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# OCARTS TRANSPORTATION MANAGEMENT AREA UNIFIED PLANNING WORK PROGRAM

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**FY 2022**

acog



**Association of Central Oklahoma Governments**

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**Preliminary Document   Final Document**

**Reviewed by the**

**Intermodal Transportation Technical Committee**

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**Approved by the**

**Intermodal Transportation Policy Committee**

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**June 24, 2021**

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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.*

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## PART 1: 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 2022 (July 1, 2021, to June 30, 2022). This program is administered by the Association of Central Oklahoma Governments (ACOG), in accordance with a *Memorandum of Understanding* between ACOG, the Oklahoma Department of Transportation (ODOT), the Central Oklahoma Transportation and Parking Authority (COTPA), and the City of Norman. 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 ODOT, FHWA, FTA, COTPA, the City of Norman, the Oklahoma City Traffic Management Division and other cities included in the regional transportation study area.

## PART 2: 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 includes an Intermodal Transportation Policy Committee (ITPC), an Intermodal Transportation Technical Committee (ITTC), and a Stakeholder Advisory Group (SAG). The OCARTS organizational structure, which includes additional committees and subgroups, is shown in [Figure 1](#).

#### Intermodal Transportation Policy Committee (ITPC)

The ITPC has 46 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)

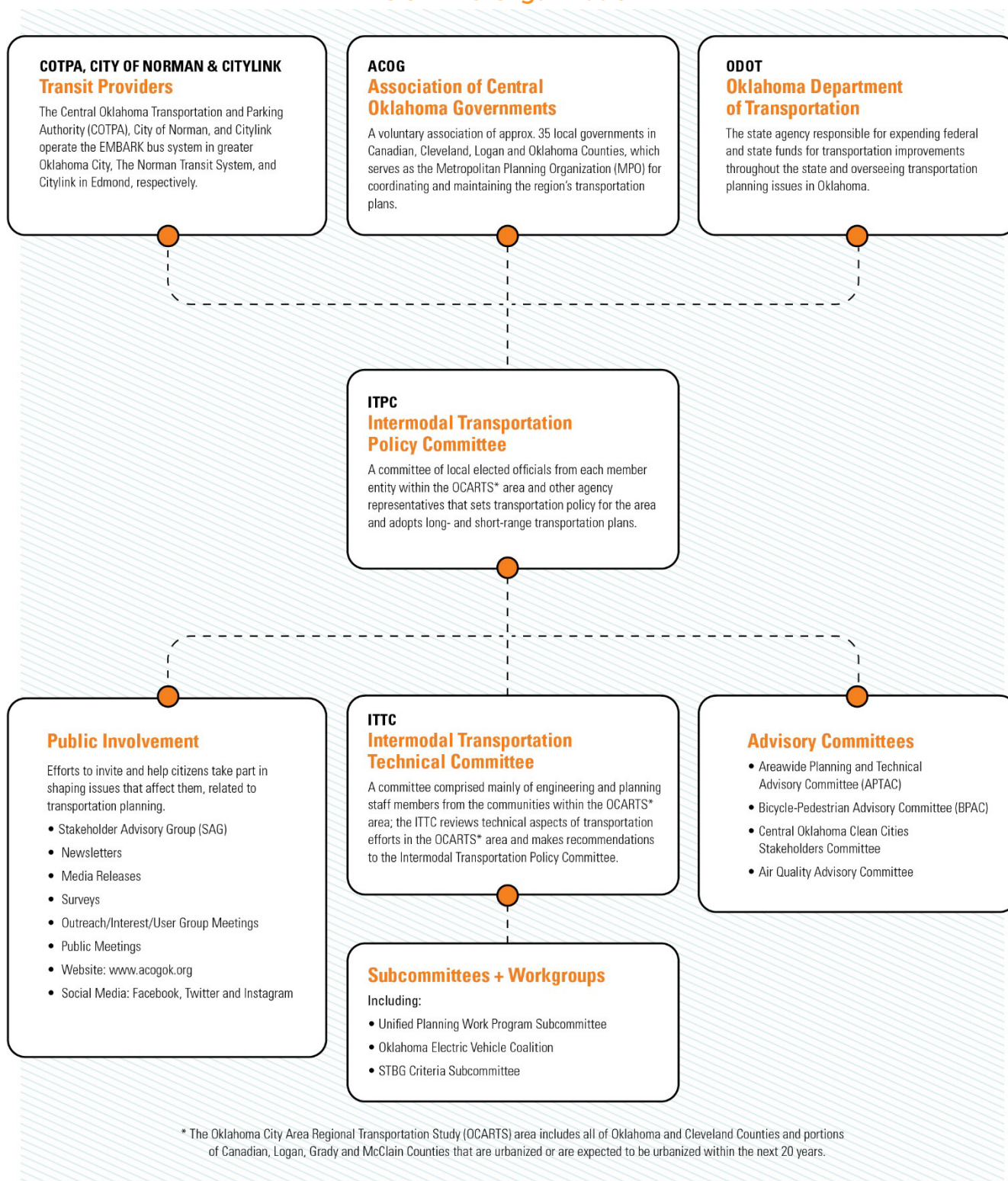
Technical review and guidance for the OCARTS planning programs are provided by the ITTC. This committee is generally composed of city planners, city engineers and traffic managers, and also includes representatives of various modes, environmental agencies, the Oklahoma Turnpike Authority, ODOT, and the 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 metropolitan transportation plan, and the Transportation Improvement Program. The ITTC is governed by bylaws approved by the Policy Committee and typically meets at 10 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.

### Stakeholder Advisory Group (SAG)

With the update of the Public Participation Plan (PPP) in 2020, the previous Citizens Advisory Committee (CAC) was replaced with a Stakeholders Advisory Group (SAG). ACOG extended SAG membership to representatives of all transportation modes, minority and elderly populations, persons with disabilities, businesses, local governments, environmental/public interest groups, neighborhoods, and private citizens. 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. The SAG is currently involved in development of the region's 2045 Metropolitan Transportation Plan.

**Figure 1:  
OCARTS Organization**



**Table 1:**  
**Intermodal Transportation Policy Committee**  
 as of April 29, 2021

## INTERMODAL TRANSPORTATION POLICY COMMITTEE

LOCAL GOVERNMENT MEMBERS		
CITY/ORGANIZATION	MEMBERS	ALTERNATES
BETHANY	Hon. Chris Powell Councilmember	Hon. Kathy Larsen Councilmember Hon. Nikki Lloyd Mayor
BLANCHARD	Hon. Eddie Odle Mayor	Vacant
CEDAR VALLEY	Hon. Stan Wieczorek Mayor	Hon. Jerry Cole Trustee
CHOCTAW	Hon. Mike Birdsong Councilmember	Hon. Roger Malone Vice-Mayor
COLE	Hon. W. Chester Anderson Mayor	Hon. Robert Green Trustee ----- Hon. Ronnie Lynn McCaskill Trustee
DEL CITY	Hon. Floyd Eason Mayor	Hon. Pam Finch Councilmember ----- Hon. Michael Dean Councilmember
EDMOND	Hon. Josh Moore Councilmember	Hon. Daniel P. O'Neil Mayor
FOREST PARK	No Designee	Vacant
GOLDSBY	Hon. Glenn Berglan Mayor	Hon. Russ McReynolds Trustee Hon. Susan Boehrer Trustee
GUTHRIE	Hon. Steven J. Gentling Mayor	Hon. Jeff Taylor Councilmember
HARRAH	Hon. Chris Lally Councilmember	Hon. Tom Barron Councilmember
JONES CITY	Hon. Ray Poland Mayor	Vacant
LEXINGTON	Hon. Mike Donovan Councilmember	Hon. Max Punneo Vice-Mayor
LUTHER	Hon. Jenni White Mayor	Hon. Brian Hall Trustee Hon. Terry Arps Trustee

<b>INTERMODAL TRANSPORTATION POLICY COMMITTEE (Cont.)</b>		
<b>LOCAL GOVERNMENT MEMBERS (Cont.)</b>		
<b>CITY/ORGANIZATION</b>	<b>MEMBERS</b>	<b>ALTERNATES</b>
<b>MIDWEST CITY</b>	Hon. Matt Dukes Mayor	Hon. Pat Byrne Councilmember ----- Hon. Christine Allen Councilmember
<b>MOORE</b>	Hon. Mark Hamm Councilmember	Hon. Glenn Lewis Mayor ----- Any Moore Councilmember
<b>MUSTANG</b>	Hon. Brian Grider Vice Mayor	Hon. Michael Ray Councilmember
<b>NEWCASTLE</b>	Hon. Mike Fullerton Vice Mayor	Hon. Joe Covey Councilmember ----- Hon. Marci White Councilmember
<b>NICHOLS HILLS</b>	Hon. Peter Hoffman Vice Mayor	Vacant
<b>NICOMA PARK</b>	Hon. Brian Foughty Mayor	Hon. Mike Czerczyk Vice Mayor
<b>NOBLE</b>	Hon. Phil Freeman Mayor	Hon. Ezra Roesler Vice-Mayor ----- Hon. Gary Hicks Councilmember
<b>NORMAN</b>	Hon. Breea Clark Mayor	Hon. Stephen T. Holman Councilmember
<b>OKLAHOMA CITY</b>	Hon. Todd Stone Councilmember	Any Oklahoma City Councilmember
<b>PIEDMONT</b>	Hon. Kevan Blasdel Councilmember	Hon. Melissa Ashford Councilmember ----- Hon. Austin Redus Councilmember
<b>SLAUGHTERVILLE</b>	Hon. Valerie Stockton Trustee	Hon. Steve Easom Mayor
<b>SPENCER</b>	Hon. Frank Calvin Mayor	Hon. Jim Scanlan Vice Mayor ----- Hon. Kerry Andrews Councilmember
<b>TUTTLE</b>	Hon. Mary Smith Vice-Mayor	Hon. Austin Hughes Councilmember



<b>INTERMODAL TRANSPORTATION POLICY COMMITTEE (Cont.)</b>		
<b>LOCAL GOVERNMENT MEMBERS (Cont.)</b>		
<b>CITY/ORGANIZATION</b>	<b>MEMBERS</b>	<b>ALTERNATES</b>
<b>THE VILLAGE</b>	Hon. David Bennett Mayor	Hon. Sonny Wilkinson Councilmember ----- Hon. Cathy Cummings Councilmember
<b>WARR ACRES</b>	Hon. Jim Mickley Mayor	Hon. Roger Godwin Councilmember ----- Hon. John Knipp Councilmember
<b>YUKON</b>	Hon. Shelli Selby Mayor	Hon. Rick Cacini Councilmember
<b>CANADIAN COUNTY</b>	Hon. Marc Hader Commissioner	Hon. Jack Stewart Commissioner ----- Hon. David Anderson Commissioner
<b>CLEVELAND COUNTY</b>	Hon. Rod Cleveland Commissioner	Hon. Darry Stacy Commissioner ----- Hon. Harold Haralson Commissioner
<b>LOGAN COUNTY</b>	Hon. Kody Ellis Commissioner	Hon. Marven Goodman Commissioner ----- Hon. Monty Piearcy Commissioner
<b>MCCLAIN COUNTY</b>	Hon. Wilson Lyles Commissioner	Hon. Terry Daniel Commissioner
<b>OKLAHOMA COUNTY</b>	Hon. Carrie Blumert Commissioner	Hon. Brian Maughan Commissioner ----- Hon. Kevin Calvey Commissioner

**Agency Members and Non-Voting Members on next page.**

<b>INTERMODAL TRANSPORTATION POLICY COMMITTEE (Cont.)</b>		
<b>AGENCY MEMBERS</b>		
<b>CITY/ORGANIZATION</b>	<b>MEMBERS</b>	<b>ALTERNATES</b>
<b>CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY (COTPA)</b>	Jason Ferbrache Administrator	Marty Dickens Fed Assets & Grants Coordinator
<b>CITY OF NORMAN, OKLAHOMA (Transit)</b>	Shawn O'Leary Public Works Director	Taylor Johnson Public Transit Coordinator
<b>OKLAHOMA CITY AIRPORT TRUST</b>	Randon Rieger, P.E. Civil Engineer III	John Storms Civil Engineer IV
<b>OKLAHOMA DEPT. OF TRANSPORTATION (ODOT)- Strategic Asset &amp; Performance Management (SAPM)</b>	Matthew Swift Division Engineer SAPM	Laura Chaney Branch Manager Planning & Performance
<b>OKLAHOMA DEPT. OF TRANSPORTATION (ODOT) - Office of Mobility &amp; Public Transit</b>	No Designee	Vacant
<b>OKLAHOMA TRANSPORTATION COMMISSION (OTC) - DIVISION 3 - MCCLAIN &amp; CLEVELAND COUNTIES IN OCARTS AREA</b>	T. W. Shannon Transportation Commissioner	Rick Johnson ODOT Director of Capital Programs
<b>OKLAHOMA TRANSPORTATION COMMISSION (OTC) - DIVISION 4 - CANADIAN, LOGAN, &amp; OKLAHOMA COUNTIES IN OCARTS AREA</b>	Don Freymiller Transportation Commissioner	Angel Gonzalez ODOT Asst. Division Engineer, SAPM
<b>OKLAHOMA TRANSPORTATION COMMISSION (OTC) - DIVISION 7 - GRADY COUNTY IN OCARTS AREA</b>	Stephen J. LaForge Transportation Commissioner	Jeremy Planteen ODOT Asst. Division Manager, SAPM
<b>NON-VOTING MEMBERS</b>		
<b>CITY/ORGANIZATION</b>	<b>MEMBERS</b>	<b>ALTERNATES</b>
<b>FEDERAL AVIATION ADMINISTRATION (FAA)</b>	Glenn Boles Manager AR/OK Airports District Office	Vacant
<b>FEDERAL HIGHWAY ADMINISTRATION (FHWA)</b>	Basharat Siddiqi Oklahoma Division Administrator	Carl Selby Program Support Team Leader
		Isaac Akem Community Planner
<b>FEDERAL TRANSIT ADMINISTRATION (FTA)</b>	No Designee	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 the City of Norman) 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.

## Local Transit Operators

### *Central Oklahoma Transportation and Parking Authority (COTPA)*

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.

### *Norman-Transit*

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. Until August 2019, CART, operated by the University of Oklahoma, provide transit service for both on-campus and off-campus routes within the City of Norman. In FY 2019, the University of Oklahoma began transitioning operations of the off-campus public transit service to the City of Norman.

In July 2019, CART relinquished the use of FTA Section 5307 direct recipient funds designated to the Norman Urbanized Area and began operating on-campus bus service for the University of Oklahoma only, and the City of Norman began operation of the service for off-campus bus routes and paratransit services. The City of Norman, in place of CART, cooperatively works with ACOG, ODOT, and COTPA on the planning efforts outlined in the annual Unified Planning Work Program (UPWP), which includes development and implementation of the OCARTS Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP).

### *Citylink*

Citylink runs four 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

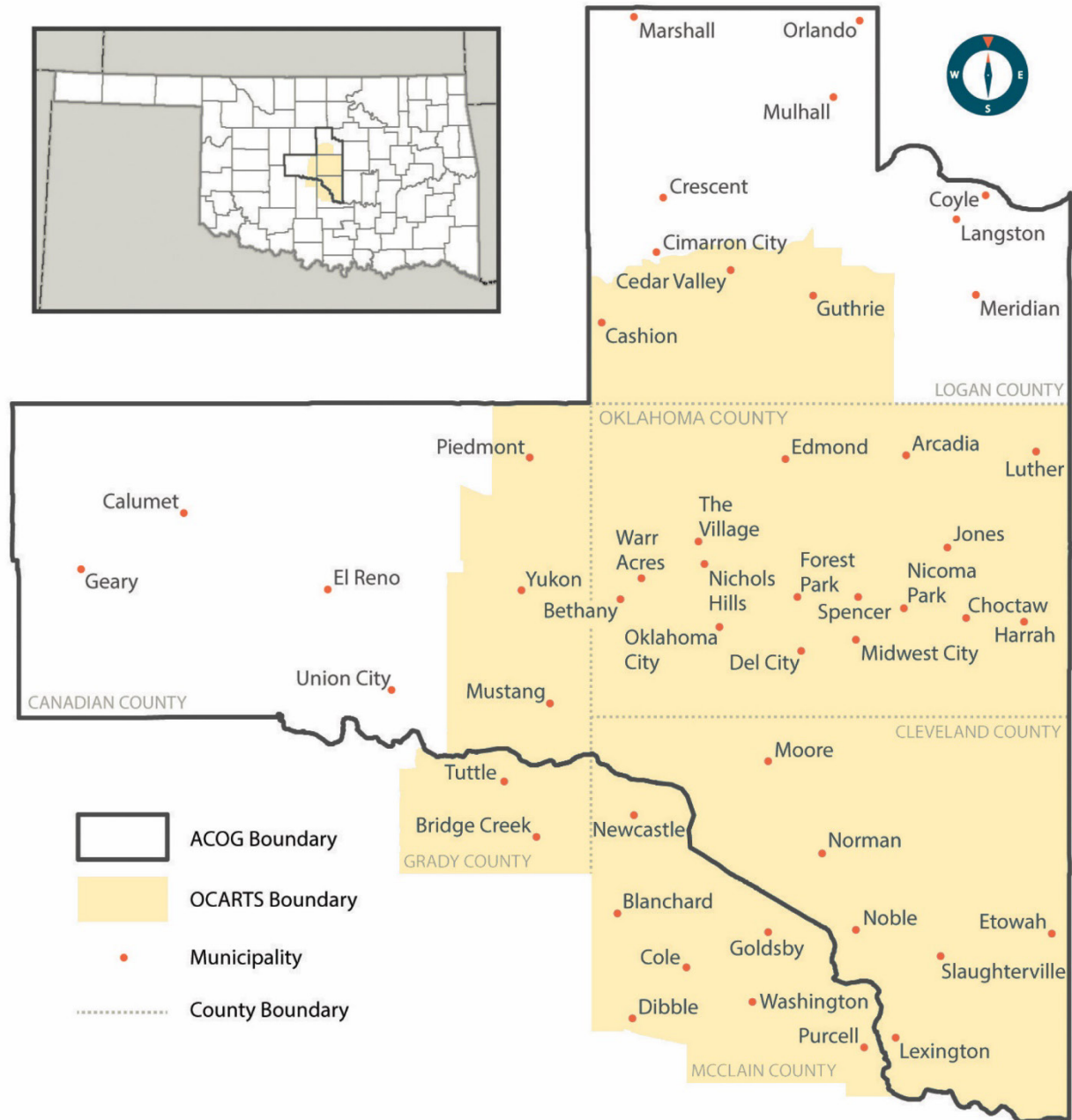
status through clean air initiatives including Ozone Alert Day outreach and the Ozone Advance program.

The ODEQ Air Quality Division 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**

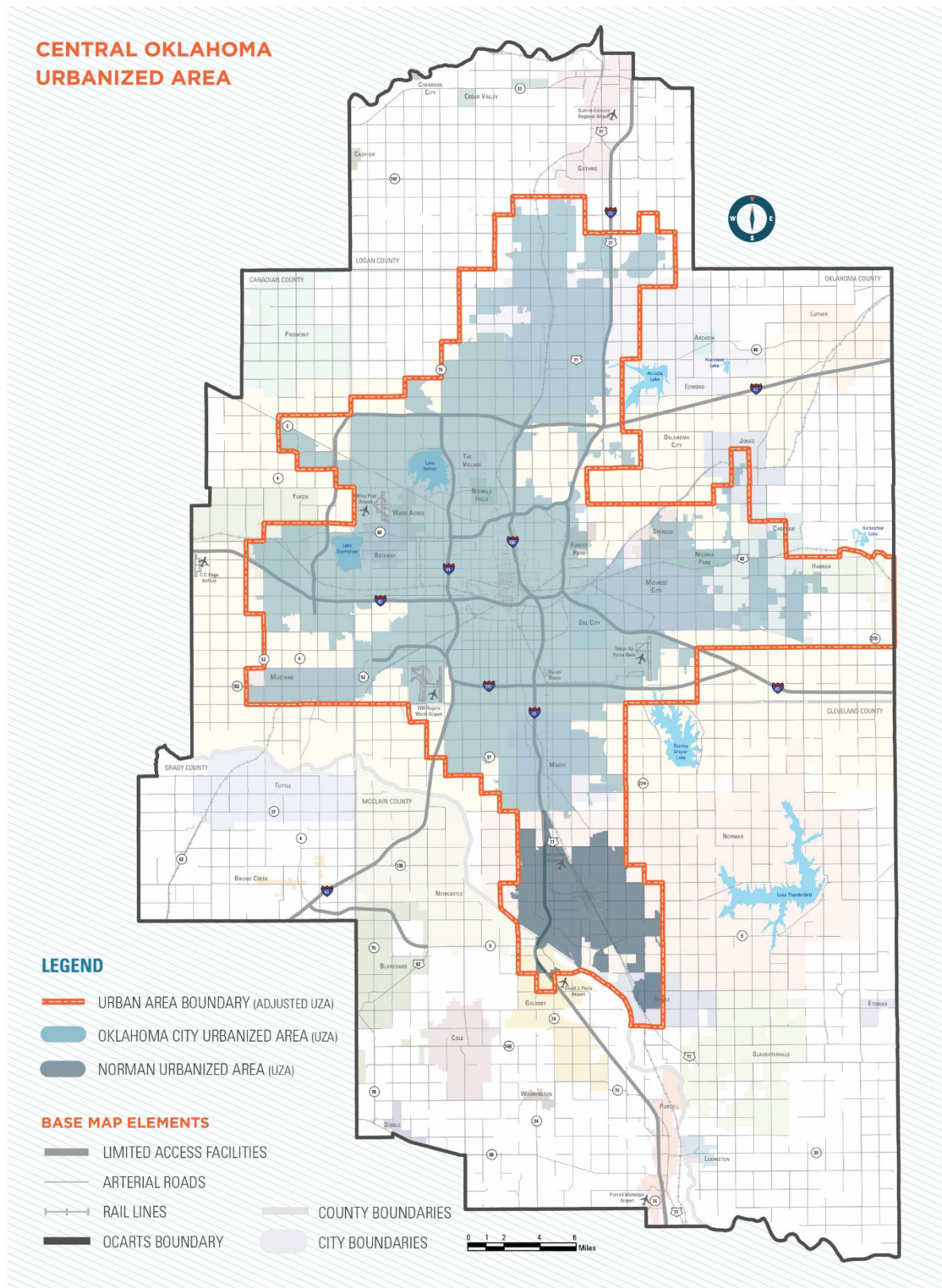
The Oklahoma City Area Regional Transportation Study (OCARTS) Transportation Management Area encompasses all of Oklahoma and Cleveland Counties, and parts of Canadian, Grady, Logan, and McClain Counties. The Intermodal Transportation Policy Committee approved the current study area geography in February 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**





**Figure 3:**  
**OCARTS Transportation Management Area and Urbanized Areas**



## PART 3: FY 2022 UNIFIED PLANNING WORK PROGRAM PRIORITIES

The Unified Planning Work Program reflects and provides direction for implementing the financially constrained, citizen-influenced, intermodal Oklahoma City Area Regional Transportation Study (OCARTS) Plan, entitled *Encompass 2040*. The Regional Transportation Plan, last adopted in 2016, has provided the framework for other modal plans including:

- Downtown Edmond Parking Plan, 2020
- adaptOKC, 2020
- Old Town Moore Revitalization Plan and Parking Analysis, 2019
- The Edmond Plan, 2018
- Eastern Oklahoma County Partnership Regional Comprehensive Plan, 2018
- bikewalkOKC, 2018
- planOKC, 2015 (amended 2020)
- Edmond Downtown Master Plan, 2014
- Norman Comprehensive Transportation Plan, 2014
- Central Oklahoma Commuter Corridors Study, 2014
- Oklahoma City Parks Master Plan, 2013
- 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 (COTPA), 2006
- Edmond Transportation Plan, 2006
- Oklahoma River Water Transport Mobility Program (Oklahoma City), 2005
- Norman Transportation Needs Assessment Study, 2003
- COTPA Long-Range Transit Plan, 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 2022 (July 1, 2021 to June 30, 2022). This part of the UPWP describes priorities related to various intermodal planning efforts in the OCARTS Transportation Management Area. Priorities of the FY 2022 UPWP include: completion of the 2045 Metropolitan Transportation Plan (MTP), including finalizing projects lists and financial components, drafting of plan documentation, and public outreach efforts; implementation of the Encompass 2045 projects and strategies, upon approval of the MTP; preparation for the 2050 MTP development process; update of the regional travel demand model (TDM); implementation of the OCARTS Active Transportation Plan; update of the FFY 2022-2025 OCARTS TIP and continue coordination with local governments regarding federal transportation funding opportunities. Other priorities entail update of the regional Intelligent Transportation Systems (ITS) Architecture and Deployment Plan in coordination with ODOT;

continuation of the bicycle and pedestrian public safety campaign in coordination with Oklahoma City and other member local governments; completion of the Cost of Nonattainment Study documentation; air quality planning and compliance with the federal transportation law; and monitor emerging transportation system issues and technologies. The work program recognizes a continuation of data collection efforts, through subcontracts with Oklahoma City, Choctaw, Edmond, Norman, Moore, and Midwest City.

The current regional transportation plan, *Encompass 2040*, was approved by the Metropolitan Planning Organization (MPO) and endorsed by the ACOG Board of Directors in October 2016. 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 (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 2022 in consideration of these planning requirements. Following is a description of the planning factors and a summary of FY 2022 planning activities applicable to each FAST Act planning factor.

1. Support economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
  - Task 1.01 (1-6) - compile and analyze data about regional employment and growth
  - Task 1.02 (1-4), Task 2.01 (4), and Task 2.02 (2,5) - compile and analyze information about current and future traffic patterns and travel conditions
  - Task 2.01 (10) - monitor advances in transportation system technology (including connected/autonomous vehicles) and their impact on the movement of people and goods
  - Task 2.01 (6,11,12) and Task 2.02 (9-13) - promote the use of alternative forms of transportation
  - Task 2.02 (7,8) - provide a process to evaluate proposed TIP projects based on anticipated efficient movement of people and goods
  - Task 2.02 (1) - assist OCARTS entities in identifying needed transportation improvements and related funding sources
  - Task 2.01 (7,8,9) and Task 2.02 (4,6) - participate in evaluation of proposed major transportation improvement projects in the metropolitan area
  - Task 2.02 (9-13) and Task 2.04 (1-10) - assess transit needs and promote transit options in OCARTS area
  - Task 2.03 (1-7) - develop performance-based planning, travel demand, congestion and performance management strategies to improve efficiency of existing system



- Task 2.04 (2) – participate in maintaining 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 that will be included in the Transportation Improvement Program (TIP) and Statewide TIP (STIP)
  - Task 2.04 (8) and Task 2.05 (1) – study the potential economic impacts of an Environmental Protection Agency (EPA) ozone nonattainment designation
  - Task 2.05 (3-8) – promote and educate concerning the use alternative fuels
2. Increase safety of the transportation system for motorized and nonmotorized users.
- Task 1.02 (2) - identify bridges and roadways where unsafe conditions underscore the need for prompt improvement
  - Task 2.01 (4) and Task 2.02 (2) – monitor intermodal improvements in the OCARTS area
  - Task 2.01 (10) – monitor advances in technology that may lead to increased safety and security of the transportation system
  - Task 2.01 (10) and Task 2.03 (3-6) - promote use of technological solutions, alternate routes, etc. to manage incidents
  - Task 2.02 (1,4,5) - coordinate with ODOT in selecting projects that merit special funding consideration because related safety concerns warrant attention
  - Task 2.02 (7,8) and Task 2.03 (1,2)- consider safety as factor in evaluation of proposed TIP projects
  - Task 2.03 (1-6) - identify locations of recurring congestion and high crash rates and encourage development of appropriate safety and congestion management strategies
  - Task 2.03 (7) - continue programs to protect the safety of transit passengers, vehicles, and transit infrastructure
3. Increase security of the transportation system for motorized and nonmotorized users.
- Task 1.02 (2) - maintain pavement and bridge inventories
  - Task 1.03 (1-7) - maintain an inventory of comprehensive regional base maps
  - Task 2.01 (4) and Task 2.02 (2) – monitor intermodal improvements in the OCARTS area
  - Task 2.01 (10) and Task 2.03 (4-6) - promote the use of technology to enhance the security of roadway infrastructure
  - Task 2.03 (7) - promote the use of technology to enhance transit service security
  - Task 2.03 (6,7) – coordinate with homeland security and emergency management related agencies and committees
4. Increase accessibility and mobility options available to people and freight.
- Task 1.01 (1-7) - 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 1.01 (1-7), Task 2.01 (4,11,12), Task 2.02 (9-13) and Task 2.04 (1-6,8,9) - assess transit needs and promote transit options in OCARTS area
  - Task 1.01 (4,6) and Task 2.01 (4,5,7,8,10) – enhance the forecasting ability of regional models

- Task 1.01 (7), Task 3.01 (5-9), and Task 4.01 (6,7) - ensure compliance with civil rights laws and other guidelines calling for access to information about, and options related to, transportation choices
  - Task 1.02 (4), Task 2.02 (9,12), and Task 2.04 (2) - maintain a current transit database that documents characteristics of bus service available to metropolitan area travelers
  - 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 (4,5) and Task 2.02 (2) - collect and analyze network data to improve the efficiency of existing and future OCARTS area transportation networks
  - Task 2.01 (11,12) and Task 2.04 (6,8-10) - promote regional transit discussion
  - Task 2.02 (2,5) - continue working with ODOT and other states on freight and trade
  - Task 2.02 (3) - maintain current information on federal functional classification network and analyze major investments which can increase mobility options
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 (1-7) - evaluate social, environmental, land use and economic impacts of transportation plans
  - Task 1.01 (1-4,7) and Task 1.03 (1-7) - 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 (8,9) - coordinate with ODOT and the Oklahoma Turnpike Authority (OTA) with regard to statewide transportation network improvements
  - Task 2.01 (10) - coordinate with regional partners on an urban tree canopy study
  - Task 2.01 (11,12) and Task 2.04 (6,8-10) - determine regional desire to develop and promote transit priorities
  - Task 2.02 (1) - monitor implementation of selected Transportation Alternatives Program (TAP) projects
  - Task 2.02 (6) - 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) - participate in maintaining 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 that will be included in the Transportation Improvement Program (TIP) and Statewide TIP (STIP)
  - Task 2.04 (8) and Task 2.05 (1) - study the potential economic impacts of an Environmental Protection Agency (EPA) ozone nonattainment designation
  - Task 2.05 (1-8) - monitor air quality in the metropolitan area, and implement measures to improve air quality, including promotion of alternative forms of transportation, use of clean fuels, implementation of transportation system management strategies
  - Task 3.01 (1-11) - 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 integration and connectivity of the transportation system, across and between modes, and for people and freight.
  - Task 1.03 (1), Task 2.01 (4), and Task 2.02 (2) - monitor and map the continuing development of the intermodal regional transportation network, including transit, bicycle and pedestrian trail strategies
  - Task 2.01 (8,9) - coordinate with ODOT and OTA with regard to statewide transportation network improvements
  - Task 2.01 (11,12) - integration of regional public transportation
  - Task 2.02 (3,4) - 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 (7) - provide input for development of ODOT's Eight Year Construction Program and State TIP
  - Task 2.02 (9,12) - maintain transit route and scheduling database that assists in continuous internal review of bus route performance
  - Task 2.05 (8) - support regional rideshare programs
7. Promote efficient system management and operation.
  - Task 1.01 (1-7) - 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) - maintain an online management system (e-TIP) for transportation project tracking and evaluation and assist with the implementation of ODOT's new e-STIP
  - Task 2.01 (1-3,5) - develop and maintain fiscally constrained long-range transportation plan
  - Task 2.01 (4,5,7,10,11,12) - analyze future travel demand
  - Task 2.02(1) - monitor federally funded transportation improvements and provide periodic status reports
  - Task 2.02 (7) - provide a process to evaluate proposed TIP projects based on anticipated efficient movement of people and goods
  - Task 2.03 (1-5) - develop strategies to alleviate congestion and enhance mobility
  - Task 2.03 (5) - explore the establishment of a regional construction coordination program to ensure that construction and temporary closures will pose the least burden to the traveling public
8. Emphasize preservation of the existing transportation system.
  - Task 1.01 (1-7) - 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 (1-4) - data collection of existing traffic and transportation conditions, strategic roadways, public transportation, and goods movement
  - Task 1.03 (1), Task 2.01 (4), and Task 2.02 (2) - monitor and map the continuing development of the intermodal regional transportation network, including transit, bicycle and pedestrian trail strategies (network monitoring)
  - Task 2.03 (1-5) - utilize congestion management and intelligent transportation technology to maximize efficient use of the existing transportation system (performance-based planning and management)
9. Improve resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.

- Task 1.01 (4) – track local member land use developments and comprehensive plans
- Task 1.01 (5) – document the 2045 land use scenarios and transportation plans
- Task 1.02 (1-4), Task 2.01(4), and Task 2.02 (2,5) – compile and analyze information about current and future traffic patterns and travel conditions
- Task 1.03 (1), Task 2.01 (4), and Task 2.02 (2) – monitor and map the continuing development of the intermodal regional transportation network, including transit, bicycle and pedestrian trail strategies (network monitoring)
- Task 2.01 (10) – coordinate with regional partners on an urban tree canopy study
- Task 2.03 (1-5) – utilize congestion management and intelligent transportation technology to maximize efficient use of the existing transportation system (performance-based planning and management)

#### 10. Enhance travel and tourism.

- Task 2.01 (8,9) – coordinate with ODOT and OTA with regard to statewide transportation network improvements
- Task 2.01 (11,12) and Task 2.04 (6,8-10) – promote regional transit discussion
- Task 2.02 (9-13) and Task 2.04 (1-10) – assess transit needs and promote transit options in OCARTS area
- Task 2.04 (11), Task 2.05 (3), and Task 3.01 (11) – coordinate with partners to promote livability principles, complete streets, healthy communities, and walkability
- Task 2.03 (1-5) – utilize congestion management and intelligent transportation technology to maximize efficient use of the existing transportation system (performance-based planning and management)

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 4: ACCOMPLISHMENTS OF FY 2021

### DATA DEVELOPMENT AND COMPREHENSIVE PLANNING

#### Socioeconomic Data, Scenario Planning, and Census Programs

The MPO continued to collect socioeconomic data (land use, population, employment, school enrollment, etc.) for use in the development of the 2045 Metropolitan Transportation Plan (MTP). In addition, residential and commercial building permits through 2019 were collected from member entities to determine the most recent growth trends in the region.

In FY 2020, MPO staff continued to review the 2040 scenario methodology and evaluate possible updates and changes for the 2045 MTP. Staff also began collecting development and environmental data for use in the 2045 land use scenarios.

ACOG's Areawide Planning and Technical Advisory Committee (APTAC) remains a conduit for regional planning coordination. In FY 2020, the committee was presented information on the 2020 Census and related programs, 2015 regional employment, the Eastern Oklahoma County Partnership joint comprehensive plan, medical marijuana-oriented businesses and their impact on city/county planning, the Central Oklahoma Tree Canopy Assessment, food deserts, ACOG's Active Transportation Plan and other bike and pedestrian planning efforts, regional ozone and air quality planning, Open Streets events, regional population and building permit data, and professional development, technical assistance, and funding opportunities.

The MPO continued preparations for the 2020 Census. ACOG partnered with the US Census Bureau to disseminate information about programs related to the upcoming decennial census. Staff coordinated with Oklahoma City and other partners by attending Oklahoma City's Complete Count Committee meetings. Through APTAC and ITPC, member communities were kept up to date on census activities. The updated 2020 census geographies for tracts and block groups were forwarded to the Census Bureau as part of the Census Bureau's Participant Statistical Areas Program (PSAP) and MPO staff continued to work with the Census Bureau and member communities to refine census geographies through the end of FY 2020. Census block groups will become an important part of transportation planning, as traffic analysis zones (TAZs) will no longer be supported.

#### 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, first 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. Along with vehicular traffic counts, the MPO also compiles bicycle and pedestrian count data. Bicycle and pedestrian counts were collected in three communities (Edmond, Norman, and Oklahoma City) in the fall of 2019. The counts were collected as part of the National Bicycle and Pedestrian Documentation Project. The spring collection event for this program was cancelled in all communities, except Edmond, due to the COVID-19 pandemic. ACOG continued to provide funding through the traffic count program for these regional bicycle and pedestrian count collection efforts. ACOG also utilized permanent bicycle and pedestrian counters located around the region to collect non-vehicular count data.

In 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 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 Act. The MPO continues to compile and analyze the data in accordance with performance management regulations. The data set has also been analyzed as part of the congestion management process to help identify congested corridors within the region.

In FY 2020, ACOG began assisting ODOT with transportation data and modeling for a study of the I-35 corridor, in partnership with the cities of Moore and Norman.

## 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 2020, 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 webpages, aiding staff in the dissemination of data. For instance, interactive maps produced using ArcGIS Online have been used as part of the FY 2020 call for STBG-UZA projects, as well as the display of regional crash data analysis and data from the Tree Canopy Assessment. 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. In FY 2020, ACOG staff continued to transition the agency's GIS to a cloud-based environment. By switching to a cloud-based GIS, ACOG staff will be able to serve its members more efficiently and effectively. A cloud-based GIS also provides greater flexibility in accessing the agency's data, in case of emergencies. ACOG staff were able to utilize this system during the COVID-19 pandemic shutdown.

As with previous years, the MPO provided coordination and assistance in the regional acquisition on aerial imagery and other digital products. The 2020 data will allow the MPO staff to verify land use and transportation project status for the 2045 MTP.

## LONG-RANGE TRANSPORTATION PLANNING

### Encompass 2040

On October 27, 2016, the Intermodal Transportation Policy Committee approved Encompass 2040, Central Oklahoma's MTP. Encompass 2040 is a long-term vision for the region's transportation system based upon locally developed goals and strategies. The plan identifies affordable major transportation investments that provide the best transportation solutions to accomplish the region's goals.

There were no Encompass 2040 project amendment requests in FY 2020.

### Encompass 2045

In FY 2020, work continued on the 2045 MTP update, which included compiling base year data (land use, population, employment, school enrollment, and building permits), creating a tentative timeline to guide in the plan development process, and updating the regional land use and travel demand models. Staff continued to review the evaluate the process and factors that were considered in the development of Encompass 2040, as well as the previously adopted regional goals, and began to research other MPO plans for additional ideas. Staff also began collecting data to update the transit, bicycle and pedestrian, freight, and Intelligent Transportation Systems (ITS) portions of the Plan.



## Urban Tree Canopy Study

ACOG partnered with the Oklahoma City Community Foundation (OCCF) and the Oklahoma Forestry Service on a regional tree canopy study. The study analyzed the urban tree canopy in Central Oklahoma and provided each agency with data to make informed decisions regarding various projects and programs. For ACOG, the data will be used in a number of projects, including resiliency efforts, livability and complete streets initiatives, scenario planning efforts, and advanced regional air quality modeling and planning. The data is available to member communities to aid in planning efforts in their communities. ACOG maintains a webpage and an ArcGIS Hub site where users can read the full report, view maps and story maps, and download data.

## Connected and Autonomous Vehicles

In FY 2020, the MPO continued to focus its attention on connected and autonomous vehicles, mainly by reviewing the latest news and research on the topic. ACOG was also invited to participate in the Driving Oklahoma Workgroup, an initiative established by the Oklahoma Secretary of Transportation to focus on connected and autonomous vehicle implementation within the state.

## 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 Block Grant - Urbanized Area (STBG-UZA) funds. Area STBG-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. In FY 2020, staff provided a project submittal workshop to educate member communities on the process of submitting a project using the updated scoring criteria and electronic TIP (known as eTRACKER).

The updated and adopted *Surface Transportation Block Grant (STBG) Procedures for the Oklahoma City Urbanized Area Funds and Criteria and Process for Evaluation of STBG-UZA Projects* continued to serve as the MPO's policy for selecting project priorities using urbanized area funds. The STBG Procedures allow entities within the TMA boundary to apply for STBG-UZA funding. In FY 2020, ACOG's Technical and Policy committees approved a 10% cap on all stand-alone bicycle and pedestrian-related projects. The committees also approved various changes to the Criteria to ensure consistency with the MPO's goals and objectives. The MPO continued to manage and update the STBG-UZA Project Scoring Criteria Dashboard—an ArcGIS Online Dashboard where entities can score and submit projects for STBG-UZA funding consideration.

The Criteria and Process for Evaluation is assessed annually to ensure project scoring best meets the needs and priorities of the region.

### Federal Functional Classification System

The MPO continued to review potential requests by member entities to amend the Federal Functional Classification System to reflect local needs and priorities. Any 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 the City of Norman, operated by EMBARK, 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. In FY 2019, the University of Oklahoma administration decided to provide transit services on campus, but not in the community. CART's transition to a new, smaller service area began on July 1, 2019. The City of Norman continues to maintain the remaining Norman routes through a partnership with EMBARK.

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, City of Norman, Edmond Citylink, Oklahoma City Planning, and ODOT and DHS Transit Programs staff members met quarterly throughout FY 2020 to coordinate on regional planning and transit activities. The MPO continued to monitor changes and updates to regional transit networks, collect monthly ridership data, track the development of Transit Asset Management (TAM) performance measures, and assist transit providers with data analysis.

## Enhancements and Bicycle/Pedestrian Facilities

In FY 2020, the sixteenth annual National Bike Month campaign in the OCARTS area was held during the month of May. Due to COVID-19, all events that required large gatherings were either cancelled or postponed. This required the MPO and member communities to make use of social media to promote bicycling in the region. ACOG organized an areawide bicycle scavenger hunt, which took place over the entire month of May. This event encouraged residents to explore their community and experience the benefits of bicycling for transportation first-hand. The scavenger hunt listed twenty (20) general locations that could be found in local communities. Residents were encouraged to bike to these locations and take a picture, then post the pictures to their social media account. At the end of the month, prizes donated by ACOG and Safe Kids Oklahoma were raffled off to participants. The event had around 20 participants that posted over 200 pictures.

Bike to Work Week was postponed until Sept. 2020, with Bike to Work Day coinciding with Car Free Day. Typically, the communities of Guthrie, Edmond, Moore, Norman, Oklahoma City, The Village and Yukon host Bike to Work Day events. It is anticipated that these communities will continue to hold their events in September. All OCARTS communities are encouraged to participate. The Bike to Work Day webpage was updated on the ACOG website to notify residents about the change this year.

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 used this to help with the grading process for the most recent 2017 call for TAP projects. This TAP cycle provided funding for those communities inside the 2010 Adjusted Urbanized Area using federal FAST Act money for FFY 2015 - FFY 2020.

The MPO started working on the update to the Regional Bicycle Master Plan and the Regional Pedestrian Master Plan, combining them into one Regional Active Transportation Plan. The



Bicycle and Pedestrian Advisory Committee (BPAC) has been reviewing the document and advising staff on recommendations for the plan.

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 bike/pedestrian counts, member communities' trail openings, Open Streets reports, Regional Active Transportation Plan updates, Transportation Alternatives Program grants, Air Quality Small Grant program, bikewalkOKC Plan updates, bike month planning, and training and grant opportunities.

### Performance Based Planning Process

As part of Encompass 2040, the MPO developed a list of performance measures to monitor and evaluate the effectiveness of transportation investment in the region. Federally required performance measures as well as measures focusing on local priorities were included in the document. In March 2018, MPO staff set targets for the first set of measures centered on the safety of the transportation system in coordination with ODOT, OHSO, and FHWA. In FY 2019, staff set targets, in coordination with ODOT, for the nine remaining performance measures for bridge and pavement condition, as well as system performance. The targets were approved by the ITTC and ITPC in October 2018. ACOG committees also approved updated safety targets (which are set annually) in February 2020. In 2020, ACOG prepared the 'Transportation System Performance Report: Performance Measure Targets and Monitoring'. This report identifies trends and associated targets for each Encompass 2040 regional and federal performance measure.

### 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 2017, MPO adopted a new congestion management process (CMP) for the region, 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 allows for ongoing monitoring of identified congested corridors and the employed strategies.

In FY 2020, 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 mitigation to be a part of the overall CMP, thus bringing emphasis not only to overall travel time, but also to travel time reliability.

MPO staff continued their involvement with the statewide Traffic Incident Management (TIM) coalition and ACOG hosts the quarterly Statewide Transportation Innovation Council (STIC), which is organized by ODOT and FHWA.

The MPO also continued its involvement in the OCARTS areawide 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.

## 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.

The MPO coordinated with ODOT and public safety officials in the collection and analysis of traffic crash data and the setting regional safety targets. In June 2020, the MPO completed the ACOG Regional Crash and Safety Report. In this report, staff performed various crash analyses to identify high crash locations throughout the OCARTS area.

Staff also applied for and was awarded an Oklahoma Highway Safety Office (OHSO) Highway Safety Grant. The grant, in partnership with the City of Oklahoma City, will focus on updating Oklahoma City's "Watch for Me" bicycle and pedestrian safety campaign and expand it regionwide.

Additionally, MPO staff attended coordination meetings with ODOT and statewide stakeholders regarding creation of the State Highway Safety Plan (SHSP).

## 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.

## 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 ground-level ozone (O<sub>3</sub>) and particulate matter (PM<sub>2.5</sub> & PM<sub>10</sub>) 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<sub>3</sub>), 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. In December 2017, all seventy-seven counties in Oklahoma were designated 'Attainment/Unclassifiable'. The Oklahoma Department of Environmental Quality (ODEQ), Air Quality Division, in collaboration with the Association of Central Oklahoma Governments (ACOG), formally submits an 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 2019.

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 had a design value of 0.066 in 2019.

## Livability

In FY 2020, the MPO teamed with the Oklahoma City-County Health Department's Wellness Now Coalition, Oklahoma's Credit Union, and local communities to plan Open Streets events in the area. The fifth Fall Open Streets OKC event was held in south Oklahoma City, spanning along Robinson Ave. from SW 15<sup>th</sup> St. to SW 25<sup>th</sup> St. There were over 8,000 estimated attendees and nearly 50 activity booths at this event. All vehicular traffic was prohibited from using the street, but walking, jogging, bicycling, dancing, skateboarding, and dog walking were encouraged. Three Open Streets events were also planned for the spring of 2020: Edmond, Moore, and north Oklahoma City. Each of these events were cancelled due to the COVID-19 pandemic. Additional events are anticipated in FY 2021.

## 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. In 2018, the MPO added a Spanish language translation for the Ozone Alert message. A text alert option launched in Spring 2019 and a new campaign 'Get in the #KNOWZONE' was launched in Spring 2020.

## 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. 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 2020 Public Fleet Conversion Grants process in October 2019 and three projects were awarded. City of Moore, City of Norman, and the Oklahoma Environmental Management Authority (OEMA) were awarded funding to defray costs related to the purchase of new compressed natural gas (CNG) vehicles and CNG fueling infrastructure. Funding for new alternative fuel vehicles, hybrid vehicles and advanced technology vehicles was limited to the incremental cost of those vehicles and required a minimum 20 percent local cost share with maximum 80 percent federal share. Grantees are required to remove older vehicles to be replaced by the purchase

of new alternative fuel vehicles. Alternative fuel charging and fueling infrastructure also required a minimum 20% local share.

### **Air Quality Small Grant Program**

In 2014, the MPO launched a one-year pilot grant program to fund small active transportation infrastructure and public education programs for the betterment of regional air quality. Based on feedback from member communities, ACOG relaunched the program in 2018, focusing on small transportation infrastructure projects and congestion relief efforts. In FY 2019 and FY 2020, the City of Oklahoma City, COTPA, and the City of Edmond were awarded funding through a competitive grant process.

## **SPECIAL PROJECTS**

### **Regional Transportation Authority**

For over ten years, ACOG has helped guide regional commuter rail studies. In February 2019, six communities (Del City, Edmond, Midwest City, Moore, Norman, and Oklahoma City) signed a trust indenture officially forming the Regional Transportation Authority (RTA) of Central Oklahoma. ACOG continued to provide administrative, technical, and legal support to the newly formed organization until February 2020, when COTPA began providing administrative support for the organization. ACOG will continue to monitor and promote a regional commuter rail service and enhanced bus options.

## **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 populations with a disability and elderly populations. ACOG, COTPA, the City of Norman, and Citylink continue to be involved in efforts to improve transportation choices for persons with disabilities and persons with low/moderate income. During FY 2020, the MPO continued participation in the COTPA Special Transportation Advisory Committee (STAC) and the Governor's United We Ride Council Advisory Committee.

### **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 continued efforts to update its Title VI Plan and Limited English Proficiency (LEP) Assessment.

## **PROGRAM SUPPORT AND ADMINISTRATION**

### **Transportation Improvement Program**

In FY 2018, ODOT, Oklahoma's MPOs, and FHWA coordinated to revise the STIP/TIP development procedures to ensure that the MPOs' and ODOT's transportation plans are updated every two years instead of three. To comply with the updated procedures, ACOG developed a new TIP in FY 2019—the FFY 2020 - 2023 OCARTS Area Transportation Improvement Program (TIP)

The FFY 2020-2023 TIP identified the region's priorities for expenditure of federal-aid transportation funds within the OCARTS area and incorporated transportation projects selected during the FY 2019 Call for Projects for STBG-UZA funding. The TIP document also incorporated language to reflect the federal performance-based planning and programming

requirements. The FFY 2020-2023 OCARTS TIP went into effect in October 2019, after approval by ODOT and FHWA.

The FFY 2020-2023 Transportation Improvement Program was updated during FY 2020 to reflect all state-sponsored projects for FFY 2021, 2022, and 2023 from the ODOT FFY 2020 – FFY 2027 Construction Work Plan as well as local projects selected for STBG-UZA funding during the FY 2020 Call for Projects. Amendments to the program were made, as needed, financial constraint was maintained, and opportunity for public comment on all amendments was provided. All amendments were adopted by the MPO and submitted to ODOT for approval and amendment of the STIP.

MPO staff continued to implement ‘eTRACKER,’ an electronic Transportation Improvement Program system, or database, for electronic submission of STBG project applications and project monitoring. ACOG continues to encourage ODOT to adopt a similar system for state-sponsored projects.

### Public Involvement Program

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

The MPO continued to utilize media releases, 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. MPO staff continued their involvement in several regional outreach events, including GIS Day at the State Capitol, OKSCAUG, Open Streets, and National Bike Month/Bike to Work Day.

### Quadrennial Certification Review

MPO staff completed the seventh joint evaluation of the OCARTS area transportation planning process, conducted by FHWA and FTA, in October 2016. In FY 2017, FHWA and FTA issued their final report jointly certifying that the OCARTS transportation planning process substantially meets the requirements of 23 CFR Part 450.336.

### Technical Assistance

The MPO continues to provide considerable technical assistance to its member local governments, private consultants working for local staff, other agencies, non-profits, and the public.

## PART 5: FY 2022 UNIFIED PLANNING WORK PROGRAM BUDGET

**TABLE 5-1a  
EXPECTED PLANNING FUNDS**

Funding Sources	Allocation	Match	Total
FHWA (PL)	\$2,098,264	\$524,568	\$2,622,832
FHWA (CMAQ)	\$29,824	\$7,456	\$37,280
FTA 5303	\$324,962	\$81,241	\$406,203
FTA 5307	\$478,550	\$119,638	\$598,188
ODOT (FHWA-SPR)	\$25,000	\$0	\$25,000
LOCAL	\$0	\$0	\$0
<b>GRAND TOTAL</b>	<b>\$2,956,600</b>	<b>\$732,903</b>	<b>\$3,689,503</b>

**TABLE 5-1b  
PLANNING FUND DISTRIBUTION**

Source	ACOG	OKC TM	NORMAN & COTPA	SUB. ENT.	ODOT	TOTAL
FHWA (PL)	\$1,850,554	\$201,510	\$0	\$46,200	\$0	\$2,098,264
FHWA (CMAQ)	\$29,824	\$0	\$0	\$0	\$0	\$29,824
FTA 5303	\$172,962	\$0	\$152,000	\$0	\$0	\$324,962
FTA 5307	\$0	\$0	\$478,550	\$0	\$0	\$478,550
ODOT (FHWA-SPR) **	\$0	\$0	\$0	\$0	\$25,000	\$25,000
LOCAL TRANSIT	\$0	\$0	\$157,638	\$0	\$0	\$157,638
LOCAL ACOG	\$233,337	\$0	\$0	\$0	\$0	\$233,337
LOCAL ENTITIES	\$0	\$50,378	\$0	\$11,550	\$0	\$61,928
ODOT ITS FUNDING	\$280,000	\$0	\$0	\$0	\$0	\$280,000
<b>GRAND TOTAL</b>	<b>\$2,566,677</b>	<b>\$251,888</b>	<b>\$788,188</b>	<b>\$57,750</b>	<b>\$25,000</b>	<b>\$3,689,503</b>

FHWA: ODOT CMAQ & AQ represents federal CMAQ funds from ODOT. See Table 5-2.

OKC TM = Oklahoma City Traffic Management

COTPA = Central Oklahoma Transportation and Parking Authority

Norman = Norman Transit

SUB.ENT.= Choctaw, Edmond, Midwest City, Moore, and Norman

LOCAL = PL/FTA/CMAQ

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



TABLE 5-2

FY 2022 UPWP  
ACOG PARTICIPATION

No.	Task Description	FEDERAL FUNDS					LOCAL MATCH						TOTAL FUNDS			ACOG Subtotal
		FHWA-PL (80%)	FTA 5303 (80%)	CMAQ (80%)	Total Federal (80%)	FHWA-PL Total	FHWA-PL (80%)	FTA 5303 (80%)	CMAQ (80%)	ODOT Special	FHWA PL Local	Total Local	FHWA-PL (80%)	FTA 5303 (80%)	CMAQ (80%)	
101	Monitor Soec. Data	\$123,453			\$123,453	\$123,453	\$30,863			\$22,814	\$30,863	\$30,863	\$154,316			\$154,316
102	Trans. Planng. Data	\$88,209			\$88,209	\$88,209	\$22,052			\$16,301	\$22,052	\$22,052	\$110,261			\$110,261
103	Census & GIS	\$122,114			\$122,114	\$122,114	\$30,529			\$22,567	\$30,529	\$30,529	\$152,643			\$152,643
	Subtotal	\$333,776			\$333,776	\$333,776	\$83,444			\$61,682	\$83,444	\$83,444	\$417,220			\$417,220
201	Long Range Plan	\$674,301			\$674,301	\$674,301	\$168,575			\$124,610	\$168,575	\$168,575	\$842,876			\$842,876
202	Short Range Plan	\$62,860			\$62,860	\$62,860	\$15,715			\$11,617	\$15,715	\$15,715	\$78,575			\$78,575
203	Congestion Mgt	\$295,983			\$295,983	\$295,983	\$73,996			\$54,697	\$73,996	\$73,996	\$369,979			\$369,979
204	E and D Plan		\$172,962		\$172,962	\$172,962	\$0	\$43,241		\$0	\$0	\$43,241		\$216,203		\$216,203
205	Air Quality*	\$77,654		\$29,824	\$107,478	\$77,654	\$19,414		\$7,456	\$0	\$19,414	\$26,870	\$97,068		\$37,280	\$134,348
	Subtotal	\$1,110,798	\$172,962	\$29,824	\$1,313,584	\$1,110,798	\$277,700	\$43,241	\$7,456	\$190,924	\$277,700	\$328,397	\$1,388,498	\$216,203	\$37,280	\$1,641,981
301	Citizen Participation	\$37,280			\$37,280	\$37,280	\$9,320			\$0	\$9,320	\$9,320	\$46,600			\$46,600
	Subtotal	\$37,280			\$37,280	\$37,280	\$9,320			\$0	\$9,320	\$9,320	\$46,600			\$46,600
401	Certification/Coord.	\$106,031			\$106,031	\$106,031	\$26,508			\$0	\$26,508	\$26,508	\$132,539			\$132,539
402	Technical Assist.	\$10,420			\$10,420	\$10,420	\$2,605			\$0	\$2,605	\$2,605	\$13,025			\$13,025
	Subtotal	\$116,451			\$116,451	\$116,451	\$29,113			\$0	\$29,113	\$29,113	\$145,564			\$145,564
501	Staff Training	\$29,992			\$29,992	\$29,992	\$7,498			\$0	\$7,498	\$7,498	\$37,490			\$37,490
502	Annual Report/Doc.	\$74,023			\$74,023	\$74,023	\$18,506			\$0	\$18,506	\$18,506	\$92,529			\$92,529
	Subtotal	\$104,015			\$104,015	\$104,015	\$26,004			\$0	\$26,004	\$26,004	\$130,019			\$130,019
601	Direct Proj.Mgt.	\$148,234			\$148,234	\$148,234	\$37,059			\$27,394	\$37,059	\$37,059	\$185,293			\$185,293
	Subtotal	\$148,234			\$148,234	\$148,234	\$37,059			\$27,394	\$37,059	\$37,059	\$185,293			\$185,293
	<b>Total</b>	\$1,850,554	\$172,962	\$29,824	\$2,053,340	\$1,850,554	\$462,640	\$43,241	\$7,456	\$280,000	\$462,640	\$513,337	\$2,313,194	\$216,203	\$37,280	\$2,566,677

**TABLE 5-3**  
**FY 2022 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	\$187,750	0	0	\$46,938	0	0	\$46,938	\$234,688	0	0	\$234,688
103	Census & Geo. In. Sys	0	0	0	0	0	0	0	0	0	0	0
Subtotal		\$187,750	0	0	\$46,938	0	0	\$46,938	\$234,688	0	0	\$234,688
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>\$201,510</b>	<b>0</b>	<b>0</b>	<b>\$50,378</b>	<b>0</b>	<b>0</b>	<b>\$50,378</b>	<b>\$251,888</b>	<b>0</b>	<b>0</b>	<b>\$251,888</b>



**TABLE 5-4**  
**FY 2022 UPWP**  
**COTPA**

No.	Task Description	Federal Funds			Local Match			Total Funds			COTPA Subtotal
		FTA 5307	FTA 5303	TOTAL	FTA 5307	5303	TOTAL	FTA 5307	FTA 5303	TOTAL	
101	Monitor Socio Data										
102	Trans. Planning Data	\$23,000		\$23,000	\$5,750		\$5,750.00	\$ 28,750.00		\$28,750.00	\$28,750.00
103	Census & GIS										
	Subtotal	\$23,000		\$23,000	\$5,750		\$5,750.00	\$ 28,750.00		\$28,750.00	\$28,750.00
201	Long Range Plan	\$56,000		\$56,000	\$14,000		\$14,000.00	\$ 70,000.00		\$70,000.00	\$70,000.00
202	Short Range Plan	\$250,000	\$152,000	\$402,000	\$62,500	\$38,000	\$100,500.00	\$ 312,500.00	\$190,000	\$502,500.00	\$692,500.00
203	Congestion Mgt										
204	E and D Plan	\$25,000		\$25,000	\$6,250		\$6,250.00	\$ 31,250.00		\$31,250.00	\$31,250.00
205	Air Quality	\$5,250		\$5,250	\$1,313		\$1,312.50	\$ 6,562.50		\$6,562.50	\$6,562.50
	Subtotal	\$336,250	\$152,000	\$488,250	\$84,063	\$38,000	\$122,063.00	\$ 420,312.50	\$190,000	\$610,312.50	\$610,312.50
301	Citizen Part. System										
	Subtotal										
401	Certification/Coord.	\$48,000		\$48,000	\$12,000		\$12,000.00	\$ 60,000.00		\$60,000.00	\$60,000.00
402	Technical Assist.										
	Subtotal	\$48,000		\$48,000	\$12,000		\$12,000.00	\$ 60,000.00		\$60,000.00	\$60,000.00
501	Staff Training	\$2,300		\$2,300	\$575		\$575.00	\$ 2,875.00		\$2,875.00	\$2,875.00
502	Annual Report/Doc.										
	Subtotal	\$2,300		\$2,300	\$575		\$575.00	\$ 2,875.00		\$2,875.00	\$2,875.00
601	Direct Proj.Mgt.										
	Subtotal										
	<b>Total</b>	<b>\$409,550</b>	<b>\$152,000</b>	<b>\$561,550</b>	<b>\$102,388</b>	<b>\$38,000</b>	<b>\$140,388.00</b>	<b>\$ 511,938.00</b>	<b>\$190,000</b>	<b>\$701,938.00</b>	<b>\$701,937.50</b>

**TABLE 5-5**  
**FY 2022 UPWP**  
**City of Norman**

No.	Task Description	FEDERAL FUNDS		LOCAL MATCH			TOTAL FUNDS		CON Subtotal
		ITS	FTA 5307	ITS	FTA 5307	Total Local	ITS	FTA 5307	
101	Monitor Socio. Data	0	\$0	0	\$0	\$0	0	\$0	\$0
102	Trans. Planning Data	0	\$15,000	0	\$3,750	\$3,750	0	\$18,750	\$18,750
103	Census & GIS	0	\$0	0	\$0	\$0	0	\$0	\$0
Subtotal		0	\$15,000	0	\$3,750	\$3,750	0	\$18,750	\$18,750
201	Long Range Plan	0	\$15,000	0	\$3,750	\$3,750	0	\$18,750	\$18,750
202	Short Range Plan	0	\$30,000	0	\$7,500	\$7,500	0	\$37,500	\$37,500
203	Congestion Mgt	0	\$0	0	\$0	\$0	0	\$0	\$0
204	E and D Plan	0	\$2,000	0	\$500	\$500	0	\$2,500	\$2,500
205	Air Quality	0	\$2,000	0	\$500	\$500	0	\$2,500	\$2,500
Subtotal		0	\$49,000	0	\$12,250	\$12,250	0	\$61,250	\$61,250
301	Citizen Part. System	0	\$2,000	0	\$500	\$500	0	\$2,500	\$2,500
Subtotal		0	\$2,000	0	\$500	\$500	0	\$2,500	\$2,500
401	Certification/Coord.	0	\$0	0	\$0	\$0	0	\$0	\$0
402	Technical Assist.	0	\$0	0	\$0	\$0	0	\$0	\$0
Subtotal		0	\$0	0	\$0	\$0	0	\$0	\$0
501	Staff Training	0	\$3,000	0	\$750	\$750	0	\$3,750	\$3,750
502	Annual Report/Doc.	0	\$0	0	\$0	\$0	0	\$0	\$0
Subtotal		0	\$3,000	0	\$750	\$750	0	\$3,750	\$3,750
601	Direct Proj.Mgt.	0	\$0	0	\$0	\$0	0	\$0	\$0
Subtotal		0	\$0	0	\$0	\$0	0	\$0	\$0
<b>Total</b>		0	\$69,000	0	\$17,250	\$17,250	0	\$86,250	\$86,250

**TABLE 5-6**  
**FY 2022 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	\$6,800	0	0	\$1,700	0	0	\$1,700	\$8,500	0	0	\$8,500
	Edmond	\$9,800	0	0	\$2,450	0	0	\$2,450	\$12,250	0	0	\$12,250
	Midwest City	\$6,800	0	0	\$1,700	0	0	\$1,700	\$8,500	0	0	\$8,500
	Moore	\$6,800	0	0	\$1,700	0	0	\$1,700	\$8,500	0	0	\$8,500
	Norman	\$16,000	0	0	4,000	0	0	4,000	\$20,000	0	0	\$20,000
<b>Total</b>		\$46,200	0	0	\$11,550	0	0	\$11,550	\$57,750	0	0	\$57,750

## PART 6: 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 U.S. Census Bureau, U.S. Department of Transportation, U.S. Department of Commerce, Oklahoma Department of Environmental Quality, Oklahoma Department of Transportation, and 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 assist with monitoring and analyzing 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 for the use in the Metropolitan Transportation Plan (MTP). This requires substantial data inputs including base year and forecast year land use, population, employment, dwelling units, and school enrollment within the OCARTS area. The regional population and employment forecasts generated by the land use model are critical to the MPO's ability to plan for future traffic congestion.

### *Program Objective*

Complete outcomes of the 2045 Plan modeling work and document process. Prepare for the 2050 Plan.

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

1. Complete reporting requirements on the final 2045 population distribution by traffic analysis zone. Start the development of 2020 base year data for the 2050 Plan.
2. Complete reporting requirements on the 2045 employment distribution by traffic analysis zone. Explore the collection and preparation of the 2020 employment data.
3. Complete reporting on the 2045 school enrollment for public and private schools, and college institutions. Begin the development of school data for the 2020 base year, which will be used in the development of the 2050 land use scenarios.
4. Begin to update the present land use to 2020. Track local land use developments and comprehensive plans for CY 2021 and 2022.
5. Document the methodology used to develop the 2045 land use scenarios, the outcomes of the process, and suggestions for modification and future data needs.
6. Provide data, as needed, to project sponsors regarding social, demographic, economic, and environmental impacts of major transportation projects. Assist member communities with the development of local plans and studies.
7. 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, BAS). Provide 2020 decennial census products to member entities.

### *End Product*

Technical memoranda and reports documenting program activities, including:

- 1.01 (1-3) – 2045 Data Report(s)
  - Population
  - Employment
  - School Enrollment
- 1.01 (4) – 2045 Plan Land Use Data Report
- 1.01 (5) – 2045 Regional Land Use Scenarios 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*

Collect, maintain, update, and evaluate information that is basic to the transportation planning process regarding current travel and system characteristics, and 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 yearly or 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).

ACOG will explore the inclusion of seasonal adjustment factors to ensure the reliability of regional traffic count data. Emphasis on sharing traffic count and transportation system data between the various entities as well as the general public will continue. (ODOT, ACOG, OKC Traffic Management, Edmond, Midwest City, Moore, Norman, and Choctaw).

ACOG will collect bicycle and pedestrian counts taken by participating entities and organize volunteers to conduct counts in fall 2021 and spring 2022. ACOG will continue the agreement with ODOT to utilize their mobile bike counters.

#### 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 maintain its electronic Transportation Improvement Program system (e-TIP), known as eTRACKER, which provides user-friendly, comprehensive, and efficient tools for managing Transportation Improvement Programs (TIP). ACOG will also work with ODOT on the implementation of an electronic Statewide Transportation Improvement Program (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. (ACOG)
- b. Include Travel Time Analysis results in the performance measure monitoring report completed by ACOG (see Task 2.03). (ACOG)
- c. Continue to access additional sources for speed/travel time data provided by ODOT. (ACOG)

### 4. Transit Database and Network Reporting

COTPA, Norman-Transit, and Citylink will collect and analyze ridership data for directly operated and purchased transportation services monthly; ridership figures will be reported to the National Transit Database (NTD) as required. Ridership data by route will be provided to ACOG annually to assist with modeling efforts. (COTPA, Norman-Transit)

COTPA continues to publish and maintain static and LIVE GTFS data feeds to reflect edits and changes made in the transit system. Financial data is continually monitored for accurate functional allocation for all reporting modes. (COTPA)

#### *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 (1) – Bicycle and Pedestrian Count Data Collection reports
- 1.02 (4) – Annual National Transit Data Reports to FTA (COTPA, Norman-Transit, 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 and maps in multiple formats for requesting entities. Produce maps and data for regional transportation plans and planning efforts.
3. Provide regional coordination and support for GIS data collection and mapping projects.
4. Continue to evaluate the process of integrating county parcel data with land use data.
5. Provide regional coordination for digital aerial sharing and planning. Start planning for 2022 aerial coordination and collection with local members.
6. Explore future GIS and mapping capabilities for ACOG and member entities (e.g. ArcGIS Online, Cloud GIS, etc.).
7. Publish transportation mapping products from ACOG's long-range and short-range programs on ArcGIS Online and provide data to ACOG's members as requested.

#### *End Product*

GIS products (data inventories and maps) 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 (all activities to be conducted by ODOT).*

#### 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.

#### 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 FY 2022 UPWP.

## ELEMENT #2: REGIONAL TRANSPORTATION PLANNING

This activity involves the maintenance and refinement of the long-range and short-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, metropolitan transportation plan (MTP).

### *Tasks Included:*

[2.01 - Long-Range Transportation Planning](#)

[2.02 - Short-Range Transportation Planning](#)

[2.03 - System Performance and Congestion Management](#)

[2.04 - Mobility and ACOG Public 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 year 2016 through 2020. The FAST Act 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).

In the FAST Act, 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 (MTP) 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. The FAST Act 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. The FAST Act placed an emphasis on freight planning and investment and continues requirements for financial feasibility and consideration of social and environmental impacts of transportation decisions.

Encompass 2040, the current long-range plan for the OCARTS area, was adopted by the MPO in October 2016. Current efforts are focused on the completion of the 2045 MTP, anticipated to be approved in the fall of 2021. 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.

A one-year continuing resolution to the FAST Act was signed on October 1, 2020. A multi-year surface transportation bill, or a larger infrastructure bill that includes surface transportation act reauthorization, is anticipated in FY 2022.

### *Program Objective*

Develop and implement the intermodal long-range transportation plan for the OCARTS area in compliance with the requirements of the FAST Act and any surface transportation legislation passed in FY 2022. Continue data collection and analysis required for the development of the next long-range plan. 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 and any future surface transportation legislation, particularly regarding metropolitan and statewide planning requirements. (ACOG)
2. Evaluate requests to amend the current long-range, Metropolitan Transportation Plan (MTP) in accordance with the ACOG amendment procedures, FAST Act and future surface transportation legislation 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), regional performance measures, and financial capacity to implement such plan amendments. Following approval of Encompass 2045, ACOG's MTP amendment procedures will be updated to reflect new goals and strategies. (ACOG)

3. Develop final 2045 Plan project listing through collaboration with local communities and modeling a series of transportation alternates. Analyze and document the potential impacts of the selected plan. Develop financial component of the 2045 Plan including infrastructure unit-cost and future revenue. Complete final 2045 Plan documents, detailing the process and all the factors that were considered in the development of the MTP. (ACOG)
4. Compile and maintain long-range data on roadway, transit, bicycle and pedestrian modes, and on freight movement and airport access within the OCARTS area. Evaluate and update the projects and recommendations included in the 2045 Plan for improving multimodal and intermodal (transit, bicycle, pedestrian, freight movement) travel and goods movement within the OCARTS area. (ACOG)
5. Review and evaluate the process and factors that were considered in the development of Encompass 2045 to begin preparing for the 2050 Plan. Complete 2045 Plan project listing through collaboration with local communities and modeling a series of alternate scenarios. Analyze and document the potential impacts of the selected plan. Complete financial component of the 2045 Plan including infrastructure unit-cost and future revenue. Finalize 2045 Plan documents, detailing the process and all the factors that were considered in the development of the long-range plan. (ACOG)
6. Monitor and promote the regional Active Transportation Plan, which evaluates and updates the previous OCARTS Bicycle Master Plan and Pedestrian Master Plan. (ACOG)
7. 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 will explore updating the regional travel demand model (TDM), focusing on enhancing the multimodal (transit, bicycle, and pedestrian) component of the existing model. (ACOG)
8. Coordinate with ODOT on possible future plans, including: State Highway-Rail Grade Crossing Action Plan, Statewide Rail Plan, Freight Transportation Plan, and Strategic Highway Safety Plan. Share information and assist as needed in processing amendments to the Metropolitan Transportation Plan, the OCARTS TIP, and federal functional classification system. Coordinate with ODOT on their statewide transportation modeling effort. (ACOG, ODOT)
9. Coordinate with the Oklahoma Turnpike Authority (OTA) and track and model, as needed, OTA-sponsored improvements to the regional network. (ACOG)
10. Emerging Transportation System Issues (ACOG)
  - a. ACOG will monitor advances in transportation system technology, including but not limited to connected and autonomous vehicles (CAVs), on-demand ride services, unmanned aircraft systems, and flexible goods movement. Staff will assist OCARTS transportation committees, local governments, COTPA, Norman-Transit, Citylink, state and federal agencies, and the private sector in preparing for local adoption. ACOG will research the impacts CAVs and other technological changes will have on the



transportation system and their impacts on social and economic trends including public safety, workforce development, energy use, and air quality.

- b. Coordinate with regional partners to continue to utilize the 2019 Oklahoma City Metropolitan Area Tree Canopy Study. Integrate data collected during the study into the metropolitan planning process, including: 2045 Plan and land use scenarios, resiliency efforts, livability and complete streets initiatives, and advanced regional air quality analysis and planning. ACOG will continue to provide member communities with access to the tree survey data to assist in local planning efforts. (ACOG)
- c. Coordinate with ODOT on development and implementation of potential solutions to long-term transportation system funding gap related to decreasing revenue from fixed excise taxes on motor fuel. Potential solutions identified in ODOT's 2020-2045 Oklahoma Long Range Transportation Plan include: electric vehicle fees, indexing motor fuel taxes to inflation, and VMT fees / Road User Charges (RUC).

#### 11. 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). COTPA included updates to the 2001 COTPA LRTP in the MAPS4 proposition and a timeline for completion will be determined in the Summer of 2021. (COTPA)
- COTPA will continue the implementation of the “COTPA Five-Year Board Initiatives” adopted on September 2, 2016.

##### 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 the Northwest Bus Rapid Transit (BRT) Project funded by a federal BUILD grant
- Support the RTA's FGS update and Alternatives Analysis
- Continue to implement the bus rapid transit and 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) and 2021 Comprehensive Operational Analysis.
- Continue to work closely with the Oklahoma City Planning Department on various transit-related matters and long-term plans.
- Continue to plan for potential streetcar improvement and extensions.
- Continue stakeholder engagement for continued planning and advancement of Fixed Guideway Study recommendations.
- Continue collaborations and public education initiatives for the advancement of transit-oriented development (TOD), supportive land use plans and policies that include the continuum of access to transit services.

## c. Northwest BRT and MAPS4

- Continue work on the Northwest BRT and its associated improvements for the launch of revenue service in 2023.
- Following the passage of the MAPS4 initiative in 2019, COTPA will begin work on planning for transit projects including bus stop upgrades, microtransit projects, traffic signal prioritization, advanced transit options, service frequency improvements, and future planning in coordination with the Maps 4 Citizens Advisory Committee

## 12. Long Range Transit Planning (Norman-Transit)

- Continue working with a consultant to finalize the update to the Norman transit long range plan (named the Go Norman Transit Plan), if it is not completed by the end of fiscal year 2021. Once the plan is completed, begin planning for and implementing improvements identified in the plan as funds are available.
- Continue researching other modes of transportation that are appropriate for Norman and could complement existing transportation services.

*End Product*

Technical memoranda and reports documenting program activities, including:

- 2.01 (2) – Summary of MTP Amendments (ACOG)
- 2.01 (3) – Encompass 2045 Executive Summary (ACOG)
- 2.01 (3) – Encompass 2045 Plan Report (ACOG)
- 2.01 (4) – Mapped Inventory of Completed MTP Improvements (ACOG)
- 2.01 (5) – Financial Element of 2045 Plan (ACOG)

## 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 (TIP) is the primary tool used to advance the goals of the long-range Metropolitan Transportation Plan (MTP).

### Program Objectives

Coordinate with ODOT, OCARTS area local governments, and local transit providers in the implementation of transportation improvements throughout the region that are consistent with the financially constrained MTP. 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 (ACOG)
  - a. Monitor the region's Surface Transportation Block Grant - Urbanized Area (STBG-UZA) funds and provide a mid-year STBG-UZA status report, by entity, in accordance with ITPC policy. Provide assistance to local entities, as needed, concerning STBG-UZA procedures, funds, project statuses, and obligation of STBG-UZA funds. Conduct quarterly status report meetings on active projects with ODOT and relevant local entities.
  - b. Continue to monitor the implementation of OCARTS area STBG-Set Aside or 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 implementation of its 2016 TAP projects. Monitor the FFY 2015 - FFY 2020 TAP (inside the UZA) funding cycle and include coordination with ODOT. Coordinate with ODOT on any future TAP funding and possible call for projects in FY 2022.
  - 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 2021, including investments in pedestrian and bicycle facilities. (ACOG)
  - e. Coordinate the distribution of approximately \$8.9 million in STBG (100%) funding from the Coronavirus Response and Relief Supplemental Appropriations Act of 2021.
2. 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)

Public transportation providers and other regional transit providers will provide shapefiles and/or other information on route and service changes for inclusion in the region's annual Network Monitoring Report. (COTPA, Norman-Transit)

3. 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)
4. 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)

5. 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)

## 6. 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, Norman-Transit, 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, Norman-Transit)

7. Update the FFY 2022 – 2025 OCARTS Area TIP to include the latest priorities of the MPO member entities. Update the TIP document to reflect any new federal requirements for performance-based planning and programming (See task 2.03). Continue to integrate the goals and objectives of the MTP into the TIP to better connect the long-range and short-range plans. Conduct a call for Surface Transportation Block Grant - Urbanized Area (STBG-UZA) projects and use the STBG-UZA Evaluation Criteria to select projects for inclusion in 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).
8. Conduct an update (if needed) of the *Criteria and Process for Evaluation of STBG-UZA Projects*. Revisions will continue to reflect the goals of the Metropolitan Transportation Plan (MTP), the strategies of the Congestion Mitigation Process (CMP), and member entity priorities.

## 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, Norman-Transit)

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

COTPA will:

- Continued planning for peak service expansion will be ongoing.
- 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 the interface with streetcar and BRT .
- Provide advice and technical planning assistance to local communities, as appropriate.
- Provide Edmond Citylink with compliance oversight and 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 fueling, and add electric, and CNG-powered buses, and implement staffing expansions as need to accommodate recent EMBARK service enhancements and hours/days of operation.
- Conduct public engagement activities, as necessary, to plan for and implement a potential addition of more night-routes offering fixed route services until midnight.
- Develop and maintain individual route maps and schedules, and system maps for EMBARK fixed-route services in print and digital formats.
- Complete and begin implementing the 2021 Comprehensive Operational Analysis transit study. The study, called OKC Moves, will evaluate existing conditions in Central Oklahoma and explore ways to improve transit service. OKC Moves will use transit and demographic data, as well as input from operators, agency staff, community stakeholders, and riders, to re-design transit service in Oklahoma City. Plan adoption is anticipated in December 2021 with implementation starting in 2022.

Norman-Transit will:

- Conduct public engagement activities, as necessary, to plan and implement route or service changes.
- 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. Coordinate with contracted operations to plan, review, and implement changes.
- Plan for fleet replacement and expansion as necessary for service. Apply for grant opportunities to assist with future capital needs.
- Continue to plan and implement as necessary for immediate needs such as an operations/maintenance facility for transit.
- Develop and maintain individual route maps and schedules, and system maps for fixed-route services in print and digital formats.

c. Streetcar Planning

- Work closely with the OKC Traffic Operations / Engineering group to look at way to restripe or adjust signals to further enhance the safety and efficiency of the system.
- Monitor streetcar contractor closely to facilitate contract compliance.
- Continue to work with State Safety Oversight (SSO) regarding meeting Public Transportation Agency Safety Plan (PTASP) goals and objectives.
- Continue to track TOD and economic development near streetcar.
- Develop and maintain individual route maps and schedules, and system maps for OKC Streetcar in print and digital formats.

d. On-Call Consultant Planning Services (COTPA)

- COTPA may issue task orders to the consultant for short term plans, USDOT benefit cost analyses (BCA's), grant writing, concept design, Title VI plan updates, and other actions.
- Services can assist COTPA staff, or be turnkey, within an annual budgetary limit.

## 10. Transit Marketing

COTPA will continue to assess customer experience and community support for transit, as well as conduct marketing to improve ridership. 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 and implement a multifaceted communications plan to serve existing and potential customers
- Conduct market research of non-riders to evaluate customer and community perceptions of EMBARK.
- Continue to enhance and develop real-time rider tools for mobile and desktop devices.
- Prepare materials helpful to the public in understanding service changes before they occur.
- Build further brand recognition and service awareness for EMBARK through events, door hangers, social media, digital and TV advertisements, and media relations.
- Conduct market research to learn more about existing customers in order to develop customer profiles and to understand customer expectations, experiences, and needs.
- Develop messages that increase awareness of the environmental effects of single occupancy vehicles (SOV) and how the use of public transportation can help reduce emissions and congestion.
- Continue to engage to minority audiences through community events and service programs such as the Haul Pass Program, Roads Scholars, How to Ride classes, the EMBARK Well program, the Arnall Climb program, and other initiatives.
- Continue promotion of rail safety messages aimed at motorists, pedestrians, cyclists, customers and potential users.
- Develop and implement communication strategies related to the Oklahoma River Cruises, Vanpool, Spokies Bike share, ADA Paratransit, Senior Transportation, Mobility Management programs, and the OKC Streetcar.

Norman-Transit will pursue the following marketing strategies to retain and expand ridership:

- Hold transit promotional events in the community and collaborate with other entities or stakeholders as necessary.
- Use its Limited English Proficiency (LEP) outreach efforts to identify new target groups and promote transit within the LEP populations.
- Continue to enhance and develop real-time rider tools for mobile and desktop devices.
- Prepare public-facing materials to promote understanding of planned service changes prior to implementation of the change.
- Work with contracted operations to promote the Norman transit service to the community and region.

## 11. Short Range Transit Partnership Planning and Development

Continue public private partnership (P3) efforts to educate about public transit and partner with citizens and other stakeholders to increase ridership. (COTPA, Norman-Transit)



A special effort will continue collaborative groups in the Downtown for TOD near the Santa Fe station and streetcar, as well as along the prospective Northwest BRT corridor. (COTPA)

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

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

Continue to work with the OKC, Midwest City, and Norman Planning and Public Works Departments and with other public and private sector partners to identify and address accessibility issues, and plan for and fund additional bus stops, bus shelters, ramps and sidewalks in certain high-use locations. Monitor ridership patterns and requests for bus stops and add new stops as necessary. (COTPA, Norman-Transit)

Maintain an inventory of bus stop improvements to include ADA accessibility, passenger amenities, signage, and available park-and-ride lots for transit customers. (COTPA, Norman-Transit)

Continue to monitor the private sector deployment of the newly emerging battery-powered scooter technology. Explore the prospect of synergy with transit as a first-last mile option and urge caution as to safety and ADA issues, such as scooter usage on sidewalks. (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. Current capital projects include bank stabilization at Exchange Landing, river dredging, and construction of a new landing at the First Americans Museum. These current projects are funded through grants awarded to COTPA and will be monitored for progress. (COTPA)

Vessel refurbishments, as required by the United State Coast Guard, will be scheduled. Work plans for each vessel will be developed to optimize the available federal funds and local contributions. (COTPA)

#### *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 (2) – CY 2021 Network Monitoring Report (ACOG)
- 2.02 (7) – Updated FFY 2022-2025 Transportation Improvement Program (ACOG)
- 2.02 (8) – Updated *Criteria and Process for Evaluation of STBG-UZA Projects* (ACOG)

## 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 Fixing America's Surface Transportation (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. Review and assess current and new performance measures, evaluation criteria, data collection, implementation schedule, and the performance measure's relationship to the TIP, long-range Metropolitan Transportation Plan (MTP) and the Congestion Management Process (CMP). (ACOG)
  - b. Set targets for adopted regional performance measures. Targets and reporting requirements will be developed in coordination with ODOT. ODOT will provide updates on their targets to the ITTC and ITPC. (ACOG, ODOT)
  - c. COTPA will collaborate with the MPO and, where applicable, the state to achieve the new emphasis area of the FTA in performance management related to public transit agencies Transit Asset Management (TAM) Plan and the Public Transit Agency Safety Plan (PTASP), as provided for under the FAST Act. COTPA will make its safety performance targets available to the State and the MPO to aid in the planning process, and to coordinate with the State and MPO in the selection of the State and MPO safety performance targets. (COTPA)
2. Congestion Management Process
  - a. Examine the MPO's current and planned strategies, as well as additional strategies to alleviate congestion and enhance mobility in accordance with federal rules. (ACOG)
  - b. Implement and evaluate the OCARTS Area Congestion Management Process (CMP) and strategies within the MPO's TIP and MTP processes. Update the region's Congested Corridors with the most recent Travel Time Data. Reevaluate and update, as necessary, the congestion management toolbox as identified in the OCARTS Area CMP.

- c. 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. Explore EV crash solutions and training for public safety personnel. (ACOG)
- b. Continue to provide ACOG with accurate up-to-date crash 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 2022. Collect and analyze OCARTS area crash data as yearly data is made available by ODOT. Update the OCARTS Area Crash Report and monitor high crash corridors for car, bicycle and pedestrian crashes. Update the online GIS Story Map for the Regional Crash Analysis posted on ACOG's website.
- d. Manage the regional bicycle and pedestrian public safety campaign in coordination with Oklahoma City, the Oklahoma Highway Safety Office, and other area stakeholders. (ACOG)
- e. Assist in the implementation of the State Highway Safety Plan (SHSP) and provide member entities with ODOT's crash data upon request. (ACOG)

*(The ODOT portion of this task is providing non-federal match for federal funds used elsewhere in the UPWP.)*

### 4. Regional Operations Planning and Intelligent Transportation System (ITS) Strategies

- a. Explore the development of a regional ITS Architecture and Deployment Plan in coordination with ODOT, local member entities, and a consultant. Employ the most recent Federal ITS Architecture requirements. Conduct stakeholder meetings, gap needs assessment, MOU's and agreements, and provide stakeholders with potential ITS projects for deployment over 10-year time period and project benefits.
- b. Identify potential impacts, needs and implementation strategies for connected and autonomous vehicles (CAVs). Assess need for infrastructure investments, for example, signage, striping, lighting, and wireless connectivity. Integrate CAV into Universal Design policies. Integrate CAV technology into OCARTS ITS architecture.
- c. 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)
- d. Research, evaluate and distribute information to member entities regarding potential operational and ITS improvements aimed at mitigating transportation issues. (ACOG, ODOT)
- e. Continue to implement ITS strategies including traffic signal prioritization, streetcar estimated arrival times, streetcar tracker, develop new multimodal websites for

EMBARC's family of services, and improve mobile fare offering. Staff will evaluate and possibly replace route planning and dispatching software. (COTPA)

- f. 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 non-federal match for federal funds used elsewhere in the UPWP.)*

## 5. Regional Construction Coordination

Explore the establishment of a regional construction coordination program that would provide a platform for communication and coordination among the MPO, local governments, and ODOT concerning current and impending OCARTS area roadway improvements. The program could be designed to ensure that construction, temporary closures, and detours pose the least burden to the traveling public as possible. (ACOG)

## 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. (ACOG)
- 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

COTPA:

- COTPA drafted Public Transit Agency Safety Plans (PTASPs) for OKC Streetcar and Bus Operations that meets the new 49 CFR 674 and 673 standards, and continues updating SSEPPs and EAPs accordingly.
- COTPA will continue to address energy security by planning for the addition of a back-up generator to serve the CNG fuel facility.
- The Streetcar operations began in December 2018. The Safety Executive Committee (SEC) and the Safety and Security Operations Committee (SSOC) have been activated. The Fire Life Safety and Security Committee (FLSSC) is a working group under the SSOC that collaborates on tabletop and full-scale exercises, emergency response procedures, and training. OKC Streetcar continues to work closely with the Oklahoma Department of Transportation (ODOT) State Safety Oversight (SSO) staff to ensure our system safety and security compliance.
- COTPA's partnerships with other agencies continue to grow and strengthen. COTPA works closely with the Oklahoma City Police Department (OCPD). OCPD conducts training for bus operations, road supervisors, and bus operators. COTPA continues to work with the Transportation Safety Institute (TSI) by hosting classes at COTPA

facilities, which are also open to the public. The partnership with TSI is advantageous for COTPA employees and operations and aids in strengthening the overall safety system.

- COTPA's partnership with the Transportation Security Administration (TSA) will continue. TSA has completed a baseline assessment for both bus and streetcar. The bus operation participated in TSA's SETA program and the streetcar operation will complete the program next.
- Customer service is one of COTPA's core values and is a major part of our operations. Customer service training is an ongoing process.

Norman-Transit:

- Monitor contracted service for operations and city fleet maintenance to ensure a safe and secure transit system for the community.
- Norman -Transit staff will coordinate with both City of Norman and contracted service safety staff.
- Continue planning for safety and security features in vehicles, facilities, passenger stations, and bus stops. -Transit
- Implement and update, as necessary, the Public Transit Agency Safety Plan (PTASP) that was developed with ODOT to ensure that all federal requirements continue to be met. -Transit

#### *End Product*

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

- 2.03 (1) -Transportation System Performance Report – Performance Measure Targets and Monitoring (ACOG)
- 2.03 (2b) – Updated Regional Congested Corridors Map
- 2.03 (3a) – Regional Snow Routes Map (2021-2022)
- 2.03 (3c) – Regional Crash Report Update and Story Map
- 2.03 (4) – Regional ITS Architecture and Deployment Plan

## Task 2.04: Mobility and Public Transportation Planning

### *Background Information*

Planning for all transit users, 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 include the efficient and coordinated transportation services for seniors and individuals with disabilities, the dissemination of information, and a continued outreach to segments of the community that rely heavily on public transportation for mobility.

Public transportation plays an important role in increasing mobility throughout the region and has gained increasing support in the last decade. Continued support and coordination by ACOG with local transit agencies and other stakeholders will be key to continue elevating public transportation as a viable mode in the region.

### *Program Objectives*

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

ACOG will continue to provide support, coordination, and technical assistance for the improvement of public transportation services in the region. Public transportation projects will continue to be included in both short-range and long-range planning activities.

### *Program Activities*

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

Coordinate 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. (ODOT)

2. Coordinated Public Transit-Human Services Transportation Plan

Projects funded under the Sec. 5310 program will be part of the *Statewide Coordinated Plan* and selected by the Oklahoma Department of Transportation, Office of Mobility and Public Transit Division. 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). (ODOT)

3. Regional Americans with Disabilities Act (ADA) Implementation Plan

- a. Coordination of Mobility Management Services

COTPA will continue the planning and coordination of origin-to-destination services for older adults and people with disabilities. Staff will continue to provide technical assistance to various parties, including local governments, public safety organizations, health care providers, social service organizations, and advocacy groups. (COTPA)



b. Promotion of Mobility Management Services

COTPA will continue promoting services for seniors and individuals with disabilities and providing assistance and coordination of services to other transportation providers. (COTPA)

c. Explore updating the 2011 ADA/504 Compliance Plan. (ACOG)

4. Mobility Management Services Customer Evaluation and Database Management

COTPA will continue to provide eligibility processes for paratransit and other mobility management services. (COTPA)

Norman-Transit will continue to use paratransit scheduling software to track data and assure performance measures are being met. Staff will support the ADA Citizens Advisory Committee, the ADA Public Transportation Subcommittee, the ADA Staff AdHoc Committee, and any other City, county, or regional boards/commissions that discuss public transit and/or accessibility. (Norman-Transit)

5. Outreach to Elderly and Persons with Disabilities

a. COTPA promotes and measures transit usage by older adults and individuals with disabilities. Demographics are utilized to increase outreach efforts to identify underserved populations and identify target areas with large concentrations of seniors, individuals with disabilities, and other transportation sensitive populations. (COTPA)

COTPA will continue their long-standing partnerships with the Areawide Aging Agency and other entities to encourage awareness of the growing need for senior transportation and to encourage adequate subsidies from within the region. (COTPA)

b. Norman-Transit will work with social service agencies, the elderly, and persons with disabilities to disseminate information about its fixed route and paratransit service. City staff and its contractor will provide assistance with trip planning and will encourage use of the fixed route system whenever possible. Norman-Transit will work to increase awareness of transportation needs. (Norman-Transit)

6. Public Transportation and Public Relations

Provide public relations and promotion for transit related events. Participate and assist, as needed, with events that promote transit (i.e. Bus to Work Day, Transit Day at the Capitol, EMBARK Third-Friday Free Fare during ozone season, etc. (ACOG)

7. Transit Route Monitoring, Data, and Mapping

Collect annual route and mapping updates from local transit systems. Maintain transit networks by route by year. Tag each route with days of service. Include streetcar and ferry boat in inventory of systems. Provide socioeconomic data to transit agencies to assist with transit service planning. (ACOG)

## 8. Long Range Transit Planning – System Level

### a. Coordination and Support of the RTA

- COTPA will provide administrative and planning support for the Regional Transportation Authority (RTA) of Central Oklahoma. As part of this effort, COTPA will assist the RTA with the completion of the transit system plan for the region, including the vision, goals, and potential corridors; initiation of an alternatives analysis for corridors identified in the system plan including corridor planning, station, land use, and concept development, and start environmental review, preliminary engineering, and application for FTA funds. (COTPA)

COTPA will also serve as staff liaison to the Oklahoma City RTA Board members and work with the RTA in various areas to support improved transit in OCARTS area. (COTPA)

- The City of Norman will serve as staff liaison to the Norman RTA Board Member and will work with the RTA in various areas to support improved transit in the OCARTS area. (Norman-Transit)
- As the MPO, ACOG will aid in the regional coordination between the Regional Transportation Authority (RTA) of Central Oklahoma, local governments, local transit agencies, and ODOT. (ACOG)

### b. Oklahoma City Area Cost of Nonattainment Study

ACOG to complete a study on the potential regional economic impacts of an Environmental Protection Agency (EPA) ozone nonattainment designation. Analysis will focus on cost of regulatory requirements of a nonattainment designation including transportation conformity, facility emissions reductions, and an economic impact analysis. A Scoping Report was released in May 2020 and a full report is planned for release in Fall 2021.

## 9. Long Range Transit Planning – Project Level

ACOG will provide assistance and support for the joint COTPA/Oklahoma City Bus Rapid Transit (BRT) project on NW Expressway and N. Classen Blvd.

## 10. Public Transportation Coordination

- a. ACOG, COTPA, Norman-Transit, Citylink, First Capital Trolley, Oklahoma City Planning Department, and ODOT will convene quarterly coordination meetings. This forum enables transit providers, subrecipients of transit funding, and other transportation professionals to interface about transit services, changes, and issues in the region. Highlights of each meeting will be presented at ITTC. (ACOG, COTPA, Norman-Transit, ODOT)
- b. Continue to coordinate with local public transportation providers to include transit projects in the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP). (ACOG)

## 11. 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 livability 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)

Planning for the introduction of e-bikes will continue. Planning for marketing and maintenance activities will also continue. Data collected from the dockless bikes and e-bikes will be analyzed to assess the viability of the mode and their impact on the system. (COTPA)

Monitoring of the Lime e-scooter system and other scooter programs will continue as staff continues to evaluate these for expansion at bus shelters outside the urban core. (COTPA)

Progress of the Bike Share Program will be monitored and measured by the number of trips per month and the number of trips per bike. (COTPA)

As the City of Norman continues to evaluate and seek funding for a bike share program, transit will collaborate with other City staff to ensure that the two transportation options complement each other. (Norman-Transit)

#### *End Product*

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

- 2.05 (8b) – Cost of Nonattainment Study:
  - Oklahoma City Area Cost of Nonattainment Analysis Scoping Report
  - Oklahoma City Area Cost of Nonattainment Analysis Full Report
- 2.02 (10) – Quarterly Public Transportation Coordination Meetings Report (ACOG)

## 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 December 23, 2020, EPA completed its review of the full body of currently available scientific evidence and exposure/risk information and decided to retain the existing ozone National Ambient Air Quality Standards (NAAQS). Since 2015, the primary and secondary ozone standard levels are to 0.070 ppm parts per million (ppm). In December 2017, all of Oklahoma's 77 counties were designated attainment/ unclassifiable for the revised primary and secondary ozone standards. Central Oklahoma's ozone regional value was 0.069 ppm at the end of 2020.

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*

Assist the OCARTS transportation committees, local governments, COTPA, Norman-Transit, state and federal agencies, and the private sector in maintaining compliance with carbon monoxide and ozone standards. Utilize various techniques to reduce air pollution and decrease congestion.

### *Program Activities*

#### 1. Air Quality Data Analysis:

Monitor and evaluate air quality issues related to transportation. Organize and attend Regional Air Quality Stakeholder Committee meetings as scheduled. 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 and particulate matter standards 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 Infrastructure State Implementation Plans (I-SIPs) for ozone and particulate matter. Determine the conformity of air quality and transportation plans for the OCARTS area. (ACOG)

#### 2. Ozone Alert Day Program:

Coordinate with ODEQ, ODOT, COTPA, Norman-Transit, and other regional transit providers 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. Explore partnerships with public health organizations. Coordinate with ODOT to alert people via dynamic message signs to carpool or use public transit on Ozone Alert Days. (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 some of these public awareness efforts. (ACOG, ODOT, COTPA, Norman-Transit)
- b. COTPA and Norman-Transit will document passengers traveling with bicycles on buses daily and work to increase awareness and encourage combining bike and bus trips as an effort to improve air quality. (COTPA, Norman-Transit)
- c. Promote and help support regional activities and events such as Bike Month, Bike to Work Day, Open Streets, Sciencefest, and Earth Day. (ACOG)
- d. 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)

### 4. Air Quality (CMAQ) Small Grant Program

Continue to administer the Air Quality Small Grant Program, which funds small active transportation infrastructure and congestion reduction techniques in an effort to improve regional air quality. The program awards are made available to eligible applicants through a competitive grant process using available CMAQ funds. A variety of projects and programs will continue to be eligible, but all serve to achieve long-term reductions in transportation-related emissions that contribute to the formation of ground-level ozone. ACOG and grant recipients will continue to monitor funded projects after completion, in order to determine project effectiveness. (ACOG)

### 5. Air Quality Planning & Ozone Advance

Coordinate with the Oklahoma Department of Environmental Quality (ODEQ), in the implementation of the Ozone Advance Program. The program encourages expeditious emission reductions of NO<sub>x</sub> and VOC's (ozone precursors) 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 works in collaboration with ODEQ to submit annual ozone and PM<sub>2.5</sub> emissions reduction project updates to EPA. Explore potential development of a regional air quality plan. (ACOG)

### 6. 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 alternative fuels (as defined by Congress and the U.S. Department of Energy, 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)

Provide information to fleet stakeholders on vehicle and fueling infrastructure funding opportunities including but not limited to: FTA Low or No Emission Vehicle Program - 5339(c), EPA Diesel Emissions Reduction Act (DERA) Funding, & Oklahoma Department of Environmental Quality (DEQ) Volkswagen Settlement Funding. (ACOG).

Coordinate and administer the Oklahoma Electric Vehicle Coalition (OEVC) as part of the Central Oklahoma Clean Cities program. The coalition's objectives are to support and facilitate the education and adoption of electric vehicles (EV) and electric vehicle supply equipment (EVSE) in the state of Oklahoma through outreach and infrastructure development. (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, Norman-Transit)

#### 7. 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. Due to frequent overdemand for funding, staff will evaluate potential to increase funding available on future call for projects. (ACOG)

#### 8. Regional Rideshare Program

Expand EMBARK vanpool program to add more vanpools by working with ACOG, employers, workforce development entities, and other stakeholders to educate commuters and promote this transit option. Tinker Air Force Base is launching a vanpool program in partnership with EMBARK. (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, publications, and reports as required, documenting the findings and analysis of program activities, including:

- 2.05 (3c) – CY 2021 Bike Month Activities Report (ACOG)
- 2.05 (3c) – CY 2021 Open Streets Activities Report
- 2.05 (4) – FY 2021 Air Quality Small Grant Program Status Report (ACOG)
- 2.05 (5) – EPA Ozone Advance Program – Oklahoma City Update
- 2.05 (6) – Transportation Technology Deployment Report: Central Oklahoma Clean Cities
- 2.05 (7) – FY 2021 Public Fleet Conversion Grant Status Report (ACOG)
- 2.05 (8) – Regional Rideshare Status Report (COTPA)

### 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, Instagram, and blog posts.

#### *Program Objective*

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. Solicit input from traditionally underrepresented populations. 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. 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. Explore options to engage citizen involvement in the metropolitan transportation planning process. If deemed appropriate, convene meetings of the Encompass 2045 Stakeholder Advisory Group (SAG) to receive input for updates to Encompass 2045. (ACOG)

Evaluate the public involvement activities from the 2045 Plan and research additional public involvement strategies for future plans.

4. Coordinate with tribal governments and encourage their involvement in the transportation planning process. (ACOG, ODOT, FHWA)
5. 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, Norman-Transit)
6. 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)

Review transportation plans annually, including the Transportation Improvement Program (TIP) and make changes based upon the ITTC recommendations. COTPA and Norman-Transit will rely on the MPO's public notice of participation activities and time established for public review of the TIP as the primary way to satisfy Section 5307 public involvement requirements for the Program of Projects (POP). The MPO (ACOG) TIP notices will reflect this arrangement and practice. (ACOG, COTPA, Norman-Transit)

7. Review the public involvement activities identified in the 2020 Public Participation Plan (PPP). 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)
8. Prepare press releases, ACOG website data, blog posts, 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, congestion management, Intelligent Transportation Systems (ITS) planning, corridor preservation, Census results, connected and autonomous vehicles, alternative fuels, and other topics identified at the request of the Policy Committee. Materials will be prepared in languages other than English when appropriate and in accordance with ACOG's Limited English Proficiency (LEP) Plan. (ACOG)
9. 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)
10. Maintain the electronic Transportation Improvement Program system (e-TIP) with a public interface for greater agency transparency for federally funded TIP and MTP projects, as well as a public comment section to encourage feedback. (ACOG)
11. Participate in public outreach events, including but not limited to: Bike to Work Day, Open Streets, GIS Day, Earth Day, and Bus to Work Day.

### *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 (TIP).

Technical memoranda and reports documenting program activities, including:

- 3.01 (8) – Documentation of FY 2021 Public Involvement Activities (ACOG)
- 3.01 (11) – FY 2021 public outreach event promotional materials

## **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*

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. 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 2022 UPWP. Develop the FY 2023 UPWP to include task descriptions and budget. Summarize FY 2022 accomplishments for the FY 2023 UPWP.
  - a. Explore implementing recommendations from the 2020 MPO quadrennial recertification review by FHWA and FTA. (ACOG)
4. Prepare annual joint certification statement for FY 2022. 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. Convene quarterly meetings to facilitate discussion and coordination between ODOT, FHWA, ACOG, and other MPOs. (ODOT)
6. Continue administration and enforcement of drug-free workplace policies and programs. COTPA will continue to work with Edmond Citylink transit to ensure their testing program is compliant with FTA standards and that the annual MIS report is submitted in a timely manner. Successfully address in training and through communications the impact of the legalization of medical marijuana and safety sensitive employees. (ACOG, COTPA, Norman-Transit)

7. 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, Norman-Transit)
  - a. COTPA will be working diligently to recruit employees that are representative of our diverse community.
  - b. COTPA will continue statistical monitoring of employee training and development. In addition, COTPA continues to expand training offerings to mid-level management and to all employees and will ensure anti-discriminatory trainings and AA/EEO Program guidelines are being utilized in training, promotion and hiring.
  - b. Continue to implement and adjust as necessary Title VI Plans. (ACOG, COTPA, Norman-Transit)
  - c. Continue to implement and adjust as necessary Limited English Proficiency (LEP) Plans. (ACOG, COTPA, Norman-Transit)
  - d. Continue implementing Disadvantaged Business Enterprises (DBE) Program Plans and prepare a set of new DBE participation goals. (COTPA, Norman-Transit)
  - e. Continue to monitor sub-recipient compliance. (ACOG, COTPA, Norman-Transit)
  - f. Transit Asset Management (TAM)
    - Norman-Transit will continue to work with ODOT as necessary to update the state group TAM plan and submit documents to FTA or ACOG as needed. (Norman-Transit)
    - Continue to implement and adjust TAM plan as necessary (COTPA)
  - g. COTPA and Norman-Transit will begin preparing for the next triennial review that will likely occur in the summer of 2022. Documents will be sent to review staff as requested. Prepare for the next Triennial review anticipated to occur in 2022. (COTPA, Norman-Transit)
  - h. Continue to conduct procurements with federal funds in a manner complying with federal guidance. (ACOG, COTPA, Norman-Transit)

Examples of potential procurements include: Vehicle replacement, fleet expansion, technology infrastructure, software, maintenance needs, and projects supporting safety and security.

#### *End Product*

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

- 4.01 (3) - FY 2023 Unified Planning Work Program (ACOG)

## 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*

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 and sponsor agencies with acquiring socioeconomic, environmental, traffic, and land use data. Technical assistance and data support will be provided to COTPA, Norman-Transit, and Citylink for use in transit planning activities. (ACOG)
2. Monitor transportation related policy development as discussed in the Federal Register, Oklahoma Register, and the U.S. Department of Transportation website. Staff will also provide assistance in educating and informing local, state, and federal units of government regarding highway, bicycle and pedestrian, 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 sponsor agencies and 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 Norman-Transit 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*

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, Norman-Transit, and OKC Traffic Management on an as needed basis.)

1. Attend transportation planning courses, training sessions, seminars, conferences, and webinars 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, performance management, public involvement and modeling and analysis software.

Norman-Transit 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, webinars, 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*

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 Norman-Transit are responsible for preparation of their own reports. Progress reports are due quarterly to ACOG.

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 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.
- 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*

Provide for the effective administration of the Oklahoma City Area Regional Transportation Study. Manage grants and contracts with ODOT, OKC Traffic Management, consultants, and other entities and agencies. Support the various transportation related committees; manage the OCARTS transportation planning staff; and 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 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 and any new surface transportation legislation passed in FY 2022 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  
CITY OF NORMAN, OKLAHOMA

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 City of Norman, Oklahoma (NORMAN) 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 NORMAN 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	Purcell
Canadian County	Forest Park	Luther	Nicoma Park	Slaughterville
Cedar Valley	Goldsby	McClain County	Noble	Spencer
Choctaw	Guthrie	Midwest City	Norman	Tuttle
Cleveland County	Harrah	Moore	Oklahoma City	The Village
Cole	Jones	Mustang	Oklahoma County	Warr Acres
				Yukon

\* 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 City Manager of the City of Norman, Oklahoma or their designee.
- E. The Oklahoma Transportation Commissioner from Districts 3, 4, and 7 or their designees.
- F. The Division Engineer of the Oklahoma Department of Transportation Strategic Asset and Performance Management or their designee.
- G. The Division Manager of the Oklahoma Department of Transportation Office of Mobility and Public Transit or their designee.
- H. 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 the Transportation Improvement Program (TIP); review transportation plans at least annually; and make changes based upon recommendations of the ITTC. In regard to the TIP, COTPA and NORMAN will rely on the MPO's public notice of participation activities and time established for public review of the TIP as the primary way to satisfy Section 5307 public involvement requirements for the Program of Projects (POP). The MPO (ACOG) TIP notices will continue to reflect this arrangement and practice.
- 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.

## *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) - Strategic Asset and Performance Management Division Engineer or designee.
- B. Oklahoma Department of Transportation (ODOT) - Office of Mobility and Public Transit 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. City of Norman, Oklahoma (NORMAN) - City Manager 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.

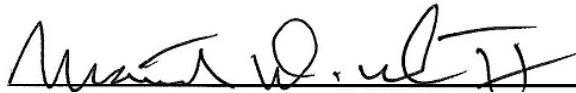
The Chairman of the ITTC shall be the ACOG Executive Director or his designee. Meetings shall be held on a regular basis to review technical procedures and advise the Intermodal Transportation Policy Committee. A quorum of the Intermodal Transportation Technical Committee shall consist of one-third of 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 NORMAN 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 City of Norman, Oklahoma on or before the 7<sup>th</sup> day of July 2020.

5-28-2020  
Date

  
Association of Central Oklahoma Governments  
Matt Dukes, Chairman

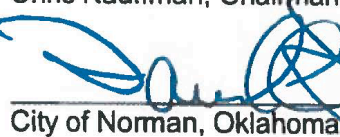
7/07/2020  
Date

  
Oklahoma Department of Transportation  
Dawn Sullivan, Deputy Director

6-5-20  
Date

  
Central Oklahoma Transportation and Parking Authority  
Chris Kauffman, Chairman

5-18-20  
Date

  
City of Norman, Oklahoma  
Darrel Pyle, City Manager

## 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 – Strategic Asset & Performance Management 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. City of Norman, Oklahoma (NORMAN) – City Manager 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 ITTC 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.

#### 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 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 ITTC**

Section 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: May 28, 2020

## ATTACHMENT 3: CERTIFICATION STATEMENT OCARTS TRANSPORTATION MANAGEMENT AREA FY 2021

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 2020, among the Oklahoma Department of Transportation (ODOT), the Central Oklahoma Transportation and Parking Authority (COTPA), City of Norman Transit and the Association of Central Oklahoma Governments (ACOG) provides 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 2040 OCARTS Metropolitan Transportation Plan (MTP), known as Encompass 2040, was adopted by the Intermodal Transportation Policy Committee (ITPC) and endorsed by the ACOG Board of Directors on October 27, 2016. The fiscally constrained Plan contains street and highway, public transportation, bicycle, pedestrian, and goods movement components and recommendations.
4. The OCARTS area Congestion Management Process (CMP) was adopted by the ITPC in August 2016. The CMP includes an assessment of the Central Oklahoma CMP network, quantitative congestion indicators, and related performance measures for ongoing analysis, and various strategies to alleviate congestion at a regional level.
5. The OCARTS Transportation Improvement Program (TIP) is the short-range planning tool that identifies federally funded projects consistent with the goals of Encompass 2040. In FY 2019, ODOT, the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and Oklahoma MPOs approved the updated the *Procedures for Developing the Oklahoma Metropolitan Planning Organization (MPO) Transportation Improvement Program (TIP) and the Oklahoma Statewide Transportation Improvement Program (STIP)*. To comply with the updated procedures, 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 STIP.



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* (PPP) was updated by the MPO in September 2020. The PPP provides for public outreach activities associated with development and amendment of the MTP, development and amendment of the OCARTS TIP, and on-going public involvement efforts associated with the transportation planning process.
8. COTPA provides transit service and paratransit service in full compliance with the Americans with Disabilities Act (ADA) and all FTA requirements in the Oklahoma City (OKC) metro. COTPA provides paratransit service citywide in OKC beyond FTA requirements outside the  $\frac{3}{4}$  mile Zone One radius. Zone Two service extends an additional  $\frac{3}{4}$  mile and Zone Three extends to the remainder of Oklahoma City limits. The City of Norman provides fixed route and paratransit service in full compliance with the ADA and all FTA requirements in the City of Norman as operated by COTPA. The City of Norman's Zone One for paratransit service covers the FTA required area within  $\frac{3}{4}$  mile of all fixed route service, while The City of Norman's Zone Two covers the remaining area within the city limits. Citylink in Edmond provides transit service and paratransit service within  $\frac{3}{4}$  mile of fixed routes.
9. 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. COTPA and the City of Oklahoma City completed construction of the Oklahoma City streetcar using local funds from a temporary penny sales tax called MAPS3. The service launched in December 2018. COTPA is also in the engineering phase of the NW Bus Rapid Transit project, another recommendation from the FGS. It's anticipated to launch in the 4<sup>th</sup> quarter of 2023.
10. 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.
11. 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 City of Norman Transit.
12. The FY 2021 UPWP was approved by the ITPC and endorsed by the ACOG Board of Directors on June 25, 2020. Tasks accomplished under this UPWP include the completion of the FHWA/FTA Quadrennial Joint Certification Review of the Metropolitan Planning Organization (MPO); continued development of the 2045 long-range Metropolitan Transportation Plan (MTP), including the collection and analysis of forecast (2045) year data, development of the 2045 land use scenarios, update of the regional travel demand model (TDM), development of projects lists and financial components, and public outreach efforts; update of the OCARTS Active Transportation Plan; development of a new FFY 2022-2025 OCARTS TIP and continue coordination with local governments regarding federal

transportation funding opportunities; update of the Public Participation Plan (PPP); tracking of the Encompass 2040 performance measures; further utilization of a transportation project tracking system; continued development of the Cost of Nonattainment Study; research and planning for connected and autonomous vehicles; continued coordination with local governments regarding federal transportation funding opportunities; air quality planning and compliance with the federal transportation law.

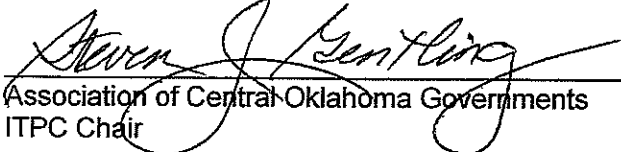
13. The FY 2022 UPWP was approved by the ITPC and endorsed by the ACOG Board of Directors on June 24, 2021. This UPWP contains tasks for the completion of the 2045 Metropolitan Transportation Plan (MTP), including finalizing projects lists and financial components, drafting of plan documentation, and public outreach efforts; implementation of the Encompass 2045 projects and strategies, upon approval of the MTP; preparation for the 2050 MTP development process; update of the regional travel demand model (TDM); implementation of the OCARTS Active Transportation Plan; update of the FFY 2022-2025 OCARTS TIP and continue coordination with local governments regarding federal transportation funding opportunities. Other priorities entail update of the regional Intelligent Transportation Systems (ITS) Architecture and Deployment Plan in coordination with ODOT; continuation of the bicycle and pedestrian public safety campaign in coordination with Oklahoma City and other member local governments; completion of the Cost of Nonattainment Study documentation; air quality planning and compliance with the federal transportation law; and monitor emerging transportation system issues and technologies. The FY 2022 UPWP was accepted by FHWA and FTA by letter dated June 14, 2021, which authorized the MPO to proceed with the work under the FY 2022 UPWP effective July 1, 2021.
14. Memorandums of Understanding (MOUs), signed in FY 2018, between ACOG and ODOT, and between ACOG and public transit providers to ensure compliance with 23 CFR 450.314(h) by establishing a cooperative process for developing transportation performance targets for the Oklahoma City TMA.
15. In FY 2019, the MPO established targets for the federally required safety, system performance, and pavement and bridge condition performance measures with coordination from ODOT, OHSO, and FHWA, in accordance with 23 CFR 490.209(c). The MPO continues to establish annual safety targets. In CY 2022, the MPO will review the progress made towards reaching the selected targets.
16. The OCARTS area MPO worked with the Oklahoma Division of the FHWA and ODOT regarding the implementation of non-federal match credit for FHWA PL funds. On August 21, 2020, the FHWA finalized *Non-Federal Match for FHWA PL Funds, Oklahoma Procedures*, and transmitted the same to ACOG. 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).
17. The FY 2022 UPWP contains tasks encouraging participation of private enterprise in planning activities. Private providers of transportation services are represented on the ITTC and the Stakeholder Advisory Group (SAG), and are invited to participate in the development of the TIP and other planning activities.

18. The FFY 2020-2023 TIP reflects a financially constrained, prioritized list of improvements consistent with Encompass 2040 and identifies how these investment priorities will help achieve regional performance targets, in accordance with 23 CFR 450.326. Projects that will utilize Surface Transportation Block Grant - Urbanized Area (STBG-UZA) funds were selected and approved by the MPO based on the *Criteria and Process for Evaluation of Surface Transportation Block Grant - Urbanized Area (STBG-UZA) Projects*. In conformance with the Fixing America's Surface Transportation Act (FAST Act), TIP project cost estimates include an inflation factor to reflect year of expenditure dollars.
19. In FY 2021, 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 2020. Projects that include bicycle and pedestrian improvements are highlighted in the report.
20. 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.
21. 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 2021.
22. 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. The Central Oklahoma Transportation and Parking Authority (COTPA) and City of Norman Transit prepare Title VI reports documenting that transit services and amenities are provided according to FTA regulations in circular 4702.1B.
23. Activities related to the Presidential Order on Environmental Justice are included in the OCARTS metropolitan 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. Materials distributed as part of Encompass 2040 public involvement activities were translated into Spanish and Vietnamese, and translators were on hand at several public outreach events.
24. 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).

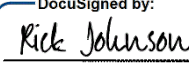
25. The MPO continued administration of its comprehensive air quality public education program, Air Quality Small Grant Program, and Public Fleet Conversion Program, using CMAQ funding.
26. The MPO continued to work with the Oklahoma Department of Environmental Quality on the implementation of EPA's Ozone Advance Program. The program encourages expeditious emission reductions in ozone and fine particulate (PM2.5) attainment areas to help these areas continue to meet the National Ambient Air Quality Standards (NAAQS).
27. 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).
28. 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.
29. Representatives of FHWA and FTA conducted the eighth joint evaluation of the OCARTS area transportation planning process October 27-29, 2020. In FY 2021, FHWA and FTA issued their final report jointly certifying that the OCARTS transportation planning process substantially meets the requirements of 23 CFR Part 450.336.

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 2021.

Signed this 1<sup>st</sup> day of July, 2021

  
Association of Central Oklahoma Governments  
ITPC Chair

Signed this 16 day of July, 2021

DocuSigned by:  
  
Oklahoma Department of Transportation  
Director of Capital Programs

## ATTACHMENT 4: RELATED CORRESPONDENCE

**SUBJECT:**

**FY 2022 UNIFIED PLANNING WORK PROGRAM (UPWP) SUBCOMMITTEE  
SCHEDULE REMINDER**

**DATE:**

FEBRUARY 11, 2021

**FROM:**

**JENNIFER SEBESTA**

Transportation Planning Services (TPS) Manager

**INFORMATION:**

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.

The attached meeting schedule is for the preparation of the FY 2022 UPWP. This schedule provides for meetings of the UPWP Subcommittee consisting of staff from: the Association of Central Oklahoma Governments (ACOG), the Central Oklahoma Transportation and Parking Authority (COTPA), the Federal Highway Administration (FHWA), the Oklahoma Department of Transportation (ODOT), Oklahoma City Traffic Engineering, City of Norman, and any other member entity or agency interested in providing their input into the process.

**ACTION REQUESTED:**

For information only.

FY 2022 UPWP Subcommittee Schedule

1. February 26, 2021  
Friday UPWP Subcommittee Meeting at 10:00 a.m.  
Assessment of FY 2021 UPWP
2. March 10, 2021  
Wednesday UPWP Participants provide draft information to ACOG.  
COTPA, Oklahoma City Traffic Engineering, City of  
Norman, and ACOG staff to provide draft task  
descriptions and proposed budgets for FY 2022 UPWP to  
ACOG.
3. March 12, 2021  
Friday UPWP Subcommittee Meeting at 10:00 a.m.  
Discussion of Draft FY 2022 UPWP
4. March 19, 2021  
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 8, 2021  
Thursday ITTC Agenda mail out
6. April 15, 2021  
Thursday ITTC action/recommendation on Preliminary FY 2022  
UPWP
7. April 29, 2021  
Thursday ITPC and ACOG Board requested to approve Preliminary  
UPWP, including granting approval to execute contracts  
and agreements. Submittal of Preliminary FY 2022 UPWP  
to ODOT, FHWA and FTA as recommended by ITPC
8. May 13, 2021  
Thursday ITTC recommends approval of the final FY 2022 UPWP to  
the ITPC
9. May 27, 2021  
Thursday ITPC and ACOG Board requested to approve final  
FY 2022 UPWP



May 14, 2021

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

Dear Mr. Akem:

The Preliminary FY 2022 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, the City of Norman, ODOT, the City of Oklahoma City, and suburban entities.

The purpose of this request is to provide the proposed FY 2022 OCARTS UPWP to federal agencies for their review and comment prior to finalization of the document in June. The document is also prepared to provide adequate notice to local, state, and federal agencies of anticipated grant/budget needs.

The Preliminary FY 2022 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 review of the Preliminary FY 2022 UPWP prior to the issuance of our proposed Final FY 2022 OCARTS UPWP.

Please advise us in writing by Friday, May 28, if you see any items that need to be further addressed or detailed 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  
May 14, 2021  
Page 2

Should you have any questions, please feel free to call Jennifer Sebesta or me at (405) 234-2264.

Sincerely,



John M. Sharp  
Deputy Director

Att: [Preliminary FY 2022 OCARTS UPWP](#)  
April 29, 2021 ITPC Agenda Attachment D-4

c: Rick Johnson, Director of Capital Programs, ODOT  
Laura Chaney, Transportation Manager, Local Government Division, ODOT  
Sarah McElroy CPO, MPO Coordinator, SAPM Division, ODOT  
Steve Jagosh, Lead Project Manager, Office of Mobility and Public Transit, ODOT  
Marc Oliphant, Community Planner, FTA Region 6  
Mark W. Sweeney, AICP, Executive Director, ACOG  
Jennifer Sebesta, Transportation Planning Services (TPS) Manager, ACOG

Chair  
**Steven J. Gentling**  
Guthrie Mayor

Vice-Chair  
**Vacant**

Secretary/Treasurer  
**Josh Moore**  
Edmond Councilmember

Executive Director  
**Mark W. Sweeney, AICP**

[association of central oklahoma governments](#)

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

June 14, 2021

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

819 Taylor Street, Suite 14A02  
Fort Worth, TX 76102-6124

In Reply Refer To:  
HDA-OK  
FTA-TX

Tim Gatz  
Executive Director  
Oklahoma Department of Transportation  
200 N.E. Lincoln Avenue  
Oklahoma City, OK 73105

Dear Mr. Gatz:

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have jointly reviewed the proposed FY 2022 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. We hereby jointly accept the Work Program as submitted and look forward to our joint approval. Following our approval, the FHWA and FTA will subsequently authorize the federal share of matching funds necessary to implement this work program, effective July 1, 2021.

The proposed FY 2022 Work Program provides an outline of federally funded transportation planning and planning-related activities to be performed during FY 2022 by the metropolitan planning partners, including ACOG and its member governments, Central Oklahoma Transportation and Parking Authority (COTPA), City of Norman Transit, and the Oklahoma Department of Transportation (ODOT).

Here are some FY 2022 planning priorities identified by ACOG:

- Completion of the 2045 Metropolitan Transportation Plan (MTP), including finalizing projects lists and financial components.
- Drafting of plan documentation, and public outreach efforts.
- Update of the regional travel demand model (TDM).
- Implementation of the OCARTS Active Transportation Plan.
- Update of the FFY 2022-2025 OCARTS TIP and continued coordination with local governments regarding federal transportation funding opportunities.
- Update of regional Intelligent Transportation Systems (ITS) Architecture and ITS Deployment Plan in coordination with ODOT.
- Continuation of Bicycle/Pedestrian public safety campaign in coordination with Oklahoma City and member local governments.
- Completion of the Cost of Nonattainment Study documentation.

- Air quality planning and compliance with federal transportation law.
- Monitoring emerging transportation system issues and technologies.
- Continuation of data collection activities through subcontracts with Oklahoma City, Choctaw, Edmond, Norman, Moore, Midwest City, City of Mustang and Yukon.

As required under 23 CFR 450.308(c), the ACOG FY 2022 UPWP is organized around six major work elements, including:

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

These major work elements are further divided into tasks and subtasks, and each task provides details of proposed work activities, including who (ACOG, COTPA, CART, ODOT) will perform the work, the duration of each task, the products expected from each task, and the funding by source and category required to implement the task.

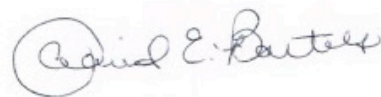
We commend the ACOG staff and metropolitan planning partners for their role in developing this work program and budget and for leadership in regional transportation planning. We urge continued collaboration and planning coordination with planning partners and affected local entities to advance regional transportation planning in the Oklahoma City metropolitan area.

If you have questions or need additional information regarding our joint (FHWA/FTA) approval of this work program, please contact Mr. Isaac N. Akern at FHWA OK Division (405) 254-3343, or Mr. Marc Oliphant with the FTA Region VI at (817) 978-0554.

Sincerely,

**CARL P SELBY** Digitally signed by CARL P SELBY  
Date: 2021.06.30 09:14:46 -05'00'

FOR: Basharat Siddiqi  
Division Administrator  
Development  
Federal Highway Administration  
Division



David E. Bartels  
Director, Planning and Program  
Federal Transit Administration – Region VI

**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**

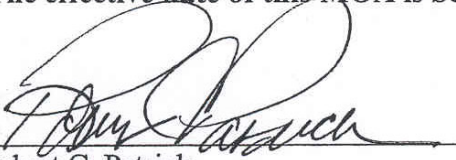
The Consolidated Planning Grant (CPG) is a joint effort by the FHWA and FTA to create a single federal grant process for the respective transportation planning programs, thereby streamlining the administrative process to our customers. In FY 2004, FTA Region 6 has one CPG, which is in the state of Arkansas, 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.

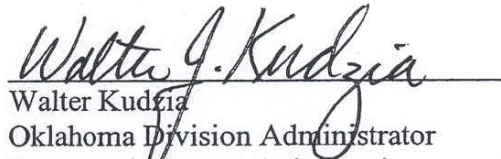



**This agreement may be canceled by mutual agreement of all parties or by a 30-day written notification of any signatory.**

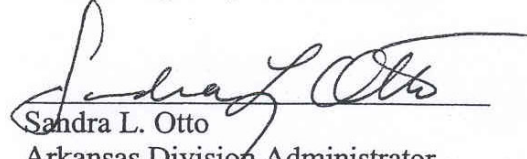
**The effective date of this MOA is September 1, 2004.**

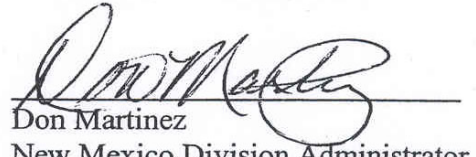
  
Robert C. Patrick  
Regional Administrator  
Federal Transit Administration

  
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	



DATE: July 15, 2021

TO: Glenn Boles, Federal Aviation Administration, Region 6, Manager  
Basharat Siddiqi, Federal Highway Administration, Oklahoma Div., Div. Administrator  
Isaac Akem, Federal Highway Administration, Oklahoma Division, Community Planner  
Marc Oliphant, Federal Transit Administration, Region 6, Community Planner

Chelley Hilmes, Oklahoma Department of Transportation, Director of Finance & Admin.  
Tim Tegeler, Oklahoma Department of Transportation, Director of Engineering  
Laura Chaney, Oklahoma Dept. of Transp., Planning & Performance Division  
Steve Jagosh, Oklahoma Dept. of Transp., Office of Mobility & Public Transit  
Denotria Davis, Oklahoma Dept. of Transp., Office of Mobility & Public Transit  
Scott Thompson, Oklahoma Dept. of Environmental Quality, Air Quality Division

Jason Ferbrache, Central Oklahoma Transp. & Parking Auth. (COTPA), Administrator  
Chip Nolen, COTPA, Manager, Scheduling & Short-Range Planning  
Debbie Miller, City of Oklahoma City, Assistant City Engineer  
Stuart Chai, City of Oklahoma City, Civil Engineer V-Traffic Management  
Guy Henson, City of Choctaw, City Planner  
Tom Minnick, City of Edmond, Traffic Planner  
Brandon Bundy, City of Midwest City, City Engineer  
Elizabeth Weitman, City of Moore, Community Development Director  
Shawn O'Leary, City of Norman, Public Works Director  
David Riesland PE, City of Norman, Acting Transportation Engineer  
Taylor Johnson, City of Norman, Oklahoma (Transit), Public Transit Coordinator

FROM: John M. Sharp, Deputy Director

RE: Approval of FY 2022 Oklahoma City Area Regional Transportation Study (OCARTS)  
Unified Planning Work Program (UPWP)

At its June 24, 2021 meeting, the Metropolitan Planning Organization approved the FY 2022 OCARTS Unified Planning Work Program. This letter is to formally notify you of the approved document, which [can be accessed here](#).

The UPWP includes a copy of the Memorandum of Understanding between ACOG, ODOT, COTPA and City of Norman (Transit) (Attachment 1). Also included is a copy of the FY 2021 Certification Statement (Attachment 3), which was approved by ODOT July 6, 2021.

We received the FHWA/FTA acceptance of the FY 2022 UPWP per correspondence dated June 14, 2021. We appreciate your assistance in helping us develop the Work Program and look forward to your continued involvement in the implementation phase.

Chair  
**Steven J. Gentling**  
Guthrie Mayor

Vice-Chair  
**Josh Moore**  
Edmond Councilmember

Secretary/Treasurer  
**Cathy Cummings**  
The Village Councilmember

Executive Director  
**Mark W. Sweeney, AICP**

association of central oklahoma governments

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