



UNIFIED PLANNING WORK PROGRAM FY 2020

ADOPTED BY THE POLICY COMMITTEE ON: August 19th, 2019
AMENDED ON:

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LAREDO URBAN TRANSPORTATION STUDY 2020 UNIFIED PLANNING WORK PROGRAM

I. INTRODUCTION

The Federal Aid Highway Act of 1962 promulgated the requirement that all urban areas of 50,000 or more population develop and maintain a comprehensive, cooperative, and continuing (3-C) transportation planning process. The process would establish a transportation plan and provide the procedure by which it would be maintained and revised on a continuing basis.

A. PURPOSE

The Unified Planning Work Program (UPWP) provides descriptive details for FY 2020 for The Laredo Urban Transportation Study, otherwise known as the Laredo Metropolitan Planning Organization (MPO). The UPWP serves as the document for identifying ways to carry out the continuing, cooperative and comprehensive transportation planning process for Laredo, Texas and portions of Webb County. An MPO is required to perform all planning tasks set forth in federal laws and regulations, many of which are conducted annually. However, some tasks require more than one year to complete and are carried forward from one UPWP to the next. To effectively identify all work tasks, the Laredo MPO prepares this UPWP with input from federal, state and local jurisdictions and transportation providers in the region.

The appendices contain the following:

- Appendix A: Transportation Policy Board Membership
- Appendix B: Metropolitan Area Boundary Map
- Appendix C: Debarment Certification
- Appendix D: Lobbying Certification
- Appendix E: Certification of Compliance
- Appendix F: Certification of Internal Ethics and Compliance

FAST Act Planning Factors

FAST Act contains ten broad planning areas that should be considered when developing plans and programs. The work tasks contained in the FY 2020 UPWP have considered the following ten areas, some more directly than others:

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

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7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation; and
10. Enhance travel and tourism.

Further, the work tasks consider the federal performance goals in the following seven areas:

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

B. DEFINITION OF AREA

The Laredo Metropolitan Area Boundary (MAB) includes the City of Laredo and portions of Webb County. (See Map, Appendix B.) The MAB was approved by the Governor in 2004. The Laredo urbanized area (as determined by the 2010 Census) surpassed 200,000 in population and was designated a Transportation Management Area (TMA) effective July 18th, 2012.

C. ORGANIZATION

The Laredo Metropolitan Planning Organization is governed by the Policy Committee established in accordance with adopted MPO Bylaws. The Policy Committee is the MPO body that holds review and decision-making authority over transportation planning efforts undertaken by the Laredo Urban Transportation Study, acting as the Metropolitan Planning Organization, and by the Texas Department of Transportation in the Laredo Metropolitan Area (See Appendix A). The Committee is chaired by the Mayor of the City of Laredo and includes as voting members: three members from the City of Laredo, City Council (including two members representing the City of Laredo, and one Councilman representing the Laredo Mass Transit Board), the Laredo TxDOT District Administrator, the Laredo TxDOT District Engineer, the Webb County Judge, and two Webb County Commissioners. The State Senator for District 21, the State Representative for District 80 and the State Representative for District 42 serve as non-voting, ex-officio members. The MPO Technical Committee responsibilities include professional and technical review of work programs, policy recommendations and transportation planning activities.

The Technical Committee includes:

<p><u>City Representatives:</u></p> <ul style="list-style-type: none"> • Laredo Planning Director (Chairperson) • The General Manager of the City Transit System • Laredo Director of Traffic Safety • Laredo Airport Director • Laredo City Engineer • Laredo Bridge Director 	<p><u>State Representatives:</u></p> <ul style="list-style-type: none"> • TxDOT Planning Representative (Vice-Chairperson) • TxDOT Planning Representative • TxDOT Area Engineer • TxDOT Transportation Planning and Programming Field Representative
<p><u>Federal representatives:</u></p>	<p><u>School system representatives</u></p>

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<ul style="list-style-type: none"> • FHWA Planning Representative (Austin) 	<ul style="list-style-type: none"> • A representative of the Laredo Independent School District • A representative of the United Independent School District • A representative of Texas A&M International University • A representative of Laredo Community College
<p><u>County and Regional Representatives:</u></p> <ul style="list-style-type: none"> • Webb County Planning Director • South Texas Development Council Regional Planning Director • The General Manager of the Rural Transit System • Webb County Engineer 	<p><u>Private Sector Representatives:</u></p> <ul style="list-style-type: none"> • A representative of the Kansas City Southern Railway Company • A representative of the Union Pacific Railroad Company • A representative of the Laredo Transportation Association • A Transportation Provider Representative who shall also serve on the Laredo Transportation Advisory Committee

The Title VI/EJ Working Group is comprised of 9 members, including representatives of the City of Laredo, the MPO, TxDOT, transit and the County Planning Department. The Group’s purpose is to assist the MPO in improving data collection, monitoring and analysis to ensure that transportation related programs and policies do not have a disproportionately high and adverse human health or environmental effects on minority and low-income populations. The City of Laredo staff providing service and support to the MPO include: the Planning Director, a planner, a GIS technician, a clerk, an accountant and others as may be required.

Metropolitan Planning Organization –

The Laredo MPO, in cooperation with the TxDOT, Webb County/City of Laredo Regional Mobility Authority (WC-CL RMA), mass transit operators, planning agencies and local governments is responsible for carrying out and maintaining the urban transportation planning process to include:

1. Cooperative decision-making, principally, by elected officials of local governments.
2. Unified Planning Work Program (UPWP),
3. Transportation Improvement Program (TIP),
4. Metropolitan Transportation Plan (MTP), and
5. Congestion Management Process (CMP).

The MPO also executes contracts and/or agreements necessary to carry out the work outlined in the UPWP. In addition, the MPO Develops and maintains transportation databases and analytical tools.

MPO staff has the following general responsibilities:

1. Provide staff support to the Transportation Policy Board (TPB), the Technical Advisory Committee (TAC), and committees of the Policy Board and TAC;
2. Review and report on items on the agenda(s) for the TPB, TAC, and appropriate committees;
3. Coordinate and perform the planning and data collection activities contained in the UPWP;
4. Prepare and submit an annual budget outlined in the UPWP for approval;
5. Receive and review all bills from consultants that the MPO has contracted with to perform work outlined in the UPWP;
6. Submit requests for reimbursement to the appropriate federal and/or state agencies for work performed according to the UPWP;
7. Prepare and submit grant applications for federal/other assistance in transportation planning, and related fields, as appropriate;
8. Prepare and submit the annual performance and expenditure report and annual project listing;

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9. Coordinate the activities for the development and maintenance of the Unified Planning Work Program, the long-range metropolitan transportation plan and the Transportation Improvement Program;
10. Refine and maintain a process for engaging the public in the transportation planning process;
11. Perform any other administrative duties as required by the Transportation Policy Board; and,
12. Ensure compliance with Title VI Civil Rights, Environmental Justice and other federal requirements related to CAMPO's operations, activities and programs.

D. PRIVATE SECTOR INVOLVEMENT

The private sector is encouraged to participate in the development of all transportation programs and plans including the TIP and MTP development. Staff also maintains and periodically updates a list of consultant firms that provide transportation planning services.

E. PLANNING ISSUES AND EMPHASIS

Planning Issues

Roadways and Livability - System capacity issues will pose a major challenge in light of expected population and freight movement growth levels. However, while investments are made in transportation infrastructure, the safety and livability of communities in the Laredo MPO should be considered.

- Population – The number of jobs and people in the Laredo MPO region are expected to grow by more than 50 percent over the next 25 years. Growth in the past has been accommodated mainly through sprawl. The City of Laredo recognizes that for many reasons this type of growth is unsustainable. In order to plan for future growth in the region—a considerable share of which is expected to occur through infill and redevelopment—a more efficient allocation of transportation resources should be considered. There is an increased desire for multi-modal transportation alternatives, but facilities for walking, biking, and other options are lacking.
- Freight – Recent projections indicate that the trade values of all outbound, inbound or internal types of freight movement are projected to be more than double than the current levels. Said growth will continue to add capacity burdens on the network.

Transit –Key issues facing the transit system in the upcoming years include: more customers, more service needs, and less funding.

- More customers – Population projections show a growing transit dependent population, especially in growth areas in south Laredo.
- More service needs – Recent ridership surveys revealed concerns regarding the frequency of service, slowness of buses, and the length of wait times. Increased bus frequency and longer service hours were suggested.
- Less funding – The 2010 census revealed that the Laredo region's population had surpassed 200,000 people which resulted in a decrease in federal and state operation funding assistance. Said decrease in outside funding makes it necessary to rely on more local funding sources.

In light of all of the above, careful and effective transportation planning and investment will be critical to providing for the area's future transportation needs while balancing the livability of communities.

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Emphasis Areas

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) in a memorandum to Metropolitan Planning Organizations, dated March 18, 2015, jointly issued Planning and Emphasis Areas (PEAs). The PEAs are topical areas in planning that FHWA and FTA want to emphasize as MPOs develop work task associated with PEAs in the UPWP. The PEAs include:

- **MAP-21 Implementation** - *Transition to Performance Based Planning and Programming.* Performance based planning and programming includes using transportation performance measures, setting targets, reporting performance, and programming transportation investments directed toward the achievement of transportation system performance outcomes. Relevant UPWP work tasks include working with local planning partners to identify ways to implement performance-based planning provisions such as collecting performance data, selecting and reporting performance targets for metropolitan areas, and reporting actual system performance related to those targets. The Laredo MPO uses scenario planning through the Travel Demand Model process to develop the Laredo Metropolitan Transportation Plan.
- **Regional Models of Cooperation**- *Ensure a Regional Approach to Transportation Planning by Promoting Cooperation and Coordination across Transit Agency, MPO, and State Boundaries*- The Laredo MPO will continue to work with its planning partners to improve the effectiveness of transportation decision-making by thinking beyond traditional borders and adopting a coordinated approach to transportation planning. A coordinated approach supports common goals and capitalizes on opportunities related to project delivery, congestion management, safety, freight, livability, and commerce across boundaries. Improved multi-jurisdictional coordination between the Laredo MPO, TxDOT, El Metro, area providers of public transportation, and the Regional Mobility Authority (RMA) can reduce project delivery times and enhance the efficient use of resources. The Laredo MPO will periodically revisit its metropolitan area planning agreements to ensure that there are effective processes for cross-jurisdictional communication between TxDOT, the Laredo MPO and local area transit providers to improve collaboration, policy implementation, technology use, and performance management.
- **Ladders of Opportunity:** Access to essential services – The Laredo MPO will continue to work with TxDOT, and the local area transit providers, as part of the transportation planning process to identify transportation connectivity gaps in accessing essential services. Essential services include employment, health care, school/education, and recreation. At the behest of the local transit provider, the Laredo MPO UPWP routinely includes the development of transit related studies, including the development of a five-year plan, a bus/rapid transit feasibility study, and a paratransit and Americans with Disability Act compliance study. The Laredo MPO will also periodically evaluate the effectiveness of its public participation plan for engaging transportation-disadvantaged communities in the transportation decision making process. The Laredo MPO also works with its planning partners to assess the need and availability of pedestrian and bicycle facilities in the study area.

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II. TASK 1.0 – ADMINISTRATION & MANAGEMENT

A. OBJECTIVE

To accomplish, on a continuing basis, the plans and programs necessary to administer federal transportation planning requirements and maintain the transportation planning process in and for the Laredo Metropolitan Planning Organization's planning area.

B. EXPECTED PRODUCTS

The operation of the Metropolitan Planning Organization including the following:

1. The updating of existing and the completion of new plans, studies, and reports.
2. Fulfillment of planning objectives.
3. Compliance with state and federal requirements.
4. Continuation of a proactive public involvement process.

C. PREVIOUS WORK

Both the Technical and Policy Committee meetings held on an ongoing basis to make appropriate revisions to documents and approve programs. Staff conducted public meetings as required by FHWA, FTA, the State and local government in the development of transportation planning documents, and reports. Staff attended various meetings, and workshops, and made presentations at public meetings.

D. SUBTASKS

- 1.1 Regional Planning and Administration: This includes program administration, record keeping, and monitoring completion of UPWP projects, audit, preparation of reports, interagency coordination, facilitating citizen participation, and preparation of meeting minutes. In addition, staff will be hired, trained, and developed to complete regional plans, studies, and reports. (Routine work effort – carried over from previous year).

In previous years the MPO staff has consisted of 2 positions, requiring staff to limit their role to administration and primarily utilize consultants for all planning activities. Moving forward, the Laredo MPO will increase the number of staff to better accomplish tasks of the MPO. This will allow MPO staff to lead the planning effort. Doing so will not only allow for cost savings and time savings (over hiring consultants), but will lead to better planning outcomes where expertise is maintained in-house. The Laredo MPO will seek to add the following staff in FY 19-20:

- GIS Planner
- Transportation Planner
- Active Transportation Planner
- Regional Planner
- Administrative Support Staff

- 1.2 Travel, training, equipment, and supplies. This activity supports staff development in the technical activities associated with the transportation planning process through travel to and attendance at appropriate conferences, courses, seminars, and workshops. All computer hardware, software and equipment expenditures of Federal Planning funds over \$5, 000 will receive prior approval from FHWA. All out of State travel will receive prior approval from

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TxDOT (TPP). Expenditures in this category may be higher in FY 2020 due to the need to increase staff and staff training/ resources. (Routine work effort)

E. FUNDING & PARTICIPATION SUMMARY

Task 1.0 - FY 20

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹	FTA Sect. 5307	Local	Total
1.1	LUTS	420,000	0	0	420,000
1.2	LUTS	80,000	0	0	80,000
TOTAL		500,000	0	0	500,000

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

III. TASK 2.0 - DATA DEVELOPMENT AND MAINTENANCE

A. OBJECTIVE

Provide updated information, demographic data and analysis to support the Metropolitan Planning Organization's planning efforts.

B. EXPECTED PRODUCTS

The expected products include an updated MPO website with online data/map viewer and updated demographic data. In addition, data and mapping support will be provided for MPO plans, studies, and reports.

C. PREVIOUS WORK

The MPO website was continually updated to provide access to meeting agendas, packets, and publications as they became available. Project maps were developed, retrieved and or printed as new projects were approved or considered. The Travel Demand Data Development Project and the 2015-2040 MTP project were completed. The Demographic Data Development Project (also identified as the 2013-2045 Travel Demand Model Update Project) was also completed. Staff continued to work with TxDOT and Texas Transportation Institute representatives in the development of the 2013-2045 Travel Demand Model to be used in the development of the 2020-2045 MTP.

D. SUBTASKS

- 2.1 General Data Administration: This subtask allows for planning and administrative activities related to data development, maintenance, procurement, and contract management for the developing related performance measures and the following activities: (To be conducted as routine work effort or by consultant if needed)

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A. General GIS: Specific activities will include reviewing and providing direction on the development and dissemination of geospatial databases on residential and commercial growth and transportation data; mapping databases supporting Laredo MPO programs; maintenance of the demographic and modeling databases of the MPO; develop and maintain the interactive web viewer for sharing GIS data on growth and projects; develop maps and materials for work group and public meetings; support MPO staff in the creation of plans, studies, and reports. (Routine work effort)

B. Demographic Forecasting: Create a database of population and demographic statistics for the Laredo MPO and develop projections to be utilized for the MPO planning effort. (Routine work effort)

C. Travel Demand Modeling: Coordinate with TxDOT on development and maintenance of updated travel demand models to be used for the TIP and other plans; refinements of in-house modeling capabilities; and regular updates of computer hardware, software, and necessary peripherals for supporting the demographic forecasting and travel demand modeling activities. (Routine work effort)

D. Environmental Analysis: This subtask includes facilitating planning and environmental linkages by participating in NEPA related studies and Planning and Environmental Linkages (PEL) studies, monitoring and evaluating the effect of Laredo MPO plans and programs on the environment, identifying potential mitigation activities and locations where they might occur, coordinating outreach with resource agencies and working groups, developing and updating GIS analyses using GISST, and other relevant data. This subtask also includes the effort to support environmental justice to assess the possible disproportionate impact of proposed infrastructure on vulnerable populations. (Routine work effort)

E. FUNDING & PARTICIPATION SUMMARY

Task 2.0 – FY 20

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹	FTA Sect. 5307	Local	Total
2.1	LUTS	100,000	0	0	100,000
TOTAL		100,000	0	0	100,000

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

IV. TASK 3.0 - SHORT RANGE PLANNING

A. OBJECTIVE

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To complete those activities associated with short-range planning and implementation of projects that will be undertaken within the next five years.

B. EXPECTED PRODUCTS

Short range planning activities will result in strategies that will support those planning policies needed to preserve the continuing flow of traffic. The MPO will develop and/or revise as necessary the UPWP, the TIP, the MPO By-Laws, the Limited English Proficiency Plan (LEP), Title VI documentation and the Public Participation Plan. Staff will continue to address the recommendations resulting from the formal certification review conducted in 2016. The MPO also anticipates continued participation in the regional service planning process, as well as, any activity associated with FTA's 5310 Senior's with Disabilities Program or 5339 - Bus and Bus Facilities Program.

C. PREVIOUS WORK

Staff assisted in the development and continued revision of the 2017-2020 TIP, the 2015- 2018 TIP, and the 2017 and 2018 UPWPs. In June of 2016, the Office of Civil Rights notified MPO Staff the Laredo MPO had demonstrated good faith efforts in meeting the requirements of the Title VI review. Staff developed a Limited English Proficiency Plan which was adopted and implemented in accordance with federal and state guidelines. A 2018 call for TAP projects was initiated in March of 2018. The Transit Bus Shelter reconstruction and rehabilitation project was selected for the allocation of \$200,000 in TAP funds.

D. SUBTASKS

- 3.1 General Administration – This subtask allows for MPO staff support for administrative activities related to short range planning, including the development and management of agency contracts; procurement, development and management of consultant contracts for projects in Task 3; and the review and processing of monthly billings for work related to Task 3. Specific activities will include, but are not limited to the update of TIP/UPWP/By-Laws/PPP/LEP/Title VI– assisting in the development and/or revision of the Transportation Improvement Program (TIP), UPWP, By-Laws, the Public Participation Plan, the Limited English Proficiency Plan, and Title VI documents. This subtask also includes public outreach activities such as video production, developing website information, writing articles, developing other printed materials, and public meeting facilitation as needed. (Routine work effort)
- 3.2 MPO Certification Prep Project – Objective: All current MPO Policies, Plans, Programs, Procedures, and Agreements, including the MPO's internal ethics program, will be reviewed and amended if necessary, in order to comply with all requirements pertaining to a TMA under FAST ACT. The MPO's internal ethics program will be reviewed and amended, if necessary, to achieve compliance with the all federal requirements, as well as, and the requirements of 43 TAC § 31.39 "Required Internal Ethics and Compliance Program" and 43 TAC § 10.51 "Internal Ethics and Compliance Program" as may be revised or superseded. The Certification Notebook addressing the TIP, MTP, UPWP, and other planning issues will be updated in preparation of the Desk Audit. Expected Outcome- All MPO Policies, Plans, Programs, Procedures, and Agreements in full compliance with the FAST Act's requirements for TMAs, including but not limited to the applicable internal ethics program policy requirements, and the production of the Certification

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Notebook in preparation of precertification and certification. Certification Review is tentatively scheduled for the summer of 2020. (To be conducted as routine work effort or by consultant if needed)

E. FUNDING & PARTICIPATION SUMMARY

Task 3.0 - FY 20

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹	FTA Sect. 5307	Local	Total
3.1	LUTS	10,000	0	0	10,000
3.2	LUTS	80,000	0	0	80,000
TOTAL		90,000	0	0	90,000

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

V. TASK 4.0 – METROPOLITAN TRANSPORTATION PLAN / LONG RANGE PLAN

A. OBJECTIVE

To continue study and analysis of projects and data for long-range planning elements and long-range project studies. Includes activities associated with publishing or updating the Metropolitan Transportation Plan, formerly called the Long Range Plan.

B. EXPECTED PRODUCTS

Staff expects to assist in the continual revision of the existing Metropolitan Transportation Plan (MTP) as well as the development of the updated plan to conform to state and federal requirements, particularly those of the FAST Act.

C. PREVIOUS WORK

Staff assisted in the continuous revision of the 2015-2040 Laredo Metropolitan Transportation Plan.

D. SUBTASKS

- 4.1 2020-2045 Laredo Metropolitan Transportation Plan (MTP) and FAST Act Compliance Project
The current 2015-2040 MTP and TIP will be reviewed and amended in order to comply with the Fixing America's Surface Transportation (FAST) Act requirements. Specifically, the review and amendments will address and achieve conformity with all FAST Act requirements. The existing MTP will also be updated to conform to state and federal requirements. This includes an evaluation of the existing transportation system, public transportation, environmental conditions and transportation needs and developing a financially constrained implementation plan. The project will include a land use and socioeconomic conditions and forecast element. (To be conducted as routine work effort or by consultant if needed)

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- 4.2 Bicycle & Pedestrian Master Plan - Develop a plan for creating an environment conducive for walking or bicycling as a mode choice, as well as providing for recreational opportunities for walking or cycling in order to encourage a healthy lifestyle. It is intended that Staff will primarily be responsible for completing the plan but consultants may be utilized to provide additional technical assistance to complete the plan as necessary. (To be conducted as routine work effort or by consultant if needed)

E. FUNDING & PARTICIPATION SUMMARY

Task 4.0 - FY 20

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹	FTA Sect. 5307	Local	Total
4.1	LUTS	50,000	0	0	50,000
4.2	LUTS	50,000	0	0	50,000
TOTAL		100,000			100,000

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

VI. TASK 5.0 - SPECIAL STUDIES

A. OBJECTIVE

To further the goals and objectives of the transportation planning process through special studies undertaken by MPO staff or consultants in support of existing or projected local needs. To maintain the transportation management systems required by federal and state regulations, to assist decision-makers in selecting cost-effective strategies to improve the efficiency and safety of and protect the investment systems.

B. EXPECTED PRODUCTS

These are specific studies and projects that address special problem areas or help promote and support transportation related topics.

C. PREVIOUS WORK

In FY 15, the 2015-2040 MTP, the TMA Certification Project, and the Congestion and Delay Study were completed. The Congestion Management Process (CMP) network and performance measures were adopted, and the Rail Road Quiet Zone study was completed. The Transit Plan Update of 2016, the transit Asset Management Plan of 2016 and a review and analysis of the transit marketing plan were all completed. In coordination with FHWA and TTI, the MPO conducted Bicycle and Pedestrian workshops in December of 2016, and June of 2017. 2015 Quiet Zone Study Update project which was initiated in 2017 and completed in January of 2019.

D. SUBTASKS

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- 5.1 Long Range Freight Mobility Plan – Objective: This study will evaluate freight movement in the study in order to: identify freight mobility needs and challenges, develop goals and objectives to improve goods movement, evaluate the impact of freight movement on the regional economy, identify freight transportation facilities and investments necessary for economic growth, define freight policies and programs, and provide recommendations for short, mid-range and long term recommendations for infrastructure improvements. Expected This study that will serve as an investment guide for freight mobility improvements in the region. It is intended that Staff will primarily be responsible for completing the plan but consultants may be utilized to provide additional technical assistance to complete the plan. (To be conducted as routine work effort or by consultant if needed)
- 5.2 Downtown Traffic Study- Objective: This study will evaluate the on and off-system network, in the Laredo downtown area, in order to develop recommendations for signalization, bike lane, pedestrian, transit, parking, sidewalk, and roadway configuration and directional improvements. Expected: The study is intended to provide a prioritized listing of short, midrange and long term improvements, including estimated project costs and possible funding sources, designed to reduce congestion, improve mobility, increase safety, enhance walkability, and encourage the use of bicycles as a mode choice.

E. FUNDING & PARTICIPATION SUMMARY

Task 5.0 - FY 20

Subtask	Responsible Agency	Transportation Planning Funds (TPF) ¹	FTA Sect. 5307	Local	Total
5.1	LUTS	100,000	0	0	100,000
5.2	LUTS	200,000	0	0	200,000
TOTAL		300,000	0	0	300,000

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

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LAREDO URBAN TRANSPORTATION STUDY— FY 20

UPWP Task	Description	TPF ¹ Funds	FTA Sect. 5307	Local	Total Funds
1.0	Management & Administration	500,000	0	0	500,000
2.0	Data Development and Maintenance	100,000	0	0	100,000
3.0	Short Range Planning	90,000	0	0	90,000
4.0	MTP / Long Range Plan	100,000	0	0	100,000
5.0	Special Studies	300,000	0	0	300,000
TOTAL		1,090,000	0	0	1,090,000

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

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Combined Transportation Planning Funds ²	\$ 500,522
Estimated Unexpended Carryover	<u>\$ 589,478</u>
TOTAL TPF	\$ 1,090,000

² Estimate based on prior years authorizations

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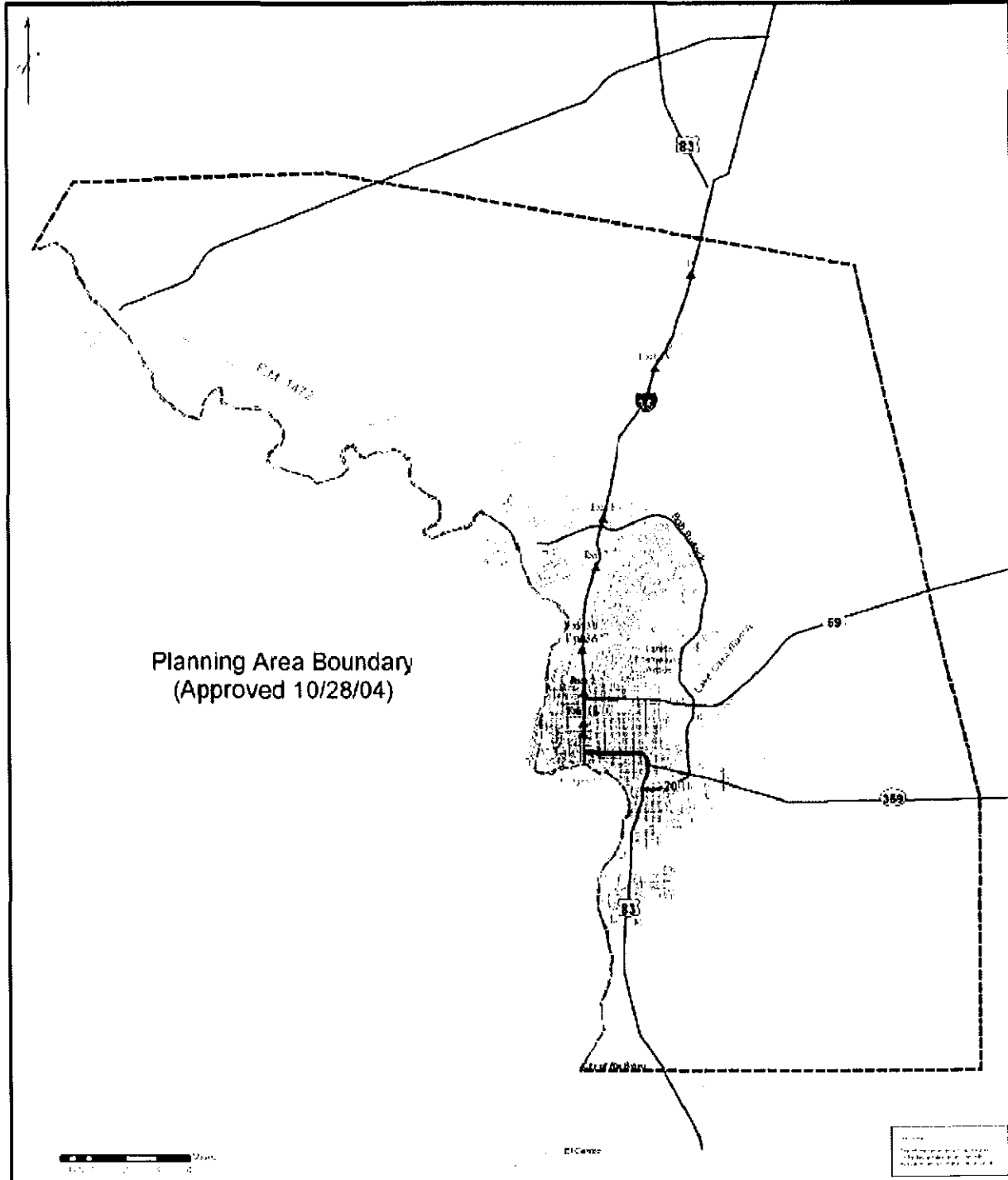
VII. APPENDICES

APPENDIX A - POLICY COMMITTEE

Honorable Pete Saenz	Mayor	City of Laredo
Honorable George Altgelt	City Councilmember	City of Laredo
Honorable Nelly Vielma	City Councilmember	City of Laredo
Honorable Roberto Balli	City Councilmember	Laredo Mass Transit Board
Honorable Tano Tijerina	Webb County Judge	Webb County
Honorable John Galo	Webb County Commissioner	Webb County
Honorable Jesse Gonzalez	Webb County Commissioner	Webb County
VACANT	TxDOT District Administrator	TxDOT
Mr. David Salazar P.E.	TxDOT District Engineer	TxDOT
Ex-Officio		
Honorable Judith Zaffirini	Senator - District 21	State of Texas
Honorable Richard Raymond	Representative - District 42	State of Texas
Honorable Tracy O. King	Representative- District 80	State of Texas

APPENDIX B -METROPOLITAN AREA BOUNDARY MAP

Laredo Metropolitan Planning Organization



APPENDIX C - DEBARMENT CERTIFICATION

NEGOTIATED CONTRACTS

- 1) The Laredo Urban Transportation Study (LUTS), as Contractor, certifies to the best of its knowledge and belief, that it and its principals:
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency;
 - b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public* transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity * with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and
 - d. Have not within a three-year period preceding this application/proposal had one or more public transactions* terminated for cause or default.

- 2) Where the **Contractor** is unable to certify to any of the statements in this certification, such **Contractor** shall attach an explanation to this certification.

* Federal, State, or Local


Chairperson, MPO Policy Committee
Mayor City of Laredo

08/19/19
Date

2020 UPWP

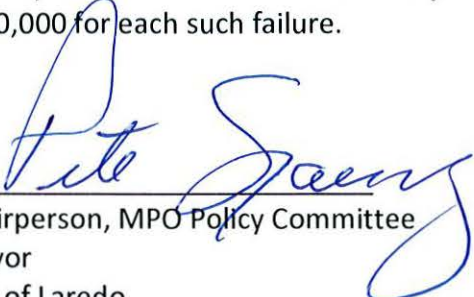
APPENDIX D - LOBBYING CERTIFICATION

CERTIFICATION FOR CONTRACTS, GRANTS,
LOANS AND COOPERATIVE AGREEMENTS

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

- 1) No federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- 2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- 3) The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclosure accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.



Chairperson, MPO Policy Committee
Mayor
City of Laredo

08/19/19

Date

APPENDIX E - CERTIFICATION OF COMPLIANCE

I, Pete Saenz, Chairperson of the Laredo Urban Transportation Study, a duly authorized representative of the Laredo Metropolitan Planning Organization (MPO), do hereby certify that the contract and procurement procedures that are in effect and used by the forenamed MPO are in compliance with 2 CFR 200, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," as it may be revised or superseded.

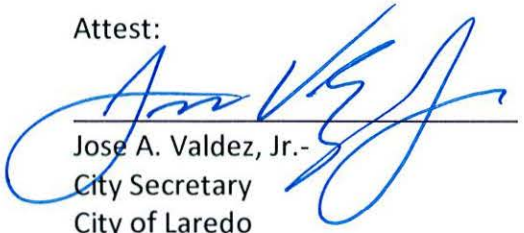


Chairperson, MPO Policy Committee
Mayor
City of Laredo

08/19/19

Date

Attest:



Jose A. Valdez, Jr.-
City Secretary
City of Laredo



APPENDIX F - CERTIFICATION OF INTERNAL ETHICS AND COMPLIANCE PROGRAM

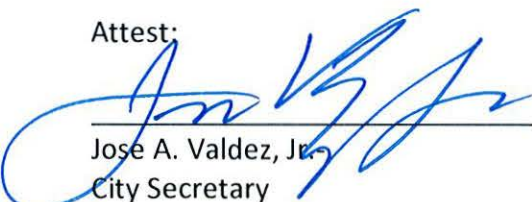
I, **Pete Saenz**, Chairperson of the Laredo Urban Transportation Study, a duly authorized officer/representative of the Laredo Metropolitan Planning Organization (MPO) do hereby certify that the forenamed MPO has adopted and does enforce an internal ethics and compliance program that is designed to detect and prevent violations of law, including regulations and ethical standards applicable to this entity or its officers or employees and that the internal ethics and compliance program satisfies the requirements of by 43 TAC § 31.39 "Required Internal Ethics and Compliance Program" and 43 TAC § 10.51 "Internal Ethics and Compliance Program" as may be revised or superseded.



Chairperson, MPO Policy Committee
Mayor
City of Laredo



Date

Attest:


Jose A. Valdez, Jr.
City Secretary
City of Laredo



From: Sara Garza <Sara.Garza@txdot.gov>
Sent: Wednesday, July 24, 2019 10:44 AM
To: James Kirby Snideman
Cc: Vanessa Guerra; Angelica Quijano
Subject: RE: Review of your Laredo UPWP FY 2020 Review

Ok thanks!!

From: James Kirby Snideman [<mailto:jksnideman@ci.laredo.tx.us>]
Sent: Wednesday, July 24, 2019 10:14 AM
To: Sara Garza
Cc: Vanessa Guerra; Angelica Quijano
Subject: RE: Review of your Laredo UPWP FY 2020 Review

This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Sara,

Thanks we'll review these edits and make the appropriate changes.

Thanks,
Kirby

J. Kirby Snideman, AICP - Planning & MPO Director
(956) 794-1601 - jksnideman@ci.laredo.tx.us

City of Laredo Planning Department
1120 San Bernardo Ave #2
Laredo, Texas 78040



From: Sara Garza [<mailto:Sara.Garza@txdot.gov>]
Sent: Wednesday, July 24, 2019 9:56 AM
To: James Kirby Snideman
Cc: Vanessa Guerra ; Angelica Quijano
Subject: Review of your Laredo UPWP FY 2020 Review

I am reviewing the draft of the UPWP you provided in the packet for the MPO. I am verifying you used the template provided.

Page 8 shows TASK 1.0 as Management & Administration but the template has Administration & Management. If you could please change that.

The previous UPWP is more detailed on the 7 performance goals . And also addresses the transportation goal areas. (just an FYI)

D. SUBTASKS

1.1 2ND paragraph In previous years the MPO staff is missing the letter h **has** consisted instead of as consisted

1.2 All computer hardware, software and equipment expenditures of Federal Planning funds over \$5, 000 will receive prior approval from FHWA. All out of State travel will receive prior approval from TxDOT (TPP)

You can list any out of State Trainings by name for example AMPO, etc so that when you do request an out of state travel it is mentioned in your UPWP and that has already been approved. Makes it easier to process.

TASK 2 – You are creating tasks 2.1-2.5. You must have budget figures under each one of them. Not just under 2.1

TASK # Short Range Planning

Under C. Previous Work

Staff issued a 2017 call for projects was the previous year. I would take that out. I would just mention what you did last year. the transit bus I believe was the only one. The other happened in March of 2018 which was FY 2018. The other 2 were from previous fiscal years. (please check, I could be wrong)

TASK 4- Should read based on the template METROPOLITAN TRANSPORTATION PLAN / LONG RANGE PLAN

TASK 5 - Previous UPWP listed 3 Studies – Quite Zone , Bicycle Master Plan and Long Range Mobility Plan- Have those been completed? This year you are only putting 5.1 for Long Range Freight Mobility Plan

The Table shows 5.2 100,000. Should it not be 5.1?

Please review the forms. Funding & Participation Summary show FY 19 Should be FY 2020 Page 9, 10,12,13, 14 & page 15

Page 15 Table should read 1.0 Administration & Management

4.0 Metropolitan Transportation Plan

The amount on 3.0 should be 90,000 not 60,000 (typo error)

Let me know if you have any questions. Thanks!

RESOLUTION NO. MPO 2019-05


BY THE LAREDO URBAN TRANSPORTATION STUDY
METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE

ADOPTING THE 2020 UNIFIED PLANNING WORK PROGRAM (UPWP)

WHEREAS, the Laredo Urban Transportation Study (LUTS), the designated Metropolitan Planning Organization (MPO), for the Laredo Urbanized Area wishes to adopt the 2020 Unified Planning Work Program (UPWP); and,


WHEREAS, the Laredo Urban Transportation Study finds that the 2020 Unified Planning Work Program (UPWP) meets federal and state requirements, and meets the transportation planning needs of the Laredo Metropolitan Area;

NOW THEREFORE BE IT RESOLVED, that the Laredo Urban Transportation Study, as the designated Metropolitan Planning Organization for the Laredo Urban Area, adopts the 2020 Unified Planning Work Program (UPWP), which is attached hereto and made a part hereof for all purpose on this the 19th day of August, 2019


Honorable Pete Saenz
Mayor of Laredo and Chairperson of the
LUTS Transportation Planning Committee

We certify that the above resolution was adopted at a public meeting of the Policy Committee of the Laredo Urban Transportation Study.


J. Kirby Snideman
MPO Director


David M. Salazar, P.E.
TxDOT District Engineer