Private Sector Involvement

Private sector developers will be used on an “as available” basis to augment and support the overall transportation planning.

Private sector (consultants) will be utilized on an “as needed” basis to provide specific technical expertise and to provide staff training in situations where it is more economical, or where time constraints require the MPO to utilize such consultants rather than to complete tasks with in-house staff. Opportunities for utilizing private consultants will be identified in cooperation with TxDOT Odessa District guidance as future work tasks are developed. Private Consultants assisted the MPO in the 2010-2035 MTP Development/Scenario Planning/Community Visioning project, and will be assisting the MOTOR Staff with a corridor study and corridor management plan for the SH 191 Corridor.

E. Planning Issues and Emphasis

Midland-Odessa’s Long Range Metropolitan Transportation Plan (MTP)

An important element of the current UPWP is amending the MOTOR 2010-2035 Plan and implementing the initiatives/projects identified in the 2010-2035 long-range transportation plan (MTP) that was developed through a scenario planning/community visioning process. The long-range plan focuses on developing an inter-modal transportation system and serves as the guide to decision-making for the MOTOR Policy Board. The 2010-2035 MTP identifies present and future transportation facilities and corridors and is financially constrained and considers the eight metropolitan planning factors.

Midland-Odessa Transportation Organization’s (MOTOR) Transportation Improvement Program (TIP)

The TIP is a four-year construction program that identifies which federally funded transportation projects will be implemented. The TIP must be consistent with MOTOR’S adopted long-range transportation plan (MTP). The TIP must be financially constrained, and requires that only projects for which construction and operating funds can reasonably be expected to be available be included.

Environmental Justice

To promote participation in the transportation planning process by traditionally underserved populations, MOTOR have addressed specific action plans in their significantly expanded Public Participation Plan that identifies outreach strategies that have been designed to reach segments of the MOTOR area that have been traditionally underserved. MOTOR will be conducting analyses to define the environmental justice population and determine whether MOTOR plans, programs or projects may result in an adverse negative impact to the environmental justice population.

Safety and Security

MOTOR supports member agencies as they integrate safety and security considerations in all community plans. MOTOR will be evaluating a centralized 9-1-1 command center for the region to maximize emergency response times and to avoid duplication of agency emergency responses. A multi-agency centralized command center would yield system efficiencies and substantial cost savings. The feasibility of a Regional Transportation Management Center will continue to be explored in FY 2012-2013 that would provide the following levels of management: arterial, freeway, transit, incident, emergency (to include hazardous materials management, emergency law enforcement and medical services, and response and recovery), traveler information, crash prevention and safety, and roadway weather management. This planning will include all modes of transportation, thereby developing a safe and secure network for all traveling citizens. MOTOR's 2010-2035 MTP places a greater emphasis on the safety and security of the transportation system. The long-range plan includes the following:

- A Chapter dedicated to Safety and Security. The Safety and Security Chapter presents stand alone policies and actions related to safety and security of the transportation system.

La Entrada al Pacifico Trade Corridor

The development of the *La Entrada al Pacifico* Trade Corridor through the MOTOR Metropolitan Area Boundary had been a priority in the past, and with the letting of construction of SH 349, MOTOR has provided a reliever route that is sure to enhance the route as a viable future trade corridor. MOTOR will continue to assist in future studies of the corridor. The MOTOR MPO is in the process of seeking special designation from the Governor and United States Department of Transportation to move from a non-transportation management area (non-TMA) status to a Transportation Management Area (TMA). The new designation could open up additional funds for the development of important priority projects for the area such as the *La Entrada al Pacifico Trade Corridor*.

The future of the Midland – Odessa area and its growing economy and the transportation needs it will surely face continues to be a priority. Bringing the two communities together to enact a transportation plan with vision and an approach that is regional in nature will continue to be on of the most important goals of MOTOR. MOTOR has been in the process over the past three (3) years of implementing a cooperative approach for setting transportation priorities as were well defined in the 2010-2035 MTP under one over-arching vision for the region, and putting in place Scenario Planning and Community Visioning mechanisms that will foster public participation and responsible land-use and planning principles. The transformation to urban freeways of the IH 20, LP 250 and LP 338 Corridors within the MOTOR Urban Area Boundary (UAB) are part of the future planning priorities to enhance the region for better movement of people and goods in a cooperative approach that provides for economic development and safety.

During the spring of 2002, MOTOR collaborated with the Texas Department of Transportation and the four participating governmental entities (Cities of Midland &

Odessa, and Ector & Midland Counties) to obtain funding for the BI 20-E Corridor Enhancement Project. This project has now been completed, and has improved the natural aesthetics and ecological resources along the BI-20E Corridor through Midland and Ector Counties.

In 2003, the cities of Odessa and Midland jointly established the Midland-Odessa Urban Transit District (MOUSD). This joint venture manages an urban public transit system operated as EZ Rider Transit System throughout both Cities.

Safety in the planning and programming of urban projects will be addressed in this work program.

II. TASK 1.0 – ADMINISTRATION-MANAGEMENT

A. OBJECTIVE

To conduct the urban planning process in a professional manner and in conformity with applicable federal, state and local laws and regulations; To ensure that the urban planning process is a cooperative, comprehensive and continuing activity; To support the functions of the Policy Board and the Technical Advisory Committee; To provide for the administration (Executive Director and Administrative Assistant) of the Midland-Odessa Transportation Organization (MOTOR) and ensure the execution of required public participation processes; To provide technical training for MOTOR staff members and participating entities; To provide reimbursements for travel and training expenses; To provide for equipment and supply purchases, and HR and legal counseling to ensure comprehensive transportation planning.

B. EXPECTED PRODUCTS

- 1) Prepare and administer Contracts or Agreements between members of the MPO, other agencies, private consultants and organizations; and secure legal counsel when necessary;
- 2) Billings to TxDOT and participating members for required activities;
- 3) Maintain, and revise as necessary, the 2012-2013 UPWP;
- 4) Initiate the development of the 2014-2015 UPWP;
- 5) Required reports and documents, including technical surveys and public involvement summaries; correspondence and documentation of actions for the record; inventory, accounting and financial management, staff supervision, and personnel administration issues;
- 6) Integrated planning with MOUSD (Transit) Board, Regionally Coordinated Transportation Planning Stakeholders/Partners regarding activities that affect the transportation system within the Metropolitan Area Boundary, Chamber Transportation Sub-Committees, and City Planning and Zoning Boards, MOTRAN, LEAP (Rail District); working with Consultant in conducting SH 191 Corridor Study/Corridor Management Plan and other studies that will be conducted in FYs 2012 and 2013. Transit studies will be funded with 5304 FTA funds, and will be managed under a separate contract with the FTA;
- 7) Provide training, as available and necessary, for both the staff of MOTOR and member entities;

- 8) Conduct and support Public Participation activities;
- 9) Update and upgrade computer systems, as deemed necessary, for the completion of planning activities;
- 10) 2010-2035 MTP Amendments/Revisions;
- 11) FTA Section 5304 Funds were awarded to the MOTOR MPO for FY 2010-2012 for a Mobility Manager to develop/submit various contract deliverables to PTN in Austin for Regionally Coordinated Transportation Planning activities as they affect the transportation system within the Metropolitan Area Boundary. A portion of the FTA Section 5304 funds are reflected in the funding summary for various subtasks under Task No. 1 in FY 2012-2013 for supplies, office lease, indirect costs, travel, and cooperative development. The MOTOR MPO became the lead agency for the Regionally Coordinated Transportation Planning Group in December, 2009 to coordinate the rural public transportation providers servicing 22 counties in the region to deliver clients into the Midland-Odessa area for various reasons, to include shopping, medical appointments, school, jobs, etc. We are projecting that this contract will be continued in FY 2013, and have provided estimates that reflect funding levels to remain consistent with FY 2010-2012 funding levels.

C. PREVIOUS WORK

1. The 2010-2011 UPWP was developed and completed, then amended five times utilizing the format required by TxDOT;
2. Subcontracts with MOUTD and West Texas Opportunities, Inc., the rural public transportation provider, were updated and executed;
3. The 2011-2014 TIP was developed and submitted to TxDOT and the FHWA;
4. The 2010-2035 MTP was developed and submitted to TxDOT and the FHWA.

D. SUBTASKS

1.1 Administrative Personnel

To provide for non-technical administrative staff salaries and benefits to manage and complete administrative updating to documents and agreements (including, but not limited to billings, contracts, public participation, and briefings to the Policy Board) needed for the continued operation of an effective transportation planning organization in the Midland-Odessa Metropolitan Area Boundary (MAB), and to provide for staff salaries related to administrative duties.

1.2 Office Lease

Provide office space for stand alone MOTOR MPO where office administrative and technical staff can perform the planning for the MOTOR MAB, hold MOTOR Policy Board and Technical Advisory Committee meetings, as well as provide for a meeting place for the public to discuss transportation related materials and technical issues. To promote integrated and cooperative transit planning, the MOTOR MPO hosts the Midland-Odessa Urban Transit Board's monthly meetings and the Regionally Coordinated Transportation Planning Group meetings. Office space was expanded in FY 2008-2009 to allow for storage space necessary for retaining MPO documents for

the required retention periods. This eliminated the need for off site storage and resulted in significant cost savings. Funds have been included in the FY 2012-2013 UPWP to allow for plan development for the finish-out/furnishing of the expanded 1,300 square feet of space as an area in which FHWA/FTA/TxDOT/GIS training can be conducted throughout each fiscal year. This space will also be utilized for regional/community visioning workshops, and regionally coordinated transportation planning activities that affect the transportation system within the Metropolitan Area Boundary. This space can also be utilized for a place to begin Regional Transportation Management Center operations. The MPO Staff will explore grant availability for assisting in the total finish-out/furnishing costs of this space.

1.3 Office Supplies & Services

To provide for the purchase of supplies, services and equipment necessary for the continued gathering and enhancement of the data dissemination of planning information needed for local transportation planning processes, and for regionally coordinated transportation planning activities that affect the transportation system within the Metropolitan Area Boundary; and, to provide for the cost of operating the offices and support the daily activities associated with the MOTOR. Office Furniture – expenses necessary to furnish MPO administrative support areas with bookcases, file cabinets, desks, chairs, tables, lamps, etc.; and additional chairs to support larger meetings conducted at MOTOR. We have included a treadmill for employees to utilize for exercise during breaks and lunch to help break up the long periods of sitting during our ten (10) hour work days.

1.4 Communication Services

Computer Equipment – Expenses to upgrade and/or replace computers, server, projector(s), printers, modems, and software for transportation planning, and/or to provide in-house and contract labor to implement GIS for transportation planning; Upgrades to existing computer equipment and XP Professional software upgrades; and, expenses to establish and maintain website. Any and all purchases of automation equipment greater than \$5,000 in value must be pre-approved by TxDOT in accordance with the FHWA/TxDOT Oversight Agreement, unless TxDOT determines in consultation with FHWA that the purchase must be pre-approved by FHWA.

1.5 Indirect Costs

Provide for the cost associated with the Fiscal Agent, City of Odessa, processing billings and providing an accounting mechanism and payroll system maintained by City staff; and, for Department Directors providing assistance, guidance and direction on legal issues, human resources, as well as providing procurement procedures and training; and for the cost associated with the Fiscal Agent, City of Odessa, processing FTA Section 5304 billings and providing an accounting mechanism and payroll system maintained by the City staff for Regionally Coordinated Planning activities that affect the transportation system in the Metropolitan Area Boundary.

Provide for a process to advertise and pay expenses to recruit candidates for MOTOR staff positions. Expenditures may include travel and relocation assistance costs in accordance with the fiscal agent's policies and procedures.

1.6 Utilities

Expenses i.e. Reverse Osmosis water treatment (water softener), alarm system, and cable network.

1.7 Cooperative Development

Public Participation and Community Outreach for MOTOR Plans (TIP, UPWP, MTP, ongoing construction) and revisions to the Public Involvement Plan to comply with SAFETEA-LU Public Participation Plan with a scenario planning mechanism built into the process.

MOTRO MPO adopted a comprehensive Public Involvement Plan on September 20, 2007. Aggressive community outreach mechanism to provide for a collaborative transportation planning effort that is informative to the public in the MOTOR MAB, and for Regionally Coordinated Transportation Planning activities funded by FTA Section 5304 funds that affect the transportation system in the MOTOR MAB. There will be extensive public outreach planned for the SH 191 Corridor/Corridor Management Plan project. Subscriptions to include subscriptions to newspapers, technical bulletins, and trade magazines.

Title VI Civil Rights Evaluation: To assure compliance with existing Minority Business Enterprise goals where contracts are required and managed in compliance with equal opportunity, citizen participation, and intergovernmental regulations and to ensure equitable distribution of benefits without disproportionately high and adverse impacts to environmental justice populations.

The MOTOR staff and Technical Advisory Committee will form an MTP Workgroup and Citizens Action Committee to evaluate transportation needs and projects, while at the same time determining relevance to Title VI population. All projects will under go strict analyses during the project selection process for the completion of the MTP. The selection process and its outcomes will be monitored for compliance and maintenance with the requirements of Title VI.

1.8 Travel (Training)

To provide necessary expenses for staff to participate in, and travel to, needed training workshops, courses and seminars. This subtask is to provide funding for airfare, car rental, mileage, per diem, registration fees, training materials and conference costs. Training may include Project Management, Project Development Process, Environmental and Public Participation process, TransCAD training, Micro station training, GIS training, Highway Capacity/Level-of-Service (LOS) training, Regionally Coordinated Transportation Planning (Mobility Manager/Staff) training to be funded by FTA Section 5304 funds for planning activities that affect the transportation system in the MOTOR MAB, Freight modeling, Innovative Financing, Scenario Planning and Land

Use, Title VI, MS Project training, and travel expenses to study with cities exhibiting best practices when embarking on new program/plan development.

1.9 Travel (Administration)

To provide necessary expenses for staff to be reimbursed for local business trips necessary to conduct and coordinate MPO activities. Additionally, this subtask is to provide necessary funding for MPO staff and Regionally Coordinated Transportation Planning (Mobility Manager/Staff) to conduct travel outside the MPO boundary, not related to training, to attend required working groups, planning conferences, association meetings (TEMPO & AMPO), and travel expenses to study with cities exhibiting best practices when embarking on new program/plan development. Regionally Coordinated Transportation Planning (Mobility Manager/Staff) travel to be funded by FTA Section 5304 funds for planning activities that affect the transportation system in the MOTOR MAB.

1.10 Audit Support Services/Inventory Control System

To contract for audit support services; and to establish and maintain an inventory control system.

E. FUNDING SUMMARY

TASK 1 – FY 2012-2013

Subtask	Responsible Agency	Transportation Planning Funds(TPF) ¹	FTA Sect 5307	FTA Sect 5304	Total
1.1	MOTOR	200,090.00			200,090.00
1.2	MOTOR	101,550.00		6,264.00	107,814.00
1.3	MOTOR	22,500.00		2,579.00	25,079.00
1.4	MOTOR	20,500.00			20,500.00
1.5	MOTOR	12,000.00		6,245.00	18,245.00
1.6	MOTOR	2,504.00			2,504.00
1.7	MOTOR	27,058.00		5,036.00	32,094.00
1.8	MOTOR	20,273.00		3,263.50	23,536.50
1.9	MOTOR	20,000.00		3,263.50	23,263.50
1.10	MOTOR	15,000.00			15,000.00

		441,475.00	TOTAL:	26,651.00	\$468,126.00
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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.
NOTE: FTA Section 5304 Funds were awarded to the MOTOR MPO for various deliverables under separate FTA contract for Regionally Coordinated Transportation Planning activities. Those funds are reflected in subtasks under Task No. 1 of the FY 2012-2013 UPWP.

TASK 2.0 – DATA DEVELOPMENT & MAINTENANCE

A. OBJECTIVE

A Transportation Planner who was the coordinator of the Regional Service Plan and worked as an employee of West Texas Opportunities, Inc., providing part-time transportation planning to the MOTOR MPO, was transferred to a full time position with the MOTOR MPO in December, 2008, to provide mobility management for the regionally coordinated transportation planning activities that affect the transportation system in the MOTOR MAB. The Transportation Planner's title was changed to Mobility Manager. The Mobility Manager is tasked with implementing a Mobility Management Program for the MOTOR MPO. Regional efforts will be performed as follows: data collection and analysis activities relating to land use, demographics, travel/traffic information/coordination of services that affect the MOTOR MAB. This is in compliance with the Texas Administrative Code, Title 43, Transportation, Chapter 16, Subchapter B, 16.52, Unified Planning Work Program (UPWP). The Mobility Management Program will offer greater efficiency in the use of transportation resources that will yield substantial cost savings and increased service effectiveness. The Program will offer an inclusive one-stop shop through a regional coordinated website for transportation services in the region. Through partnerships with multiple transportation providers and stakeholders, and by using new and emerging technology such as Intelligent Transportation Systems (ITS), mobility management will provide community members with more information and greater choices to enhance their decision-making process.

The Metropolitan Planning Process involves extensive use of data, including population, income, household size, employment, traffic counts, land use inventories, socio-economic and other related transportation data that will be used in travel demand modeling, and to generate reports and complete complimentary tasks. The Mobility Manager will coordinate the local, state and regional efforts in developing and updating the data needed for transportation planning and development, and to establish a data bank in the MPO for this data. The MPO continues to evolve the GIS database for use in the MTP, Texas Urban Mobility Plan (TUMP), Title VI Civil Rights Evaluation, and other reports and studies that are produced by the MPO; MPO coordination with the Cities of Odessa and Midland with regard to accessing various traffic counts, database maintenance and mapping improvements for transportation planning.

The MPO will collect the land use, crash data, and other GIS data from local municipal entities and local TxDOT district office. These data collected will then be used to update MPO's database. MPO will apply latest census information from US Census Bureau to Title VI conformity, to make sure that all transportation projects will have significant negative effect on the Title VI population. Staff will get properly trained with respect to the current Title VI requirements.

B. EXPECTED PRODUCTS

- 1) Work with Senior Transportation Planner to update and maintain Geography Information System (GIS) data layers to reflect regional changes;
- 2) Review the 2010 Census Data, when available and update census data, land use information, traffic data, and crash data;

- 3) Review the 2010 Census Data for the probability of updating the Metropolitan Area Boundary to reflect potential new Census boundaries.
- 4) To utilize census data in determining locations of low income and minority populations in comparison with existing transportation facilities, critical destinations and programmed projects to ensure that environmental justice populations are not adversely affected or denied benefits by proposed projects;
- 5) Work with Senior Transportation Planner to update and maintain TransCAD data base to reflect regional changes and TransCAD Modeler to analyze transit routes/operations, and increase level of expertise in Travel Demand Modeling utilizing TransCAD software methodology by attending TransCAD training Facilities provided by TxDOT. Congested roadways will be identified by using the travel demand model. The volume over capacity ratio will be primary parameter to identify the congested links of the network after Traffic Assignment run.
- 6) Develop an action plan to integrate GIS system with the MOTOR MPO website to produce an interactive information media;
- 7) Develop a customer-driven, market-based approach to public transportation delivery that offers a variety of individualized travel options;
- 8) Expand multi-agency partnerships that can reduce costs through efficient and effective coordination of public transportation delivery and public transportation assets.
- 9) Develop the Mobility Management Program Plan to make innovative use of the transit resources to respond to the demands of customers, which may include: providing non-traditional services such as vanpool, ride-share, or demand-responsive services; implement technologies that increase travel options, connectivity, and/or convenience for the customer; provide information on all modes, and ridesharing information at a single website or command center; and influencing land use in favor of transit;
- 10) Assessment Study for adequacy of current fixed-route system and assisting Consultant with feasibility studies for interconnectivity of the transit system between the Cities of Odessa and Midland. These studies are being funded with 5304 FTA funds, and are being managed under a separate contract;

C. PREVIOUS WORK

- 1) Developed demographic and other data for of Selection of Projects for the 2011-2014 TIP;
- 2) Supported the development of an amended 2010-2035 MTP;
- 3) Data entry of traffic counts, database maintenance, and mapping improvements for transportation planning;
- 4) GIS software was purchased and is being used to move information into and out of TransCAD when received in formats that are not compatible with TransCAD, including street maps from MPO members. This work continued in FY 2008-2011;
- 5) Attended TransCAD training at the Caliper Training Facilities in Boston, MA. Obtained operator certification;
- 6) Participated in GIS-II training at Midland College, and obtained user certification;

7) Supported the development of the TUMP; provided spreadsheet data.

D. SUBTASKS

2.1 Administrative

To provide for technical staff salary and benefits for a Mobility Manager/Data Analyst with specific duties of coordinating with MOU/D, the Cities of Midland and Odessa, the Counties of Ector and Midland, and all rural public transportation service providers, and collect, accumulate and analyze census and other data to ensure that minority and low-income interests are considered in the development of local projects, studies and other activities. In determining Title VI compliance the MOTOR MPO will develop maps with Environmental Justice (EJ) information (race, income or proxies) with existing and planned transportation facilities (including transit, bicycle) overlaid, and will work with the NEPAssist, a web based tool to evaluate environmental issues in the early stages of project development. The Mobility Manager/Data Analyst will also have the following duties: help communities develop coordination plans, programs, and policies, and build local partnerships, and work to promote land-use policies that favor transit-oriented development, public transportation, and pedestrian/bicycle access; coordinate transportation services among all customer groups, urban and regional service providers that provide services that affect the transportation system in the MOTOR MAB, and funding agencies; and work with human service agencies and/or workforce centers to help coordinate the travel and trip planning needs of individuals who receive human service program assistance.

2.2 Equipment

TransCAD TransModeler Simulator – Software that integrates with TransCAD, to provide complete solutions for evaluating the traffic impacts of future planning scenarios. It can simulate public transportation, as well as car and truck traffic.

E. FUNDING SUMMARY

TASK 2 – FY 2012-2013

Subtask	Responsible Agency	Transportation Planning Funds(TPF) ¹	FTA Sect 5307	FTA Sect 5304	Total
2.1	MOTOR	<u>64,038.67</u>		107,650.00	<u>171,688.67</u>
2.2	MOTOR	10,000.00			10,000.00
		<u>74,038.67</u>		107,650.00	<u>181,688.67</u>
				TOTAL:	<u>181,688.67</u>

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.

NOTE: FTA Section 5304 Funds were awarded to the MOTOR MPO for a portion of the salary/ benefits of the Mobility Manager under separate FTA contract for Regionally Coordinated Transportation Planning activities. Those funds are reflected in subtasks under Task No. 2.1 of the FY 2012-2013 UPWP.

III. TASK 3.0 - SHORT RANGE PLANNING

A. OBJECTIVE

Conduct short-range transportation planning activities with an implementation focus; provide citizens, affected public agencies, private transportation providers, and other interested parties with notice of, and an opportunity to comment on proposed transportation projects, plans and programs; Support member agencies as they integrate mobility management and regional transportation management considerations into project prioritization. This will include all modes of transportation, thereby developing an efficient, safe and secure network for all traveling citizens; all planning activities associated with the management of the 2012-2013 UPWP, development of the 2014-2015 UPWP.

B. EXPECTED PRODUCTS

The FY 2012-2013 UPWP will be revised as required to ensure consistency throughout the document, and to identify the responsible agency and dollar amount for each subtask.

1. Maintain and revise 2012-2013 UPWP as required and assist in the development of the 2014-2015 UPWP;
2. Assist in the continued implementation of an effective public participation and information program, and carry out the MOTOR Public Participation Plan;
3. Provide guidance and assistance on the further development of the Regional Service Plan;
4. Develop a strategy to manage lump sum urban mobility funding – Category 3.
5. Safe Routes to School Program – discussions between TxDOT and schools within the MAB;
6. Review TxDOT – Odessa District's ADA inventory and log;
7. Assessment Study/Transit System Evaluation and Analysis for adequacy of current fixed-route system to include all tasks related to federally required activities; and, assisting Consultant with SH 191 Corridor Study/Corridor Management Plan, and transit studies. Transit studies will be being funded with 5304 FTA funds, and managed under a separate contract;

8. Grant Research/Coordination/Management.
9. Maintain and revise 2011-2014 Transportation Improvement Program as needed; Assist Director with keeping the FY 2011-2014 TIP current by doing necessary amendments reflecting scope or funding changes for streets and transit projects based on a cooperative interagency input process and extensive public participation. Develop the 2014-2017 Transportation Improvement Program when 2012 UTP become available.

C. PREVIOUS WORK

1. The 2008-2011 Transportation Improvement Program was developed and approved by TxDOT. The 2008-2009 Unified Planning Work Program was revised to carryover-unutilized funds to FY 2008.
2. Ector County, the City of Odessa, the City of Midland, and Midland County road maps were studied to ensure the base network was accurate for the development of the Functional Classification Maps and the 2005-2030 MTP.
3. The City of Midland and Ector County continued working with senior citizens groups to assess and address transportation needs for seniors and disabled citizens. This is an ongoing activity.
4. Provided assistance to the multi-county regional public transportation service plan preparation process by attending meetings and providing support within the MAB.

D. SUBTASKS

3.1 Administrative

To provide for the salary and benefits for an Administrative Planning Assistant whose principle duties are to provide guidance, direction and assistance to ongoing multi-county land use and scenario planning initiatives; Assist with ongoing efforts between MPO and transit agency in development of the regional transit service areas and plans. This may include sharing data, preparing maps, attending or sponsoring meetings, and providing general transportation planning/administrative assistance to the effort.

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, biannual DBE reports, and DBE program outreach activities. Additionally, EZ Rider will perform a comprehensive review and update of the security plan. FY 2011 is a mandatory trip-sampling year for the National Transit Database. EZ Rider staff is responsible for devising the methodology that randomly selects trips and collects and

edits trip data. EZ Rider will also conduct a marketing survey as required for the Federal Transit Administration’s Triennial Review. Any deficiencies found in the Triennial Review will be corrected, and a report regarding the corrective action will be submitted to the Federal Transit Administration.

This subtask is the responsibility of EZ Rider.

E. FUNDING SUMMARY

TASK 3 – FY 2012-2013

Subtask	Responsible Agency	Transportation Planning Funds(TPF) ¹	FTA Sect 5307	FTA Sect 5304	Total
3.1	MOTOR	115,789.83			115,789.83
3.2	EZ Rider		191,437.00		191,437.00
		115,789.83	191,437.00	Total	307,226.83

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.

IV. TASK 4.0 - METROPOLITAN TRANSPORTATION PLANNING

A. OBJECTIVE

To complete the work necessary to implement the MTP that meets both federal and state transportation planning requirements under the SAFETEA-LU and the 3C Planning process and planning factors; To amend the 2005-2030 MTP; To update the cost of the scheduled projects listed for letting; To develop, maintain, and update the 2010-2035 MTP; Integrate the Texas Urban Mobility Plan goals and objectives into the MTP; and, provide member entities with needs based reports using the Travel Demand Model. To maintain and revise 2011-2014 Transportation Improvement Program as

needed; To develop the 2010-2013 Transportation Improvement Program when the 2014-2017 UTP figures become available.

B. EXPECTED PRODUCTS

2. Review and coordinate member entity comprehensive plans with the MOTOR planning network;
3. Review and maintain the 2010-2035 MTP;
4. Maintaining and revising the 2007 TUMP;
5. The 2010-2035 MTP will be evaluated annually, and project evaluation criteria will be reviewed on a regular basis;
6. Increase level of expertise in Travel Demand Modeling utilizing TransCAD software methodology by attending TransCAD training provided by TxDOT;
7. Planning Workshops in FY 2012-2013, including but not limited to the Association of Metropolitan Planning Organizations, American Planning Association, Texas Association of Metropolitan Planning Organizations and the Texas American Planning Association.
8. Assist with completing some of the products expected in Task 2, Section B, and coordinating with TxDOT-Austin, TxDOT-Odessa District and the City of Midland Planning Department/GIS Division to accomplish this goal;
9. Develop quarterly newsletters to keep the public informed about the planning progress of the MPO.
10. Study/Evaluation of the feasibility of a Regional Transportation Management Center that would provide the following levels of management: arterial, freeway, transit, incident, emergency (to include hazardous materials management, emergency law enforcement and medical services, and response and recovery), traveler information, crash prevention and safety, and roadway weather management. 9-1-1 Operations will be part of this evaluation;
11. Assessment Study for adequacy of current fixed-route system and assisting Consultant with feasibility studies for the SH 191 Corridor Study/Corridor Management Plan and various transit studies that may be being funded with 5304 FTA funds, and would be managed under a separate contract(s);
12. Development of a regional level operations plan that will include the development and implementation of system performance measures and identification of performance problems, gaps and opportunities in the transportation improvement programs.

C. PREVIOUS WORK

1. Amended the 2010-2035 MTP to include SAFETEA-LU requirements and American Recovery and Reinvestment Act (ARRA) projects;
2. Conducted workshops and included sessions on “Relationship between Transportation and Land Use “ and “Opportunities to Link Transportation and Land Use “ and Scenario Planning Workshops to bring the elected officials, transportation agency officials, economic development organizations and interested parties to coordinate in the transportation planning efforts in the MAB;
3. Attended Travel Demand Model Workshops/training, and Title VI training;
4. Developed the MOTOR submission for the Texas Urban Mobility Plan (TUMP).
5. Amended the 2011-2014 TIP to include ARRA transit and highway projects.

D. SUBTASKS

- 4.1 To provide salary and benefits for a Senior Transportation Planner, whose primary duties are to coordinate with member entities to integrate their comprehensive plans into the MTP/TIP, and ensure environmental sensitivity in the planning process; Develop scopes of work/cost estimates for construction, determination of needed right-of-way, environmentally sound (NEPA process) corridor/route planning to include working with the NEPAssist, a web based tool, to evaluate environmental issues in the early stages of project development.
- 4.2 Reproduction costs to develop quarterly newsletter in FY 2012-2013.

E. FUNDING SUMMARY

TASK 4 – FY 2012-2013

Subtask	Responsible Agency	Transportation Planning Funds(TPF)¹	FTA Sect 5307	FTA Sect 5304	Total
4.1	MOTOR	170,935.28			170,935.28
4.2	MOTOR	2,500.00			2,500.00
		173,435.28		TOTAL	173,435.28

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.

V. TASK 5.0 - SPECIAL STUDIES

A. OBJECTIVE

To provide special studies which may be required to complete corridor and sub-area planning activities needed to identify and prioritize projects to be included in the TIP and MTP as they are revised and updated; To address issues that may arise in the operation of the Urban and Rural Transit systems; and, to pursue studies arising from the local evaluation of multi-modal transportation services, regional freight movement, and inland port feasibility.

B. EXPECTED PRODUCTS

To provide Consultant support for the SH 191 Corridor Study/Corridor Management Plan, and other corridor, sub-area and feasibility studies that may be identified. A College Intern Program will be considered to offer additional transportation planning services/support. Transportation planning services/support will include, but not limited to, the following:

1. To provide support to the Senior Transportation Planner and Consultants for the SH 191 Corridor Study/Corridor Management Plan.
2. Perform Research to address issues that may arise in the operation of the Urban and Rural Transit systems that affect the transportation system in the MOTOR MAB, and pursue studies/grants arising from the local evaluation of multi-modal transportation services; and pursue/assist with other studies/grants that may be determined of value in the evaluation of transportation projects and services, to include freight movement/inland port feasibility, sustainable community development, and the Mobility Management program in support of regionally coordinated transportation planning.
3. Assist with completing some of the products expected in Task 2, Section B, and coordinating with TxDOT-Austin, TxDOT-Odessa District and the City of Midland Planning Department/GIS Division to accomplish this goal.

4. Research grant availability/eligibility requirements for regional planning; provide administrative assistance to the Regional Service Plan Meetings; and, develop RFPs and Coordinated Call proposals for regional planning initiatives.
5. Continue proactive public outreach efforts through community surveys.

C. PREVIOUS WORK

1. Completed intercity transit study for SH 191 in Study Year 2009.
2. The MOTOR MPO worked with TxDOT Odessa District and MOTRAN in assessing the development of trade routes traversing the Midland-Odessa Urbanized Area that will provide access to international border crossings, ports, airports, inter-modal transportation facilities, major freight distribution routes, national parks, recreation areas, monuments and historic sites and military installations. This work is ongoing, and is being accomplished with non-TPF grant funds, but has been an integral part of our planning efforts. Therefore, it is mentioned as Previous Work.

D. SUBTASKS

- 5.1 To provide salary/benefits for a Regional Service Plan Program Manager, a College Intern, and professional fees for consultants that may be needed to assist MOTOR staff with special studies to complete corridor and sub-area planning activities for MTP and TIP development; to address issues that may arise in the operation of the Urban and Rural Transit systems; and, to pursue studies arising from the local evaluation of multi-modal transportation services, regional freight movement, and inland port feasibility; To continue proactive public outreach efforts through community surveys; To meet all expected products detailed in Section 5 B.

E. FUNDING SUMMARY

TASK 5 – FY 2012-2013

Subtask	Responsible Agency	Transportation Planning Funds (TPF)¹	FTA Sect. 5307	FTA Sect 5304	Total
5.1	MOTOR	405,720.44			\$405,720.44

TOTAL:	\$405,720.44	\$405,720.44
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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.

VI. TABLE 1 - BUDGET SUMMARY – FY 2012-2013

UPWP Task	FTA Task	Description	TPF ¹ Funds	FTA Sect 5307	FTA Sect 5304	Total Funds
1.0	44.21.00	Administration-Management	441,475.00	0	26,651.00	468,126.00
2.0	44.22.00	Mobility Management/Data Maintenance & Analyses	<u>74,038.67</u>	0	107,650.00	<u>181,688.67</u>
3.0	44.24.00	Short Range Planning	115,789.83	191,437.00	0	307,226.83
4.0		Long range planning	173,435.28	0	0	173,435.28
5.0		Special Studies	405,720.44	0	0	405,720.44
Total			<u>1,210,459.22</u>	191,437.00	134,301.00	<u>1,536,197.22</u>

¹ TRANSPORTATION PLANNING FUNDS

FHWA (PL-112) ²	\$ 640,000.00
FTA Section 5303 (Sect. 8) ²	\$ 194,890.00
Estimated Unexpended Carryover	\$ <u>375,569.22</u>

TOTAL TPF	\$1, <u>210,459.22</u>
(TOTAL FTA SEC. 5304)	\$ 134,301.00

(TOTAL FTA SEC. 5307)

\$ 191,437.00

\$1, 536,197.22

2Estimate based on prior years authorizations; approvals are made contingent upon legislation for continued funding.

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

MOTOR - Policy Board MEMBERSHIP

MOTOR Policy Board

Member	Title	Representing	Elected Official
Voting Members			
Jerry Morales	City Councilman	City of Midland	Yes
Dean Combs	Council Member	City of Odessa	Yes
* Susan Redford	County Judge	Ector County	Yes
**Robin Donnelly	County Commissioner	Midland County	Yes
Mike McAnally, P.E.	TxDOT	Odessa District	No
Ex-Officio Members			
Stephen Castle	Chairman	MOTRAN	No
Total Members: 6	Voting Members: 5	Elected Voting Members: 4	

MOTOR - Technical Advisory Committee (TAC) MEMBERSHIP

MOTOR Technical Advisory Committee

Members	Title	Representing
Voting Members		
*	Executive Director	MOTOR
Matt Squyres, P.E.	Director of Public Works	City of Odessa
Rick Crownover	Director of Development Svcs.	City of Midland
**Cameron Walker	Director of Planning	City of Midland
Marwan Khoury	Director of Planning	City of Odessa
Gary J. Law, P.E.	Director Planning & Development	TxDOT, Odessa
Bryan Raschke, P.E.	Director of Operations	TxDOT, Odessa
Felipe Acosta	Road and Bridge	Midland County
David Peck	Public Works Project Manager	Ector County
Chris Mandrell	General Manager	MOUTD
Non-Voting Members		
Theresa Claxton	E&T Planning Coordinator	FHWA, TX Division
Lori Morel	Transportation Planner	TxDOT TPP, Austin Division
Alfredo Gonzales	Public Transportation Coordinator	TxDOT – PTN, Austin Division
Matt Carr, P.E.	Advance Planning Engineer	TxDOT – Odessa District
Total Members: 14	Voting Members: 10	Non Voting Members: 4

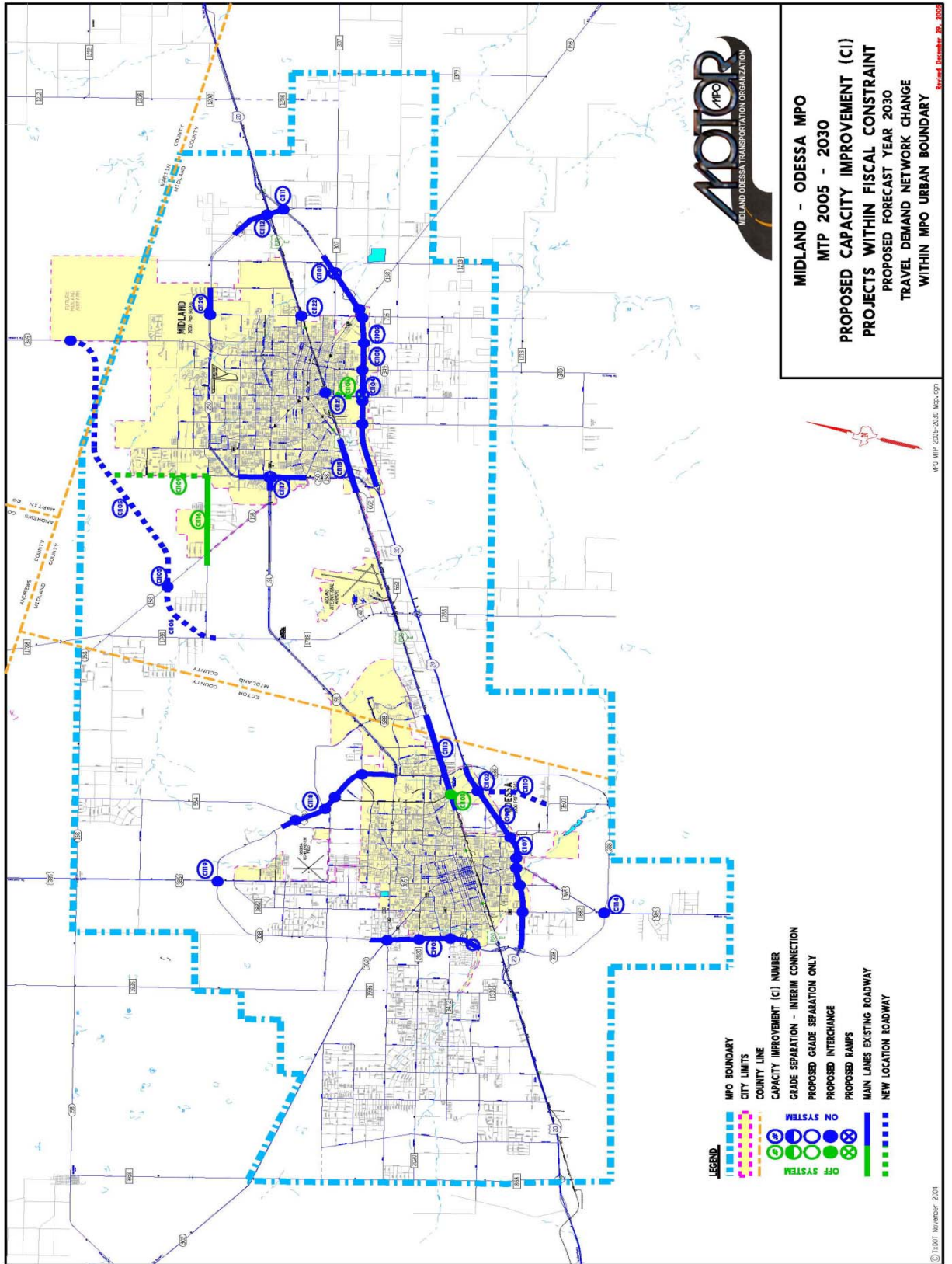
* *Denotes Committee Chairperson*

** *Denotes Committee Vice-Chairperson*

**** *Voting Members Alternate Annually*

APPENDIX B

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



APPENDIX C

**DEBARMENT CERTIFICATION
(Negotiated Contracts)**

- (1) The Midland-Odessa 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

Susan Redford, Midland-Odessa Transportation Organization (MOTOR)
Policy Board

Chair

Title

7-27-11

Date

APPENDIX D

LOBBYING CERTIFICATION

I, Susan Redford, Chair, Midland-Odesa Transportation Organization (MOTOR), hereby certify on behalf of The Midland-Odesa Transportation Organization 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 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 disclose accordingly.

This certification is a material representation of fact upon which reliance is 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.

Executed this 27th day of July, 2011.

By: _____
Susan Redford, Chair, Policy Board
Midland-Odesa Transportation Organization (MOTOR)

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, and 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.

Susan Redford, Midland-Odessa Transportation Organization (MOTOR)
Policy Board

Chair

Title

7-27-11

Date

APPENDIX E

Certification of Compliance

I, Susan Redford, Chairman, Midland-Odessa Transportation Organization (MOTOR), a duly authorized officer/representative of Midland-Odessa Transportation Organization (MOTOR) — Metropolitan Planning Organization (MPO) do hereby certify that the contract and procurement procedures that are in effect and used by the forenamed MPO are in compliance with 49 CFR 18, “Uniform Administrative Requirements for Grants and Cooperative Agreements with State and Local Governments,” as it may be revised or superseded.

Susan Redford, Policy Board,
Midland-Odessa Transportation Organization (MOTOR)

Chair

Title

7-27-11

Date

Attest:

Name: Angela Wolf

Title: Administrative Planning Assistant

APPENDIX F

Certification of Internal Ethics and Compliance Program

I, Melba E. Owens, a duly authorized officer/representative of the MOTOR 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.

APPENDIX G

MPO SELF-CERTIFICATION FOR ATTAINMENT AREAS

In accordance with Title 43, Part I, Chapter 15, Subchapter A, § 15.5 of the Texas Administrative Code, the Texas Department of Transportation, and the Midland-Odessa Metropolitan Transportation Organization (MOTOR) Metropolitan Planning Organization (MPO) for the Midland-Odessa urbanized area(s) hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- (1) 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
- (2) In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504 , 7506 (c) and (d) and 40 CFR part 93;
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- (5) Section 1101(b) of the SAFETEA-LU (Pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
- (6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (7) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
- (8) The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (9) Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- (10) Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

Texas Department of Transportation
Odessa District

Metropolitan Planning Organization
Policy Board Chair

Mike McAnally, District Engineer
Date: 7-27-11

Susan Redford, Chair
Date: 7-27-11

SAFETEA-LU Planning Factors

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

FTA/TxDOT Section 5303 Budget Worksheet for FY2010-2012

MPO: MOTOR MPO

PART A. TECHNICAL ACTIVITIES

Show estimated cost (Section 5303 only) by appropriate activity line item.

Metropolitan Planning	Section 5303 Federal Share
44.21.00 Program Support and Administration	\$194,890.00
44.22.00 General Development and Comprehensive Planning	\$ _____
44.23.01 Long Range System Level Planning	\$ _____
44.23.02 Long Range Project Level Planning	\$ _____
44.24.00 Short Range Transportation Planning	\$ _____
44.25.00 Transportation Improvement Program	\$ _____
Other	
44.27.00 Other Activities	\$ _____
TOTAL (Section 5303 Funding)	\$194,890.00

TxDOT will apply transportation development credits sufficient to provide the match for FTA Section 5303 program. As the credits reflect neither cash nor man-hours, they are not reflected in the above.

PART B. FUND ALLOCATIONS

How will the MPO's FTA funds be allocated:

A) Metropolitan Planning Organization \$194,890.00

B) Transit Agencies (Pass-through Funds) \$ _____

C) State/Local Agencies (Pass-through Funds) \$ _____

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

_____ \$ _____

_____ \$ _____

TOTAL (matches the total on pg 1) \$194,890.00

Person to contact regarding this worksheet:

Name:

Phone: 432-617-0129

E-Mail @motormpo.com

TxDOT PTN Contact: Karen Dunlap
Phone: 512-374-5239
FAX: 512-374-5244
E-mail: kdunlap@dot.state.tx.us

FTA/TxDOT Section 5303 Budget Worksheet for FY 2013

MPO: MOTOR MPO

PART A. TECHNICAL ACTIVITIES

Show estimated cost (Section 5303 only) by appropriate activity line item.

		Section 5303 Federal Share
Metropolitan Planning		
44.21.00	Program Support and Administration	\$ 97,445.00
44.22.00	General Development and Comprehensive Planning	\$ _____
44.23.01	Long Range System Level Planning	\$ _____
44.23.02	Long Range Project Level Planning	\$ _____
44.24.00	Short Range Transportation Planning	\$ _____
44.25.00	Transportation Improvement Program	\$ _____
 Other		
44.27.00	Other Activities	\$ _____
TOTAL (Section 5303 Funding)		\$97,445.00

TxDOT will apply transportation development credits sufficient to provide the match for FTA Section 5303 program. As the credits reflect neither cash nor man-hours, they are not reflected in the above.

PART B. FUND ALLOCATIONS

How will the MPO's FTA funds be allocated:

A) Metropolitan Planning Organization \$97,445.00

B) Transit Agencies (Pass-through Funds) \$ _____

C) State/Local Agencies (Pass-through Funds) \$ _____

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

_____ \$ _____

_____ \$ _____

TOTAL (matches the total on pg 1) \$97,445.00

Person to contact regarding this worksheet:

Name:

Phone: 432-617-0129

E-Mail @motormpo.com

TxDOT PTN Contact: Karen Dunlap
Phone: 512-374-5239
FAX: 512-374-5244
E-mail: kdunlap@dot.state.tx.us