

# OCARTS

## Transportation Management Area Unified Planning Work Program

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*Fiscal Year 2017*



**Association of Central Oklahoma Governments  
Oklahoma City Metropolitan Planning Organization**  
21 East Main Street, Suite 100  
Oklahoma City, OK 73104-2405  
Telephone: (405) 234-ACOG (2264)  
Fax: (405) 234-2200  
[www.acogok.org](http://www.acogok.org)

**Preliminary Document    Final Document**

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*The contents of this report reflect the views of the Association of Central Oklahoma Governments (ACOG), the Metropolitan Planning Organization for the Oklahoma City Area Regional Transportation Study (OCARTS) Transportation Management Area. ACOG is responsible for the facts and the accuracy of the data presented herein. The contents do not necessarily reflect official views or policy of the U.S. Department of Transportation. This report does not constitute a standard, specification, or regulation.*

## **ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS**

John G. Johnson ..... Executive Director

### **TRANSPORTATION & PLANNING SERVICES**

Daniel J. O'Connor.....Division Director

Holly Massie .....Special Programs Officer II

John Sharp..... Program Coordinator

Eric Pollard .....Clean Cities Coordinator

Jennifer Sebesta ..... Associate Planner

Kathryn Wenger ..... Associate Planner

Conrad Aaron..... GIS Technician

Beverly Garner.....Administrative Assistant

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## PART I: INTRODUCTION

The Unified Planning Work Program (UPWP) is a description of the proposed multimodal transportation planning activities to be conducted in the Oklahoma City Area Regional Transportation Study (OCARTS) area during FY 2017 (July 1, 2016, to June 30, 2017). This program is administered by the Association of Central Oklahoma Governments (ACOG), in accordance with a "[Memorandum of Understanding](#)" between the ACOG, the Oklahoma Department of Transportation (ODOT), the Central Oklahoma Transportation and Parking Authority (COTPA), and Cleveland Area Rapid Transit (CART). ACOG serves as the Metropolitan Planning Organization (MPO) for the Oklahoma City transportation management area, providing a multi-government, multi-agency body for carrying out a continuing, coordinated, comprehensive program of multimodal transportation system planning.

The Federal Highway Administration (FHWA) and Federal Transit Administration's (FTA) Offices of Planning have jointly issued Planning Emphasis Areas (PEAs) for MPOs to identify work tasks associated with planning emphasis areas.

- **Fixing America's Surface Transportation (FAST) Act**—Begin transition to Performance Based Planning and Programming
- **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.
- **Ladders of Opportunity**—Promote access to essential services as part of the transportation planning process and identify transportation connectivity gaps which when addressed will improve access to essential services.

The UPWP is prepared annually and serves as a basis for requesting federal planning funds from the U.S. Department of Transportation, as well as a management tool for scheduling, budgeting and monitoring the planning activities of the participating entities. This document was developed with input from numerous agencies, including the Oklahoma Department of Transportation, the Federal Highway Administration, the Federal Transit Administration, the Central Oklahoma Transportation and Parking Authority, Cleveland Area Rapid Transit, the Oklahoma City Traffic Management Division and other cities included in the regional transportation study area.

## PART II: OCARTS ORGANIZATION

### COMMITTEE STRUCTURE

Multimodal transportation planning and implementation require a unified policy direction for all modes of travel. This direction is provided by a committee structure, which was developed jointly by the Oklahoma Department of Transportation and local governments within the OCARTS area. The structure consists of an Intermodal Transportation Policy Committee (ITPC), an Intermodal Transportation Technical Committee (ITTC), and a Citizens Advisory Committee (CAC). The OCARTS organizational structure is shown in [Figure 1](#).

#### Intermodal Transportation Policy Committee (ITPC)

The ITPC has 45 members and is the single policy group for regional transportation decision making in the OCARTS area. The ITPC voting membership is composed of locally elected officials, state transportation department managers and commissioners, and designees from other local agencies, representing various transportation modes. Each member local government has one vote. Federal aviation, transit, and highway officials are designated as non-voting ITPC members. The primary functions of the ITPC are to provide guidance for multimodal transportation planning and to assure coordination among transportation modes, local government entities, and planning efforts. The current membership of the ITPC is shown in [Table 1](#).

The Chairman of the ITPC is elected from the membership every year for a one-year term. Individual local governing bodies select their representatives to the ITPC. Staff personnel of ACOG have been designated by the ITPC to provide administrative and clerical support to the Committee. The ITPC meets at 1:20 p.m. usually on the last Thursday of each month in the Board Room of the Association of Central Oklahoma Governments.

#### Intermodal Transportation Technical Committee (ITTC)

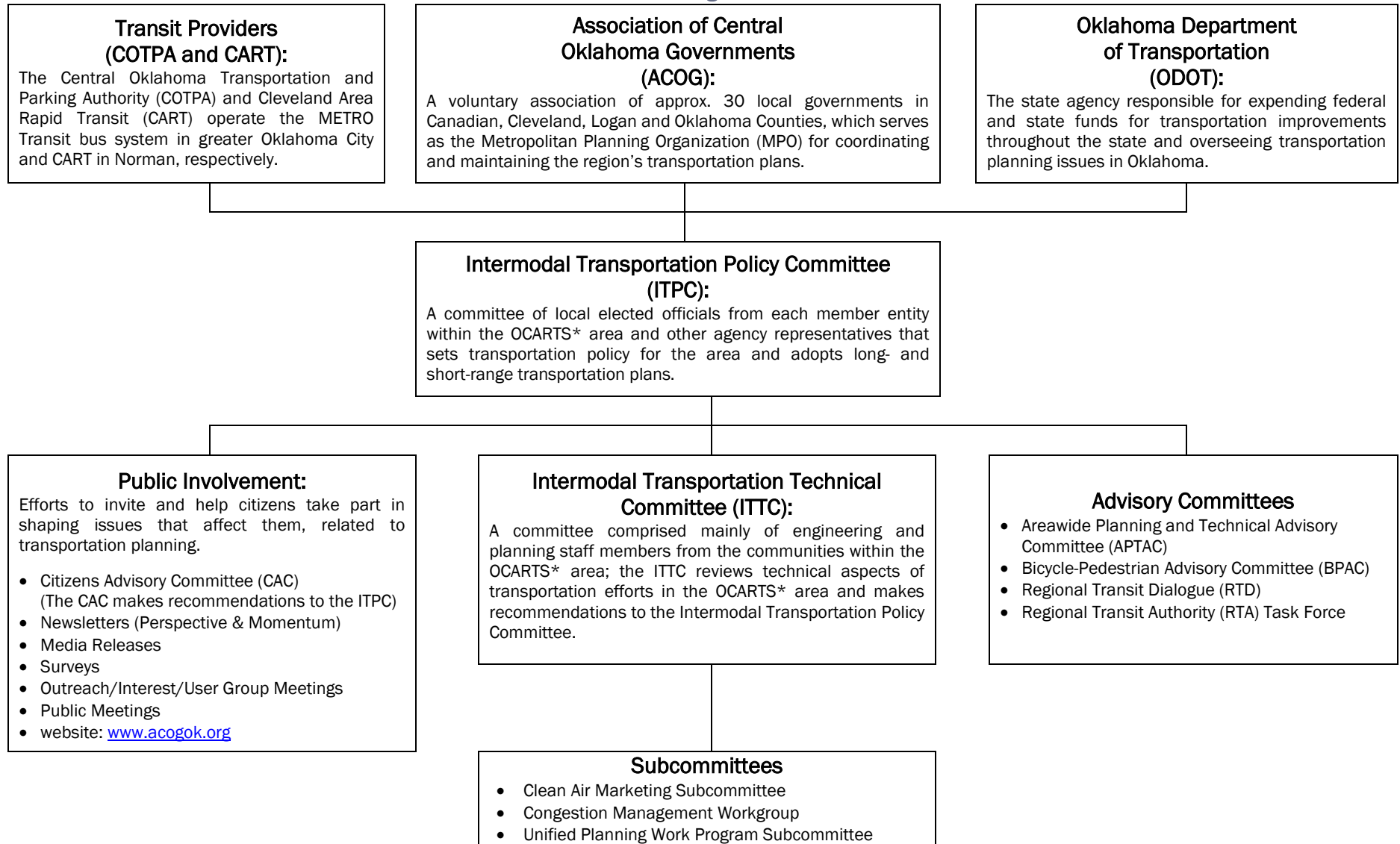
Technical review and guidance for the OCARTS planning programs are provided by the ITTC. This committee is generally composed of city planners, city engineers and traffic managers, and also includes representatives of various modes, environmental agencies, the Oklahoma Turnpike Authority, ODOT and the federal transportation agencies.

The ITTC makes recommendations to the Policy Committee concerning adoption and approval of all transportation plans and programs, such as the Unified Planning Work Program, the long-range transportation plan, and the Transportation Improvement Program. The ITTC is governed by bylaws approved by the Policy Committee and typically meets at 10:00 a.m. on the second Thursday of each month to review the progress of the tasks outlined in the Unified Planning Work Program. The ITTC also monitors the performance of the regional transportation system and recommends policy changes to the Policy Committee to improve system performance.

#### OCARTS Citizens Advisory Committee (CAC)

The CAC membership encompasses all transportation modes, representatives of minority and elderly populations, persons with disabilities, businesses, local governments, environmental/public interest groups, neighborhoods, and private citizens. The Committee includes a total of 37 voting members, and is supported by representatives of 16 federal, state and local agencies serving as non-voting members for technical assistance/resource support. The CAC is involved in development of the region's 2040 OCARTS Plan. This committee provides a tool to ensure that the public is kept aware of planning developments, that the transportation planning process is responsive to public needs, and that advocates of various modes are included and heard.

**Figure 1:  
OCARTS Organization**



\* The Oklahoma City Area Regional Transportation Study (OCARTS) area includes all of Oklahoma and Cleveland Counties and portions of Canadian, Logan, Grady and McClain Counties that are urbanized or are expected to be urbanized within the next 20 years.

**Table 1:**  
**Intermodal Transportation Policy Committee**  
as of April 28, 2016

**OFFICE BEARERS**

*(Also listed by entity below.)*

HON. ELIZABETH WANER	CHAIR	EDMOND
HON. PETE WHITE	VICE-CHAIR	OKLAHOMA CITY
VACANT	SECRETARY/TREASURER	

**LOCAL GOVERNMENT MEMBERS**

CITY/ORGANIZATION	MEMBERS	ALTERNATES
BETHANY	HON. PHILLIP SHIREY, COUNCILMEMBER	HON. BRYAN TAYLOR, MAYOR
		HON. RANDY LUINSTR, COUNCILMEMBER
BLANCHARD	HON. JOE DAVIS, MAYOR	HON. D. SMITH, COUNCILMEMBER
CEDAR VALLEY	HON. STAN WIECZOREK, MAYOR	HON. TERRY HAMILTON, TRUSTEE
CHOCTAW	HON. ROGER MALONE, COUNCILMEMBER	HON. LARRY GOELLER, COUNCILMEMBER
		HON. JERRY BOWER, COUNCILMEMBER
COLE	HON. WILLIAM ANDERSON, TRUSTEE	HON. ROBERT GREEN, TRUSTEE
		HON. RONNIE LYNN MCCASKILL, TRUSTEE
DEL CITY	HON. KEN BARTLETT, VICE MAYOR	HON. BRIAN E. LINLEY, MAYOR
EDMOND	HON. ELIZABETH WANER, COUNCILMEMBER	HON. VICTORIA CALDWELL, COUNCILMEMBER
FOREST PARK	HON. MARIANNE YARBROUGH, TRUSTEE	HON. DOROTHY O. WINSTON, MAYOR
GOLDSBY	NO DESIGNEE	VACANT
GUTHRIE	HON. STEVEN J. GENTLING, MAYOR	HON. JEFF TAYLOR, COUNCILMEMBER
HARRAH	HON. KIM BISHOP, COUNCILMEMBER	HON. TOM BARRON, COUNCILMEMBER
JONES CITY	HON. RAY POLAND, MAYOR	HON. MATT ELERICK, COUNCILMEMBER
LEXINGTON	HON. DAVID ADAMS, MAYOR	VACANT
LUTHER	HON. LEA ANN JACKSON, MAYOR	HON. BIRLENE LANGLEY, TRUSTEE
		HON. RON HENRY, TRUSTEE
MIDWEST CITY	HON. MATT DUKES, MAYOR	HON. RICK DAWKINS, COUNCILMEMBER
		HON. DANIEL MCCLURE JR., COUNCILMEMBER



## INTERMODAL TRANSPORTATION POLICY COMMITTEE (CONT.)

## LOCAL GOVERNMENT MEMBERS (CONT.)

CITY/ORGANIZATION	MEMBERS	ALTERNATES
MOORE	HON. MARK HAMM, COUNCILMEMBER	HON. JASON BLAIR, COUNCILMEMBER
MUSTANG	HON. JAY ADAMS, MAYOR	HON. BRIAN GRIDER, COUNCILMEMBER
NEWCASTLE	HON. MIKE FULLERTON, COUNCILMEMBER	HON. GENE REID, VICE MAYOR HON. TOMMY CLAY, COUNCILMEMBER
NICHOLS HILLS	HON. PETER HOFFMAN, MAYOR	VACANT
NICOMA PARK	HON. MARK COHELL, MAYOR	HON. JIM PUMPHREY, COUNCILMEMBER
NOBLE	HON. MARGE HILL, COUNCILMEMBER	HON. GAIL HATFIELD, COUNCILMEMBER HON. DIANNE GRAY, COUNCILMEMBER
NORMAN	HON. CINDY ROSENTHAL, MAYOR	HON. ROBERT CASTLEBERRY, COUNCILMEMBER HON. LYNNE MILLER, COUNCILMEMBER
OKLAHOMA CITY	HON. PETE WHITE, COUNCILMEMBER	ANY OKLAHOMA CITY COUNCILMEMBER
PIEDMONT	HON. JOHN BROWN, COUNCILMEMBER	HON. VALERIE THOMERSON, MAYOR HON. DONNIE ROBINSON, COUNCILMEMBER
PURCELL	HON. TOM MCCURDY, COUNCILMEMBER	HON. TED COX, VICE MAYOR HON. GRAHAM FISHBURN, COUNCILMEMBER
SLAUGHTERVILLE	HON. JOHN KOEHLER, MAYOR	VACANT
SPENCER	HON. EARNEST WARE, MAYOR	HON. MARSHA JEFFERSON, VICE MAYOR
TUTTLE	HON. MARY SMITH, COUNCILMEMBER	HON. TERESA BUCK, COUNCILMEMBER
THE VILLAGE	HON. DAVID BENNETT, MAYOR	HON. HUTCH HIBBARD, COUNCILMEMBER
WARR ACRES	HON. JIM MICKLEY, VICE-MAYOR	HON. PATRICK WOOLLEY, MAYOR
YUKON	HON. MIKE MCEACHERN, COUNCILMEMBER	HON. RICHARD RUSSELL, COUNCILMEMBER
CANADIAN COUNTY	HON. JACK STEWART, COMMISSIONER	HON. DAVID ANDERSON, COMMISSIONER HON. MARC HADER, COMMISSIONER
CLEVELAND COUNTY	HON. ROD CLEVELAND, COMMISSIONER	HON. DARRY STACY, COMMISSIONER HON. HAROLD HARALSON, COMMISSIONER
LOGAN COUNTY	HON. MARVEN GOODMAN, COMMISSIONER	HON. MIKE PEARSON, COMMISSIONER HON. MONTY PIEARCY, COMMISSIONER

## INTERMODAL TRANSPORTATION POLICY COMMITTEE (CONT.)

## LOCAL GOVERNMENT MEMBERS (CONT.)

CITY/ORGANIZATION	MEMBERS	ALTERNATES
MCCLAIN COUNTY	HON. WILSON LYLES, COMMISSIONER	HON. CHARLES FOSTER, COMMISSIONER
OKLAHOMA COUNTY	HON. WILLA JOHNSON, COMMISSIONER	HON. BRIAN MAUGHAN, COMMISSIONER

## AGENCY MEMBERS

CITY/ORGANIZATION	MEMBERS	ALTERNATES
CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY (COTPA)	JASON FERBRACHE ADMINISTRATOR	LARRY HOPPER PRINCIPAL PLANNER
		MARTY DICKENS FED ASSETS & GRANTS COORDINATOR
CLEVELAND AREA RAPID TRANSIT (CART)	DOUG MYERS DIRECTOR	KARLEENE SMITH PLANNER AND GRANT SPECIALIST
OKLAHOMA CITY AIRPORT TRUST	RANDON RIEGER, P.E. CIVIL ENGINEER III	JOHN STORMS CIVIL ENGINEER IV
OKLAHOMA DEPT. OF TRANSPORTATION (ODOT)	BRIAN TAYLOR, DIVISION ENGINEER DIVISION 4	JOE ECHELLE, ASST. DIV. ENG. DIVISION 4
		LAURA CHANEY, TRANSP. MANAGER LOCAL GOVERNMENT DIVISION
OKLAHOMA TRANSPORTATION COMMISSION (OTC) – DIVISION III – MCCLAIN & CLEVELAND COUNTIES IN OCARTS AREA	DAN B. OVERLAND TRANSPORTATION COMMISSIONER	VACANT
OKLAHOMA TRANSPORTATION COMMISSION (OTC) – DIVISION IV – CANADIAN, LOGAN, & OKLAHOMA COUNTIES IN OCARTS AREA	GREG LOVE TRANSPORTATION COMMISSIONER	VACANT
OKLAHOMA TRANSPORTATION COMMISSION (OTC) – DIVISION VII – GRADY COUNTY IN OCARTS AREA	BRADLEY W. BURGESS TRANSPORTATION COMMISSIONER	VACANT

## NON-VOTING MEMBERS

CITY/ORGANIZATION	MEMBERS	ALTERNATES
FEDERAL AVIATION ADMINISTRATION (FAA)	GLENN BOLES, MANAGER AR/OK AIRPORTS DEVLPMT. OFFICE	VACANT
FEDERAL HIGHWAY ADMINISTRATION (FHWA)	BASHARAT SIDDIQI OKLAHOMA DIVISION ADMINISTRATOR	CARL SELBY PROGRAM SUPPORT TEAM LEADER
		ISAAC AKEM COMMUNITY PLANNER
FEDERAL TRANSIT ADMINISTRATION (FTA)	ROBERT C. PATRICK REG'L ADMIN.	VACANT

## SPONSOR AGENCIES

The Oklahoma City Area Regional Transportation Study (OCARTS) is sponsored by the State of Oklahoma (ODOT), the local transit operators (COTPA and CART) and the Metropolitan Planning Organization (ACOG). The OCARTS planning process is staffed with personnel from each of these sponsor agencies and with additional transportation personnel from the City of Oklahoma City and several suburban cities who work under contract with the Association of Central Oklahoma Governments.

### Association of Central Oklahoma Governments (ACOG)

The Association of Central Oklahoma Governments (ACOG) is a voluntary association of city, town and county governments within the four county (Oklahoma County, Cleveland County, Logan County, and Canadian County) region known as Central Oklahoma. Established in 1966, ACOG's purpose is to aid local governments in planning for common needs, cooperating for mutual benefit and coordinating for sound regional development. This regional cooperation serves to strengthen both the individual and collective capabilities of local governments.

ACOG is the designated Metropolitan Planning Organization (MPO) conducting the transportation planning process in compliance with the provisions of the Federal Highway and Federal Transit Acts of 1962, as amended by the Fixing America's Surface Transportation (FAST) Act, signed into law December 4, 2015. Initially designated as a Metropolitan Planning Organization (MPO) in October 1973, ACOG has worked cooperatively with the Oklahoma Department of Transportation and other partners in Central Oklahoma to develop and maintain a regional transportation plan for the OCARTS area.

The Board of Directors serves as the governing body of the Association (Sec. 1.(e) (b), ACOG Agreement). The Board has sole authority to initiate and review all activities, grants and contracts and to adopt or approve any study or plan pertaining to the four county region. This authority is exercised by a quorum of the Board voting according to the authorized weighted vote of each member government (Sec. IV, ACOG Agreement). The business of the Association is transacted according to the provisions of the "Agreement Creating the Association," effective March 31, 1983, as amended.

The ACOG Board of Directors reviews and may elect to endorse actions of the Intermodal Transportation Policy Committee. It is understood that items relating to the transportation planning process are covered by an annual agreement between ODOT and ACOG.

### Oklahoma Department of Transportation (ODOT)

The Oklahoma Department of Transportation was established on September 1, 1976, following the State Legislature's approval of reorganization legislation.<sup>1</sup> The reorganization combined, in their entirety, the Oklahoma Highway Department, the Oklahoma Aeronautics Commission, and the Oklahoma Highway Safety Coordination Committee. Subsequently, in 2002, the Aeronautics Commission separated from ODOT and was classified as a separate agency. The Rail and Transit staff of the former Department of Economic and Community Affairs and the powers of the Railroad Maintenance Authority were also transferred to the Oklahoma Department of Transportation. In the early 1990s, the duties of the Waterways Branch of the Department of Commerce were also brought under the jurisdiction of ODOT.

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<sup>1</sup> "An Overview of the State's Public Transportation Mandate and Public Transportation Operations in Oklahoma." October 24, 1978. ODOT Planning Division.

According to Title 69 O.S. 1981, Sec. 4002, the Department of Transportation has the following responsibilities:

1. To coordinate and develop for the State of Oklahoma a comprehensive transportation plan to meet present and future needs for adequate, safe and efficient transportation facilities at reasonable cost to the people.
2. To coordinate the development and operation of such transportation facilities in the state including, but not limited to, highways, public transportation, railroad, marine and waterways, and aeronautics.
3. To develop, periodically revise and maintain a comprehensive state master plan for transportation facilities.
4. To develop the STIP and approve the metropolitan TIPs as the Governor's designee.
5. To develop measurable objectives and goals designed to carry out the master plan for transportation and report progress in achievement of objectives and goals to the Governor and Legislature as part of the annual budget submission.
6. To make such studies and analyses of transportation problems as may be requested by the Governor or Legislature relative to any aspect of transportation in the state.
7. To exercise and perform such functions, powers and duties as may be, from time to time, conferred or imposed by law, including all the functions, powers and duties assigned and transferred to the Department of Transportation by this act.
8. To apply for, accept and receive and be the administrator for and in behalf of the state agencies, boards and commissions of all federal or other monies now or hereafter available for purposes of transportation or which would further the intent and specific purposes of this act.
9. To cooperate with local governments in the planning and development of transportation-related activities, and encourage state and federally-funded plans and programs at the local level consistent with the goals and objectives of the state master plan for transportation.

ODOT has developed various techniques to generate public interest and to promote public participation in the decision-making process related to proposed transportation improvements undertaken with federal assistance.

The Department completes a field review for all projects in the 8-Year Construction Work Plan. The review consists of researching projects for location, design, and social, environmental, and economic impacts. Part of the social, environmental, and economic analysis during the review is a consideration of the public involvement needs for a specific project.

During the individual project development process, ODOT staff performs more detailed planning and engineering studies related to location, design, and analysis of social, environmental and economic impacts. During this phase, one or more of the following public involvement tools may be employed: public meetings, distribution of flyers in the study area, press releases, meetings with locally elected officials, and coordination with local, state and federal resource agencies.

The OCARTS public involvement process is coordinated with the ODOT process, and they are intended to be used as vehicles to promote maximum public participation early enough in the planning process to influence technical studies and subsequent final decisions. This ensures that decisions, as they are made, will be in the overall public interest and that the average citizen will have an adequate opportunity to have input during the decision-making process.

## **Central Oklahoma Transportation and Parking Authority (COTPA), Cleveland Area Rapid Transit (CART) and Citylink**

The Central Oklahoma Transportation and Parking Authority was created under a Trust Indenture, dated February 1, 1966. The Trust has the authority "to plan, establish, develop, acquire, construct, purchase, install, repair, enlarge, improve, maintain and equip transit systems and facilities and public parking systems and facilities either within or outside the territorial boundaries of the City of Oklahoma City." This Trust Indenture establishes that COTPA has the authority to provide regional transit and parking services. COTPA is governed by a Board of eight Trustees, including the Oklahoma City Mayor, the City Manager of Oklahoma City, the Oklahoma City Finance Director and five additional trustees who are appointed by the Oklahoma City Council.

As of November 1, 1989, the City of Oklahoma City reorganized the city's transit system, creating the Department of Transit Services as the planning/administration arm of COTPA. The operations and maintenance functions of the transit system have remained the responsibility of the Authority.

Each year COTPA develops a Program of Projects (POP) reflecting anticipated capital, planning, and operating needs for the upcoming fiscal year along with an estimated budget. COTPA submits projects to the MPO for inclusion in the transit portion of the Transportation Improvement Program (TIP), and carries out the transit-related planning activities contained in the UPWP. In recent years, COTPA has been authorized, through the TIP, to use a portion of the region's Congestion Mitigation/Air Quality (CMAQ) funds for transit investments that demonstrate a positive impact on air quality. COTPA utilized the public notice/public involvement opportunities related to the TIP, performed by the MPO, to ensure opportunity for public input on the POP.

Cleveland Area Rapid Transit (CART) – previously administered under the umbrella of COTPA – was recognized as a small urbanized area transit entity as a result of the 2000 Census and became a direct recipient of FTA funds beginning in FFY 2003. CART is operated by the University of Oklahoma in Norman, and receives some local funds from the University and the City of Norman. CART submits a separate Program of Projects for the OCARTS TIP.

Citylink runs five local routes serving the University of Central Oklahoma (UCO) campus and a large portion of the City of Edmond, as well as an express route to and from Oklahoma City.

## **AFFILIATED AGENCIES/ENTITIES**

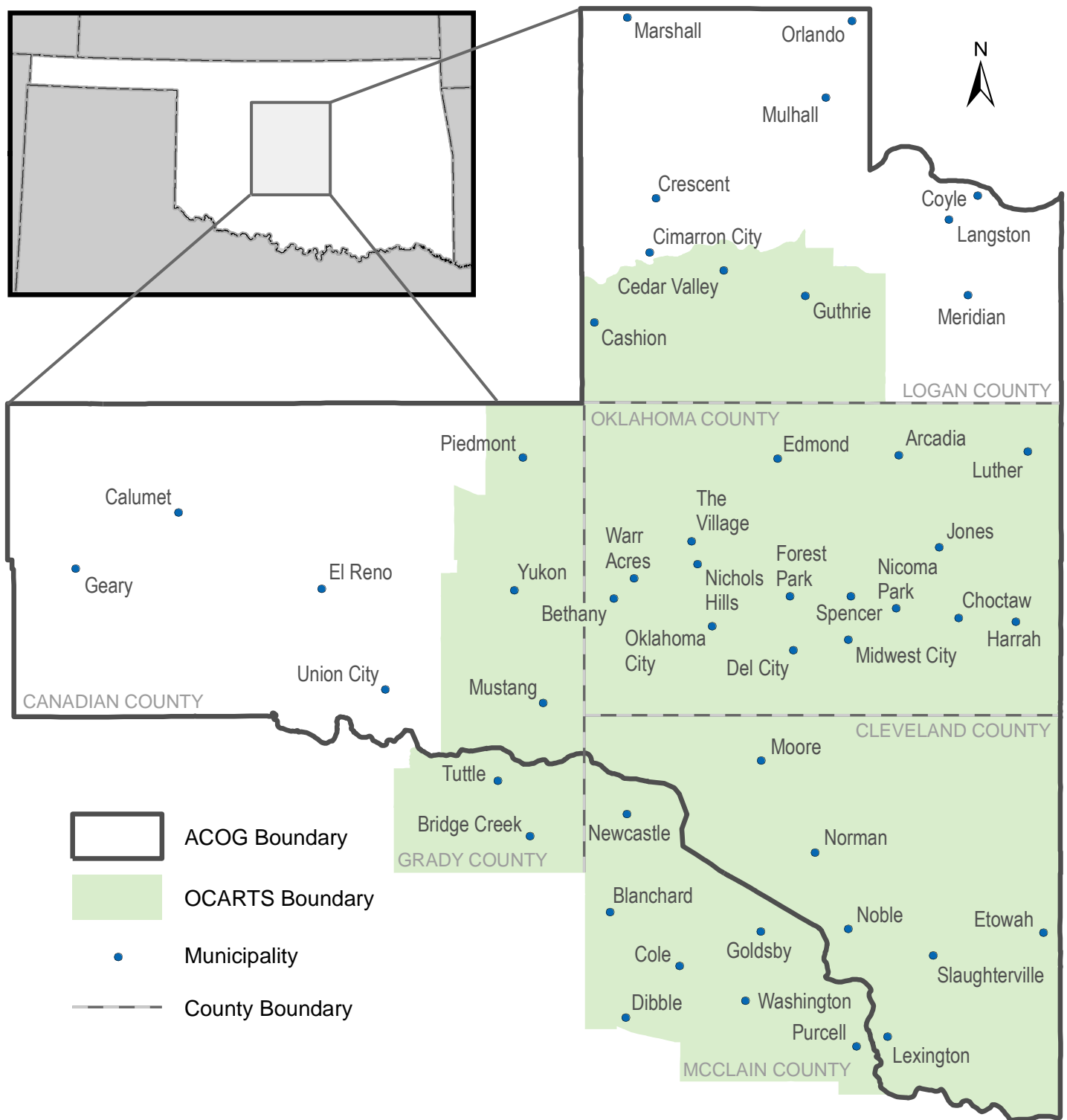
ACOG also works with the Air Quality Division of the Oklahoma Department of Environmental Quality (ODEQ) on preserving the Oklahoma City metropolitan area's air quality attainment status through clean air initiatives such as "Better Together" public education program and the new Ozone Advance program.

The ODEQ Air Quality Division, previously a part of the Oklahoma State Department of Health, was established in 1993 to implement the federal and state air quality mandates regarding emission inventory, planning, permitting, monitoring, compliance and enforcement activities, as required under the 1990 Clean Air Act Amendments. The OCARTS area is currently in attainment status under the 1990 Clean Air Act Amendments, and under the terms of this Act, the ODEQ Air Quality Division is the designated agency responsible for preparing and monitoring the State Implementation Plan for the Oklahoma City metropolitan area.

## **OKLAHOMA CITY AREA REGIONAL TRANSPORTATION STUDY (OCARTS) TRANSPORTATION MANAGEMENT AREA**

The Oklahoma City Area Regional Transportation Study (OCARTS) Transportation Management Area encompasses all of Oklahoma and Cleveland Counties, and parts of Canadian, Grady, Logan, and McClain Counties. The Intermodal Transportation Policy Committee approved the current study area geography in February 2002. [Figure 2](#) reflects the OCARTS area in relation to the four-county ACOG region. [Figure 3](#) reflects the urbanized areas within OCARTS.

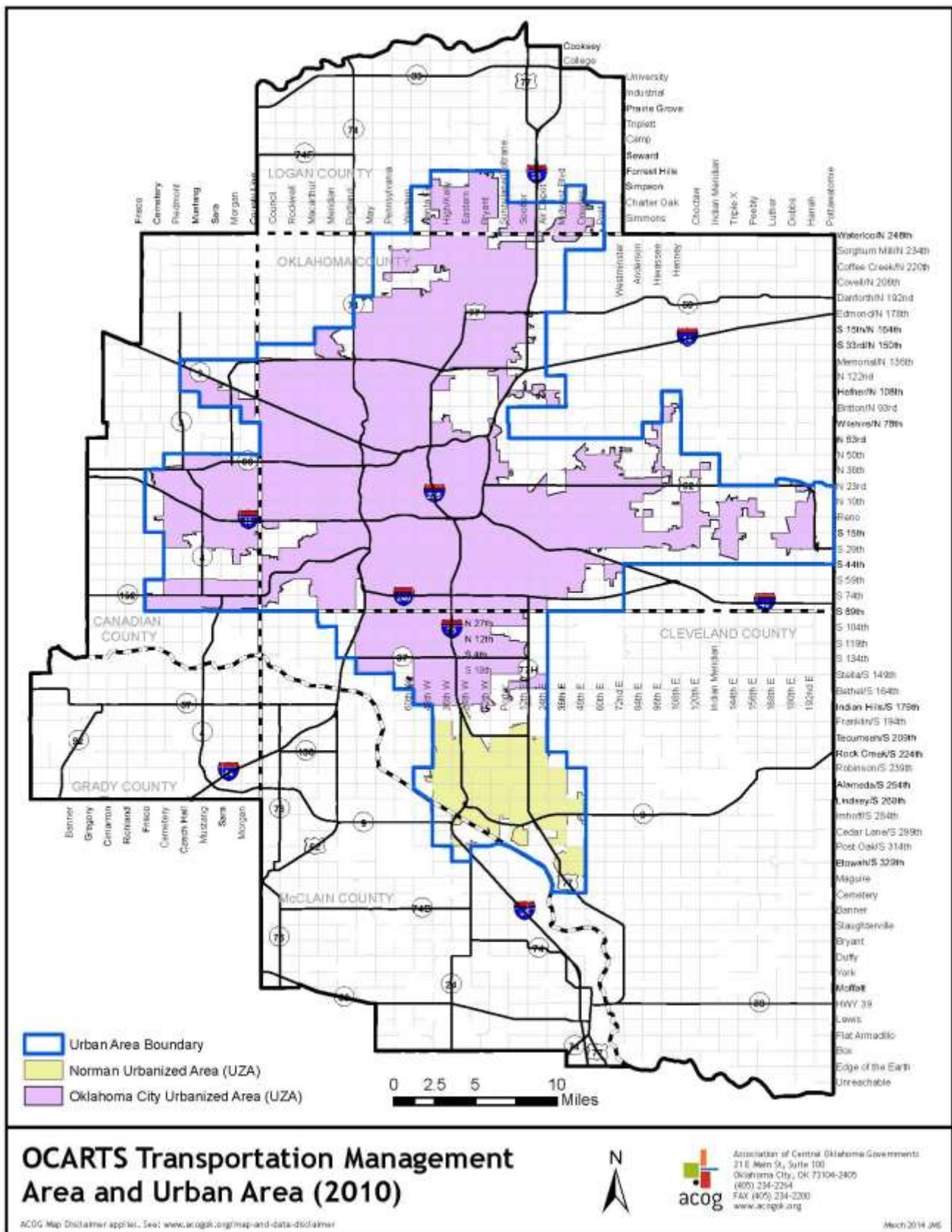
Figure 2:  
OCARTS Area in Relation to the Four-County ACOG Region



Map Disclaimer Applies. See the report Table of Contents  
or <http://www.acogok.org/mapdisclaimer.asp>



Figure 3:  
OCARTS Transportation Management Area and Urbanized Areas





## PART III: FY 2017 UNIFIED PLANNING WORK PROGRAM PRIORITIES

### OVERVIEW

The Unified Planning Work Program reflects and provides direction for implementing the financially constrained, citizen-influenced, intermodal 2035 Oklahoma City Area Regional Transportation Study (OCARTS) Plan, entitled Encompass 2035. The Regional Transportation Plan, last adopted in 2011, has provided the framework for other modal plans including:

- planOKC, 2015
- Central Oklahoma Commuter Corridors Study, 2014
- Edmond Bicycle Master Plan, 2012.
- Regional Intermodal Transportation Hub Study, 2011
- Greater Downtown Oklahoma City Circulator Alternatives Analysis, 2010
- Oklahoma City Project 180, 2010
- Midwest City Trails Master Plan and Implementation Study, 2010
- Oklahoma City Walkability Study, 2009
- Oklahoma City Downtown Streetscape Master Plan, 2009
- Master Trails Plan Update, City of Moore, 2008.
- Oklahoma City Bicycle Transportation Strategic Action Plan 2008-2015, 2008
- Coordinated Public Transit-Human Services Plan, 2008
- Core to Shore Plan, Oklahoma City, 2007.
- Fixed Guideway Study, Central Oklahoma Transportation and Parking Authority, 2006.
- Edmond Transportation Plan, City of Edmond, 2006.
- Oklahoma River Water Transport Mobility Program, Oklahoma City, 2005.
- Norman Transportation Needs Assessment Study, City of Norman, 2003.
- COTPA Long-Range Transit Plan, Central Oklahoma Transportation and Parking Authority, 2001.

Thus, street and highway, bus, bicycle and pedestrian ways, and airport access improvements are all considered in the intermodal regional transportation plan that seeks the efficient movement of people and goods.

This Unified Planning Work Program (UPWP) presents the scope and direction of all transportation planning activities in the region and specifies which work program tasks will be accomplished during FY 2017 (July 1, 2016 to June 30, 2017). This part of the UPWP describes priorities related to various intermodal planning efforts in the OCARTS Transportation Management Area. Priorities of the FY 2017 UPWP include: completion of 2010 base year data and development of 2040 population, employment and school enrollment forecasts for the 2040 long-range transportation plan; initiation of regional land use scenario planning exercise; implementation of Encompass 2035 projects and strategies; continuation of the Regional Transit Dialogue (RTD) and documentation of the results of the Central Oklahoma Commuter Corridors Study; development of a regional pedestrian facilities master plan; update of the FFY 2017-2020 OCARTS TIP; establishment of OCARTS area performance measures and update of the OCARTS Congestion Management Process; and continued coordination with local governments regarding federal transportation funding opportunities; air quality planning and compliance with the federal transportation law.

The current regional transportation plan, Encompass 2035, was approved by the Metropolitan Planning Organization (MPO) and endorsed by the ACOG Board of Directors in April 2011. This financially constrained Plan includes recommendations for streets and highways, airport access, transit, freight movement, and bicycle and pedestrian ways.

The work element and task descriptions included in this work program were prepared and approved through the ACOG committee structure which provides technical and policy guidance for the continuing transportation planning process. The work program elements may be revised or amended at any time to reflect improved study procedures. Revisions or amendments must be approved through the Technical and Policy Committee structure.

## **SPECIAL CONCERNS AND METROPOLITAN PLANNING FACTORS**

State, regional, and local priorities are expressed by the OCARTS members in development and execution of the planning program. Federal planning emphasis areas are often expressed through legislation or through planning guidance issued by the Federal Highway Administration, the Federal Transit Administration, or the Environmental Protection Agency. The Fixing America's Surface Transportation Act (FAST Act), signed into law in 2015, requires MPOs to consider ten (10) planning factors in the transportation planning process. Additionally, the FAST Act continues its predecessor's emphasis on financial feasibility, public involvement, consideration of social, economic, and environmental impacts of transportation decisions, and performance-based planning. Substantial work is anticipated during FY 2017 in consideration of these planning requirements. Following is a description of the planning factors and a summary of FY 2017 planning activities applicable to each FAST Act planning factor.

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
  - Task 1.02(1-4) and Task 2.02(4) - compile and analyze information about current traffic patterns and travel conditions
  - Task 2.01(5,9,10,11) and Task 2.02 (8,9,10,11)- promote the use of alternative forms of transportation
  - Task 2.02 (5-8) - provide a process to evaluate proposed TIP projects based on anticipated efficient movement of people and goods
  - Task 2.02(1) - assist entities outside of census-designated urban area, but inside the OCARTS area, in identifying needed transportation improvements and related funding sources
  - Task 2.02(3,5) - participate in evaluation of proposed major transportation improvement projects in the metropolitan area
  - Task 2.02(13) - support water-based public transportation on the Oklahoma River
  - Task 2.03(1-6) - develop performance based planning and management, travel demand, congestion and performance management strategies to improve efficiency of existing system
  - Task 2.04(2) - maintain the Coordinated Public Transit-Human Services Transportation Plan and work with state and local partners who provide public transportation services and health and human services, all consistent with the OCARTS long-range transportation plan and selected projects will be included in the Transportation Improvement Program (TIP) and Statewide TIP (STIP).
  - Task 2.05 (3-7) - promote the use alternative fuels and more efficient transportation system
2. Increase the safety of the transportation system for motorized and nonmotorized users.
  - Task 1.02(2) - identify bridges and roadway where unsafe conditions underscore the need for prompt improvement
  - Task 2.01(3) - monitor intermodal improvements in the OCARTS area.

- Task 2.02(2,3,4) - coordinate with ODOT in selecting projects that merit special funding consideration because related safety concerns warrant attention; focus on transit safety in regards to transit operations and passenger protection
  - Task 2.02(5,6,7) - consider safety as factor in evaluation of proposed TIP projects
  - Task 2.03(1-6) - identify locations of recurring congestion and high accidents rates and encourage development of appropriate safety and congestion management strategies
  - Task 2.03(3-6) - promote use of technological solutions, alternate routes, etc. to manage incidents
  - Task 2.03(7) – continue programs to protect the safety of transit passengers, vehicles, and transit infrastructure
3. Increase the security of the transportation system for motorized and nonmotorized users.
- Task 1.02(2) - maintain pavement and bridge inventories
  - Task 1.03(1,3,5,6,7) - maintain an inventory of comprehensive regional base maps
  - Task 2.01(3) – monitor intermodal improvements in the OCARTS area
  - Task 2.03(9) - promote the use of technology to enhance transit service security
  - Task 2.03(5,6) - promote the use of technology to enhance the security of roadway infrastructure
  - Task 2.03(6,7) – coordinate with homeland security and emergency management related agencies and committees
4. Increase the accessibility and mobility options available to people and for freight.
- Task 1.01(1-5) - assemble and analyze demographic, socioeconomic and land use data to simulate the current and planned land development patterns in which the transportation system must operate
  - Task 1.02(4), Task 2.02(9), and Task 2.04 (2) - maintain a current transit database that documents characteristics of bus service available to metropolitan area travelers
  - Task 1.01(7), 3.01(6,8), and Task 4.01(6) - ensure compliance with civil rights laws and other guidelines calling for access to information about, and options related to, transportation choices
  - Task 2.01(2) - process Plan amendments that meet the public involvement, fiscal constraint, and air quality thresholds, and demonstrate the ability to improve mobility for movement of people and freight
  - Task 2.01(3) - collect and analyze network data to improve the efficiency of existing and future OCARTS area transportation networks
  - Task 2.01(5) – develop a pedestrian facilities master plan
  - Task 2.01(6) – enhance the forecasting ability of regional transportation models
  - Task 2.01 (9,10,11) – promote regional transit discussion
  - Task 2.02(4) - continue working with ODOT and other states on freight and trade
  - Task 2.02(2,5) - maintain current information on federal functional classification network and analyze major investments which can increase mobility options
  - Task 2.02(8-14) and Task 2.04(1-6) - assess transit needs and promote transit options in OCARTS area

5. Protect and enhance the environment, promote energy conservation, and improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns.
  - Task 1.01(1-8) - evaluate social, environmental, land use and economic impacts of transportation plans
  - Task 1.01(1,2,5,6) and Task 1.03(1-8) - maintain geographic information system (GIS) that allows integrated analysis of various layers of data as they affect the human population and transportation network
  - Task 2.01(7,8) - coordinate with ODOT and the Oklahoma Turnpike Authority (OTA) with regard to statewide transportation network improvements
  - Task 2.01(9,10,11) - to determine regional desire to develop and promote transit priorities
  - Task 2.02(1) - develop project criteria and select Transportation Alternatives Program (TAP) projects
  - Task 2.02(5) - develop a planning process that can be integrated into the required environmental analysis for major highway and transit projects
  - Task 2.03 (1-6) - improve the efficiency of the current transportation system
  - Task 2.04(1-5) - continue provision of paratransit services for the elderly and individuals with disabilities
  - Task 2.04(2) - implement the Oklahoma City Urban Area Coordinated Public Transit-Human Services Transportation Plan with state and local health and human services providers
  - Task 2.05(1-7) - monitor air quality in the metropolitan area, and implement measures to improve air quality including promotion of rideshare, use of clean fuels, implementation of transportation system management strategies
  - Task 3.01(1-10) - maintain contact with area citizens and business with a focus on receiving and providing information that can help to improve the transportation system and quality of life for the metropolitan area
6. Enhance the integration and connectivity of the transportation system, across and between modes, and for people and freight.
  - Task 1.03(1) and 2.01(3) - monitor and map the continuing development of the intermodal regional transportation network, including transit, bicycle and pedestrian trail strategies
  - Task 2.01(7,8) - coordinate with ODOT and OTA with regard to statewide transportation network improvements
  - Task 2.01(9,10,11) - integration of regional public transportation
  - Task 2.02(2,3) - maintain updated functional classification system, and cooperate with ODOT in selection of projects for funding under the NHS, Bridge, and Interstate programs
  - Task 2.02(6) - provide input to development of ODOT's Eight Year Construction Program and State TIP
  - Task 2.02(9) - maintain transit route and scheduling database that assists in continuous internal review of bus route performance
  - Task 2.03(4) - develop regional operations plan
  - Task 2.05(7) - maintain regional rideshare program

7. Promote efficient system management and operation.
  - Task 1.01(1-6) - assemble and analyze demographic, socioeconomic and land use data to simulate the current and planned land development patterns in which the transportation system must operate
  - Task 1.02(2) – develop and launch an online management system (TELUS) for the Transportation Improvement Program (TIP)
  - Task 2.01(2,3,4) - develop and maintain fiscally constrained long-range transportation plan
  - Task 2.01(6) - analyze future travel demand
  - Task 2.02(1) - monitor federally funded transportation improvements and provide periodic status reports
  - Task 2.03 (4) – develop a regional operations plan to ensure that construction and temporary closures will pose the least burden to the traveling public
  - Task 2.02(6,7) - provide a process to evaluate proposed TIP projects based on anticipated efficient movement of people and goods
  - Task 2.03 (1-6) – develop strategies to alleviate congestion and enhance mobility
8. Emphasize the preservation of the existing transportation system.
  - Task 1.01(1-6) - assemble and analyze demographic, socioeconomic and land use data to simulate the current and planned land development patterns in which the transportation system must operate
  - Task 1.02(1) - data collection of existing traffic and transportation conditions, strategic roadways, public transportation, and goods movement
  - Task 1.03(1) and 2.01(3) - monitor and map the continuing development of the intermodal regional transportation network, including transit, bicycle and pedestrian trail strategies (network monitoring)
  - Task 2.03(1-6) performance based planning and management, utilize congestion management and intelligent transportation technology to maximize efficient use of the existing transportation system
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
  - Task 1.01 (5) – track local member land use developments and comprehensive plans.
  - Task 1.01 (6) – develop and model alternate 2040 land use scenarios and transportation plans
  - Task 1.02(1-4) and Task 2.02(4) - compile and analyze information about current traffic patterns and travel conditions
  - Task 1.03(1) and 2.01(3) - monitor and map the continuing development of the intermodal regional transportation network, including transit, bicycle and pedestrian trail strategies (network monitoring)
  - Task 2.03(1-6) - performance based planning and management, utilize congestion management and intelligent transportation technology to maximize efficient use of the existing transportation system

## 10. Enhance travel and tourism.

- Task 2.01(7,8) - coordinate with ODOT and OTA with regard to statewide transportation network improvements
- Task 2.01 (9,10,11) – promote regional transit discussion
- Task 2.02(13) - support water-based public transportation on the Oklahoma River
- Task 2.02(14) – coordinate with partners to promote livability principles, complete streets, healthy communities, and walkability.
- Task 2.03(1-6) - performance based planning and management, utilize congestion management and intelligent transportation technology to maximize efficient use of the existing transportation system

Additionally, the OCARTS planning process must include the following activities. These responsibilities are carried out through the completion of work program tasks as well.

1. Publish public involvement procedures that support early and continuing involvement of citizens, affected public agencies, transportation agency employees, private providers of transportation, public transit users, freight shippers, and other interested parties in the development of the transportation plans and transportation improvement programs (TIPs).
2. Comply with Title VI of the Civil Rights Act of 1964, the Presidential Order on Environmental Justice, and the State's assurance of nondiscrimination under any program receiving U.S. Department of Transportation (DOT) assistance.
3. Identify actions necessary to comply with the Americans with Disabilities Act of 1990 and applicable U.S. DOT regulations.
4. Provide for the involvement of traffic, rideshare, and parking agencies; airport and port authorities; and appropriate private transportation providers.
5. Provide for involvement of local, state, and federal environmental resource and permit agencies.
6. Include preparation of technical reports to assure documentation of the redevelopment, refinement, and reappraisal of the transportation plan.
7. Develop and maintain a long-range intermodal regional transportation plan that is fiscally constrained, and addresses at least a 20-year period.
8. Develop/update a transportation improvement program (TIP) every year in cooperation with the State and public transit operators. The TIP must be fiscally constrained by year, and may identify illustrative projects.



## **PART IV: ACCOMPLISHMENTS OF FY 2016**

### **DATA DEVELOPMENT AND COMPREHENSIVE PLANNING**

#### **Socioeconomic Data and Growth Allocation Model (GAM)**

The MPO continued to collect socio economic data for use in the development of the 2040 metropolitan transportation plan update. The 2010-2013 residential and commercial building permits were collected from member entities to determine the most recent growth trends in the region. For the first time, a regional sewer service area boundary map was developed with the help of local member entities. This was used to help determine future high density residential growth areas. The 2040 OCARTS population and employment totals were developed and were disaggregated to the county and city level of geography.

In FY 2016, MPO staff completed work on the land use scenarios exercise, which included two versions of the 2040 regional development patterns with the option for a third. The scenarios consist of a trend scenario and a more compact, nodal scenario. The trend scenario draws heavily on recent development patterns within the region while the nodal scenario refocuses growth to nodes within each community. The initial scenarios were developed based on conversations with member entity staff and were refined further based on feedback from our technical and policy committees as well as from the general public (mainly our Citizens Advisory Committee members). The final scenarios were presented to each committee for review and comment. The development patterns created in this process were incorporated into our travel demand model, which helps to illustrate the affects land use patterns have on the transportation system.

#### **Transportation Planning Data**

MPO staff continued to work closely with several member entities in an effort to populate the online traffic count database system (TCDS) and mapping service hosted and provided by Midwestern Software Solutions (MS2), LLC, whose services were procured in FY 2009. The regional traffic count data was utilized by ACOG for a number of planning initiatives including monitoring activities related to the Congestion Management Process, crash analysis, and for response to individual data requests.

Bicycle and pedestrian counts were started in four communities. Data will be collected in accordance with 2013, the Federal Highway Administration (FHWA) began providing a National Performance Management Research Data Set (NPMRDS) to MPOs and state DOTs. The data set consists of vehicle travel time data on the interstate Bicycle and non-interstate national highway system (NHS) and was provided to assist MPOs and DOTs with performance management activities, as required by MAP-21 and the FAST Acts. The MPO has begun compiling and analyzing the data in anticipation of the proposed performance management measure regulations. The data set has also been analyzed as part of the Congestion Management Process to help identify congested corridors within the region. Pedestrian Documentation Project.

#### **Geographic Information Systems**

The MPO is uniquely situated to aid member communities with their GIS needs and has the potential to serve as the regional repository for many data sets, foster regional collaboration and improve regional data editing processes. In FY 2016, ACOG renewed its subscription to several online services. Staff continued an ArcGIS Online account, ESRI's online mapping and hosting platform that allows users to create and publish interactive GIS applications. Maps created using ArcGIS Online

have been linked to documents and presentations as well as embedded in ACOG's numerous websites, aiding staff in the dissemination of data. For instance, interactive maps produced using ArcGIS Online have been used as part of the 2040 Plan development, as well as the Encompass 2040 call for projects. ACOG has continued using ArcGIS Online to provide GIS assistance to member entities, creating maps used by members at city council meetings and other public involvement efforts. Along with ArcGIS Online, ACOG continues to update and maintain its online mapping application.

As the local communities received 2015 aerial photography and other digital products, the MPO provided coordination and assistance. This 2015 data will allow the MPO staff to verify transportation project status for the next Plan.

## LONG-RANGE TRANSPORTATION PLANNING

### Encompass 2035

On April 28, 2011, the Intermodal Transportation Policy Committee approved Encompass 2035, the long range transportation plan for the OCARTS area. Over the past year, the MPO continued to implement projects and work programs identified in the plan. During FY 2016, the MPO approved three amendments to the plan for modifications to the planned street and highway network, as requested by OCARTS local governments.

### Encompass 2040

Current efforts are focused on the completion of Encompass 2040 Metropolitan Transportation Plan, anticipated to be approved by October 2016. Central Oklahoma's metropolitan transportation plan – Encompass 2040 – will be a long-term vision for the region's transportation system based upon locally developed goals and strategies. The plan will identify affordable major transportation investments that provide the best transportation solutions to accomplish the region's goals.

In February 2015, based on the recommendations of a taskforce which included representatives from local governments, the Encompass 2040 Project Selection Criteria were presented to ITPC and approved. The criteria closely reflect the Encompass 2040 goals and strategies adopted by the ITPC in December 2014.

A call for Encompass 2040 projects was initiated on March 18, 2015. OCARTS member entities were invited to submit their long-range transportation plan projects for possible inclusion in the plan. Over 400 projects, encompassing multiple transportation modes, were submitted during this process. The projects were subsequently reviewed and evaluated based on the approved selection criteria. MPO staff also met with ODOT staff to establish a list of long-range state sponsored transportation improvements within the region.

MPO staff continued the detailed process of running the regional travel demand model (TDM). After calibrating and validating the base year model using more accurate data, three transportation model alternates were developed: Alternate One, Alternate Two, and Alternate Three. Alternate One is considered the no build alternate for the region and includes only existing and funded transportation projects. Alternate Two has the addition of a set of transportation improvements submitted by member entities during the call for projects, long-term ODOT projects, and gap projects identified by MPO staff. Alternate Three includes the projects from Alternate One and Two, as well as regional transit improvements (an illustrative project). The three alternates were run for each of the development patterns created in the land use scenario exercise. The outputs from each scenario-alternate combination were evaluated and presented to committees.



As required by the FAST Act, the financial strategy for Encompass 2040 must demonstrate a balance between the estimated costs and anticipated revenues for carrying out the long-range plan. As a result, the taskforce recommended that these cooperatively developed criteria be used to evaluate and prioritize suggested projects, assuming that (a) anticipated revenues may not be sufficient to cover the cost of all proposed projects, and (b) not all projects demonstrate a strong need for implementation by the year 2040. In coordination with the regional travel demand model, these criteria will be used to select projects for inclusion in Encompass 2040—the OCARTS area metropolitan transportation plan.

## SHORT-RANGE TRANSPORTATION PLANNING

### Monitoring Urbanized Area Funds

The OCARTS Area MPO continued coordination with the Oklahoma Department of Transportation and local governments located in the OCARTS Transportation Management Area concerning distribution, programming, and monitoring of federal Surface Transportation Program Urbanized Area (STP-UZA) funds. Area STP-UZA funds were based on the combined Census 2010 populations of the Oklahoma City and Norman Urbanized Areas per Sec. 6016 of the FAST Act.

The adopted *Surface Transportation Program (STP) Procedures for the Oklahoma City Urbanized Area Funds and Criteria and Process for Evaluation of STP-UZA Projects* continued to serve as the MPO's policy for selecting project priorities using urbanized area funds. The STP Procedures allow entities within the TMA boundary to apply for STP-UZA funding.

### Federal Functional Classification System

The MPO reviewed requests by member entities to amend the Federal Functional Classification System to reflect local needs and priorities. MPO recommendations were forwarded to ODOT for review and final action by the Federal Highway Administration.

### Transit Operations

Transit services within the OCARTS area continued to be provided through three urban and two rural transit systems. The EMBARK bus system, operated by the Central Oklahoma Transportation and Parking Authority (COTPA), serves the Oklahoma City Urbanized Area; Citylink, operated by McDonald Transit, serves the City of Edmond in the northern portion of the Oklahoma City Urbanized Area; and Cleveland Area Rapid Transit (CART), operated by the University of Oklahoma, serves the Norman Urbanized Area. The 2010 census maintained separate urbanized Area (UZA) designations for the Oklahoma City and Norman UZAs, and both are designated recipients for FTA Sec. 5307 funds.

Rural transit service was provided by First Capital Trolley, based in Guthrie, and Delta Public Transit, based outside the OCARTS area but providing some service to the southern portion of the OCARTS area.

The MPO, COTPA, CART, Edmond Citylink, and ODOT Transit Programs staffs met quarterly throughout FY 2016 to coordinate on regional planning and transit activities.

### Enhancements and Bicycle/Pedestrian Facilities

The MPO, Edmond, Guthrie, Moore, Norman, Oklahoma City, Yukon and local transit agencies co-sponsored the twelfth Central Oklahoma Bike to Work Day event as part of the National Bike Month

campaign, held during the month of May. With the assistance of interested stakeholders, group rides were organized in each community. Some were Bike to Work rides, while others encouraged family rides. All OCARTS communities were encouraged to participate. The Bike to Work Day page was updated on the ACOG website, which included event information, route maps, posters, safety tips and a link to the national campaign. A more robust calendar for all bike rides in the month of May (Bike Month) was developed to encourage local riders. A safety flyer, developed in Spanish, was loaded on the website to provide information to one of the metro areas growing populations. The Facebook page was updated and was more active with over 900 followers.

The MPO assisted ODOT disseminate information regarding ODOT's Transportation Alternative Program (TAP) funding for small and mediums sized communities outside the UZAs. The MPO provided help in scoring and ranking local area projects. These projects were then forwarded to ODOT for their final ranking. . In FY 2016, the Regional Pedestrian Master Plan was developed to assist with future project grant applications. The current pedestrian network, crash data, future high priority areas, design criteria and future goals were all included in the report. The Pedestrian Composite Index (PCI) was used to develop a future map of recommended corridors.

The MPO's Bike Pedestrian Advisory Committee (BPAC) continues to disseminate regional bike/pedestrian and transit information and coordinate regional trails development. Among the presentations given to BPAC over the past year include presentations on Embark rider survey results, northwest multimodal corridor concept plan, Oklahoma City safety campaign, Oklahoma Bike Summit, Open Streets reports, bike/pedestrian counts, Oklahoma City's sidewalk repair program, Transportation Alternatives Program grants, Bike Walk OKC Plan updates and bike month planning. .

### **Recurring Congestion and Congestion Management Process**

The OCARTS area MPO is continually looking for opportunities to increase the efficiency of the existing transportation system. In FY 2016, MPO staff updated the region's congestion management process (CMP) in coordination with the 2040 MTP. The CMP update utilized newly available data to quantitatively evaluate the regional transportation system and identify congested corridors. The CMP also includes a set of performance measures to be evaluated on a routine basis, which will allow for ongoing monitoring of identified congested corridors and the employed strategies.

In FY 2016, several projects and strategies were implemented to alleviate congestion problems in the OCARTS area. The strategies included traffic operation improvements such as intersection modification, signalization and channelization, deployment of Intelligent Transportation Systems related infrastructure, interchange improvements, improved bus service, and the addition of general-purpose lanes.

### **Non-Recurring Congestion and Traffic Incident Management (TIM)**

Non-recurring congestion and traffic incidents make up a large portion of the OCARTS area congestion. The FAST Act prescribes that incident caused congestion be a part of the overall Congestion Management Process, thus bringing emphasis not only to overall travel time, but also to travel time reliability. The MPO coordinated with ODOT and public safety officials in the collection and analysis of traffic crash data.

The MPO also continued its involvement in the OCARTS area-wide collaboration associated with the regional snow routes system. Staff maintained contact with OCARTS entities in order to make sure that the regional snow routes were still accurate and that associated maintenance activities were being carried out as documented.

## Intelligent Transportation Systems

The MPO continued, in close coordination with the Oklahoma Department of Transportation (ODOT), to realize its vision for Intelligent Transportation Systems (ITS) within the OCARTS area. Staff monitored and analyzed data supplied by ITS roadside devices in high volume and high accident locations, designed to aid in the monitoring of traffic conditions, as well as the detection of incidents.

MPO staff began work to prepare the ITS portion of the metropolitan transportation plan, which includes collecting data and reviewing ITS projects implemented by member entities.

## Safety Conscious Planning

The MPO is committed to providing a safe environment for the traveling public and has a track record of considering safety as an important factor in the development of the Transportation Improvement Program and the long-range transportation plan.

## Freight and Intermodal Transportation Planning

The MPO stayed apprised of the state-led Commercial Vehicle Operations (CVO) activities, as well as the ongoing Commercial Vehicle Information Network System (CVISN) planning and deployment. Staff initiated work for the freight portion of the Encompass 2040 Plan, including compiling and analyzing national, state, and local freight data.

## AIR QUALITY

### Air Quality Monitoring

The MPO continued to work with the Air Quality Division of the Oklahoma Department of Environmental Quality (ODEQ) on monitoring and evaluating carbon monoxide (CO) and ground level ozone levels in Central Oklahoma.

In October 2015, EPA revised the primary and secondary ozone standard levels to 0.070 parts per million (ppm), and retained their indicators ( $O_3$ ), forms (fourth-highest daily maximum, averaged across three consecutive years) and averaging times (eight hours). EPA's panel of science advisors, the Clean Air Scientific Advisory Committee (CASAC) had recommended to EPA that 60 parts per billion (ppb) be the lower limit of the range in June 2014. The new standards have been challenged in court by a number of states and industry groups which could possibly delay or suspend the new standards. Prior to these challenges, EPA had projected final designations and classifications to be determined by October 2017.

On May 31, 2013 The Oklahoma Department of Environmental Quality (ODEQ), Air Quality Division, in collaboration with the Association of Central Oklahoma Governments (ACOG), formally submitted the Oklahoma City Metropolitan area path forward letter as required by participation in the EPA's Ozone Advance program. This is a "living" document and will be updated as programs are added or evolve. The document includes a list of Ozone Advance initiatives and ongoing programs for the Oklahoma City Metropolitan Statistical Area (MSA), comprised of Canadian, Cleveland, Grady, Lincoln, Logan, McClain, and Oklahoma counties, for which reports are provided to EPA on an annual basis. The Oklahoma City MSA report was submitted to EPA in May 2015.

The ground-level ozone reduction programs include voluntary and mandatory measures, as allowed in the EPA Ozone Advance Guidance Document. This mix of programs allows for more expeditious implementation and provides flexibility for program stakeholders. The Oklahoma City MSA is

currently designated as an attainment area and the 2014 design values for all ozone monitoring sites in the MSA, are in compliance with the 8-hour ozone standard.

Also in FY16, the MPO teamed with the Oklahoma City-County Health Department's Wellness Now Coalition, the City of Oklahoma City, the YMCA of Greater Oklahoma, the Neighborhood Alliance of Central Oklahoma and other agencies to host two Open Streets events. The third Oklahoma City Open Streets event was held in the fall in an area around Capitol Hill including portions of: SW 25, SW 29<sup>th</sup>, Robinson Avenue and Walker Avenue. The fourth Open Streets event was held at NW 23<sup>rd</sup> and Walker. Both events included shutting the streets from noon to 4:00 pm. All vehicular traffic was prohibited from using the street, but walking jogging, bicycling, dancing, skateboarding, and dog walking were encouraged. The spring Oklahoma City event drew a crowd of 40,000.

### Air Quality Public Awareness Campaign

The MPO continued administration of a comprehensive public education program on air quality and its requisite impacts on regional health, the economy and quality of life, including its effect on the transportation sector. The program is funded primarily from Congestion Mitigation Air Quality (CMAQ) funds provided by the Oklahoma Department of Transportation (ODOT).

Social media and online platforms remain essential tools in raising awareness about Central Oklahoma's air quality. Social media such as Twitter and Facebook are cost-efficient methods of reaching wide audiences. Constant Contact is utilized to send email notifications of Ozone Alert Day declarations.

### Central Oklahoma Rideshare

The MPO continued to administer "Get Around OK," Central Oklahoma's rideshare program. This program is funded using Congestion Mitigation and Air Quality (CMAQ) funds as it is designed to relieve congestion, reduce air pollution, and reduce petroleum usage in the transportation sector. "Get Around OK" is dedicated to aiding Central Oklahoma commuters in finding *easy, viable, and sustainable* modes of alternative transportation. The primary goal of the program is to reduce the number of single occupancy vehicles in the Oklahoma City Area Regional Transportation Study (OCARTS) area. The program promotes and encourages all forms of "alternative transportation" (any mode of commuting *besides* driving alone). To do this, the program provides a free, web-based ride-matching service that allows users to connect with other commuters with similar commuting schedules and preferences. The website, [www.getaroundok.com](http://www.getaroundok.com), has the capabilities to provide information on carpooling, transit, bike trails, and park and ride lots. To be eligible for this service, users must have an origin and/or destination located within the OCARTS service area.

### Public Fleet Conversion Grant Program

Congestion Mitigation and Air Quality (CMAQ) funds assigned to the OCARTS area provided funding for projects that entail fleet conversion to clean fuel technologies, the purchase of alternative fuel vehicles and hybrid vehicles, and/or the deployment of alternative fuel vehicle fueling and charging infrastructure. In FY 2016, OCARTS member entities, public trusts and public authorities providing essential services to OCARTS member entities, public colleges and universities, public technical education centers, and public school districts located principally within the OCARTS boundaries were eligible to participate.

The MPO issued a call for competitive project applications under its FY 2016 Public Fleet Conversion Grants process in late August 2015. Central Oklahoma Transportation & Parking Authority (COTPA) and the City of Norman were both awarded funding for CNG fueling infrastructure.

## SPECIAL PROJECTS

### Intermodal Transportation Hub Study

The *Intermodal Transportation Hub Master Plan for Central Oklahoma*, was the product of a partnership among the City of Oklahoma City, COTPA, ODOT, and ACOG. As a result of the study's recommendations, the City acquired the Santa Fe Station in downtown Oklahoma City. The City is currently using a combination of TIGER grant funds and state, MPO and local funds for phase one renovations. In FY 2016, Interior renovation of the Santa Fe Station grand hall, Amtrak area and future lease space were completed. Roadway and streetscape improvements to E.K. Gaylord Boulevard, bicycle and pedestrian enhancements, and construction of a pedestrian tunnel under the railroad platform are expected in the coming year.

### Commuter Corridors Study

In FY 2016, ACOG, under contract with URS Corporation, completed the final documentation (final report and appendices) for the Central Oklahoma Commuter Corridors Study (CCS), which included detailed demographic analyses, ridership forecasts, estimated capital and operating costs, and public sentiment as inputs to the selection of a locally preferred alternative (LPA) for each corridor. The study evaluated the commuter corridors reflected in the 2030 System Plan of the Regional Fixed Guideway Study between downtown Oklahoma City and the Cities of Edmond, Norman, and Midwest City.

### Regional Transit Authority Task Force

The Regional Transit Dialogue (RTD) Steering Committee continued to provide leadership for Central Oklahoma's regional transit efforts.

In 2016, the Councils of the six communities who partnered on the Commuter Corridors Study, signed a Memorandum of Understanding (MOU) to create the Central Oklahoma Regional Transit Authority Task Force and to fund its operations for up to three years. The Task Force is charged with establishing the structure, design, and rules of operation for creation of a Regional Transit Authority (RTA), which will be formalized in a Memorandum of Agreement (MOA) among the RTA members.

RTA Task Force representatives were selected in late 2015 and the group began regular monthly meetings in CY 2016.

## TRANSPORTATION SERVICES FOR THE ELDERLY AND PERSONS WITH DISABILITIES

As required by the Americans with Disabilities Act, COTPA, CART, and Citylink provide paratransit services for Central Oklahoma's elderly and disabled populations. ACOG, COTPA, CART, and Citylink continue to be involved in efforts to improve transportation choices for persons with disabilities and persons with low/moderate income. During FY 2016, the MPO continued participation in the COTPA Special Transportation Advisory Committee (STAC) and the Governor's United We Ride Council Advisory Committee. The MPO reviewed applications for Sec. 5310 capital assistance from non-profit organizations that serve elderly and disabled citizens, as submitted by the Oklahoma Department of Human Services (DHS), Aging Services Division. The applications were approved and included in the OCARTS Area Transportation Improvement Program (TIP). DHS serves as the Sec. 5310 designated recipient for the Oklahoma City Urban Area, as designated by the Governor in FY 2014.

## **Title VI/ADA**

ACOG continued to include an accommodation statement (inclusive of all disabilities) on its monthly agendas. ACOG maintained its website with all available Title VI and ADA documents and forms. ACOG began efforts to update its Title VI Plan and Limited English Proficiency (LEP) Assessment.

## **PROGRAM SUPPORT AND ADMINISTRATION**

### **Transportation Improvement Program**

The FFY 2015-2018 OCARTS Area Transportation Improvement Program identified the region's priorities for expenditure of federal-aid transportation funds within the OCARTS area during FFY 2016. Amendments to the program were made, as needed, financial constraint was maintained and opportunity for public comment on all amendments was provided.

The FFY 2015-2018 Transportation Improvement Program was updated during FY 2016 to reflect all state-sponsored projects for FFY 2016, 2017, and 2018 from the ODOT FFY 2016 – FFY 2023 Construction Work Plan. All amendments were adopted by the MPO and submitted to ODOT for approval and amendment of the STIP.

### **Public Involvement Program**

The *OCARTS Public Participation Plan (PPP)* guided public involvement activities related to the long-range transportation plan, the OCARTS Area Transportation Improvement Program and other transportation planning activities.

The MPO continued to utilize media releases, the monthly Perspective newsletters, and e-news releases distributed to ACOG's social media suite. Staff also provided information to the public about the OCARTS transportation planning process through ACOG's website, ACOG's blog, various radio and television interviews, news articles, and presentations to academic, civic and community groups. The MPO utilized visualization techniques in all presentations, including PowerPoint presentations, maps, charts, pictures and other graphics.



**PART V: FY 2017 UNIFIED PLANNING WORK PROGRAM BUDGET****FY 2017 OCARTS UPWP****TABLE V-1a  
EXPECTED PLANNING FUNDS**

<b>Funding Sources</b>	<b>Allocation</b>	<b>Match</b>	<b>Total</b>
FHWA (PL)	\$1,903,628	\$475,909	\$2,379,537
FHWA (CMAQ)	\$87,314	\$15,544	\$102,858
FTA 5303	\$358,343	\$89,587	\$447,930
FTA 5307	\$1,159,000	\$289,750	\$1,448,750
ODOT (FHWA-SPR)	\$20,000	\$0	\$20,000
FTA (JARC/NF)	\$6,312	\$0	\$6,312
LOCAL CONT	\$0	\$0	\$0
<b>GRAND TOTAL</b>	<b>\$3,534,597</b>	<b>\$870,790</b>	<b>\$4,405,387</b>

**TABLE V-1b  
PLANNING FUND DISTRIBUTION**

<b>Source</b>	<b>ACOG</b>	<b>OKC TM</b>	<b>CART &amp; COTPA</b>	<b>SUB. ENT.</b>	<b>ODOT</b>	<b>TOTAL</b>
FHWA (PL)	\$1,783,868	\$95,760	\$0	\$24,000	\$0	\$1,903,628
FHWA (CMAQ)*	\$87,314	\$0	\$0	\$0	\$0	\$87,314
FTA 5303	\$358,343	\$0	\$0	\$0	\$0	\$358,343
FTA 5307	\$0	\$0	\$1,159,000	\$0	\$0	\$1,159,000
ODOT (FHWA-SPR) **	\$0	\$0	\$0	\$0	\$20,000	\$20,000
FTA (JARC/NF) ***	\$6,312	\$0	\$0	\$0	\$0	\$6,312
LOCAL PL & FTA MATCH	\$291,100	\$23,940	\$289,750	\$0	\$0	\$604,790
PL IN KIND CONTR MATCH	\$260,000	\$0	\$0	\$6,000	\$0	\$266,000
<b>GRAND TOTAL</b>	<b>\$2,786,937</b>	<b>\$119,700</b>	<b>\$1,448,750</b>	<b>\$30,000</b>	<b>\$20,000</b>	<b>\$4,405,387</b>

FHWA: ODOT CMAQ & AQ represents federal CMAQ funds from ODOT. See TableV-2.

OKC TM = Oklahoma City Traffic Management

COTPA = Central Oklahoma Transportation and Parking Authority

CART = Cleveland Area Rapid Transit/Univ. of Oklahoma

SUB.ENT.= Edmond, Midwest City and Norman

\* Includes \$26,637 for Regional Rideshare Program funded at 100% Federal Share

\*\* ODOT and FHWA State Planning & Research (SPR) funding for Transportation Planning Assistance

\*\*\* Funded at 100% Federal Share (no local match required)

TABLE V-2

FY 2017 UPWP  
ACOG PARTICIPATION

No.	Task Description	FEDERAL FUNDS									LOCAL MATCH						TOTAL FUNDS					ACOG Subtotal
		FHWA-PL (80%)	FTA 5303 (80%)	CMAQ (80%)	CMAQ (100%)	JARC/ NF (100%)	Total Federal (80%)	Total PL and 5303 (80%) Hide	Total Federal 100%	Total Federal	FHWA-PL (80%)	FTA 5303 (80%)	CMAQ (80%)	CMAQ (100%)	JARC/ NF (100%)	Total Local	FHWA-PL (80%)	FTA 5303 (80%)	CMAQ (80%)	CMAQ (100%)	JARC/ NF (100%)	
101	Monitor Soec. Data	\$110,344	\$21,895				\$132,238	\$132,238	\$0	\$132,238	\$27,586	\$5,474				\$33,060	\$137,930	\$27,368				\$165,298
102	Trans. Plannng. Data	\$62,516	\$12,287				\$74,803	\$74,803	\$0	\$74,803	\$15,629	\$3,072				\$18,701	\$78,145	\$15,359				\$93,504
103	Census & Geo. In. Sys.	\$112,985	\$22,425				\$135,410	\$135,410	\$0	\$135,410	\$28,246	\$5,606				\$33,853	\$141,231	\$28,032				\$169,263
	Subtotal	\$285,845	\$56,607				\$342,452	\$342,452	\$0	\$342,452	\$71,461	\$14,152				\$85,613	\$357,306	\$70,759				\$428,065
201	Long Range Plan	\$791,634	\$158,752				\$950,386	\$950,386	\$0	\$950,386	\$197,909	\$39,688				\$237,596	\$989,543	\$198,439				\$1,187,982
202	Short Range Plan	\$100,135	\$19,844				\$119,978	\$119,978	\$0	\$119,978	\$25,034	\$4,961				\$29,995	\$125,168	\$24,805				\$149,973
203	Congestion Mgt	\$285,155	\$57,011				\$342,166	\$342,166	\$0	\$342,166	\$71,289	\$14,253				\$85,541	\$356,444	\$71,263				\$427,707
204	E and D Plan		\$3,525			\$6,312	\$3,525	\$3,525	\$6,312	\$9,837	\$0	\$881				\$881		\$4,406			\$6,312	\$10,718
205	Air Quality*	\$13,646	\$2,470	\$62,177	\$25,137		\$78,294	\$16,117	\$25,137	\$103,431	\$3,412	\$618	\$15,544			\$19,573	\$17,058	\$3,088	\$77,721	\$25,137		\$123,004
	Subtotal	\$1,190,570	\$241,601	\$62,177	\$25,137	\$6,312	\$1,494,348	\$1,432,171	\$31,449	\$1,525,797	\$297,643	\$60,400	\$15,544			\$373,587	\$1,488,213	\$302,001	\$77,721	\$25,137	\$6,312	\$1,899,384
301	Citizen Part. System	\$45,483	\$8,865				\$54,348	\$54,348	\$0	\$54,348	\$11,371	\$2,216				\$13,587	\$56,853	\$11,082				\$67,935
	Subtotal	\$45,483	\$8,865				\$54,348	\$54,348	\$0	\$54,348	\$11,371	\$2,216				\$13,587	\$56,853	\$11,082				\$67,935
401	Certification/Coord.	\$52,777	\$10,331				\$63,107	\$63,107	\$0	\$63,107	\$13,194	\$2,583				\$15,777	\$65,971	\$12,913				\$78,884
402	Technical Assist.	\$11,738	\$2,087				\$13,825	\$13,825	\$0	\$13,825	\$2,935	\$522				\$3,456	\$14,673	\$2,608				\$17,281
	Subtotal	\$64,515	\$12,417				\$76,932	\$76,932	\$0	\$76,932	\$16,129	\$3,104				\$19,233	\$80,643	\$15,522				\$96,165
501	Staff Training	\$26,267	\$5,005				\$31,272	\$31,272	\$0	\$31,272	\$6,567	\$1,251				\$7,818	\$32,833	\$6,257				\$39,090
502	Annual Report/Doc.	\$66,433	\$13,074				\$79,507	\$79,507	\$0	\$79,507	\$16,608	\$3,268				\$19,877	\$83,042	\$16,342				\$99,384
	Subtotal	\$92,700	\$18,079				\$110,779	\$110,779	\$0	\$110,779	\$23,175	\$4,520				\$27,695	\$115,875	\$22,599				\$138,474
601	Direct Proj.Mgt.	\$104,757	\$20,772				\$125,529	\$125,529	\$0	\$125,529	\$26,189	\$5,193				\$31,382	\$130,946	\$25,965				\$156,911
	Subtotal	\$104,757	\$20,772				\$125,529	\$125,529	\$0	\$125,529	\$26,189	\$5,193				\$31,382	\$130,946	\$25,965				\$156,911
	<b>Total</b>	<b>\$1,783,869</b>	<b>\$358,342</b>	<b>\$62,177</b>	<b>\$25,137</b>	<b>\$6,312</b>	<b>\$2,204,388</b>	<b>\$2,142,211</b>	<b>\$31,449</b>	<b>\$2,235,837</b>	<b>\$445,967</b>	<b>\$89,586</b>	<b>\$15,544</b>	<b>\$0</b>	<b>\$0</b>	<b>\$551,097</b>	<b>\$2,229,837</b>	<b>\$447,928</b>	<b>\$77,721</b>	<b>\$25,137</b>	<b>\$6,312</b>	<b>\$2,786,934</b>

\*Requested/proposed CMAQ funds for Task 2.05 include CMAQ funds (\$20,000 Federal + \$5,000 Local, for air quality public information work).

\*\*In Kind match contribution related to ODOT ITS Planning and Accident Analysis subtasks included in Task 2.03.



**TABLE V-3**  
**FY 2017 UPWP**  
**OKLAHOMA CITY TRAFFIC MANAGEMENT**

No.	Task Description	FEDERAL FUNDS			LOCAL MATCH				TOTAL FUNDS			OKC TM Subtotal
		PL	FTA 5303	FTA 5307	PL	FTA 5303	FTA 5307	Total Local	PL	FTA 5303	FTA 5307	
101	Monitor Soec. Data	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
102	Trans. Planng. Data	\$82,000	0	0	20,500	0	0	20,500	102,500	0	0	\$102,500
103	Census & Geo. In. Sys.	\$0	0	0	0	0	0	0	0	0	0	\$0
Subtotal		\$82,000	0	0	20,500	0	0	20,500	102,500	0	0	\$102,500
201	Long Range Plan	\$0	0	0	0	0	0	0	0	0	0	\$0
202	Short Range Plan	\$0	0	0	0	0	0	0	0	0	0	\$0
203	Congestion Mgt	\$0	0	0	0	0	0	0	0	0	0	\$0
204	E and D Plan	\$0	0	0	0	0	0	0	0	0	0	\$0
205	Air Quality	\$0	0	0	0	0	0	0	0	0	0	\$0
Subtotal		\$0	0	0	0	0	0	0	0	0	0	\$0
301	Citizen Part. System	\$0	0	0	0	0	0	0	0	0	0	\$0
Subtotal		\$0	0	0	0	0	0	0	0	0	0	\$0
401	Certification/Coord.	\$0	0	0	0	0	0	0	0	0	0	\$0
402	Technical Assist.	\$0	0	0	0	0	0	0	0	0	0	\$0
Subtotal		\$0	0	0	0	0	0	0	0	0	0	\$0
501	Staff Training	\$7,680	0	0	1,920	0	0	1,920	9,600	0	0	\$9,600
502	Annual Report/Doc.	\$6,080	0	0	1,520	0	0	1,520	7,600	0	0	\$7,600
Subtotal		\$13,760	0	0	3,440	0	0	3,440	17,200	0	0	\$17,200
601	Direct Proj.Mgt.	\$0	0	0	0	0	0	0	0	0	0	\$0
Subtotal		\$0	0	0	0	0	0	0	0	0	0	\$0
<b>Total</b>		<b>\$95,760</b>	<b>\$0</b>	<b>\$0</b>	<b>\$23,940</b>	<b>\$0</b>	<b>\$0</b>	<b>\$23,940</b>	<b>\$119,700</b>	<b>\$0</b>	<b>\$0</b>	<b>\$119,700</b>

**TABLE V-4**  
**FY 2017 UPWP**  
**COTPA**

No.	Task Description	FEDERAL FUNDS			LOCAL MATCH				TOTAL FUNDS			COTPA Subtotal
			JARC/NF	FTA 5307		JARC/NF	FTA 5307	Total Local		JARC/NF	FTA 5307	
101	Monitor Soec. Data	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
102	Trans. Planng. Data	\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ 31,250	\$ 31,250	\$ -	\$ -	\$ 156,250	\$ 156,250
103	Census & Geo. In. Sys.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal		\$ -	\$ -	\$ 125,000	\$ -	\$ -	\$ 31,250	\$ 31,250	\$ -	\$ -	\$ 156,250	\$ 156,250
201	Long Range Plan	\$ -	\$ -	\$ 304,000	\$ -	\$ -	\$ 76,000	\$ 76,000	\$ -	\$ -	\$ 380,000	\$ 380,000
202	Short Range Plan	\$ -	\$ -	\$ 340,000	\$ -	\$ -	\$ 85,000	\$ 85,000	\$ -	\$ -	\$ 425,000	\$ 425,000
203	Congestion Mgt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
204	E and D Plan	\$ -	\$ -	\$ 144,000	\$ -	\$ -	\$ 36,000	\$ 36,000	\$ -	\$ -	\$ 180,000	\$ 180,000
205	Air Quality	\$ -	\$ -	\$ 8,000	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ 10,000	\$ 10,000
Subtotal		\$ -	\$ -	\$ 796,000	\$ -	\$ -	\$ 199,000	\$ 199,000	\$ -	\$ -	\$ 995,000	\$ 995,000
301	Citizen Part. System	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
401	Certification/Coord.	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ 50,000	\$ 50,000
402	Technical Assist.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal		\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ 50,000	\$ 50,000
501	Staff Training	\$ -	\$ -	\$ 14,000	\$ -	\$ -	\$ 3,500	\$ 3,500	\$ -	\$ -	\$ 17,500	\$ 17,500
502	Annual Report/Doc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal		\$ -	\$ -	\$ 14,000	\$ -	\$ -	\$ 3,500	\$ 3,500	\$ -	\$ -	\$ 17,500	\$ 17,500
601	Direct Proj.Mgt.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>		\$ -	\$ -	\$ 975,000	\$ -	\$ -	\$ 243,750	\$ 243,750	\$ -	\$ -	\$ 1,218,750	\$ 1,218,750

**TABLE V-5**  
**FY 2017 UPWP**  
**CART**

No.	Task Description	FEDERAL FUNDS			LOCAL MATCH				TOTAL FUNDS			CART Subtotal
			ITS	FTA 5307		ITS	FTA 5307	Total Local		ITS	FTA 5307	
101	Monitor Soec. Data	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
102	Trans. Planng. Data	\$ -	\$ -	\$ 41,000	\$ -	\$ -	\$ 10,250	\$ 10,250	\$ -	\$ -	\$ 51,250	\$ 51,250
103	Census & Geo. In. Sys.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal		\$ -	\$ -	\$ 41,000	\$ -	\$ -	\$ 10,250	\$ 10,250	\$ -	\$ -	\$ 51,250	\$ 51,250
201	Long Range Plan	\$ -	\$ -	\$ 20,000	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ 25,000	\$ 25,000
202	Short Range Plan	\$ -	\$ -	\$ 75,000	\$ -	\$ -	\$ 18,750	\$ 18,750	\$ -	\$ -	\$ 93,750	\$ 93,750
203	Congestion Mgt	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
204	E and D Plan	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ 50,000	\$ 50,000
205	Air Quality	\$ -	\$ -	\$ 2,500	\$ -	\$ -	\$ 625	\$ 625	\$ -	\$ -	\$ 3,125	\$ 3,125
Subtotal		\$ -	\$ -	\$ 137,500	\$ -	\$ -	\$ 34,375	\$ 34,375	\$ -	\$ -	\$ 171,875	\$ 171,875
301	Citizen Part. System	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ 750	\$ 750	\$ -	\$ -	\$ 3,750	\$ 3,750
Subtotal		\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ 750	\$ 750	\$ -	\$ -	\$ 3,750	\$ 3,750
401	Certification/Coord.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
402	Technical Assist.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
501	Staff Training	\$ -	\$ -	\$ 2,500	\$ -	\$ -	\$ 625	\$ 625	\$ -	\$ -	\$ 3,125	\$ 3,125
502	Annual Report/Doc.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal		\$ -	\$ -	\$ 2,500	\$ -	\$ -	\$ 625	\$ 625	\$ -	\$ -	\$ 3,125	\$ 3,125
601	Direct Proj.Mgt.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>		\$ -	\$ -	\$ 184,000	\$ -	\$ -	\$ 46,000	\$ 46,000	\$ -	\$ -	\$ 230,000	\$ 230,000

**TABLE V-6**  
**FY 2017 UPWP**  
**SUBURBAN ENTITIES**

No.	Task Description	FEDERAL FUNDS			LOCAL MATCH				TOTAL FUNDS			Suburban Entities Subtotal
		PL	FTA 5303	FTA 5307	PL	FTA 5303	FTA 5307	Total Local	PL	FTA 5303	FTA 5307	
102	Trans. Planning Data											
	Choctaw	\$4,000	\$0	\$0	\$1,000	\$0	\$0	\$1,000	\$5,000	0	0	\$5,000
	Edmond	\$6,000	0	0	1,500	0	0	1,500	7,500	0	0	\$7,500
	Midwest City	\$4,000	0	0	1,000	0	0	1,000	5,000	0	0	\$5,000
	Moore	\$4,000	0	0	1,000	0	0	1,000	5,000	0	0	\$5,000
	Norman	\$10,000	0	0	2,500	0	0	2,500	12,500	0	0	\$12,500
<b>Total</b>		<b>\$24,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,000</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>

## **PART VI: ELEMENT AND TASK DESCRIPTIONS**

### **ELEMENT #1: DATA DEVELOPMENT AND INFORMATION MANAGEMENT**

This element is designed to provide a systematic framework for maintaining, developing, coordinating, integrating and supporting an areawide urban/regional data management information system. In order to accomplish this, ACOG staff will continue coordination with various federal, state, and local agencies including the Bureau of Census, U.S. Department of Commerce, Oklahoma Department of Environmental Quality, and the Oklahoma Department of Commerce, for acquisition and analysis of socioeconomic, demographic, and transportation data.

This element produces a continuing inventory of land use, demographic, socioeconomic, and travel data, as well as transportation and transit facilities to monitor changes within the region.

*Tasks Included:*

[1.01 - Demographic/Socioeconomic Data Monitoring](#)

[1.02 - Transportation Planning Data Management](#)

[1.03 - Geographic Information System Improvements and Census Geography](#)

[1.04 - Transportation Planning Assistance - Oklahoma Department of Transportation](#)

**Task 1.01: Demographic/Socioeconomic Data Monitoring***Background Information*

A primary function of the MPO is the calibration and application of a regional land use distribution model. This requires substantial data inputs including base year and future year land use, population, employment, dwelling units and school enrollment within the OCARTS area. The regional population and employment forecasts generated are critical to the MPO's ability to plan for future traffic congestion.

*Program Objective*

Complete outcomes of the 2040 Plan modelling work, document process and then prepare for the 2015 Plan base.

*Program Activities (all activities to be conducted by ACOG)*

1. Complete the collection and address matching of the 2014 building permits from local communities in order to develop the 2015 base data for the 2045 Plan.
2. Document the data compilation and development of the 2040 population control totals.
3. Document the data compilation and development of the 2040 employment control totals. Compare the 2010 base year employment data to the 2015 OESC data. Use the 2010-2014 commercial building permits to assist in the development of the 2015 base employment.
4. Document the 2040 school enrollment process. Begin the 2015 school enrollment development process.
5. Conduct annual request for land use data from member local governments and agency partners. Data will be utilized in the continual monitoring of transportation performance measures and updates to the regional land use and travel demand models. Track local land use developments and comprehensive plans for 2015 base data. Collect 2015 water and sewer line data in order to update the regional service area boundary.
6. Complete work on scenario land use model and integrate the 2040 development patterns with the 2040 transportation model. Document the methodology that was used to develop the land use scenarios, the outcomes of the process, and suggestions for modification and future data needs.
7. Provide data, as needed, to project sponsors regarding social, demographic, economic, and environmental impacts of major transportation projects. Evaluate scenarios regarding the health and environmental impacts of the Plan. Document the Environmental Justice analysis of the 2040 Plan.
8. Continue to monitor census products that can be used in model development. Provide census materials and workshops to area members, as needed. Promote annual census programs to members (ACS and BAS).

### *End Products*

Technical memoranda and reports documenting program activities, including:

- 1.01 (2) - 2040 Population Control Totals report (ACOG)
- 1.01 (3) - 2040 Employment Control Totals report (ACOG)
- 1.01 (4) - 2040 School Enrollment Projections report (ACOG)
- 1.01 (6) - 2040 Regional Land Use Scenarios report (ACOG)
- 1.01 (8) - Encompass 2040 MTP Environmental Justice report (ACOG)

## **Task 1.02: Transportation Planning Data Management**

### *Background Information*

Transportation planning data is collected every year and compiled in various transportation files at ACOG. Information is placed in new formats, and programs are revised as needed in order to allow greater flexibility and broader reviews of the subject matter.

### *Program Objective*

To collect, maintain, update and evaluate information that is basic to the transportation planning process regarding current travel and system characteristics, and to utilize such information for the assessment of transportation system performance and for forecasting regional travel demand. Data collected is also used to provide a statistical foundation for the identification and prioritization of projects included in the Transportation Improvement Program (TIP).

### *Program Activities*

#### **1. Traffic Count Program**

ACOG will collect traffic counts taken by the Oklahoma Department of Transportation (ODOT), the City of Oklahoma City Traffic Management (OKC TM) and the cities of Edmond, Midwest City, Moore, Norman, and Choctaw on key links on the OCARTS Plan network on a rotational basis over a two-year period. Annual counts will be collected for a select number of locations. Participating entities will continue to upload volume, speed, and classification data directly into a hosted, central database available online at [acog.ms2soft.com](http://acog.ms2soft.com).

Emphasis on sharing traffic count and transportation system data between the various entities as well as the general public will continue. (ODOT, ACOG, OKC TM, EDM, MWC, MOR, NOR, Choctaw)

#### **2. Management Systems**

- a. ACOG will continue to work cooperatively with the Oklahoma Department of Transportation, affected governmental entities, and private sector groups in the development of the pavement, bridge, safety management systems, and the aforementioned congestion management process, as well as the highway performance monitoring system (HPMS).
- b. ACOG will continue to provide traffic counts and lane-width information from the OCARTS traffic count database and transportation model to ODOT for the HPMS. (ACOG)
- c. ACOG will continue to build and launch TELUS (a computerized information-management and decision-support system) which will provide user-friendly, comprehensive, and efficient tools for managing Transportation Improvement Programs (TIP). ACOG will also explore the potential of the region to implement an e-STIP. (ACOG)



### 3. Travel Time Analysis

- a. Utilize the National Performance Management Research Data Set (NPMRDS) for the Enhanced NHS within Central Oklahoma to monitor and analyze system performance and congestion.
- b. Include Travel Time Analysis results in the performance measure monitoring report completed by ACOG (see Task 2.03). (ACOG)

### 4. Transit Database and Network Reporting

COTPA, CART and Citylink will collect and analyze ridership data for operated and purchased/contracted transportation services monthly; annual ridership figures will be reported to the National Transit Database (NTD). Ridership data by stop will be provided to ACOG annually to assist with modeling efforts. (COTPA, CART, Citylink)

#### *End Product*

Computerized database files. Technical memoranda and reports as required, documenting the findings and analysis of data collected under these program activities, including:

- 1.02 (1) – Traffic Counts Data Collection reports (Choctaw, Edmond, Midwest City, Moore, Norman, Oklahoma City TM)
- 1.02 (4) Annual National Transit Data Reports to FTA (COTPA, CART, Citylink)

**Task 1.03: Geographic Information System (GIS) Improvements and Census Geography***Program Objectives*

Maintain an accurate geographic information system (GIS) of all data relevant to the regional transportation planning process including but not limited to the street network, transportation projects, functional class, bicycle/pedestrian facilities, crash data, traffic counts, traffic congestion and corridors, parks and open space, administrative boundaries, land use data, parcels, transit routes, and regional snow routes. Provide GIS products and support for members through user-friendly and innovative technologies.

*Program Activities (all activities to be conducted by ACOG)*

1. Maintain an accurate inventory of transportation planning related geographic data sets using a centralized geodatabase. Develop and apply GIS metadata and other standards.
2. Provide data in multiple formats (e.g. PDF, ESRI shapefile, online) for requesting entities.
3. Use the 2015 county parcel update to develop the 2015 land use base.
4. Assist with the production of map templates and data for transportation planning documents.
5. Provide regional coordination for digital aerial sharing and planning. Start planning for 2017 aerial coordination and collection with local members. Request the 2015 sidewalk layer from members who flew planimetric data.
6. Collaborate with ACOG's ArcGIS hosting partner, ROK Inc., to upgrade and maintain GoMaps a public, interactive online mapping service of relevant GIS layers.
7. Explore future GIS and mapping capabilities for ACOG and member entities (e.g. ArcGIS Online, Cloud GIS).
8. Publish Metropolitan Transportation Plan products available on ArcGIS Online and provide data to ACOG's members as requested.

*End Product*

GIS products and aerial photography available for ACOG planning efforts, technical assistance for members, and public access.

**Task 1.04: Transportation Planning Assistance - Oklahoma Department of Transportation (ODOT)***Program Objectives*

The Oklahoma Department of Transportation (ODOT) will provide administrative, technical, and policy guidance and assistance related to the successful completion of the urban transportation planning work activities itemized in this UPWP.

*Program Activities*

1. Urban Transportation Planning Process  
The Oklahoma Department of Transportation will provide a liaison, maintain information flows, and provide technical assistance for the maintenance of an effective continuous, comprehensive, and cooperative urban transportation planning process in the OCARTS area. (ODOT)
2. Computer Support  
ODOT's GIS Data Portal and ArcGIS Online systems are available for ACOG to access GIS data collected and maintained by ODOT.

*End Product*

Urban transportation planning, technical, and computer support and services for the successful implementation of the F Y 2017 UPWP.

**ELEMENT #2: REGIONAL TRANSPORTATION PLANNING**

This activity involves the maintenance and refinement of the short-range and long-range transportation planning processes. Work areas include tasks to develop, maintain and refine the methodology for reevaluation and update of proposed transportation systems and subsystems. Multimodal travel forecasting models and traffic management strategies will be used in order to improve the system of integrated regional transportation planning. Included is the maintenance of a four-year Transportation Improvement Program (TIP) serving as the short-range implementation tool for the region's long-range transportation plan.

*Tasks Included:*

- [2.01 - Long-Range Transportation Planning](#)
- [2.02 - Short-Range Transportation Planning](#)
- [2.03 - System Performance and Congestion Management](#)
- [2.04 - Elderly and Disabled Transportation Planning](#)
- [2.05 - Air Quality Planning](#)

## **Task 2.01: Long-Range Transportation Planning**

### *Background Information*

Fixing America's Surface Transportation (FAST) Act (P.L. 114-94), signed into law on December 4, 2015, authorized federal highway, highway safety, transit, and rail programs for five years from federal fiscal years 2016 through 2020 FAST replaced MAP-21 (Moving Ahead for Progress in the 21<sup>st</sup> Century) and is the first long-term comprehensive surface transportation legislation since the 2005 Safe Accountable Flexible Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) Act. .

In FAST, metropolitan and statewide transportation planning processes are continued, including the performance-based planning and programming requirements of MAP-21. Requirements for a long-range metropolitan transportation plan and a short-term transportation improvement program (TIP) continue and public involvement remains a hallmark of the planning process.

Federal guidelines require a continuing, comprehensive, and coordinated (3C) transportation planning process in metropolitan areas and states. FAST continued the MAP-21 planning factors that must be considered in the development of metropolitan plans and programs, and added two new factors: improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and enhance travel and tourism. FAST places an emphasis on freight planning and investment and continues requirements for financial feasibility and consideration of social and environmental impacts of transportation decisions.

Encompass 2035, the current long-range transportation plan for the OCARTS area, was adopted by the MPO in April 2011. Current efforts are focused on the development of the Encompass 2040 Metropolitan Transportation Plan, anticipated to be approved in mid-2016. As of May 2016, the OCARTS area is an air quality attainment area, and therefore the long-range transportation plan update for Central Oklahoma is required every five years.

### *Program Objective*

To develop and implement the intermodal long-range transportation plan for the OCARTS area in compliance with the requirements of the FAST Act. To begin data collection required for the development of the next long-range plan. To develop and enhance modeling tools in order to accurately estimate and forecast travel patterns.

### *Program Activities*

1. Ensure compliance with guidance issued by the Federal Transit and Federal Highway Administrations that implements the FAST Act, particularly regarding metropolitan and statewide planning requirements. (ACOG)
2. Evaluate requests to amend the current long-range plan in accordance with the ACOG amendment procedures, FAST Act requirements, financial constraint, public involvement, and any applicable conformity guidelines promulgated under the 1990 Clean Air Act Amendments. Any proposed amendments to the adopted plan shall include consideration of the planning factors, review of mobility benefits and burdens to different socioeconomic groups, the adopted public participation plan (see Task 3.01), and financial capacity to implement such plan amendments. Following approval of Encompass 2040, update ACOG's long-range transportation plan amendment procedures to reflect new goals and strategies. (ACOG)

3. Monitor and track highway, street, and intermodal (transit, bicycle, pedestrian, freight movement, airport access) improvements by maintaining databases and a GIS inventory of the improvements. Update the annual Network Monitoring Report. (ACOG)  
  
COTPA, CART, and Citylink will provide shapefile and/or other information on route and service changes for inclusion in the region's annual Network Monitoring Report. (COTPA, CART, Citylink)
4. Develop final Encompass 2040 project listing through collaboration with local communities and modeling a series of transportation alternates. Analyze and document the potential impacts of the selected plan. Complete the financial component of Encompass 2040 including the alternate and final plan estimated costs and revenue projections. Complete final Encompass 2040 documents, detailing the process and all the factors that were considered in the development of the long-range plan. (ACOG)
5. Complete the OCARTS Area Pedestrian Facilities Master Plan.
6. In order to ensure the reliability and responsiveness of forecasting tools, the MPO will continue implementation of a transportation model improvement program (TMIP) to provide for the maintenance of the OCARTS model network. (ACOG)
7. Coordinate with ODOT on the implementation of the 2015-2040 Statewide Intermodal Transportation Plan, including the development of performance measures for compliance with the FAST Act. Share information and assist as needed in processing amendments to the Metropolitan Transportation Plan, the OCARTS TIP, and federal functional classification system. (ACOG, ODOT)
8. Coordinate with the Oklahoma Turnpike Authority (OTA) and track and model, as needed, OTA-sponsored improvements to the regional network. (ACOG)
9. Long Range Transit Planning (ACOG, COTPA, CART, Citylink)
  - a. Continue coordination of the Regional Transit Dialogue (RTD) process among the MPO, local transit providers, and leaders from the public and private sectors, including efforts to establish a regional transit authority and district. (ACOG, COTPA, CART, Citylink)
  - b. Provide interim administrative, technical and planning assistance to the Central Oklahoma Regional Transit Authority (RTA) Task Force, created in September 2015 by a six-entity memorandum of understanding, and charged with development of a Regional Transit Authority Memorandum of Agreement. (ACOG)

## 10. Long Range Transit Planning (COTPA)

### a. COTPA Long Range Transit Plan Implementation:

Continue to plan for and/or implement smaller-scale elements of the 2001 COTPA Long Range Transit Plan (LRTP), adopted in 2001, including additional planning for park-and-ride lots, a commuter vanpool program, added technology (such as traffic signal priority), and service to the airport. COTPA will explore the prospect of updating the 2001 COTPA LRP. (COTPA)

### b. COTPA Regional Fixed Guideway Systems Planning

Continue to advance the recommendations of the 2005 Regional Fixed Guideway Study (FGS), through the following efforts:

- Continue work on the Northwest Multimodal Transportation Corridor (MWMTC) Concept Plan and its recommendations for enhanced transit options, TOD, and health community planning along the Northwest Expressway and Classen.
- Continue to implement the enhanced bus element of the 2005 Fixed Guideway Study's 2030 System Plan, as modified by the findings of the 2013 Nelson Nygaard Transit Services Analysis (TSA).
- Continue planning with the Union Pacific Railroad, ODOT, and ACOG to secure excursion train and passenger rail access between Northeast OKC and the Santa Fe Station through Bricktown.
- Continue to work closely with the Oklahoma City Planning Department on various transit-related matters such as TOD, airport service concepts, grant applications, additional multimodal corridor studies, and ped-bike planning.
- Continue to research and educate about the need for dedicated local funding to accommodate present and future bus and rail transit demand in Central Oklahoma.
- Continue to plan for future streetcar extensions, as appropriate.
- Continue stakeholder engagement for the continued planning and advancement of Fixed Guideway Study recommendations.
- Continue public education initiatives for the advancement of transit supportive land use plans and policies that include the continuum of access to transit services, ranging from pedestrian treatments to bus stops/shelters to transit-oriented development.
- Initiate a comprehensive bus stop improvement and long term maintenance plan to prioritize and address bus stop and bus shelter needs.



## 11. Long Range Transit Planning (CART)

- Develop a 2018 interim update for CART's Long Range Public Transportation Plan (CART's 2008 Plan) in FY17 considering new development trends since 2008. Submit to City of Norman for approval and to be included in the City's Comprehensive Transportation Plan. CART Plan will be updated again in 2025 (CART)
- Collaborate with City of Norman to identify funding to implement specific transit improvements included in the City of Norman's Comprehensive Transportation Plan and CART's Updated 2018 Plan. (CART)
- Seek funding to implement the phases outlined in the bus stop improvement plan that was completed in FY16. (CART)

### *End Product*

Technical memoranda and reports documenting program activities, including:

- 2.01 (2) - Summary of MTP Amendments report (ACOG)
- 2.01 (3) - CY 2016 Network Monitoring report (ACOG)
- 2.01 (4) - Financial Element of Encompass 2040 – Estimated Costs and Revenues (ACOG)
- 2.01 (4) - Encompass 2040 Executive Summary (ACOG)
- 2.01 (4) - Encompass 2040 Plan Report (ACOG)
- 2.01 (5) - OCARTS Pedestrian Facilities Plan (ACOG)
- 2.01 (11) – Documentation of Long-Range Planning Work Efforts (COTPA,CART)

## **Task 2.02: Short-Range Transportation Planning**

### *Background Information*

Short-range transportation planning plays an important role in identifying and implementing priorities for highway and intermodal improvements within the metropolitan area. The transportation improvement program is the primary tool used to advance the goals of the long-range transportation plan.

### *Program Objectives*

To coordinate with ODOT, OCARTS area local governments, and the local transit providers in the implementation of transportation improvements throughout the region that are consistent with the financially constrained long-range transportation plan. To expend the region's federal transportation dollars quickly and efficiently in accordance with regionally established priorities.

### *Program Activities*

1. Monitor federally funded transportation improvements within the OCARTS area
  - a. Monitor the region's Surface Transportation Program Urbanized Area (STP-UZA) funds, and provide a mid-year STP-UZA status report, by entity, in accordance with ITPC policy. Provide assistance to local entities, as needed, concerning STP-UZA procedures, funds, project statuses, and obligation of STP-UZA funds.
  - b. Monitor the implementation of OCARTS area Transportation Alternatives Program (TAP) projects competitively selected using FFY 2013 and FFY 2014 TAP funds and the MPO's project evaluation and scoring criteria. Coordinate with ODOT on the development and implementation of its TAP process and assist local government members with application for the same. Prepare for FFY 2015 and FFY 2016 TAP funding cycle and include coordination with ODOT. Assist ODOT staff with project selection for their remaining Safe Routes to School (SRTS) funding in FY 2017. Explore the possibility of offering another cycle of TAP funding in FFY 2017 (inside UZA).
  - c. Assist OCARTS entities in identification of other appropriate federal and state funding sources for local transportation improvements.
  - d. Prepare an annual listing of projects for which federal transportation funds were obligated during FFY 2016, including investments in pedestrian walkways and bicycle transportation facilities. (ACOG)
2. Consider requests by OCARTS entities to amend the federal functional classification system as needed. Such requests will be reviewed by the MPO's Technical and Policy Committees and forwarded to ODOT for submission to FHWA. (ACOG)
3. Cooperate with ODOT in the selection of projects for funding on the National Highway System (NHS), and select other Title 23 and transit projects in consultation with ODOT and area public transportation providers in conformance with TIP and STIP priorities. Coordinate with ODOT on the implementation of OCARTS area recommendations from its Strategic Highway Safety Plan (SHSP). (ACOG)
4. Continue working with ODOT and area freight stakeholders to maintain up-to-date inventories of intermodal facilities and goods movement data affecting the OCARTS area. (ACOG)

## 5. Integrated Planning and Environmental Processes

The MPO will provide assistance to lead agencies performing a planning process that can be integrated into the required environmental analysis for major highway and public transit projects in the OCARTS area. The analysis process will involve the MPO, ODOT, COTPA, CART, FHWA and FTA, and other agencies as needed. The process will establish the range of alternatives to be studied such as alternative modes and general alignments, and include appropriate public involvement opportunities. Broad social, economic, and environmental impacts that could result from the proposed improvement will be evaluated. (ACOG, ODOT, COTPA, CART)

6. Update the FFY 2017-2020 OCARTS Area TIP with the latest priorities of the MPO member entities. Conduct a call for Surface Transportation Program Urbanized Area (STP-UZA) projects and use the STP-UZA Evaluation Criteria to select projects for update of the TIP. Process amendments to the current TIP through the ITTC and ITPC, provide public notice on each amendment, and document said amendments for submission to the FHWA, FTA, ODOT, and other applicable agencies. Monitor revisions to project descriptions, funding sources, and cost estimates in order to maintain a fiscally constrained TIP. Provide input into the ODOT 8-Year Construction Work Plan and Statewide Transportation Improvement Program (STIP).

7. Review and revise the *Criteria and Process for Evaluation of STP-UZA Projects*, as needed and desired by the ITTC and ITPC. The same review and revisions will be offered for TAP.

## 8. Public Transportation Quarterly Coordination Meetings

Conduct quarterly coordination meetings among staff from ACOG, COTPA, CART, Citylink, First Capital Trolley, Oklahoma City Planning Department, and ODOT. This forum enables transit providers, ACOG, ODOT and other transportation professionals to interface about regional transit issues. (COTPA, CART, Citylink, ODOT, ACOG)

## 9. Short Range Transit Route Performance & Service Plans

### a. Transit Route Performance Evaluation

Utilize on-bus technology and other surveys to monitor route performance, usage trends and validity of service for existing fixed routes. Regularly brief local entities and agencies on system performance as appropriate. (COTPA, CART)

### b. Planning for Bus Route Service & Schedules

ACOG will:

Provide journey-to-work, employment, census, or other data, as needed, to assist with transit route service modification plans. (ACOG)

COTPA will:

- Continue to review the impact of bus route changes and develop bus route service plans in conformance with budgetary considerations and various plans and processes, with special emphasis on night service and providing increased frequency as appropriate.
- Monitor recent service changes, including recently expanded night service.
- Provide technical planning assistance to local communities, as appropriate.
- Provide Edmond Citylink with transit planning assistance, as appropriate.

- Continue the short-term transit resource improvement planning which has focused on strategies to help COTPA expand its fleet, add CNG and hybrid powered buses, and enlarge its workforce to best accommodate recent EMBARK service expansion and ridership growth. In addition, planning will continue to evaluate the fleet replacement and expansion schedule. COTPA's on-site CNG fleet fueling infrastructure will be brought on-line by late FY 2017.
- Conduct public engagement activities, as necessary, to gather input about any proposed service changes.

c. Planning for Phase One Streetcar

- Prepare for a summer-fall 2017 delivery of streetcar vehicles and initiate planning for the “smarter” streetcar initiative.
- Work closely with MAPS and the design and construction firms finalizing the design and building the streetcar track, passenger stop platforms, and maintenance facility components.
- Complete a Peer Review of streetcar elements, as needed.
- Continue safety oversight planning with ODOT and others for streetcar
- Work toward implementation for the TOD, land use change, livability, feeder bus, partner, and other recommendations to increase ridership embodied in the TIGER II Streetcar Implementation Plan document.
- Continue developing a management plan for the Santa Fe Intermodal Hub which will be occupied and managed by various COTPA functions, prepare for the hub to serve as a streetcar stop and a stop for some bus routes, and work with others on executing the 2013 TIGER V grant for the station's renovation.
- Issue, as appropriate, and RFP seeking a vendor to develop an O&M Plan and to operate and/or maintain some aspects of the streetcar system,
- Continue the development of a communications, branding and marketing plan to prepare the public for streetcar operations on city streets and to build ridership.

CART will:

Utilize AVL/APC systems to analyze route and stop location effectiveness to determine if route changes or bus stop location changes are needed.

10. Transit Marketing

COTPA will continue to evaluate customer experience and will promote support for transit as well as conduct marketing to improve overall ridership and the ridership of targeted routes. Update previous research to identify potential customers for existing routes.

COTPA will pursue the following strategies to retain and expand ridership, as well as grow community support:

- Establish a multifaceted communications plan to serve existing and potential customers
- Conduct marketing and planning survey research to evaluate customer and community perceptions of COTPA.
- Continue to enhance and develop real-time rider tools for mobile and desktop devices.
- Prepare materials helpful to the public in understanding service changes.
- Build further brand recognition for EMBARK.

- Conduct market research to learn more about existing and potential customers in order to better understand travel patterns, expectations and needs.
- Develop messages that increase awareness of the environmental effects of single occupancy vehicles (SOV) and how use of public transportation can help reduce emissions and congestion.
- Continue to reach out to minority audiences through community events and service programs.
- Work with other agencies on community service and/or outreach programs, such as wellness events. Develop and implement communication strategies related to the Oklahoma River Cruises, Spokies Bike share, and the upcoming OKC Streetcar.

CART will pursue the following marketing strategies to retain and expand ridership:

- Collaborate with the OU Student Government Association to hold two Turn-up-for-Transit events on the OU Campus in the spring and fall.
- Use its Limited English Proficiency (LEP) outreach efforts to identify new target groups and promote transit within the LEP populations.
- Continue to develop trip planning software and promote as a marketing strategy.

#### 11. Short Range Transit Partnership Planning and Development

Continue efforts to educate about public transit and partner with apartment complexes, social service agencies, university students, residential centers, healthcare providers, tourism interests, employers, and other stakeholders to serve people and better inform potential riders and to increase ridership. (COTPA, CART)

Continue to identify new funding partners in the region for transit services and amenities, including new transit service, and for bus shelters and sidewalks near transit routes. (COTPA, CART)

#### 12. Bus Route Accessibility Planning, Sidewalk Survey, and Park & Ride Partners

Continue to work with the OKC Planning and Public Works Departments and with other public and private sector partners and others to identify and address accessibility issues and to add bus stops, bus shelters, ramps and sidewalks in certain high-use locations. (COTPA, CART)

Re-establish and maintain an inventory of available park-and-ride lots for transit customers and add related signage. (COTPA, CART)

Monitor ridership patterns and requests for bus stops and add new stops as necessary. New route signs will be more informative with route specific signage, in part due to the new AVL system, and many stops will continue to be upgraded with paving, shelters or real-time arrival signs. (COTPA)

#### 13. Ferry System Planning

Continue to monitor progress on the water-based public transportation system on the Oklahoma River and develop, coordinate, and implement operational and marketing efforts. Operational systems, including schedules, services, and maintenance, will be monitored and adjusted to optimize effectiveness and efficiency. Progress will be measured by tracking the number of ferry riders per service hour (COTPA)

Capital improvement projects, designed to support the system, will be planned and monitored by COTPA as part of its oversight of grant funding used for the ferryboat system. COTPA will also monitor river development projects by other entities and seek partnerships for additional landings. (COTPA)

#### 14. Livability Initiatives

Coordinate with public health and various other entities and community organizations to promote livability principles, complete streets, healthy communities, sustainability, Open Streets, walkability and transit oriented development (TOD). (ACOG)

Continue past initiatives to further the six livability principles of the FTA-HUD-EPA Sustainability Partnership as related to both streetcar and bus planning. COTPA will continue to place greater emphasis on transit oriented development (TOD). COTPA will coordinate with public health, bicycle, car sharing, public housing, and various other entities and community organizations to promote livability principles, healthy communities, sustainability, brownfields reuse, walkability, health fairs, and transit. (COTPA)

Continue overseeing and planning improvements for Oklahoma City's Bike Share Program, known as Spokies, which operates in downtown. Progress will be monitored and measured by the number of trips per month and the number of trips per bike. (COTPA)

The University of Oklahoma Parking and Transportation Services will continue to seek funding sources for implementing a campus bike share program. Will also collaborate with the City of Norman on expanding the proposed bike share program to include stations in the City at appropriate locations as funding becomes available. (CART)

#### *End Product*

Technical memoranda and reports as required, accounting for the findings and analysis of program activities, including:

- 2.02 (1d) - Annual Listing of Federally Funded Transportation Projects Report (ACOG)
- 2.02 (6) - Updated FFY 2017-2020 Transportation Improvement Program (ACOG)
- 2.02 (8) - Public Transportation Coordination Report (COTPA)
- 2.02 (9) - Short Range Transit Planning Reports (COTPA, CART)

## **Task 2.03: System Performance and Congestion Management**

### *Background Information*

Moving Ahead for Progress in the 21st Century (MAP-21) placed increased emphasis on performance management within the Federal-aid highway and transit programs, and required use of performance-based approaches in statewide, metropolitan, and non-metropolitan transportation planning. This priority has been continued under the FAST Act. Performance management is credited with improving project and program delivery, informing investment decision-making, focusing staff on leadership priorities, and providing greater transparency and accountability to the public. The Performance based planning process (PBPP) is intended to assist OCARTS area leaders maximize the use of existing transportation facilities, assist with efficient movement of goods, reduce vehicular emissions and improve air quality, as well as analyze, plan for and mitigate safety and security related transportation network challenges.

### *Program Objective*

PBPP attempts to ensure that transportation investment decisions are made – both in long-term planning and short-term programming of projects – based on their ability to meet established goals. Activities under this task are designed to pinpoint transportation systems management, travel demand reduction, traffic incident management, safety conscious planning, transportation infrastructure security, and public information opportunities, in addition to other strategies that will improve the overall management and operation of the multimodal transportation network in Central Oklahoma.

### *Program Activities*

1. Performance Based Programming and Management
  - a. Establish a list of regional performance measures for the OCARTS area where appropriate. Performance targets and reporting requirements will also be developed for the region in coordination with ODOT. (ACOG)
  - b. COTPA will explore ways to achieve this new emphasis area of the FTA, as provided for under the FAST Act. COTPA will coordinate with ACOG, Oklahoma City and others. (COTPA)
2. Congestion Management Process
  - a. Review, update and implement the OCARTS Area Congestion Management Process (CMP).
  - b. Examine the MPO's current and planned strategies, as well as additional strategies to alleviate congestion and enhance mobility in accordance with federal rules.
  - c. Review and assess current and new performance measures, evaluation criteria, data collection, implementation schedule, and the CMP's relationship to the TIP and long-range transportation plan.
  - d. Work with the Oklahoma Department of Transportation, local governments, emergency service providers, public safety units, and others to develop a coordinated long-term congestion management strategy for the region. (ACOG)



### 3. Traffic Incident Management, Crash Reduction, and Safety Conscious Planning

- a. Continue to collaborate with state and local agencies, as well as non-profits and emergency responders, to further enhance incident management within the OCARTS region through involvement in efforts such as region-wide evacuation planning, coordination of regional snow routes and other preventative measures (ACOG).
- b. Continue to provide ACOG with accurate up-to-date accident information to support the regional congestion management process, safety conscious planning, crash analysis, and other MPO initiatives. (ODOT)
- c. Continue ACOG's safety planning efforts in FY 2017. Collect and analyze OCARTS area crash data as yearly data is made available by ODOT.
- d. Assist in the implementation of the State Highway Safety Plan (SHSP) and provide member entities with ODOT's crash data upon request.
- e. Assist Oklahoma City in developing its bike safety campaign (TE grant). (ACOG)

*(The ODOT portion of this task is providing local in-kind contribution to match federal funds used elsewhere in the UPWP.)*

### 4. Regional Operations Planning

- a. Develop a regional operations plan that identifies additional intersections or corridors with potential for signal system improvements, and outlines coordination of traffic signal interconnects on major routes through the region.
- b. In coordination with local member traffic management staff, compile and maintain an inventory of intersection traffic control devices, with particular attention to corridors that have synchronized signal systems. (ACOG)
- c. Research, evaluate and distribute information to member entities regarding potential operational improvements aimed at mitigating transportation issues. (ACOG, ODOT)

### 5. Intelligent Transportation Systems Strategies

- a. Facilitate cooperative planning, programming, and training for Intelligent Transportation Systems (ITS) deployment within the OCARTS area.
- b. Continue maintenance of the OCARTS Regional ITS Architecture as new stakeholders and new projects are added.
- c. Provide planning assistance to local member entities during the development and implementation of ITS-related transportation projects.

Follow-up on ITS strategies identified in the 2016 application to the USDOT Smart City Challenge Grant application, as well as on COTPA's transit traffic signal priority (TSP) program implementation. Many of the Smart City Challenge strategies were relevant to transit improvement. d. ITS planning in Oklahoma is guided by three primary goals, which are based on the key transportation needs identified by ITS stakeholders: improve safety and mobility, enhance security, and increase agency efficiency. To achieve the envisioned integrated ITS system, ODOT staff continues to plan and deploy ITS infrastructure (i.e., cameras, dynamic

message signs, detectors, weather sensors, and telecommunication, as well as the structural support hardware and cabinets) within the OCARTS area. The ITS infrastructure gathers and disseminates essential information to state and local operators, responders, managers, and users of the system. This statewide ITS planning supports the OCARTS area ITS Implementation Plan. (ODOT)

*(A portion of this task is providing local in-kind contribution to match federal funds used elsewhere in the UPWP.)*

## 6. Transportation Infrastructure Security

- a. Continue coordination with federal, state and local homeland security and emergency management related agencies and committees. Participate in relevant meetings and workgroups to represent the interests and the perspective of regionally coordinated transportation.
- b. Analyze the regional transportation network for alternate routes and redundancies to accommodate moving large numbers of people, as well as develop strategies for dealing with choke points, such as toll booths, ramps, etc. (ACOG)

## 7. Enhanced Planning for Safety and Security Measures

Safety and security of EMBARK employees and patrons has long been a focus of EMBARK and it will continue and strengthen this emphasis through its security plan that meets MAP-21 and FAST guidance. COTPA will continue to emphasize customer service safety training for front line operators and seek to further reduce the number of safety claims by passengers, as well as decrease vehicular accidents. Efforts to expand the security camera program, access control of controlled facilities and educate customers about using real-time arrival data as a way to enhance personal security will be explored. The partnership with the Transportation Security Administration (TSA) will continue as a means to also make security improvements. Physical security improvements will also be made to some EMBARK locations. Planning will occur for safety and security around the streetcar program. (COTPA)

Continue to plan for fleet replacement to help ensure a safe bus fleet, one with safety and security technology, and a fleet in a state of good repair. (COTPA)

Use the Transit Security Administration (TSA) baseline assessment report to develop a safety/security improvement strategy. (CART)

Continue monthly safety and security meetings with all staff, and monthly staff meetings that allow operators open discussion with managers to address any potential safety concerns. (CART)

### *End Product*

Technical memoranda and reports as required, documenting the findings and analysis of program activities, including:

- 2.03 (1) – Performance Measures – Development and Monitoring (ACOG)
- 2.03 (2) - Congestion Management Process Report (ACOG) 2.03 (8) - Safety/Security Improvement Strategy Summary report (CART)

## **Task 2.04: Elderly and Disabled Transportation Planning**

### *Background Information*

Planning for older adults and those with disabilities requires the continued identification of transportation needs and the availability of services and resources to meet those needs. Activities under this task involve the efficient and coordinated transportation services for seniors and individuals with disabilities, the dissemination of information, and a continued outreach to segments in the community that rely heavily on public transportation for mobility.

### *Program Objectives*

To ensure continued planning and development of transportation services for the elderly and persons with disabilities in Central Oklahoma. To expand paratransit services and implement other components of the Section 504/ADA Implementation Plan to improve accessibility to public transportation by all citizens.

### *Program Activities*

1. Vehicles/Organizations Providing Transportation Services to the Elderly and Persons with Disabilities

Work with the Oklahoma Department of Human Services and eligible applicants to expend Sec. 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program funds within the OCARTS area in conformance with the metropolitan and Statewide Coordinated Public Transit-Human Services Transportation Plans. (ACOG)

2. Coordinated Public Transit-Human Services Transportation Plan

Work with state and local partners who provide public transportation services and health and human services to update the 2007 *Oklahoma City Urban Area Coordinated Public Transit-Human Services Transportation Plan* (Coordinated Plan), as required by the FAST Act for the FTA Enhanced Mobility of Seniors and Individuals with Disabilities Program (Sec. 5310). (ACOG)

Projects funded under the Sec. 5310 program within the Norman Urban Area will be part of the *Statewide Coordinated Plan* and selected by the Oklahoma Department of Human Services, Aging Services Division. CART will work with DHS to update the Statewide Coordinated Plan to include small urban area transit systems in the Section 5310 program. Both Coordinated Plans will be consistent with the OCARTS long-range transportation plan and selected projects will be included in the Transportation Improvement Program (TIP) and Statewide TIP (STIP). (ACOG, ODOT, DHS, CART)

3. Regional Americans with Disabilities Act Implementation Plan

- a. Coordination of Special Transit Services

COTPA will continue to plan for a coordinate curb-to-curb services for older adults and people with disabilities. Staff will also provide technical assistance to various parties, including local governments, the health care industry, the Special Transportation Advisory Committee (STAC), and United We Ride. (COTPA)

b. Promotion of Special Transit Services

COTPA will continue to market services for persons with disabilities and will assist providers of special transportation services. Use of the new AVL system will help COTPA add stops needed to serve individuals with disabilities.

COTPA will continue to expand and improve its nonemergency medical transportation (NEMT) services. COTPA has added AVL-based voice enunciation and other ADA technology to fixed route buses and replaced all the lift-equipped buses with ramp-equipped low-floor vehicles. COTPA will also collaborate with various cities to improve ADA accessibility along and near bus routes. COTPA will coordinate with the Mayor's Committee on Disability Concerns regarding ADA accessibility in transportation networks. This task also involves those services and routes identified by COTPA's regional Section 504/Americans with Disabilities Act Implementation Plan. (COTPA)

4. Special Transit Services Customer Evaluation and Database Management

COTPA will continue to refine methods of determining applicants' eligibility for various special services and improve scheduling methods. (COTPA)

CART will continue to use paratransit scheduling software to track data and assure performance measures are being met. CART will review performance reports to determine whether the Route Match Notification Module has helped reduce no-shows and cancellations. Staff will continue to support the CARTaccess Van Advisory Committee (VAC). (CART)

5. Outreach to Elderly and Persons with Disabilities

- a. COTPA will continue to promote and measure transit usage by older adults and persons with disabilities and will make concerted outreach efforts to include these populations. COTPA will continue to target service to additional areas. COTPA will participate in various public open house activities, boards and organizations, and educational events. (COTPA)

Also, COTPA will work with the Areawide Aging Agency and other entities to encourage awareness of the growing need for this form of transportation and to encourage adequate subsidies from within the region. Other key entities to work with include the State AARP, United We Ride, Oklahoma County government, the Oklahoma Alliance on Aging, ACOG, and others. (COTPA)

- b. CART will work with social service agencies, the elderly, and persons with disabilities to disseminate information about its fixed route and paratransit service. CART will provide assistance with trip planning and encourage use of the fixed route system whenever possible. CART will work to increase awareness among the general public of the transportation needs of these groups. (CART)

*End Product*

Technical memoranda and reports as required, documenting the findings and analysis of program activities, including:

- 2.04 (2) Updated Coordinated Public Transit-Human Services Transportation Plan (ACOG, CART, DHS)

## **Task 2.05: Air Quality Planning**

### *Background Information*

Although the OCARTS area is in compliance with federal air quality standards, regional leaders continue to explore strategies that will maintain and improve the region's air quality. ACOG works in concert with multiple stakeholders on air quality related activities with a particular focus on ground-level Ozone.

### Ozone

On October 26, 2015, EPA revised its national ambient air quality standards (NAAQS) for ground-level ozone for the first time since 2008. The primary and secondary ozone standard levels were strengthened from 0.075 parts per million (ppm) to 0.070 ppm. The final rule also retained ozone reading indicators (O3), forms (fourth-highest daily maximum, averaged across three consecutive years) and averaging times (eight hours). EPA is still developing implementation rules and schedules specific to the new standard.

Central Oklahoma remains in attainment, yet the region must remain proactive in promoting activities and programs that protect and improve its air quality.

### *Program Objective*

To assist the OCARTS transportation committees, local governments, COTPA, CART, state and federal agencies, and the private sector in maintaining compliance with carbon monoxide and ozone standards. To utilize various techniques to reduce air pollution and decrease congestion.

### *Program Activities*

1. Air Quality Data Analysis:
  - a. Monitor and evaluate air quality issues related to transportation. Organize and attend Regional Air Quality Stakeholder Committee meetings. Receive and review the monthly ozone and carbon monoxide readings and related meteorological data monitored daily by ODEQ's Air Quality Division. Attend quarterly meetings with statewide MPOs, ODOT and ODEQ to discuss next steps and potential impact of the revised ozone standard. (ACOG, ODOT)  
  
Work with EPA and ODEQ to implement new ozone, particulate matter, and carbon monoxide standards (if appropriate), and assess the implications of these standards on the Central Oklahoma region. Work with ODEQ on updating and implementing the State Implementation Plan (SIP) and on determining the conformity of air quality and transportation plans for the OCARTS area.
2. Ozone Alert Day Program:
  - a. Coordinate with ODEQ, ODOT, COTPA, CART and Citylink in the implementation of Ozone Alert Days when high levels of carbon monoxide or ground-level ozone are predicted. Document highest recorded pollutant levels on alert days, along with information on the monitoring station location and magnitude of the event. (ACOG)

### 3. Air Quality Public Education

- a. Continue the Air Quality Public Education Program, initiated in FY 2001, to promote personal actions intended to reduce mobile and non-mobile emissions, particularly on days which are conducive to high ozone levels. Activities such as carpooling, refueling vehicles at night, use of public transportation, bike-and-bus strategies, and trip chaining that attempt to smooth out the peaks on high ozone days will be the focus of this educational effort. It is expected that Congestion Mitigation Air Quality (CMAQ) funds will be used to finance the public awareness efforts. (ACOG, ODOT, COTPA, CART)

CART will document passengers traveling with bicycles on CART buses daily and educate transit riders on university and City of Norman bicycle routes to encourage more alternative transportation choices to improve air quality. (CART)

- b. Free bus rides, in conformance with FTA guidance, will be available through COTPA on pre-announced days during the months of high ozone season. The intent is to facilitate consumer education about how to prepare and how to use the bus during periods of elevated ozone. Congestion Mitigation Air Quality (CMAQ) funds, if available and as identified in the TIP, may be used to offset COTPA revenue losses on such days. COTPA will gather data on passenger counts for such days. (COTPA)
- c. Promote and help support regional activities related to Bike Month and Bike to Work Day. (ACOG)
- d. Promote and help support active transportation special events, including Open Streets Events. (ACOG)
- e. Develop new partnerships with large employers and multifamily housing developments in support of fixed route, vanpool, on-line trip planning, and other transit programs. (COTPA)
- f. Participate in an annual community event to promote transit as an alternative form of transportation to improve air quality and public health (e.g. Earth Day, Norman Race Adventure Quest, etc.). (CART)

### 4. Ozone Advance

Coordinate with the Oklahoma Department of Environmental Quality (ODEQ), in the implementation of the Ozone Advance Program. On May 30, 2012, ODEQ, in partnership with ACOG, submitted a letter of intent to participate in the Ozone Advance Program for the Central Oklahoma area. This program is a collaborative effort between EPA, states, tribes, and local governments. The program encourages expeditious emission reductions in ozone and fine particle (PM<sub>2.5</sub>) attainment areas to help these areas continue to meet the National Ambient Air Quality Standards (NAAQS). (ACOG)

### 5. Promotion of Alternative Fuels – Central Oklahoma Clean Cities Program

Provide data for, and coordinate with, ACOG's Clean Cities program. Clean Cities program efforts focus on promoting the use of "replacement" fuels (those fuels defined by Congress and the U.S. Department of Energy as alternative fuels), alternative fuel vehicles, idle reduction technologies, hybrid electric and other advanced technology vehicles, as well as fuel efficient vehicles in the OCARTS area through a government-industry partnership that

includes federal, state and local government leaders and officials, industry/business leaders, health and environmental professionals, and civic leaders. Alternative fuels are considered cleaner fuels than conventional petroleum-based fuels, thereby reducing vehicle emissions and improving air quality. Clean Cities staff will provide technical and marketing assistance and coordination for the stakeholder committee to expand the use of alternative fuels across the OCARTS area. (ACOG)

The region's transit providers will continue to use and explore opportunities to expand alternative fuel technology, and evaluate the advantages and disadvantages of alternative fuel sources in Central Oklahoma's transit fleets. COTPA will design and start construction of a multimillion dollar CNG transit vehicle refueling facility in FY 2017. (COTPA, CART, Citylink)

6. Public Fleet Conversion Program

Continue implementing and administering the Public Fleet Conversion program which allows government entities and school districts to access federal funds for projects that promote the conversion of vehicles to alternative fuel vehicles (AFVs), the purchase of original equipment manufactured AFVs, the purchase of advanced vehicle technologies, idle reduction technologies, and the development of the AFV refueling and recharging infrastructure within the OCARTS area. (ACOG)

7. Regional Rideshare Program (GetAroundOK.com)

Manage the regional rideshare program to aid Central Oklahoma commuters in finding easy, viable and sustainable alternatives to driving alone; such as, carpooling and employer-based opportunities. Continue working with stakeholders and large employers in the region to implement rideshare promotions and partnerships to increase the overall subscription base. (ACOG)

Plan further for a vanpool program and work with ACOG, employers, and other stakeholders to educate commuters and promote this practice. (COTPA)

*End Product*

Documentation of Air Quality Planning related activities. Public information and educational materials related to the air quality benefits of alternative forms of transportation and fuels.

Technical memoranda and reports as required, documenting the findings and analysis of program activities, including:

- 2.05 (3) – CY 2016 Bike to Work Report (ACOG)
- 2.05 (6) - FY 2016 Public Fleet Conversion Grant Status Report (ACOG)
- 2.05 (7) – Regional Rideshare Status Report



**ELEMENT #3: PUBLIC PARTICIPATION**

Consistent with citizen participation guidelines from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), this element includes work tasks required to ensure effective public information and public involvement in the transportation planning process. The MPO establishes methods for encouraging citizens, affected organizations, and other interested parties to be involved in the development of the three major areas of the OCARTS planning process: the long-range transportation plan, the transportation improvement program, and the ongoing transportation planning program.

The MPO conducts numerous informational activities during each program year to keep citizens informed on various aspects of the regional transportation planning process. ACOG also disseminates information to the public via social media outlets.

*Task Included:*

[3.01 - Citizen Participation and Public Information](#)



### **Task 3.01: Citizen Participation and Public Information**

#### *Background Information*

Citizen participation is an integral part of the OCARTS planning process. Increased communication among citizens, elected officials, and technical staffs permits everyone to work more easily together to achieve desired goals. When the public is involved in the planning process, issues often can be addressed early enough to reduce the time and cost of project implementation.

ACOG uses several public outreach techniques to communicate with the general public about the regional transportation planning process, including public meetings, news releases, reports and publications, surveys, electronic newsletters, email blasts, the ACOG website, and ACOG Facebook, Twitter and blog posts.

#### *Program Objective*

To assure ample opportunities for citizens, including those with disabilities, affected public agencies, and representatives of all modes, participation in the regional transportation planning process through informational meetings and work sessions. To solicit input from traditionally underrepresented populations. To serve as a source of public information for transportation planning programs by preparing and disseminating general and specific transportation information to other public agencies, professional and business interest groups, community based organizations, and the public at large. To provide a location for receipt of suggestions and feedback regarding the long-range transportation plan, the transportation improvement program, and specific projects.

#### *Program Activities*

1. Meet with local city councils, study groups, citizens groups, or civic organizations to receive input and to inform the public about the various tasks in the Unified Planning Work Program. (ACOG)
2. Maintain a database for contacting various individuals and interest groups about the regional transportation planning process in Central Oklahoma, including civic, modal, tribal, environmental, minority, neighborhood and other citizen groups. (ACOG)
3. Prepare a monthly newsletter (Central Oklahoma Perspective) containing information on multimodal transportation activities affecting Central Oklahoma. Notices regarding public meetings for various highway and transit plans and projects may be included. (ACOG)
4. Convene meetings of the OCARTS Citizens Advisory Committee (CAC) to receive input for the completion of Encompass 2040. The CAC will also provide recommendations to the ITPC on proposed amendments to the metropolitan transportation plan, as needed. Information on various regional planning activities, such as air quality and the Regional Transit Dialogue (RTD), will also be provided to the CAC for their information and input. (ACOG)
5. Coordinate with tribal governments and encourage their involvement in the transportation planning process. (ACOG, ODOT, FHWA)
6. Continue to identify and utilize appropriate tools to communicate with low income, minority, LEP and other traditionally under-represented groups in accordance with Title VI of the 1964 Civil Rights Act and Environmental Justice regulations. Provide appropriate accommodations, as requested by individuals with disabilities, so they can access and participate in regular and special meetings. (ACOG, ODOT, COTPA, CART)
7. Prepare public notices for proposed updates and amendments to the OCARTS Transportation Improvement Program and Metropolitan Transportation Plan. Notices of proposed TIP amendments will be published at least 10 days prior to the anticipated date of decision by

- the Intermodal Transportation Policy Committee, and notices of proposed Plan amendments will be published at least 30 days prior to the anticipated date of the ITPC meeting. The ITPC will conduct a public hearing prior to its decisions. (ACOG)
8. Implement the public involvement activities identified in the Public Participation Plan (PPP). The PPP identifies methods for ensuring outreach to citizens, affected public agencies, public transportation employees, freight shippers and freight transportation services, private and public providers of transportation, representatives of all modes, including users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled and other interested parties regarding development of the OCARTS long-range transportation plan, the transportation improvement program, special studies with input to the NEPA process, and the ongoing transportation planning process. Emphasis is also placed on compliance with Title VI of the Civil Rights Act and other non-discrimination laws, ensuring accessible public meetings and employment of visualization techniques to describe planning products. Citizen comments related to the transportation planning process and products will be documented and provided to the Intermodal Transportation Policy Committee to assist them in their decision making. (ACOG)
  9. Prepare press releases, ACOG website data, brochures, or other special publications explaining services available to local governments, aspects of regional planning and other general information. Special materials may also be prepared on issues such as air quality, alternative fuels, congestion management, Intelligent Transportation Systems (ITS) planning, corridor preservation, Census results, and other topics identified at the request of the Policy Committee. (ACOG)
  10. Utilize the ACOG website to provide information about the region's long-range metropolitan transportation plan and short-range transportation improvement program, including the plan summary, plan report, map of planned street and highway network improvements, and amendments to the TIP and long-range plan. (ACOG)

#### *End Product*

A record of public forums and meetings will be maintained. The newsletters will be distributed, along with other brochures, publications and press releases, as needed. Notices will be published in the local newspaper(s) regarding proposed amendments to the regional transportation plan and Transportation Improvement Program.

Technical memoranda and reports documenting program activities, including:

- 3.01 (3) - Central Oklahoma Perspective newsletters (ACOG)
- 3.01 (8) - Documentation of FY 2016 Public Involvement Activities (ACOG)

**ELEMENT #4: TRANSPORTATION PLANNING ASSISTANCE AND COORDINATION**

This element includes overseeing the effective operation of the organization through committee meetings, regular review of organizational structure and principles, certification requirements, and development and refinement of the Unified Planning Work Program (UPWP), local technical assistance projects, and other tasks.

*Tasks Included:*

[4.01 - Program Coordination and Certification Process](#)

[4.02 - Local Technical Assistance Projects](#)

## **Task 4.01: Program Coordination and Certification Process**

### *Background Information*

A major function of ACOG is general program coordination encompassing specific tasks concerned with the continued operation of the OCARTS Metropolitan Planning Organization (MPO). The specific tasks included ensure effective operation and provide forums to address local transportation issues and to establish policy. ACOG also provides for grants management, technical assistance, and continued certification of OCARTS by FHWA and FTA for receiving federal capital and planning assistance under federal and state statutes. Similarly, transit providers undergo a review by FTA to ensure compliance with federal regulations and guidelines.

Efforts are also undertaken to monitor and review the current work program and develop a comprehensive program for the following year.

### *Program Objective*

To ensure that the transportation planning process is conducted in compliance with federal laws and guidance established by the Federal Highway and Federal Transit Administrations, state laws, and local statutes. To prepare documents necessary for the administration of the continuing planning process.

### *Program Activities*

1. Provide for the administration of OCARTS, its committees and subcommittees and consultation with local officials participating in the OCARTS planning process. Provide necessary preparation for meetings and conduct all work necessary for holding these meetings and follow-up thereafter. (ACOG)
2. Provide for the financial administration of OCARTS planning grants and programs, including preparation of planning grant applications and management of the UPWP budget and any necessary revisions. (ACOG).
3. Monitor and revise or amend the FY 2017 UPWP. Develop the FY 2018 UPWP to include task descriptions and budget. Summarize FY 2017 accomplishments for the FY 2018 UPWP.
  - a. Prepare for the MPO quadrennial review by FHWA and FTA, including preparation of desk audit materials, assistance with a public meeting, and staff interviews regarding various MPO plans and products. (ACOG, COTPA, CART, Citylink, ODOT)
  - b. Prepare close-out materials from FTA Triennial Reviews (COTPA, CART)
4. Prepare annual joint certification statement for FY 2016. Develop the statement in cooperation with ODOT and COTPA to document the MPO's effectiveness in fulfilling federal requirements regarding the 3C transportation planning process. (ACOG)
5. Continue administration and enforcement of drug-free workplace policies and programs. (ACOG, COTPA, CART)
6. Document program compliance for various tasks, including but not limited to air quality, environmental justice, equal employment opportunity, periodic self-evaluation, and other legislation and regulations, as necessary. (ACOG, COTPA, CART)
  - a. Continue to implement and adjust as necessary Title VI Plans. (ACOG, COPTA, CART)
  - b. Continue to implement and adjust as necessary their Limited English Proficiency (LEP) plans. (ACOG, COTPA, CART)

- c. Continue implementing Disadvantaged Business Enterprises (DBE) Program Plans, and prepare a new DBE Program Plan and set new DBE participation goals. (COTPA, CART)
- d. Continue to monitor sub-recipient compliance with Federal Certifications and Assurances. (ACOG, COTPA, CART)

*End Product*

Administrative and policy memoranda, reports and relevant documents as required for each activity, including:

- 4.01 (3) - FY 2018 Unified Planning Work Program (ACOG)
- 4.01 (6a) – Title VI Plan Updates (ACOG, COTPA, CART)

## **Task 4.02: Local Technical Assistance Projects**

### *Background Information*

During the fiscal year, staff responds to numerous requests for assistance from member local governments, state agencies, private organizations and citizens. Many of these requests relate to the OCARTS planning process, covering topics such as federal programs and funds established by the FAST Act, project review, socioeconomic data, traffic counts, etc.

In the past, staff has also provided assistance to member entities for projects of a slightly larger scale than regular technical assistance requests.

### *Program Objective*

The purpose of this work element is to provide information and technical services to member entities in an effort to assist them in the areas of planning and facility management. As studies are completed, technical capabilities and refined databases are developed, allowing for increased utilization of these services and information. The objective is to assist member entities in the application of existing data and analytical capabilities for solving specific local problems. Staff will respond to requests by member entities for assistance in preserving or improving existing community areas, and ensuring orderly growth and development.

### *Program Activities*

1. Provide information and transportation planning technical assistance upon request to assist local governments with acquiring socioeconomic, environmental, traffic, and land use data. Technical assistance and data support will be provided to COTPA, CART and Citylink for use in transit planning activities. (ACOG)
2. Monitor transportation related policy development as discussed in the Federal Register and Oklahoma Register. Staff will also provide assistance in educating and informing local, state, and federal units of government regarding highway and transit related issues and priorities. (ACOG)
3. Continue to update, format, and catalog a set of standard regional information reports and databases to facilitate a timely response to requests. (ACOG)
4. Tabulate and analyze the technical assistance provided to local governments and others concerning the OCARTS transportation program. (ACOG)

### *End Product*

An ongoing resource to provide service to local units of government. Measurement of this activity is conducted by each staff member who records all technical assistance.

**ELEMENT #5: STAFF TRAINING AND MAINTENANCE AND PRODUCTION OF PLANNING RELATED DOCUMENTS**

This element includes a task on providing adequate staff training to ensure that current, high quality planning and research techniques are used in the Central Oklahoma transportation planning process. This element also includes work items to develop, maintain, and update all regional planning documents including technical reports, funding procedures, and other plan reports. These work items include the publication and re-publication of current planning documents to ensure the general availability of this information to interested persons and public officials.

*Tasks Included:*

[5.01 - Staff Training](#)

[5.02 - Planning Documents, Reports, and Data Dissemination](#)

## **Task 5.01: Staff Training**

### *Background Information*

Staff members from ACOG, OKC Traffic Management, COTPA and CART attend various workshops, courses, seminars and conferences to keep up with the state-of-the-art techniques in transportation planning. Additionally, they learn about new federal policies and emphasis areas toward transportation in general.

### *Program Objective*

To provide adequate staff training to ensure that current, high quality planning and research techniques are used in the OCARTS Transportation Management Area.

### *Program Activities*

(Activities under this task will be completed by ACOG, COTPA, CART, and OKC Traffic Management on an as needed basis.)

1. Attend transportation planning courses, training sessions, seminars and conferences in order to maintain and enhance technical capacity of the OCARTS MPO staff. Training sessions will include but not be limited to traffic data collection and analysis, transportation planning, traffic engineering and transportation systems management. Specific emphasis will be placed on FTA grants management, transit software, improved transportation service to persons with disabilities, air quality emissions modeling, public involvement and modeling software.

COTPA will place greater emphasis on training in relation to congestion management, air quality activities, and environmental assessment and engineering for streetcar, BRT and other fixed guideway technologies. This task also relates to the need for software training for other transit purposes.

CART staff will participate in training programs to improve transit operations, including training to improve transit scheduling, to upgrade software programs used for transit operations, and other training programs essential for improving efficiency.

2. Attend professional development workshops, courses, seminars, and conferences and other such meetings related to transportation planning, transit security and grant programs.
3. Review transportation related literature and publications by staff to help keep up with state-of-the-art techniques.

### *End Product*

- Technical training for staff.



**Task 5.02: Planning Documents, Reports, and Data Dissemination***Background Information*

Technical documents with information describing study, databases, methodology and results are produced for distribution to various committee members and other agencies connected with the transportation program.

*Program Objective*

To maintain a technical record of the transportation data gathering, data analysis, and planning procedures for future work consistency and time series review.

*Program Activities*

(ACOG, OKC Traffic Management, COTPA and CART are responsible for preparation of their own reports. Monthly reports are due to ACOG by the 15<sup>th</sup> day of the month following the month in which the work was completed.)

1. Document procedures, methods and testing used for the transportation planning process in technical work papers or reports.
2. Document work by task activity for monthly progress reports.
3. Continue to improve formats, standards, and metadata for maps, data, and reports. Promote data exchange, particularly in the areas of GIS data and computer generated maps.

*End Product*

- Technical reports describing work accomplished for a specific UPWP subtask which are submitted to the Intermodal Transportation Technical Committee and Intermodal Transportation Policy Committee for their review and comment before finalization. OCARTS area maps related to all or part of the OCARTS area.
- Monthly progress reports.

## **ELEMENT #6: MANAGEMENT**

This work item provides for the effective administration of the continuing planning process. Included under this item is the supervision and coordination of personnel assigned to the study and office management.

*Task Included:*

### [6.01 - Direct Project Management](#)

#### **Task 6.01: Direct Project Management**

##### *Background Information*

This task provides for the management and support of OCARTS planning, research and technical assistance activities. This includes responsibility for accounting, budgeting, and personnel management.

##### *Program Objective*

To provide for the effective administration of the Oklahoma City Area Regional Transportation Study. To manage grants and contracts with ODOT, OKC Traffic Management, consultants and other entities and agencies. To support the various transportation related committees; to manage the OCARTS transportation planning staff; and to maintain liaison with the affected public and private interests.

##### *Program Activities*

1. Supervise personnel assigned to the OCARTS planning work. Monitor work on the UPWP and evaluate progress. (ACOG)
2. Prepare and maintain adequate records of correspondence, purchasing, grant applications, annual audit, and contracts. (ACOG)
3. Prepare monthly progress reports to include accounting reports for ODOT, FHWA and FTA. (ACOG)
4. Review federal policies and procedures as they relate to the 3-C urban transportation planning process. Analyze the FAST Act for its effect on the current planning process and recommend modifications as needed. (ACOG)

##### *End Product*

A U.S. Department of Transportation certified transportation planning process.

## ATTACHMENT 1: MEMORANDUM OF UNDERSTANDING

### BETWEEN THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS, OKLAHOMA DEPARTMENT OF TRANSPORTATION, CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY, AND CLEVELAND AREA RAPID TRANSIT

WHEREAS, Section 134(a) of Title 23, and Section 5303 of Subtitle III of Title 49, U.S.C. require that federally funded projects be developed through a comprehensive, cooperative, and continuing transportation planning process; and

WHEREAS, the Association of Central Oklahoma Governments (ACOG) has been designated as the Metropolitan Planning Organization (MPO) for the Oklahoma City Metropolitan Area; and

WHEREAS, ACOG, the Oklahoma Department of Transportation (ODOT), the Central Oklahoma Transportation and Parking Authority (COTPA), and the Cleveland Area Rapid Transit (CART) desire to maintain a comprehensive, cooperative, and continuing planning process for the Oklahoma City Area Regional Transportation Study (OCARTS) Area that results in the development of transportation goals and objectives, long and short-range transportation plans, and programs of implementation.

NOW, THEREFORE, ACOG, ODOT, COTPA and CART enter into this agreement to carry out the comprehensive, cooperative, and continuing planning process for the OCARTS area as detailed below:

#### *I. Intermodal Transportation Policy Committee*

Responsibility for policy direction, plan selection and development of programs for plan implementation is vested in an Intermodal Transportation Policy Committee (ITPC). The ITPC shall transmit all transportation policies, plans and implementation programs to ACOG, the MPO, for review and endorsement.

The ITPC membership is as follows:

- A. A designated elected official\* from each of the transportation study area political subdivisions\*\* listed below:

Bethany	Del City	Lexington	Newcastle	Piedmont
Blanchard	Edmond	Logan County	Nichols Hills	Slaughterville
Canadian County	Forest Park	Luther	Nicoma Park	Spencer
Cedar Valley+	Goldsby	McClain County+	Noble	Tuttle
Choctaw	Guthrie	Midwest City	Norman	The Village
Cleveland County	Harrah	Moore	Oklahoma City	Warr Acres
Cole	Jones	Mustang	Oklahoma County	Yukon

+Administrative Changes – May 6, 2011

\* Each elected official shall be permitted to designate an alternate from his governing body to participate in his absence.

\*\* Each additional political subdivision added to the transportation study area shall be permitted to designate a voting elected official to the committee.

- B. A designated trustee of the Oklahoma City Airport Trust or their designee.
- C. A designated trustee of the Central Oklahoma Transportation and Parking Authority or their designee.
- D. The Director of the Cleveland Area Rapid Transit or their designee.
- E. The Oklahoma Transportation Commissioner from Districts III, IV, and VII or their designees.
- F. A designated appointee of the Oklahoma Department of Transportation or their designee (currently Division 4 Division Engineer)\*.
- G. A non-voting representative from each of the following: Federal Aviation Administration (FAA), Federal Highway Administration (FHWA), and Federal Transit Administration (FTA).

The ITPC shall meet regularly to perform the following duties:

- A. Review recommendations of the Intermodal Transportation Technical Committee (ITTC) and set policies for transportation planning.
- B. Direct development and adopt regional transportation plans and transportation improvement programs; review transportation plans at least annually; make changes based upon recommendations of the ITTC.
- C. Recommend any changes in plans to the Planning Commission or City Councils of participating agencies and recommend methods of financing any changes.
- D. Elect a chairperson and hold meetings on a regular basis.
- E. Vote on business items before the ITPC provided a quorum of twelve (12) of the designated members is present. The ACOG staff has the primary administrative responsibility for maintaining the regional transportation plans and supporting documents necessary to serve the ITPC.
- F. Receive comments and observations from representatives of each federal agency in the United States Department of Transportation - Federal Aviation Administration (FAA), Federal Highway Administration (FHWA), and Federal Transit Administration (FTA) - who will be requested to attend the ITPC meetings. From time to time, the different agency representatives will be asked to clarify new rules, regulations, or procedures affecting the ITPC decision process.

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\* Administrative Change – 7-2014

## *II. Intermodal Transportation Technical Committee*

The technical advice and guidance for transportation planning is vested in the Intermodal Transportation Technical Committee (ITTC). The ITTC consists of technical and professional personnel from the various participating agencies. This Committee reviews the technical aspects of the study and makes recommendations to the ITPC.

The ITTC membership is as follows:

### Voting:

- A. Oklahoma Department of Transportation (ODOT) – Local Government Division Manager or designee.
- B. Oklahoma Department of Transportation (ODOT) – Transit Programs Division Manager or designee.
- C. Local Government - Two official staff members from each of the member local governments, one designated as City or County Planner and one designated as City or County Engineer. In the absence of a staff member who is an engineer or planner, the Chief Executive Officer may serve; no consulting engineer or planner may serve on the committee.
- D. Association of Central Oklahoma Governments (ACOG) - Executive Director or designee.
- E. Central Oklahoma Transportation and Parking Authority (COTPA) - Administrator and one (1) delegate or designee.
- F. Cleveland Area Rapid Transit (CART) – Director and one (1) delegate or designee.
- G. Oklahoma City Department of Airports - Director and one (1) delegate or designee.
- H. Oklahoma Aeronautics Commission - Director or designee.
- I. Oklahoma Department of Environmental Quality (ODEQ) - Director or designee.

### Non-Voting:

- J. Areawide Aging Agency (AAA) - Executive Director or designee.
- K. Capitol-Medical Zoning Commission - Director or designee.
- L. Oklahoma Department of Transportation (ODOT) - Local Government Division Engineer or designee.
- M. Oklahoma Railroad Association – Director or designee.
- N. Oklahoma Turnpike Authority (OTA) - Chief Engineer or designee.
- O. Oklahoma Trucking Association – Director or designee.
- P. Tinker Air Force Base - Deputy Base Civil Engineer or Base Comprehensive Planner or designee.

- Q. Tribal Governments – Representatives in the OCARTS area or their designees.
- R. Federal Bureau of Indian Affairs (BIA) – Delegate or designee.
- S. U.S. Department of Transportation - FHWA, FTA and FAA delegates or designees.

The Intermodal Transportation Technical Committee may appoint other qualified individuals to full voting membership in order to utilize their professional expertise and to coordinate the transportation planning process activities with other planning areas such as airports, parking, bicycling, etc.

The Chairman of the ITTC shall be the ACOG Executive Director or his designee. Meetings shall be held on a regular basis to review technical procedures and advise the Intermodal Transportation Policy Committee. A quorum of the Intermodal Transportation Technical Committee shall consist of one-third of the most current appointments from designated voting membership including representatives from at least four member cities or counties; however, business conducted in the absence of a quorum shall be forwarded to the ITPC in the same manner as business conducted with a quorum, except the number of cities and counties represented shall be noted (in the minutes and in the transmittal to the ITPC) along with the statement that a quorum was not present.

### III. Unified Planning Work Program (UPWP)

Detailed planning activities will be developed each year in a Unified Planning Work Program (UPWP) with the Intermodal Transportation Technical Committee and adopted by the Intermodal Transportation Policy Committee. ACOG, ODOT, COTPA and CART agree to participate in the development of the UPWP each year so that it reflects a cooperative annual planning process. The UPWP will specify the annual work activities with the responsible agency, participating agency costs, and funding sources.

This Memorandum of Understanding has been approved through formal resolution or action of the Association of Central Oklahoma Governments, the Oklahoma Department of Transportation, the Central Oklahoma Transportation and Parking Authority, and the Cleveland Area Rapid Transit on or before the 18<sup>th</sup> day of December, 2008.

20 Nov 2008  
Date

[Signature]  
Association of Central Oklahoma Governments  
Willa Johnson, Chairwoman

12/18/08  
Date

[Signature]  
Oklahoma Department of Transportation  
David Streb, Director of Engineering

12-7-08  
Date

[Signature]  
Central Oklahoma Transportation and Parking Authority  
Chris Kauffman, Chairman

12-18-08  
Date

[Signature]  
Cleveland Area Rapid Transit  
Theta Dempsey, Director of Parking & Transportation

## ATTACHMENT 2: INTERMODAL TRANSPORTATION TECHNICAL COMMITTEE (ITTC) BYLAWS

ARTICLE	I.	GENERAL
ARTICLE	II.	PURPOSE
ARTICLE	III.	STRUCTURE AND MEMBERSHIP
ARTICLE	IV.	MEETINGS
ARTICLE	V.	FUNCTION AND ROLE OF THE ITTC
ARTICLE	VI.	GENERAL TRANSPORTATION ADVISORY ROLE
ARTICLE	VII.	SEVERABILITY CLAUSE

### ARTICLE I.            GENERAL

- Section 1.        Name. The technical advisory committee, as established by the Memorandum of Understanding, Section II, shall be known as the Intermodal Transportation Technical Committee (ITTC).
- Section 2.        Effective Date. These bylaws shall be effective immediately upon adoption by the Intermodal Transportation Policy Committee (ITPC).
- Section 3.        Amendments to Bylaws. These bylaws may be amended by a majority vote of the ITPC on their own motion. The ITTC may recommend amendments of the bylaws to the ITPC.

### ARTICLE II.           PURPOSE

- Section 1.        Purposes of the Intermodal Transportation Technical Committee. The purposes of the ITTC shall include:
- a. To serve in an advisory capacity to the Intermodal Transportation Policy Committee in all technical matters concerning and related to transportation.
  - b. To represent the regional intermodal transportation system interest in implementing these purposes and acting as the technical advisory committee.
  - c. To generate public interest in, and attention to, improvement of the intermodal transportation system of the transportation study area, and to coordinate with other transportation planning groups.

- d. To assist the ITPC in providing planning and coordination with the local governments, Oklahoma Department of Transportation (ODOT), Federal Highway Administration (FHWA), Federal Aviation Administration (FAA), and Federal Transit Administration (FTA).
- e. To respond to specific requests from the ITPC.

### ARTICLE III.       STRUCTURE AND MEMBERSHIP

Section 1.       Representation. The ITTC membership shall be as follows:

Voting:

- a. Oklahoma Department of Transportation – Local Government Division Manager or designee.
- b. Oklahoma Department of Transportation - Transit Programs Division Manager or designee.
- c. Local Government - Two official staff members from each of the member local governments, one designated as City or County Planner and one designated as City or County Engineer. In the absence of a staff member who is an engineer or planner, the Chief Executive Officer may serve; no consulting engineer or planner may serve on the committee.
- d. Association of Central Oklahoma Governments (ACOG) - Executive Director or designee.
- e. Central Oklahoma Transportation and Parking Authority (COTPA) - Administrator and one (1) delegate or designee.
- f. Cleveland Area Rapid Transit – Director and one (1) delegate or designee.
- g. Oklahoma City Department of Airports - Director and one (1) delegate or designee.
- h. Oklahoma Aeronautics Commission - Director or designee.
- i. Oklahoma Department of Environmental Quality - Director or designee.



Non-Voting:

- j. Areawide Aging Agency - Executive Director or designee.
- k. Capitol-Medical Zoning Commission - Director or designee.
- l. Oklahoma Department of Transportation – Local Government Division Engineer or designee.
- m. Oklahoma Railroad Association - Director or designee.
- n. Oklahoma Turnpike Authority - Chief Engineer or designee.
- o. Oklahoma Trucking Association - Director or designee.
- p. Tinker Air Force Base - Deputy Base Civil Engineer or Base Comprehensive Planner or designee.
- q. Tribal Governments - Representatives in the OCARTS area or their designees.
- r. Federal Bureau of Indian Affairs (BIA) - Delegate or designee.
- s. U.S. Department of Transportation - Federal Highway Administration (FHWA), Federal Transit Administration (FTA) and Federal Aviation Administration (FAA) delegates or designees.

The technical advisory committee may appoint other qualified individuals to full voting membership in order to utilize their professional expertise and to coordinate the transportation planning process activities with other planning areas such as airports, parking, bicycling, etc.

The ITTC Chair shall be notified in writing of the appointment, reappointment or replacement of a member agency representative's member.

## Section 2.

Alternate Members. Alternate representatives may be designated to act on behalf of voting and non-voting members with all the privileges accorded thereto provided the alternate is an official staff member of the member agency. The ITTC Chair shall be notified in writing of the appointment, reappointment or replacement of a member agency representative's alternate. An alternate may vote only in the absence of the regular member he or she represents.

Section 3. Proxies. Each member shall have the power to appoint a proxy who is not already a member or alternate of the ITTC to act in the member's capacity at any meeting in the event the member or alternate cannot attend, if the proxy designation is made:

- a. In writing for a specific period of time, or
- b. By telephone or personal contact with the ACOG Executive Director or designee for one meeting.

A designated proxy, as provided in this section, shall have the right to exercise one vote in all individual proceedings and shall not be permitted to exercise one or more proxies on behalf of other members or alternates.

Section 4. Terms. Voting members shall be designated for appointment for an indefinite term by the governing body or chief executive of their agency and may serve as long as qualified under Section 1 above.

Section 5. Vacancies. In the event of a vacancy on the ITTC, said vacancy shall be filled according to the procedures of Article III, Section 4 above.

Section 6. Membership Attendance. Any member, alternate or his/her designated proxy who has not attended three (3) consecutive regular monthly meetings may be contacted by the ACOG staff to discuss attendance at subsequent meetings either by the member, alternate or proxy.

If the member, alternate or proxy fails to attend a subsequent meeting, this may be reported to the appropriate ITPC member or Chief Executive making such designation for appointment.

Section 7. Members' Obligation. The members of the ITTC are charged with the duty to conduct themselves as representatives of the transportation system as a whole with the purpose of improving intermodal transportation in the transportation planning area.

Section 8. Chairman. The Chairman of the ITTC shall be the ACOG Executive Director or his/her designee.

Section 9. Subcommittees. The ITTC shall have the power to create subcommittees of a temporary or permanent nature.

Section 10. Subcommittee Membership. Appointment of members to ITTC subcommittees shall be by the Chairman. Chairman of the various subcommittees shall be appointed by the Chairman of the ITTC. Subcommittee chairmen must be members of the ITTC.

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**ARTICLE IV. MEETINGS**

- Section 1. Meeting Time. The regular monthly meeting date and time of the ITTC shall be established by the ITTC with concurrence by the ITPC. The schedule of meetings shall be posted according to state law.
- Section 2. Meeting Notice; Minutes. The ACOG Transportation Planning and Data Services staff will send out a meeting notice to all members one week in advance of the meeting. Staff will include all agenda items for discussion at the meeting in the meeting notice. Agenda items for regularly scheduled monthly meetings shall be submitted to the ACOG staff no later than two weeks before each meeting. Addendums to the agenda shall be prepared in accordance with the requirements of the Oklahoma Open Meetings Act. Minutes shall be prepared by ACOG staff for each meeting and subcommittee meeting. Such minutes shall accurately reflect the conduct of the meeting, all activities and relevant discussion occurring at the meeting, and a record of all votes taken. Tape recordings of all meetings shall be preserved at least 12 months from the date of the meeting and be available for review by any interested party.
- Section 3. Quorum. A quorum of the Intermodal Transportation Technical Committee shall consist of one-third of the most current appointments from designated voting membership including representatives from at least four member cities or counties; however, business conducted in the absence of a quorum shall be forwarded to the ITPC in the same manner as business conducted with a quorum, except the number of cities and counties represented shall be noted (in the minutes and in the transmittal to the ITPC) along with the statement that a quorum was not present.
- Section 4. Open Meetings. All meetings of the ITTC shall be conducted with no restrictions on the attendance of observers, citizens or the press, and shall comply with all requirements of the Oklahoma Open Meetings Act.
- Section 5. Voting. All voting members, as specified in Article III, Section 1, their alternates or proxies shall have the right to exercise one vote per designated representative. For entities that have two representatives, both representatives are eligible to vote if they are present.
- a. Non-voting members shall retain the right to advisory comments on all proceedings, which shall be recorded and reflected in all minutes and reports to the ITPC.
  - b. Voting on all proceedings of the ITTC shall be based on the majority of those regular members, alternates or proxies present and voting, not a majority of total membership.
  - c. No entity shall make and second its own motion.

ARTICLE V. FUNCTION AND ROLE OF THE ITTCSection 1. Function. The function of the ITTC shall be:

- a. To act as an advisory committee to the ITPC and provide for the ITPC technical review, recommendations and information.
- b. To serve as a committee which reviews and recommends to the ITPC annually, a draft Unified Planning Work Program (UPWP) prepared by the ACOG staff in cooperation with participating entities. This shall include review and recommendation of the scope, content, and work products of the UPWP; this shall also include an oversight function during the progress of the year.
- c. To serve as a committee which reviews and recommends to the ITPC a draft Transportation Improvement Program (TIP), plans, and policy statements prepared in cooperation with the ACOG staff.
- d. To act as a technical resource to review and comment on the procedures used during the performance of work elements and during preparation of reports.
- e. To review the federal aid allocation procedures and methodology and present recommendations to the ITPC as required.

ARTICLE VI. GENERAL TRANSPORTATION ADVISORY ROLE

Section 1. Advisory Function. The ITTC may, upon its own motion, bring important matters relative to transportation to the attention of the ITPC. Such advice and/or recommendations may be accompanied by a request from the ITTC for formal ITPC action.

ARTICLE VII. SEVERABILITY CLAUSE

Section 1. Severability. If any section, subsection, sentence, clause, phrase or portion of these bylaws is for any reason held invalid by the ITPC, said portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions of these bylaws.

Bylaws amended and approved by the  
Intermodal Transportation Policy Committee: November 20, 2008

## ATTACHMENT 3: CERTIFICATION STATEMENT OCARTS TRANSPORTATION MANAGEMENT AREA FY 2016

A JOINT CERTIFICATION STATEMENT FOR THE OKLAHOMA CITY TRANSPORTATION MANAGEMENT AREA BY THE OKLAHOMA DEPARTMENT OF TRANSPORTATION AND THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

1. A Memorandum of Understanding (MOU), signed in FY 2009, among the Oklahoma Department of Transportation (ODOT), the Central Oklahoma Transportation and Parking Authority (COTPA), Cleveland Area Rapid Transit (CART) and the Association of Central Oklahoma Governments (ACOG) continued to provide the organizational structure and basis for the Comprehensive, Continuing and Cooperative (3C) transportation planning process, also known as the Oklahoma City Area Regional Transportation Study (OCARTS) for the Oklahoma City Transportation Management Area (TMA).
2. ACOG, as the Metropolitan Planning Organization (MPO), provides the support necessary to ensure that the 3C transportation planning process in the Oklahoma City Transportation Management Area is current and ongoing, and is being conducted in accordance with Section 134 of Title 23, U.S.C. and Section 5303 of Title 49, U.S.C.
3. The 2035 OCARTS Plan, known as Encompass 2035, was adopted by the Intermodal Transportation Policy Committee (ITPC) and endorsed by the ACOG Board of Directors on April 28, 2011. The financially constrained Plan contains street and highway, public transportation, bicycle, pedestrian, and goods movement recommendations.
4. The OCARTS Transportation Improvement Program (TIP) is the short-range planning tool that identifies federally funded projects consistent with the goals of Encompass 2035. A new TIP is prepared biennially and provided to the Oklahoma Department of Transportation for approval (as the governor's designee) and inclusion in the Oklahoma Statewide Transportation Improvement Program (STIP).
5. The 2030 Systems Plan, a product of the 2005 Regional Fixed Guideway Study (FGS), established the vision for a regional public transportation system within the OCARTS area. Subsequently, COTPA conducted an alternatives analysis for a downtown OKC circulator.
6. The MPO completed an upgrade to the regional transportation model to include a mode choice component that would meet FTA requirements in FY 2011.
7. Public involvement in the transportation planning process is accomplished in accordance with 23 CFR 450.316(a). *The Public Participation Plan for the Oklahoma City Area Regional Transportation Study* (OCARTS PPP) was updated by the MPO in November 2014. The OCARTS PPP provides for public outreach activities associated with development and amendment of the long-range transportation plan, development and amendment of the OCARTS TIP, and on-going public involvement efforts associated with the transportation planning process.
8. COTPA's *Section 504/ADA Implementation Plan* continues to provide the basis for transit service compliance with the Americans with Disabilities Act (ADA), and COTPA remains in full compliance. CART is in full compliance with the ADA and provides Zone 2 paratransit service throughout the City of Norman. Citylink provides Zone 2 paratransit service within three-quarters of a mile of fixed routes.

9. Technical reports, prepared by ACOG planning staff, have been submitted to the Intermodal Transportation Technical and Policy Committees, and to FHWA and FTA for review.
10. The Unified Planning Work Program (UPWP) is prepared cooperatively with the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the OCARTS entities, ODOT, ACOG, COTPA and CART.
11. The FY 2016 UPWP was approved by the ITPC and endorsed by the ACOG Board of Directors on May 28, 2015. Tasks accomplished under this UPWP include completion and documentation of the socio-economic data inputs into the Encompass 2040 Metropolitan Transportation Plan, regional land use forecasting scenarios for 2040, project selection and financial analysis for Encompass 2040, establishment of OCARTS area performance measures, update of the OCARTS area Congestion Management Process, continuation of Regional Transit Dialogue (RTD) activities, establishment of the Regional Transit Authority Task Force, preparation of the FFY 2017-2020 OCARTS Area TIP, and continued coordination with local governments regarding federal transportation funding opportunities, air quality planning and compliance with the federal transportation law.
12. The FY 2017 UPWP was approved by the ITPC and endorsed by the ACOG Board of Directors on May 26, 2016. This UPWP contains tasks for finalization and adoption of the Encompass 2040 Metropolitan Transportation Plan, including related public outreach and plan documentation, final adoption of the 2016 Congestion Management Process, implementation of OCARTS area performance measures and tracking processes, continuation of Regional Transit Dialogue and Regional Transit Authority Task Force activities, update of the STP-UZA evaluation criteria to reflect updated performance measures, update of the FFY 2017-2020 OCARTS Area Transportation Improvement Program, continued coordination with local governments regarding federal transportation funding opportunities, air quality planning and compliance with the federal transportation law, and preparation for the 2016 FHWA and FTA quadrennial certification review. The FY 2017 UPWP was accepted by FHWA and FTA by letter dated May 24, 2016, which authorized the MPO to proceed with the work under the FY 2017 UPWP effective July 1, 2016.
13. The OCARTS area MPO worked with the Oklahoma Division of the FHWA and ODOT regarding the implementation of third party in-kind contributions as match credit for FHWA PL funds. On February 4, 2005, the FHWA finalized *Third Party In-Kind Contributions as Match for FHWA PL Funds, Oklahoma Procedures*, and transmitted the same to the metropolitan planning organizations. These procedures enable the state and MPOs to take credit for eligible planning activities that are paid for with non-federal funds. The procedures are based on provisions of 49 CFR 18.24 (a)(2).
14. The FY 2017 UPWP contains tasks encouraging participation of private enterprise in planning activities. Private providers of transportation services are represented on the ITTC and the Encompass 2040 Citizens Advisory Committee (CAC), and are invited to participate in the development of the TIP and other planning activities.
15. The FFY 2017-2020 TIP reflects a financially constrained, prioritized list of improvements consistent with Encompass 2035. Projects that will utilize Surface Transportation Program Urbanized Area (STP-UZA) funds were selected and approved by the MPO based on the *Criteria and Process for Evaluation of Surface Transportation Program Urbanized Area (STP-UZA) Projects*. In conformance with the Fixing America's Surface Transportation (FAST) Act, TIP project cost estimates include an inflation factor to reflect year of expenditure dollars.
16. In FY 2016, the MPO prepared an Annual Listing of Obligated Projects report documenting the federal transportation funds authorized by FHWA and FTA within the OCARTS area during FFY 2015. Projects that include bicycle and pedestrian improvements are highlighted in the report.

17. The Census 2010 Urbanized Area (UZA) boundaries were announced on March 27, 2012. Although physically joined, the Census Bureau maintained separate Oklahoma City and Norman UZAs. In FY 2013, in cooperation with ODOT, the MPO developed a 2010 Adjusted Urban Area Boundary (UAB) encompassing the two UZAs. Under the FAST Act, the populations of both UZAs will continue to be combined for highway funding purposes.
18. The 2010 Federal Functional Classification Plan for the Oklahoma City Urban Area was approved by FHWA on August 5, 2014 and used to direct the expenditure of federal funds within the OCARTS area during FFY 2016.
19. ACOG's Title VI Assurance, LEP Assessment and ADA Plan remain in effect, and all Title VI and ADA documents and forms are available on ACOG's website. In compliance with FTA Circular 4702.1B, the Central Oklahoma Transportation and Parking Authority (COTPA) and Cleveland Area Rapid Transit (CART) prepare triennial Title VI reports documenting that transit services and amenities are provided within the region in a nondiscriminatory manner.
20. Activities related to the Presidential Order on Environmental Justice are included in the OCARTS long-range transportation plan. The MPO's general mailing list, media contacts, and Citizens Advisory Committee provide communication to a diverse population including minority populations, low-income populations, environmental advocates, neighborhoods, the traditionally underserved, each mode, private sector transportation providers, and American Indian tribal governments. The metropolitan transportation planning process is summarized in a brochure produced by the MPO in Spanish, Vietnamese and English and is distributed at various locations and events as appropriate.
21. The participants of the 3C planning process comply with Section 1101(b) of the FAST Act, which requires that a percentage of federal funds made available to direct recipients be spent with disadvantaged business enterprises (DBEs).
22. The MPO continued administration of its comprehensive air quality public education program, Regional Rideshare Program and Public Fleet Conversion Program, using CMAQ funding.  
  
The MPO continued to work with the Oklahoma Department of Environmental Quality on the implementation of EPA's Ozone Advance Program. The program encourages expeditious emission reductions in ozone and fine particulate (PM<sub>2.5</sub>) attainment areas to help these areas continue to meet the National Ambient Air Quality Standards (NAAQS).
23. All air quality planning in the region is conducted as an integral part of the regional transportation planning process using the same data and techniques. The Oklahoma Department of Environmental Quality, with the cooperation of ACOG, has been responsible for the locally prepared transportation portion of the State Implementation Plan (SIP).
24. In accordance with FTA emphasis areas, an alcohol and drug abuse policy is included in the ACOG Personnel Policies. The Drug-Free Workplace Act Certification Statement was submitted to FTA on June 28, 1990.
25. Representatives of FHWA and FTA conducted the sixth joint evaluation of the OCARTS area transportation planning process June 25-28, 2012. In FY 2013, FHWA and FTA issued their final report jointly certifying that the OCARTS transportation planning process substantially meets the requirements of 23 CFR Part 450.334 and 49 CFR Part 613.



Based on the enumerations mentioned above, the Oklahoma Department of Transportation and the Association of Central Oklahoma Governments declare that the Oklahoma City Area Regional Transportation Study is an effective ongoing 3C transportation planning process and is in compliance with all applicable laws and regulations. Consequently, the Oklahoma City Area Regional Transportation Study has been recertified for FY 2016.

Signed this 26<sup>th</sup> day of May, 2016

Elabida B. Warner  
Association of Central Oklahoma Governments  
ITPC Chair

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2016

\_\_\_\_\_  
Oklahoma Department of Transportation  
Executive Director



## ATTACHMENT 4: RELATED CORRESPONDENCE

### Beverly Garner

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**From:** Beverly Garner  
**Sent:** Wednesday, February 03, 2016 3:29 PM  
**To:** 'larry.hopper@okc.gov'; 'elizabeth.romero@dot.gov'; 'Isaac.Akem@dot.gov'; 'embroh@odot.org'; 'pmenefee@midwestcityok.org'; 'angelo.lombardo@normanok.gov'; 'stuart.chai@okc.gov'; 'tom.minnick@edmondok.com'; 'Doug Myers (dwmyers@ou.edu)'; 'Ahmad Lesani (ahmad.lesani@okc.gov)'; 'Karleene Smith (karleenesmith@ou.edu)'; 'Jason Ferbrache - Central Oklahoma Transportation and Parking Authority (jason.ferbrache@okc.gov)'; 'Laura Chaney - Oklahoma Department of Transportation (lchaney@odot.org)'; 'Matt Sandidge (matt.sandidge@okc.gov)'  
**Cc:** Debbie Cook; 'Holly Massie - ACOG'; 'John M. Sharp - ACOG'; 'Daniel O'Connor'  
**Subject:** ACOG Notice: Preparation of the FY 2017 Unified Planning Work Program (UPWP)  
**Attachments:** Part VI of FY 2016 in preparation for FY 2017.docx; FY 2017 UPWP Subcommittee Schedule.pdf

Please mark your calendar for the UPWP Subcommittee's first meeting to be held Friday, February 12, at 10 a.m. in the ACOG Board Room. The purpose of the meeting is to review work elements within the FY 2016 UPWP (see attached.) The meeting schedule for the development of the FY 2017 UPWP is also attached.

Each year ACOG, in conjunction with its member-entities, prepares the annual Unified Planning Work Program (UPWP). The UPWP is a description of the proposed multimodal transportation planning activities to be conducted in the Oklahoma City Area Regional Transportation Study (OCARTS) area for a given fiscal year.

If you have questions or desire additional information, please let me know.

Thank you,

Daniel J. O'Connor



Division Director  
Transportation & Planning Services  
Association of Central Oklahoma Governments  
21 E. Main St., Ste 100, Oklahoma City, OK 73104  
Telephone: (405) 234-2264 Website: <http://www.acogok.org>

FY 2017 UPWP Subcommittee Schedule

1. February 12, 2016 Friday - UPWP Subcommittee Meeting at 10:00 a.m.  
Assessment of FY 2016 UPWP
2. March 7, 2016 Monday - UPWP Participants provide draft information to ACOG.  
COTPA, CART, OKC and ACOG staff to provide draft task descriptions  
and proposed budgets for FY 2017 UPWP to ACOG.
3. March 18, 2016 Friday - UPWP Subcommittee Meeting at 10:00 a.m.  
Discussion of Draft FY 2017 UPWP
4. March 25, 2016 Friday - UPWP Subcommittee Meeting at 10:00 a.m. if needed  
Refine task descriptions and budget. Review and finalize preliminary  
draft to be submitted to ITTC, ITPC
5. April 7, 2016 Thursday - ITTC Agenda mail out
6. April 14, 2016 Thursday - ITTC action/recommendation on Preliminary FY 2017 UPWP
7. April 28, 2016 Thursday - ITPC and ACOG Board requested to approve Preliminary UPWP,  
including granting approval to execute contracts and agreements  
- Submittal of Preliminary FY 2017 UPWP to ODOT, FHWA and FTA  
as recommended by ITPC
8. May 2016 Meetings - ITTC, ITPC, and ACOG Board requested to approve final FY 2017 UPWP



Chair Elizabeth Waner  
Edmond Councilmember

Vice-Chair Pete White  
Oklahoma City Councilmember

Secretary/Treasurer Vacant

Executive Director  
John G. Johnson

April 29, 2016

Isaac Akem, Community Planner  
FHWA-Oklahoma Division  
5801 N Broadway Ext Ste 300  
Oklahoma City, OK 73118

Dear Mr. Akem:

The Preliminary FY 2017 Unified Planning Work Program (UPWP) for the Oklahoma City Area Regional Transportation Study (OCARTS) Transportation Management Area is provided for your review using the link below. The UPWP was created by ACOG staff in cooperation with other members of the Oklahoma City Area MPO, including COTPA, CART, ODOT, the City of Oklahoma City, and suburban entities.

The purpose of this request is to provide the proposed FY 2017 OCARTS UPWP to federal agencies for their review and comment prior to finalization of the document next month. The document is also prepared to provide adequate notice to local, state, and federal agencies of anticipated grant/budget needs.

The Preliminary FY 2017 UPWP document was submitted to the Intermodal Transportation Technical and Policy Committees at their April meetings, and the ITPC approved the document as written.

As per Attachment A of the "Joint Memorandum of Agreement by FHWA and FTA for Administration of Transportation Planning and Programming in Region 6" signed September 1, 2004, we would appreciate your careful review of the Preliminary FY 2017 UPWP so that we might revise tasks or budget as needed, prior to the issuance of our proposed Final FY 2017 OCARTS UPWP.

Please advise us in writing by Thursday, May 19, if you see any issues that need to be addressed in the preliminary work program. We look forward to a written response from FHWA and FTA, coordinated through your office, as per the procedures.

Isaac Akem  
April 29, 2016  
Page 2

Should you have any questions, please feel free to call me at 405-234-2264.

Sincerely,



Daniel J. O'Connor, Division Director  
Transportation & Planning Services

Att: [Preliminary FY 2017 OCARTS UPWP](#)  
April 28, 2016 ITPC Agenda Attachment D-1

c: Dawn Sullivan, Director of Capital Programs, ODOT  
Laura Chaney, Transportation Manager, Local Government Division, ODOT  
Ernestine Mbroh, Division Manager, Transit Programs, ODOT  
Pearlie Tiggs, Community Planner, FTA Region 6  
Holly Massie, Special Programs Officer II, ACOG



U.S. Department  
of Transportation  
**Federal Highway  
Administration**  
**Federal Transit  
Administration**

May 24, 2016

5801 N. Robinson Ave., Suite 300  
Oklahoma City, OK 73118

819 Taylor Street, Suite 8A36  
Fort Worth, TX 76102-6124

In Reply Refer To:  
**HDA-OK**  
**FTA-TX**

J. Mike Patterson  
Executive Director  
Oklahoma Department of Transportation  
200 N.E. 21<sup>st</sup> Street  
Oklahoma City, OK 73105

Dear Mr. Patterson:

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have jointly reviewed the fiscal year (FY 2017) Unified Planning Work Program (UPWP) and budget for the Association of Central Oklahoma Governments (ACOG) - the Metropolitan Planning Organization (MPO) for the Oklahoma City metropolitan area.

The proposed FY 2017 UPWP provides an outline of federally funded transportation planning and related activities to be implemented during FY 2017 by the Oklahoma City metropolitan planning partners, including ACOG and its member governments, the Central Oklahoma Transportation and Parking Authority (COTPA), the Cleveland Area Rapid Transit (CART) and the Oklahoma Department of Transportation (ODOT). In addition, the proposed FY 2017 UPWP provides specific details in terms of who will perform each task, the proposed budget, the schedule for completing each task, and the products expected to result from each task.

As part of the development of FY 2017 UPWP, ACOG identified the list of priorities expected to be addressed during FY 2017. These include:

- Completion of 2010 base year data and development of 2040 population, Employment and school enrollment forecasts for the upcoming 2040 long-range transportation plan;
- Initiation of regional land use scenario planning exercise;
- Continued implementation of Encompass 2035 projects and strategies;
- Continuation of the Regional Transit Dialogue (RTD) and documentation of the results of Central Oklahoma Commuter Corridor Study;
- Development of a regional pedestrian facilities master plan;
- Development of the FY 2017-2020 OCARTS TIP;
- Development of OCARTS performance measures and conclusion of the OCARTS CMP development;
- Continued coordination with local governments regarding federal transportation funding opportunities; air quality planning and compliance with FAST ACT planning provisions.

As required under 23 CFR 450.308 (c), the proposed FY 2017 UPWP has six major work



program elements, including:

1. *Data Development & Information Management;*
2. *Regional Transportation Planning;*
3. *Public Participation;*
4. *Transportation Planning Assistance and Coordination;*
5. *Staff Training, Maintenance & Production of Planning Related Documents;*
6. *Administration and Personnel Management*

Each work element is further divided into tasks and subtasks that provide detailed information about the work element, including Background, Program Objective, Program Activities Description, and End Product(s). For example, Work Element 2 – Regional Transportation Planning consists of five tasks including subtask (2.01) Long Range Transportation Planning (2.02) Short Range Transportation Planning (2.03) System Performance and Congestion Management (2.04) Elderly and Disabled Transportation Planning and (2.05) Air Quality Planning. Task 2.01 is further subdivided into eleven subtasks that specify what activities will be undertaken by ACOG staff in order to complete the task.

Our review of the proposed FY 2017 UPWP also included an evaluation of ODOT's continued commitment to provide in-kind support equivalent to \$260,000 for the ACOG planning program. In-kind matching is an innovative funding mechanism whereby the value of ODOT-funded, and PL-eligible planning/planning-related activities performed by ODOT staff within the OCARTS boundary is used as the local match for federal PL funds. The work must be conducted during the same period as the work program. This enables ACOG and its metropolitan planning partners to access additional FHWA planning funds for the region.

We commend ACOG and its member entities for considering and adopting the latest Planning Emphasis Areas (PEAs) in the 2017 UPWP. The PEAs include: ***Transition to Performance Based Planning and Programming, Regional Models of Cooperation, and Ladders of Opportunity***. These three priorities are included in Secretary Fox's strategic objectives for Surface Transportation Program. PEAs are designed to encourage application of planning assistance and studies for addressing local and regional priorities, as well as goals and priorities that directly benefit local transportation operations and needs. The FHWA and FTA are committed to work with ACOG and member entities to implement work tasks that advance local and regional priorities.

We also commend ACOG and its regional partners, including COTPA for on-going coordination related to the Regional Transit Dialogue (RTD), and other public transportation planning activities involving the regional public transportation providers - COTPA, CART, and Edmond City Link. While not specifically required in federal planning regulations, the FTA urges COTPA to consider updating its "Strategic Long Range Transit Plan" to reflect transit provisions in the FAST Act.


The USDOT has released Guidance on Safety Performance Criteria for all modes of transportation including Public Transportation Agency Safety Plans for Federal Transit Recipients. The FTA recommends that all transit-related planning activities to be performed in FY 2017 be coordinated between local Public Transit Providers and the MPO, and reflect consideration of Public Transportation Agency Safety Plans required under the FAST Act.

3

The FHWA Oklahoma Division and FTA Region VI have jointly reviewed the proposed OCARTS FY 2017 UPWP. We hereby jointly accept the Work Program as submitted and look forward to our joint approval. We look forward to authorizing the federal share of matching funds necessary to implement this work program, effective July 1, 2016.

Thank you for your cooperation in developing the FY 2017 UPWP and other products of the metropolitan transportation planning process in the OCARTS region. Please contact Mr. Isaac N. Akem with the FHWA OK Division at (405) 254-3343 or Ms. Pearlie Tiggs with the FTA Region VI at (817) 978-0567, if you have any questions or need additional information regarding our joint (FHWA/FTA) approval of this work program.

Sincerely,



Don Koski, AICP  
Director of Planning and Program Development  
Federal Transit Administration - Region VI



Basharat Siddiqi, P.E.  
Division Administrator  
Federal Highway Administration

cc: ACOG  
Ms. Dawn Sullivan, P.E.  
ODOT Strategic Assets &  
Performance Management Division

**JOINT MEMORANDUM OF AGREEMENT (MOA)  
BETWEEN THE OFFICES OF THE  
FEDERAL HIGHWAY ADMINISTRATION (FHWA)  
AND THE  
FEDERAL TRANSIT ADMINISTRATION (FTA)  
FOR ADMINISTRATION OF TRANSPORTATION  
PLANNING AND PROGRAMMING IN THE  
FTA REGION SIX AREA**

Our Region has a long history of cooperation between FHWA and FTA staffs in the delivery of the two agencies' programs. This agreement for the coordination of program matters is an example of the agencies' cooperative efforts. The agreement, originally executed in 1991, prior to the passage of Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA), has undergone several revisions in response to our customers' need for more streamlined Federal actions on the Unified Planning Work Program (UPWP), Transportation Improvement Program (TIP), Statewide Transportation Improvement Program (STIP), Metropolitan and Statewide Planning Findings, Certification of the Transportation Planning Process, Congestion Management Systems (CMS) and Intelligent Transportation Systems (ITS), Air Quality Conformity Findings, and Corridor Studies/Alternatives Analysis. This agreement is intended to strengthen the already strong working relationship of the two agencies in their efforts to fulfill the mutual responsibility for transportation planning and the programming of Federal funds. It is also meant to achieve maximum staff efficiencies through the elimination of duplicative reviews and actions thereby improving the quality of assistance to our customer's expectations, and improving our delivery of oversight responsibilities insofar as timeliness and consistency.

The FTA and the FHWA mutually agree to the following procedures for transportation planning activities in the FTA Region 6 areas (Arkansas, Louisiana, New Mexico, Oklahoma and Texas). Additionally, all parties agree to the tracking of performance measures as outlined in attachment A.

## **A. Review and Approval of Unified Planning Work Programs (UPWP)**

### **Background**

Section 134 of 23 U. S. C. establishes Federal requirements for metropolitan transportation planning. The regulations for implementing these provisions are contained in 23 C.F.R 450 and 49 C.F.R. 613 and include the requirement for submission of the UPWP.

### **Procedures**

All UPWPs will be submitted by the State DOT to the FHWA Division Office and FTA Regional Office. Review, reconciliation of comments and action on the UPWPs will be accomplished within 30 days of receipt by FHWA and FTA.



Except for West Memphis, all Transportation Management Area (TMA) UPWPs will be concurrently reviewed by the FHWA Division and the FTA Regional Offices. The FHWA Division and FTA Regional staffs shall meet or teleconference as necessary to discuss and resolve any comments relevant to providing a joint response. The FHWA Division will prepare the draft letter and transmit it to the FTA Regional Office. The approval will be issued as a joint FTA Region/FHWA Division letter. The signatories may be as delegated for approval of the UPWP.

The FHWA Division will act as the Executive Agent for FTA for the review and approval of the UPWPs for all non-TMAs and for the West Memphis, Arkansas TMA. The FHWA Division shall consult with the FTA Region on unusual or potentially controversial transit related studies. The FTA Regional staff will advise the FHWA Division of any concerns within two weeks of receipt of the UPWP. The FHWA Division will provide the FTA Region with a copy of all UPWP approvals and correspondence. Any revisions to the UPWPs will be handled in a similar manner.

## **B. Approval of Statewide Transportation Improvement Programs (STIP)**

### **Background**

Section 135 of Title 23 U.S.C. establishes Federal requirements for statewide transportation planning. The regulations, 23 C.F.R 450 and 49 C.F.R 613, require that at least every two years the State will submit their proposed STIP to the FHWA and the FTA for joint approval prior to the obligation of Federal funds made available to the State under Title 23 and the Federal Transit Act. These regulations also require that the State include with their proposed STIP a certification that the transportation planning process is being carried out in accordance with the requirements listed in the regulations.

### **Procedures (STIP)**

The State will submit their proposed STIP to the FHWA Division Office and FTA Regional Office for review and approval. The STIP shall be reviewed for compliance with the requirements of Section 135 and the regulations in 23 C.F.R 450. This joint review shall include, but not be limited to, the requirements on air quality conformity, public involvement, fiscal constraint, inclusion of all Title 23 and Federal Transit Act funded projects including metropolitan and Federal Lands TIPs, and the acceptability of the State's certification that the transportation planning process is being carried out in accordance with all applicable requirements of §450.220(a).

The FHWA Division and the FTA Regional Office shall meet or teleconference as necessary to discuss and resolve any comments relevant to providing a joint approval of the State's STIP. This joint review effort will be documented in the form of a "Joint Record of Review" compiled by the FHWA Division Office and processed as outlined in the section of this agreement pertaining to TIP Federal findings. This "Joint Record of Review" shall form the official record

documenting the FHWA/FTA joint review efforts on the STIP. The FTA Regional Administrator and the FHWA Division Administrator (or their designee), will take joint action as described by 23 C.F.R 450.220 based on the comments listed in the "Joint Record of Review." A draft action letter will be prepared by the FHWA Division Office and sent to the FTA Regional Office for coordination. Notification of the action taken for the STIP will be forwarded to the State by the FHWA Division Administrator. Initial STIP comments will be prepared by U.S. DOT within 30 days of receiving the STIP. Final action by U.S. DOT on the STIP will be within 60 days after receiving the STIP from the State assuming initial comments have been addressed.

### **(STIP Amendments)**

Depending on the nature of the proposed STIP Amendment, the STIP Amendment may be acted upon jointly by FHWA and FTA in a manner similar to that described above, or it may be acted upon unilaterally by either FHWA or FTA. If the amendment is for highway projects only, then FHWA will take unilateral action. If the amendment is for transit projects only, then FTA will take unilateral action. For unilateral actions, the State DOT will submit the STIP amendment only to the appropriate Federal agency for action.

## **C. Federal transportation planning finding for TIPs**

### **Background**

23 C.F.R 450.320 requires a joint Federal finding that the TIP for each metropolitan planning area is the product of a continuing, comprehensive transportation planning process carried on cooperatively by the State, Metropolitan Planning Organization (MPO), and transit operator, in accordance with 23 U.S.C. 134 and 49 U.S.C. 5303 of the Federal Transit Act. The finding shall be based on the self-certification by the State and the MPO under 23 C.F.R 450.334 and upon other reviews as deemed necessary by FHWA and FTA.

### **Procedures**

For each metropolitan planning area, the FHWA Division Office and the FTA Regional Office will review the status of the transportation planning process prior to approval of the STIP. The review shall include, but not be limited to, the State/MPO self-certification required by 23 C.F.R 450.334(a), the existence of an approved transportation plan that appropriately addresses the planning factors, the adequacy of the public involvement process, the reasonableness of the financial plan, relationship of projects in the TIP to long range transportation plan, air quality conformity of transportation plans and TIP, and satisfaction of the Congestion Management System (CMS) requirements in carbon monoxide (CO) and ozone non-attainment TMAs.

In a TMA designated as non-attainment for CO and/or ozone, the CMS shall provide an appropriate analysis of all reasonable (including multimodal) travel demand reduction and operational management strategies for the corridor in which a project that will result in a significant increase in capacity for single occupancy vehicles (adding general purpose lanes to an existing highway or constructing a new highway) is proposed.



The FHWA Division Office and the FTA Regional Office will evaluate each metropolitan planning process based on previous reviews, attendance at meetings, review of the UPWP, discussions, etc. A Joint Record of Review will be prepared by the FHWA Division Office. The FHWA Division Office will sign the Joint Record of Review and forward the document to FTA.

The FTA will concur, concur with additional comments, or advise the FHWA Division Office of any significant concerns. The FHWA Division and FTA Regional Offices shall meet or teleconference as necessary to discuss and resolve any significant concerns relevant to the joint finding. The FTA will sign the Joint Record of Review and return the document to the FHWA Division Office for distribution. This Joint Record of Review shall form the official record documenting the joint review efforts on the transportation planning process necessary for the FHWA/FTA finding that the TIPs contained in the STIP for the State are based on a continuing, comprehensive, transportation planning process carried on cooperatively by the States, MPOs, and transit operators, in accordance with the provisions of 23 U.S.C. 134 and 49 U.S.C. 5303 of the Federal Transit Act.

**D. Air Quality conformity reviews and conformity determinations for Metropolitan Transportation Plans (MTPs) and Transportation Improvement Programs (TIPs) in metropolitan planning areas designated non-attainment or maintenance under the Clean Air Act.**

**Background**

Section 176(c) of the Clean Air Act established conformity requirements for metropolitan transportation plans, TIPs, and projects in areas designated as non-attainment or maintenance. Section 176(d) of the Clean Air Act established priority requirements for programs supported by the Federal Government in order to provide for timely implementation of eligible portions of air quality plans. Section 109(j) of 23 U.S.C. established consistency requirements to assure that highways are consistent with approved plans for air quality.

**Procedures**

The FHWA will serve as Executive Agent for FTA on all actions, reviews and meetings required to fulfill their mutual responsibility for Air Quality Conformity Findings. FHWA Division Offices will conduct reviews of conformity determinations for plans, TIPs and amendments, and provide guidance to the States and MPOs. When the review of conformity determinations for Transportation Plans and TIPs has been completed by the MPO and State DOT; the State DOT will provide U.S. DOT and Environmental Protection Agency (EPA) with copies of the conformity determinations along with plans and/or programs and other pertinent documents. EPA will normally be given 30 days for their review and comment. U.S. DOT will meet or teleconference with EPA as necessary to resolve pertinent comments that may result from the concurrent reviews. The FHWA Division Administrator (or designee) will make a conformity finding upon completion of the review by U.S. DOT and resolution of pertinent comments by

EPA. Information copies of all Air Quality conformity actions and correspondence will be provided to the FTA Regional Office and the EPA Regional Office. FHWA Division offices will keep the FTA Region office informed of the progress and relevant issues during the conformity review process.

## **E. Certification of Transportation Management Area (TMA) Transportation Planning Process**

### **Background**

The Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA), and The Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21) requires a joint FHWA/FTA certification of the transportation planning process for all Transportation Management Areas (TMAs) at least every three years. A joint certification review along with other documentation and site visits is the basis used for determining that the transportation planning process in a TMA meets or substantially meets the requirements of 23 C.F.R Part 450.

### **Procedures**

The certification review of all TMAs will be a joint effort between the two agencies. A review team consisting of FHWA Division and FTA Regional Office personnel will be identified for each review. If necessary, other technical expertise will be added to the team. Either the FHWA Division or FTA Regional Office representative will be designated as the lead or co-lead for the review. The lead or co-lead agency will be responsible for scheduling the review, obtaining the material for the desk audit, logistics for the review, preparation of the agenda, determining the lead for the topics to be discussed, closeout after the review, preparation of the draft report, circulation to other Federal team members for comments, external circulation of the report to MPO, transit operator, State DOT, and other appropriate participants for review of factual accuracy.

Assignment of lead or co-lead agency responsibility will be determined based upon an evaluation of staff workload, modal interest and the complexity of the issues in an individual TMA. The schedule and assignments for certification reviews will be developed by the FTA Regional and FHWA Division Offices by July 1<sup>st</sup> for the next fiscal year. Topics for the on-site review will be developed jointly by FHWA and FTA, based on emphasis areas and issues of concern in the specific TMA including (at a minimum) the items in this MOA as well as CMS and ITS.

Certification of the TMAs will be by the FTA Regional and the FHWA Division Administrators. The final report (certification) of the review will be completed within 90 days of the on-site visit. The presentation of findings will be done jointly by FHWA and FTA, and will take place within 60 days of the issuance of the final report or at the next MPO policy committee meeting.



## **F. Corridor Studies/Alternatives Analysis**

### **Background**

All major transportation investments must emerge from a multimodal transportation planning process in order to be eligible for Federal funding. As part of the planning process, local project sponsors may perform a corridor level analysis of mode and alignment alternatives in corridors for which projects may be proposed. Corridor studies/alternatives analysis is a key planning tool undertaken within the multimodal metropolitan and statewide planning processes, supplemented by subsequent project development analyses, for determining appropriate solutions to transportation challenges.

### **Procedures**

Each agency will participate in a corridor study/alternatives analysis until modal issues are clear and/or a DOT lead agency can be determined by agreement between the two agencies. Either agency may serve as DOT lead, dependent upon the issues involved and the relative predominance of the mode. The environmental work will remain with the identified modal agency. If an agency determines that there are no reasonable alternatives involving their modal interest, the agency may advise the study/analysis sponsor that the other party to this agreement will serve as DOT lead for the remainder of the study. Regardless of which U.S. DOT agency serves as lead for the study, every effort will be made to link planning and National Environmental Policy Act of 1969 as well as striving to streamline the environmental process.

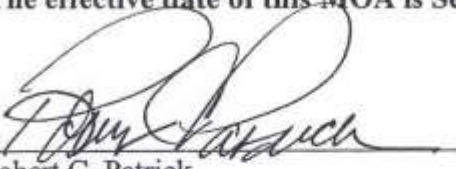
## **G. Consolidated Planning Grant and Electronic Signatures**


The Consolidated Planning Grant (CPG) is a joint effort by the FHWA and FTA to create a single federal grant process for the respective transportation planning programs, thereby streamlining the administrative process to our customers. In FY 2004, FTA Region 6 has one CPG, which is in the state of Arkansas, and is administered by FTA. All parties agree to revisit the CPG concept in each respective state, and work towards implementing additional CPGs within Region 6.


Likewise, all parties to this agreement are in favor of implementing electronic signatures for all appropriate planning products, thereby further streamlining the planning process for our customers. A task force will be formed to research the requirements of having electronic signatures.


**This agreement may be canceled by mutual agreement of all parties or by a 30-day written notification of any signatory.**

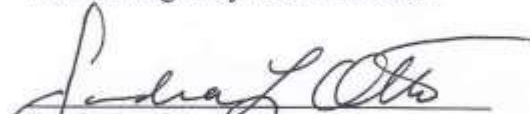
**The effective date of this MOA is September 1, 2004.**

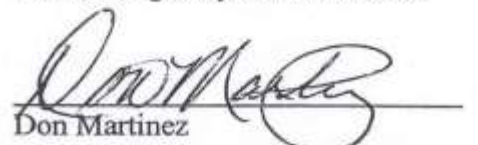
  
Robert C. Patrick  
Regional Administrator  
Federal Transit Administration

  
William A. Sussmann  
Louisiana Division Administrator  
Federal Highway Administration

  
Walter Kudzia  
Oklahoma Division Administrator  
Federal Highway Administration

  
C. D. (Dan) Reagan  
Texas Division Administrator  
Federal Highway Administration

  
Sandra L. Otto  
Arkansas Division Administrator  
Federal Highway Administration

  
Don Martinez  
New Mexico Division Administrator  
Federal Highway Administration

**Attachment A – Tracking Performance Measures**

Planning Topic	Lead Agency	Performance Measure	Actual Performance Measure
UPWP	FHWA/FTA	30 days	
STIP	FHWA/FTA	30 days – Initial Comments	
STIP	FHWA/FTA	60 days – Final Approval	
TIP Planning Findings	FHWA/FTA	60 days (concurrent with STIP approval)	
Certification Reviews – Final Report	FHWA/FTA	90 days from on-site review	
Certification Review – Presentation	FHWA/FTA	Within 60 days of final report	