



FY 2017

UNIFIED PLANNING  
WORK PROGRAM

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HARLINGEN-SAN BENITO  
URBAN TRANSPORTATION STUDY

Transportation Policy Committee Adopted on: July 13, 2016

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# FY 2017 UPWP

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# FY 2017 UPWP

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## I. INTRODUCTION

The Federal Aid Highway Act of 1962 formed a federal directive for urban transportation planning in the United States. The 1962 Act, joined together with the encouragement of 90 percent federal funding for interstate highway projects, brought about urban transportation planning to rapidly spread throughout the United States. Over the years, the federal government has attached requirements to its financial assistance.

The implementation of the 1962 Act by the Bureau of Public Roads (BPR) deciphered and created the Act's requirements related to a comprehensive, cooperative, and continuing (3-Cs) transportation planning process. The process would establish a transportation plan and provide the procedures by which it would be maintained and revised on a continuing basis. To accomplish this process in the Harlingen-San Benito urbanized area, in an agreement in 1988 between the City of Harlingen and the Office of the Governor established the Metropolitan Planning Organization for the Harlingen-San Benito Urbanized Area. In this capacity, HSBMPO as a forum for cooperative decision-making by principal elected officials of general purpose local governments bore the responsibility for the maintenance of the urban transportation planning process.

In September 1975, the United States Department of Transportation (USDOT) disseminated rules to govern the transportation planning process, and the joint certification of the process by the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA). From a planning point of view, the most important facet has been the requirement that transportation projects in urbanized areas of 50,000 or more in population be based on an urban transportation planning process. It was this joint regulation that created metropolitan planning organizations. It called for the development of a Unified Planning Work Program (UPWP), Metropolitan Transportation Plan (MTP), and Transportation Improvement Program (TIP) to establish a multi-year framework in which transportation planning would be accomplished. (23 CFR Part 420 and 23 CFR Part 450 308)The Unified Planning Work Program serves as the structure within which the transportation planning activities would be programmed and monitored.

In 1991, with the passage of the Intermodal Surface Transportation Efficiency Act (ISTEA), the Mop's roles and responsibilities changed significantly. In June of 1998, the Transportation Equity Act for the 21<sup>st</sup> Century, (TEA-21), was created. The TEA-21 served to further expand the role of the MPO in the planning process.

To further build upon this, in August of 2005, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), also known as Public Law 109-159, was ratified and signed by the President. This law authorizes federal

surface transportation programs for highways, highway safety, and transit. SAFETEA-LU addresses the numerous challenges that face our transportation system today – challenges such as improving safety, reducing traffic congestion, improving efficiency in freight movement, increasing intermodal connectivity, and protecting the environment – as well as laying the groundwork for addressing future challenges.

On July 6, 2012, President Obama signed into law P.L. 112-141, the Moving Ahead for Progress in the 21st Century Act (MAP-21). Funding surface transportation programs at over \$105 billion for fiscal years (FY) 2013 and 2014, MAP-21 is the first long-term highway authorization enacted since 2005. MAP-21 represents a milestone for the U.S. economy – it provides needed funds and, more importantly, it transforms the policy and programmatic framework for investments to guide the growth and development of the country's vital transportation infrastructure.

## **Current Legislation & Guidance**

### **Fixing America's Surface Transportation Act (FAST Act)**

On December 4, 2015, President Obama signed the Fixing America's Surface Transportation (FAST) Act (Pub. L. No. 114-94) into law—the first federal law in over a decade to provide long-term funding certainty for surface transportation infrastructure planning and investment. The FAST Act authorizes \$305 billion over fiscal years 2016 through 2020 for highway, highway and motor vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, and research, technology, and statistics programs. The FAST Act maintains focus on safety, keeps intact the established structure of the various highway-related programs we manage, continues efforts to streamline project delivery and, for the first time, provides a dedicated source of federal dollars for freight projects. With the enactment of the FAST Act, states and local governments are now moving forward with critical transportation projects with the confidence that they will have a federal partner over the long term.

FAST Act creates a streamlined, performance-based, and multimodal program to address the many challenges facing the U.S. transportation system. These challenges include improving safety, maintaining infrastructure condition, reducing traffic congestion, improving efficiency of the system and freight movement, protecting the environment, and reducing delays in project delivery.

FAST Act builds on and refines many of the highway, transit, bike, and pedestrian programs and policies established in 1991. This summary reviews the policies and programs administered by the Federal Highway Administration. The Department will continue to make progress on transportation options, which it has focused on in the past three years, working closely with stakeholders to ensure that local communities are able to build multimodal, sustainable projects ranging from passenger rail and transit to bicycle and pedestrian paths.

In the FAST Act, the metropolitan and statewide transportation planning processes are continued and enhanced to incorporate performance goals, measures, and targets into the process of identifying needed transportation improvements and project selection. Public involvement remains a hallmark of the planning process.

## **A.Purpose**

This document is the FY 2017 Unified Planning Work Program (UPWP) for the Harlingen - San Benito Metropolitan Planning Organization. It illustrates the activities to be achieved during the period of October 1, 2016 through September 30, 2017, the funding requirements, and the agencies responsible for accomplishing the indicated tasks.

This document is divided into four sections. The first section portrays the background and history of transportation planning in our area and the physical planning area within which planning activities will be focused. The second section describes, concisely, the organizational structure of the transportation planning process and the functional responsibilities of the planning agencies involved. The third section offers a summary of the private sector involvement including the involvement of the general public and other affected constituencies. The fourth section details the work activities that the Harlingen-San Benito MPO will be performing in FY 2017.

Citizens' involvement is vital to the success of transportation planning. The goal of the Harlingen – San Benito MPO's Public Involvement Efforts is to have a well-informed public that contributes to planning decisions in an important way. The methods, in which to make the information available to the public, to the maximum extent practicable include: accessible public meetings, the use of visualization techniques and having the information electronically accessible. Public meetings are to be conducted in areas with high concentration of low-income and elderly population and other minorities. Citizens are informed of the HSBMPO plans and activities through public notices, advertisements, and press releases.

In addition, the HSBMPO's web-site provides up to date information regarding the HSBMPO activities. The HSBMPO's Newsletter is emailed to interested public and organizations. Citizens are also informed and encouraged to attend the monthly meetings of the Transportation Policy Committee (TPC) and the Technical Advisory Committee (TAC).

Ten (10) broad planning areas have been identified in federal law. The work tasks contained in FY 2017 UPWP have considered the following ten (10) 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 the accessibility and mobility of people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and Local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

Further, the work tasks consider the federal performance goals in the following seven (7) areas:

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

#### Regional Models of Cooperation and Ladders of Opportunity

The HSBMPO will strive to improve the effectiveness of transportation decision making by working with regional partners to think beyond traditional borders and adopt a coordinated approach to transportation planning that support common goals and capitalizes on opportunities related to project delivery, congestion management, safety, freight, livability, and commerce across boundaries. Improved multi-jurisdictional coordination promises to reduce project delivery time and enhance the efficient use of resources. Enhance multi-jurisdictional communication will collaboration, policy implementation, technology usage, and performance management. Through the transportation planning process, HSBMPO will work with regional partners to identify connectivity gaps in accessing essential services, including employment, health care, school/education, and recreation.

The appendices contain the following information:

- Appendix A: HSBMPO Transportation Policy Committee and  
Technical Advisory Committee Membership
- Appendix B: Metropolitan Area Boundary Map
- Appendix C: Debarment Certification
- Appendix D: Lobbying Certification

## **B. Definition of Area**

The Harlingen-San Benito MPO, established in 1988, serves as the formal transportation planning body for the Harlingen metropolitan area and is located in the heart of the Rio Grande Valley in South Texas and along the Texas/Tamaulipas border with Mexico. The Harlingen-San Benito Metropolitan Planning Organization is the MPO for Northeastern Cameron County and its member municipalities consist of the City of Harlingen, City of San Benito, City of La Feria, Town of Primera, Town of Combes, Town of Los Indios, City of Palm Valley, City of Rio Hondo, City of Santa Rosa, City of Mercedes and the unincorporated parts of Cameron County within Precinct 3 and 4. In 2010, the Harlingen-San Benito MPO study area had a total population of 160,729 of which 135,663 of the population resided within the Harlingen Urbanized area. Based on the 2010 US Census data, the Harlingen urbanized area has grown and expanded 1.29 square miles into Hidalgo County and 12.04 square miles into Brownsville MPO and Brownsville City Limits/ETJ. The growth trend continues in the region and the MPO is projecting for the Harlingen Urbanized area population to increase to approximately 163,299 by 2020.

Appendix B-Map 1 illustrates the current MPO study area which encompasses 346.12 square miles and the following boundaries were last revised on July 25, 2013.

Also note that currently the MPO is working out an agreement with Brownsville MPO as it relates to the Harlingen Urbanized area that will remain within the Brownsville MPO and the area that the Harlingen-San Benito MPO will expand into and the MPO boundary area maps will be updated accordingly as soon as the mentioned agreement is accepted and signed by both MPOs.

## **C. Organization**

The Harlingen-San Benito MPO consists of two (2) components that oversee the planning and distribution of federal transportation dollars within a defined area. The two (2) components are the following:

Transportation Policy Committee (TPC)—This is the decision-making committee of the MPO that consists of elected officials that represent all of the participating government entities and agencies in the MPO study area. The following entities/municipalities are represented by their respective elected officials: City of Harlingen, City of San Benito, City of La Feria, Town of Primera, Town of Combes, Town of Los Indios, City of Palm Valley, City of Rio Hondo, City of Santa Rosa, City of Mercedes, and Cameron County within Precinct 3 and 4, and Texas Department of Transportation (TxDOT).

The Transportation Policy Committee (TPC) is responsible for giving the MPO overall transportation policy guidance in the transportation and programming process. Policy

actions are made by the TPC in reference to current transportation issues and policy actions are made in reference to transportation documents/plans. The Transportation Policy Committee has the following responsibilities:

1. Provide direction to support the regional transportation planning process.
2. Certify the coordination, comprehensiveness, and continuity of the regional transportation planning process.
3. Develop the Unified Planning Work Program, the Transportation Improvement Program, and the Metropolitan Transportation Plan (Long Range Transportation Plan) in accordance with federal regulations and statutes.
4. Review the limits of the MPO Study Area and make appropriate revisions.
5. Authorize transit planning technical assistance to transit operating agencies at their request.
6. Identify the kinds of consultant projects eligible for federal transportation funding.

The Transportation Policy Committee shall consider the recommendation of the Technical Advisory Committee on any plan or project to be discussed.

Technical Advisory Committee (TAC) & MPO Staff shall be a group of local municipal and county government representatives appointed by the Transportation Policy Committee to investigate, research, and report all issues charged to them for the Transportation Policy Committee's consideration in developing regional transportation planning process. The Technical Advisory Committee has the following responsibilities:

1. Assist the Transportation Policy Committee with technical tasks associated with developing the Unified Planning Work Program (UPWP) and recommend its adoption by the Transportation Policy Committee.
2. Review transportation related studies within the Harlingen-San Benito Metropolitan Planning Area and make recommendations to the Transportation Policy Committee and other agencies.
3. Provide technical support in the preparation of the Metropolitan Transportation Plan (MTP) and recommend its adoption by the Transportation Policy Committee.
4. Review the Transportation Improvement Program (TIP) and other high priority projects and recommend its adoption by the Transportation Policy Committee.
5. Advise the Transportation Policy Committee on technical matters and, if specifically authorized by the Transportation Policy Committee, on the policy matter with accompanying recommendations and supporting rationale.

In addition, the **Harlingen-San Benito MPO staff** shall provide continuous technical support to the transportation planning programs and is tasked with establishing an impartial setting for effective decision making, providing technical information to the Transportation Policy Committee and other co/sub committees, developing documents required by the federal government, and involving the public in the decision-making process.



A list of the committee members may be found in Appendix A and the duties and responsibilities may be found in the Harlingen-San Benito MPO Bylaws and Operating Procedures, which were adopted March 10, 1994 and last revised and approved by the Transportation Policy Committee (TPC) on April 9, 2011.

#### **D. Private Sector Involvement**

The HSBMPO is focused on performing all of the FY 2017 UPWP subtasks utilizing our own staff and with the assistance from area entities and the private sector. However, depending upon the availability of local resources and federal funding availability, the HSBMPO may seek to secure professional services such as the HSBMPO Area Corridor Studies. The private sector is composed of developers and consultants and plays a most important role in land use development within the MAB and in the construction of the transportation infrastructure. The Harlingen - San Benito MPO recognizes this role and promotes the private sector involvement in the HSBMPO projects and programs. The Harlingen - San Benito MPO approaches private sector contributions in two principal ways. First, it encourages private sector participation at MPO policy and technical committee meetings or public hearings by maintaining a list of interested parties and advising them of scheduled meeting dates, agendas and locations. Secondly, the HSBMPO ensures that programmed projects are advertised and Requests for Proposals (RFP's) are solicited from consultants on the mailing list and the general public.

#### **E. Planning Issues and Emphasis**

The Harlingen-San Benito MPO's goal is to advance in the transportation planning arena and move forward with projects of dire need to the HSBMPO member cities. One of the greatest challenges is the lack of funding for which the MPO needs to be creative and seek funding sources that may allow projects to advance. Thanks to Proposition 1 passing November 2014, and Proposition 7 passing November 2015, the MPO now has some type of funding for the area.

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# FY 2016 UPWP

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## Task 1.0 Administration / Management

### A. Objective

To accomplish, on an on-going basis, the plans and programs necessary to administer the Federal transportation planning grants and maintain the “3-C” planning process in and for the Harlingen - San Benito Metropolitan Area.

### B. Expected Products

- Budget and manage transportation planning funds
- Correspondence, memoranda, agreements, agenda creation, record keeping of minutes
- Prepare billings and quarterly performance reports and perform accounting tasks such as payroll, accounts payable, and purchasing, travel requisitions
- Facilitation of public meetings and hearings and publication of MPO activities
- Staff attendance at training and educational courses, seminars and meetings including the TxDOT planning conference, public transportation annual conference and MPO roundtable (TEMPO) meetings.
- Provide planning assistance to local entities
- Update the Harlingen – San Benito Bylaws and Operating Procedures, If needed
- Update the Public Participation Plan, If needed
- Execute consultant contract documents
- Preparation of MPO meeting packets and minutes
- Develop and distribute quarterly Harlingen - San Benito MPO newsletter
- Conduct annual staff performance reviews
- Hiring of additional staff
- Update and maintain MPO website
- Technical and Policy Committee workshops to include an Introduction to the MPO for new members and plan updates.
- Purchase of office supplies and office furniture
- Purchase of computer software and upgrade equipment

### C. Previous Work

- General administrative functions

- Coordination of transportation planning and implementation activities with other agencies and organizations
- Provide support for all meetings of the transportation planning process
- Provide staff access to courses, workshops and seminars
- Development and publication of the HSBMPO newsletter

#### D. Subtasks

The following subtasks will be performed to achieve the objectives of this task. The objectives of each subtask are listed in detail within each subtask description on the following pages.

### 1.1 Program Administration/Communications

This activity includes development and implementation of those policies and guidelines necessary to carry out and maintain the "3-C" planning process; coordination of transportation planning activities; budgeting and management of transportation planning funds; and sponsoring and conducting meetings including providing support to policy and advisory bodies.

This subtask will also be charged for the following:

- The upgrade and or addition of computer hardware and software, which includes, but is not limited to Geographic Information System (GIS) and associated hardware, software, equipment, licenses, and applications that includes, ArcGIS, TRANSCAD, and any other software and equipment as appropriate and necessary for analysis, reports, and functions related to transportation planning. Additional computers and software may be purchased as additional staff is employed during FY 2017.
- Expenses incurred for new plotter, printer warranty and printer maintenance. A description of plotter/printer/computer hardware and software purchases in excess of \$5,000 will be submitted to the Texas Department of Transportation for approval prior to acquisition.
- This subtask also includes purchases of general office supplies, office furniture and appropriate charges for food.
- Other normal administrative costs for joint office equipment such as postage machine and other equipment are included.
- Administrative costs and staff hours related to the preparation and coordination with consultants and development of RFPs.
- Rental/lease of building to house the HSBMPO staff
- Procurement of Legal Services

### 1.2 Professional Development

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. And vary depending on its availability during fiscal year 2017.

- ❑ 2017 International ESRI User Conference (GIS/mapping conference) in San Diego, CA July 10- July 14, 2017;
- ❑ Association of Metropolitan Planning Organization Annual Conference (AMPO) in Fort Worth, TX October 25-28, 2016;
- ❑ Transportation Research Board Annual Conference in Washington, DC January 8-12, 2017;
- ❑ Texas Associations of MPOs in a Texas City quarterly meetings will be announced throughout the year;
- ❑ Texas Transportation Forum in Austin, TX January 16-20, 2017

This task will also include membership fees to participate in associations or professional organizations pertaining to multi-modal transportation issues. HSBMPO, as an organization and not via individual membership, will seek membership for APTA, AMPO, ITE, TEMPO and any other professional transportation associations that can contribute to the MPO staff professional development in management & communication skills.

### **1.3 Public Outreach**

This activity is for public involvement which includes, reaching out to the community and seeking their concerns on their current and expected transportation needs and to permit the MPO to offer information on planned projects. The goal of this task is to increase the public's awareness of the transportation planning processes and activities and provide ample opportunity to participate and/or comment.

This task includes the HSBMPO quarterly newsletters, website maintenance, newspaper advertisements and public notices for various MPO documents updates and revisions such as the Metropolitan Transportation Plan (MTP), Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP), and bicycle & pedestrian efforts.

- *E-Newsletters:* Quarterly Newsletters will be distributed via email. The newsletters will be posted in the [www.hsbmpo.org](http://www.hsbmpo.org) and will be posted in several locations within the HSBMPO area.
- *Website:* The MPO intends to hire a consultant to create and maintain the HSBMPO website. The HSBMPO website will be the general public's venue for obtaining public comment/input as part of the transportation planning process. The HSBMPO website will be periodically updated to include transportation planning information, documents and reports, meeting minutes, board meeting agendas, public comment announcements and the HSBMPO will post draft and final documents and reports on the website in a timely manner and will continue to be innovative and expand and further develop the following sections in the

website: What is an MPO?, and the GIS sections, which will incorporate visualization tools. The MPO will continue to re-evaluate the format of the website to comply to Section 508 of the American with Disabilities Act.

The HSBMPO will also seek for other outreach initiatives/options such as radio, bus wraps, short video ads, attending outreach events/activities and distribution of MPO literature and other outreach materials that will encourage the community to engage and become actively involved in the transportation planning process. The following are some of the Outreach events/activities that the MPO staff will be attending:

Resaca Fest in San Benito, TX  
4<sup>th</sup> of July Celebrations throughout the MPO  
Harlingen Night Out in Harlingen, TX  
Primera Night Out in Primera, TX  
Harlingen & San Benito Market Days  
RGV Environmental Summit  
Christmas Parades  
Jalapeno 100  
Pedal to Padre  
Dump the Pump/Public Transportation Appreciation Day  
Host and Coordinate various Bike Rides within the Harlingen-San Benito MPO area  
HSBMPO 5K/1 mile  
Host and Coordinate various Open Streets Projects throughout the HSBMPO Area like:  
Viva Streets Harlingen, Cyclobias, etc.  
National Bike Month & Bike to Work Day

As part of attending these events, the Harlingen-San Benito MPO will launch an outreach campaign in an effort to seek public participation and encourage/expose the citizens to utilize the multimodal options that are available such as bicycling, walking, and the use of public transportation.

In promoting the different modalities, the Harlingen-San Benito MPO will need to purchase outreach materials such as:

- Development/Revision of HSBMPO Brochure
- Restock of T-Shirts to be used for the MPO Outreach Events
- Restock of recyclable bags to be used to distribute MPO outreach materials
- Restock of water bottles as needed
- Restock of pencils, pens, and highlighters as needed

## E. FUNDING SUMMARY

### Task 1 - FY 2017

Subtask	Responsible Agency	Transportation Planning Funds (TPF) <sup>1</sup>	FTA Sect. 5307	Local	Total
1.1	MPO	<b>\$216,144</b>	0	0	<b>\$216,144</b>
1.2	MPO	<b>\$26,000</b>	0	0	<b>\$26,000</b>
1.3	MPO	<b>\$28,000</b>	0	0	<b>\$28,000</b>
<b>TOTAL</b>		<b>\$270,144</b>	0	0	<b>\$270,144</b>

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

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

## Task 2.0 Data Development and Maintenance

### A. Objective

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

### B. Expected Products

Data development and analysis assists in the form of the transportation plans and programs and public transportation planning. The MPO, coordinating with TxDOT will collect and analyze the socioeconomic data to develop the travel demand model base and forecast years, as input for the Metropolitan Transportation Plan (MTP). Geodatabases will be developed and maintained for environmental as well as other aspects that affect transportation planning.

Revise, maintain and update: population, land use, housing, building permits, employment, street inventory, pavement conditions, sidewalks, pedestrian trails, traffic, functional classification updates as needed, and other transportation related maps. Create new transportation data layers as model development. Continue to utilize an integrated mapping/database system for data retrieval, analysis, projection, mapping, and graphic publication on elements of transportation planning tasks.

### C. Previous Work

- Developed Transportation Policy and Technical Advisory Committee graphics & visuals;
- Update Title VI Analysis Map;

### D. Subtasks

#### **2.1 Growth and Development Monitoring**

On-going data collection, analysis, and mapping of data related to population, minority populations, low-income population, building permits, land use, employment density maps, MPO boundary updates, housing, environmental and other data types which relate to transportation.

The HSBMPO will employ the development and use of an Environmental Justice Map as part of the MPO's Environmental Justice efforts. The map will feature census data concerning minority and/or low-income populations. Periodically, the HSBMPO staff will update the map for use in examining transportation investments, as well as the relative access to social services and health services, such as medical clinics, local hospitals, and public transportation.

This subtask will also include the MPO staff to participate in examining and assessing the transportation issues involved in the approval of new plats, and will regularly participate/coordinate with local municipalities as new plats and proposed subdivisions are being considered.

#### **2.2 Maintenance of Physical Inventories**

On-going inventories/maps of transportation facilities: functional classification related activities to include any required updates, pedestrian, bikeways, hike and bike trails, sidewalks, street survey database, public transit system, signals and other transportation-related facilities.

Planning Emphasis Areas (PEAs), the MPO will identify and map out areas of growth that will meet Ladders of Opportunity:

“Access to essential services – as part of the transportation planning process, identify transportation connectivity gaps in access to essential services. Essential services include housing, employment, health care, school/education, and recreation. This emphasis area could include MPO and State identification of performance measures and analytical methods to measure the transportation system’s connectivity that preclude access of the public, including traditionally underserved populations, to essential services. It could also involve the identification of solutions to address those gaps”

This subtask will also include the collection of traffic counts and development of Annual Traffic Counts Report. The HSBMPO will be obtaining traffic counts year round for the HSBMPO Metropolitan Area Boundary. This task will be achieved via coordination with the MPO's member cities staff. The MPO has agreed to provide traffic count equipment and in return the cities provide the man power to install and collect the traffic counts. In addition to the yearly traffic counts report, the MPO will be collecting traffic count data and then analyze it with the intention of not only providing an annual traffic counts report, but a 3-5 years forecast of traffic on those roadways where traffic counts have been collected by the MPO. This task will include the service maintenance of the traffic counters and training for staff. In addition to the HSBMPO traffic counts, the MPO will also have TxDOT traffic counts available, which will be provided to the general public or other entities as requested.

**E. FUNDING SUMMARY**

**Task 2 - FY 2017**

Subtask	Responsible Agency	Transportation Planning Funds (TPF) <sup>1</sup>	FTA Sect. 5307	Local	Total
2.1	MPO	<b>\$8,000</b>	0	0	<b>\$8,000</b>
2.2	MPO	<b>\$8,000</b>	0	0	<b>\$8,000</b>
<b>TOTAL</b>		<b>\$16,000</b>	0	0	<b>\$16,000</b>
TxDOT Non-Federal Share Utilizing Transportation Development Credits TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.					

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

**Task 3.0 Short Range Planning**

A. Objective

Provide short range planning essential to the provision of transportation services and the development of transportation plans as required by FAST Act. All documents such as the TIP, PPP, MTP, and UPWP need to reflect the planning requirements that are presented in the Fixing America's Surface Transportation Act, which was signed into law by the president on December 4, 2015.

To also address the freight mobility needs by sustaining multimodal decisions to reduce congestion caused by personal vehicles; provide support for general planning studies, projects, and research to further inter-modal freight concerns



and multimodal person transportation alternatives; encourage inclusion of operational and management issues and approaches as well as capital investment in the metropolitan transportation planning process; assist in developments for proposals to promote multimodal and inter-modal opportunities on area roadways. Participate in freight conferences, net- and teleconferences.

#### B. Expected Products

- FY 2017- 2020 Transportation Improvement Program revisions;
- FY 2017 UPWP revisions;
- Development of the FY 2018 UPWP;
- Prepare 2016 Annual Performance and Expenditure Report (APER);
- Prepare FY 2016 Annual Listing of Projects;
- Update consultant and interested party mailing list;
- Monitor public transportation needs thru participation on Transit Advisory Panel;
- Review of service providers, analysis of transit need, grant application review, transit plan review, funding formula analysis, and to review previous studies to determine current transit priorities;
- Expansion of Metropolitan Area Boundaries (as necessary)

#### C. Previous Work

- FY 2015-2018 TIP revisions
- FY 2017-2020 TIP document update
- FY 2016 UPWP revisions
- Development of the FY 2017 UPWP
- Provided general technical assistance on the enhancement program;
- Monitor public transportation needs by participation on Transit Advisory Panel, review of service providers, grant application review, transit plan review, funding formula input sessions
- FY 2015 Annual Project Listings
- FY 2015 Annual Performance & Expenditure Reports (APER)

#### D. Subtasks

### 3.1 Planning Assistance

This subtask will include the following:

- Amendments and Revisions to the 2017-2020 TIP;
- Annual Listing of Projects;
- Amendments and revisions of the FY 2017 UPWP;
- Development of FY 2018 UPWP;

- Development of Annual Performance & Expenditures Report;
- Public Participation and Limited English Proficiency Plan updates and/or revisions;
- Implementation of FAST Act planning requirements, which include the incorporation of performance measures.

This subtask will also include Title VI Civil Rights Evaluation

The HSBMPO staff will conduct on-going reviews of the MPO’s policies, procedures, and practices to ensure/enhance Title VI compliance. Some anticipated actions in this regard may include the following:

- Briefing the MPO Committees on Title VI topics and on-going compliance activities and/or reporting efforts;
- Review of and possible amendments to the MPO’s Public Participation Plan to enhance Title VI compliance; and
- Compiling and providing progress reports on the above topics to TxDOT and FWHA.

### 3.2 Service Coordination

This subtask includes, but is not limited to the continuous coordination with public and private agencies that may have interest or be able to provide input pertaining to multimodal transportation issues, such as freight, aviation, ports, and transit. Coordination with other entities such as US Fish & Wildlife, Valley International Airport, Cameron County Regional Mobility Authority, Valley Metro, & other MPOs will also be considered under this subtask.

Activities that may be included as part of service coordination may include:

- Collecting data or survey data;
- Providing general transportation planning expertise;
- Coordination with other area MPOs in reference to study areas & other regional activities/projects;
- Coordination and Participation on public transportation regional efforts to include attendance to the Regional Transit Advisory Panel (RTAP) meetings;
- Continues coordination with neighboring MPOs as it relates to the designated Urbanized area and to include any agreements;

## E. FUNDING SUMMARY

### Task 3 - FY 2017

Subtask	Responsible Agency	Transportation Planning Funds (TPF) <sup>1</sup>	FTA Sect. 5307	Local	Total

3.1	MPO	<b>\$8,000</b>	0	0	<b>\$8,000</b>
3.2	MPO	<b>\$6,000</b>	0	0	<b>\$6,000</b>
TOTAL	MPO	<b>\$14,000</b>	0	0	<b>\$14,000</b>
<p>TxDOT Non-Federal Share Utilizing Transportation Development Credits TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.</p>					

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

## **TASK 4.0 – 2015-2040 METROPOLITAN TRANSPORTATION PLAN (MTP)**

### **A. Objective:**

Development and management of the planning work program, focusing on activities involved with long-range planning. Develop 10 and 20-year traffic assignments based on the most accurate future projections of the population and land use forecasts. MPO staff periodically updates network maps and socio-economic data for use in building an updated Travel Demand Model. The two MPO Committees will evaluate the MPO's Metropolitan Transportation Plan. The Metropolitan Transportation Plan (MTP) will be modified or amended when needed to meet the urbanized area's current transportation needs.

### **B. Purpose:**

This subtask will keep the 2015-2040 Metropolitan Transportation Plan (MTP) current by making amendments as required, with the involvement of public officials and citizens, and in compliance with the requirements of FAST Act and subsequent authorizations. Also, staff will review and update the policies, goals, and objectives of the different elements of the plan process based on the next transportation bill.

### **C. Expected Products:**

MPO staff, with guidance provided by the MPO Committees, will produce socioeconomic estimates and forecasts for TDM development. Work is expected in terms of modeling future traffic volumes on the loaded Highway Network Map. This analysis may help provide input regarding projects for inclusion in and possible revisions of the MTP. MPO staff strives to promote consistency and coordination of land use and economic development in accordance with the MTP. Alternative networks may require testing for projected traffic on various roadways, from the Forecast Year Travel Demand Model for Harlingen-San Benito study area.

#### **D. Previous Work:**

- Updated the 2015-2040 MTP.
- MPO staff with TxDOT TPP and TTI in the development of the Travel Demand Model.

#### **E. Subtasks:**

##### **4.1 Harlingen-San Benito Metropolitan Transportation Plan (MTP)**

This subtask will include amendments and revisions to the 2015-2040 Harlingen-San Benito Metropolitan Transportation Plan (MTP) and development. Deliverables of such plan include the following:

- Goals & Objectives
- Existing Transportation Systems
- Existing Conditions
- Recommended Transportation Improvements
- Financial Plan

The MPO staff will work to enhance the planning process through the development of a financial plan that will contain:

- Estimates at the systems-level for cost and revenue sources that are reasonably expected to be available in order to adequately operate and maintain Federal-aid for highways and public transportation.
- Explore innovative finance techniques (including pass-thru funds, managed lanes, TIFIA, & SIB loans, bonding opportunities, and public-private partnerships).
- Evaluate the total project cost estimates in the year of expenditure for the 2015-2040 MTP and review of the MPO inflation rate assumption.
- Assisting staff in identifying the impact of new state or federal legislation or regulatory requirements and recommend corrective actions as may be required.
- Evaluating the financial impact of changing TxDOT and local priorities on the allocation of limited resources to operations and maintenance projects;

##### **4.2 Travel Demand Model (TDM) Analysis**

This subtask will refine the use of the TxDOT Travel Demand Model (TDM) forecast for effective use in the planning process.

Activities that will be performed by the MPO staff during FY 2017 include:

- Continue coordinating with the Hidalgo County MPO and Brownsville MPO as it relates to the development and completion of the 2009 base year data collection;

- TxDOT TPP will be assisting the MPO's on this Regional TDM effort and they will be contracting a consultant to assist on the development of the 2040 forecast data;
- Will continue with the collection and development of the 2014 base year demographic data to include number of households, household income, and employment.
- If Needed, Will hire a consultant to update, maintain, and run the 2009 Base – 2040/2045 Forecast Model and follow the TDM process through TxDOT TTP's approval.

The MPO will also be working on becoming proficient/develop expertise to be able to proficiently deliver the following objectives as it relates to utilizing the Travel Demand Model as a transportation planning tool and its incorporation into the MPO's long range planning endeavor:

- Using the calibrated model from TxDOT Transportation Planning & Programming Division, to prepare transportation forecasts for specific corridor alternatives.
- Refining the travel demand model data for use in specific corridor scenarios.
- Assist the staff in working with member cities/agencies to more effectively utilize the data provided by the model run.
- Enhance the ability for the MPO staff to provide alternative and subarea traffic analysis results.
- Enhancing capabilities for technical modeling and utilizing display tools in TransCAD.
- Enhancing ability to convert TransCAD results into ArcGIS for display, reports, and sharing.
- Supporting tasks & formats for preparing model inputs to deliver to TPP in keeping the model development schedule.
- On going socioeconomic data collection analysis and review and the development/update of network by traffic analysis zones for the travel demand model base year of 2009 and forecast year (2040) and future Travel Demand Modeling endeavors (such as 2014 base year and 2045 forecast year).
- Supporting tasks & resources for working with Census data & CTPP requirements.
- Supporting tasks utilizing the TDM for developing an MTP and specific planning studies.

## **E. FUNDING SUMMARY**

### **Task 4 - FY 2017**

Subtask	Responsible Agency	Transportation Planning Funds (TPF) <sup>1</sup>	FTA Sect. 5307	Local	Total
4.1	MPO	<b>\$3,000</b>	0	0	<b>\$3,000</b>
4.2	MPO	<b>\$3,000</b>	0	0	<b>\$3,000</b>
<b>TOTAL</b>		<b>\$6,000</b>	0	0	<b>\$6,000</b>
<p>TxDOT Non-Federal Share Utilizing Transportation Development Credits TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.</p>					

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

## Task 5.0 Special Studies

### A. Objective

To undertake studies of specific aspects of the transportation system in order to provide the specialized information required to adequately develop an efficient, multi-modal mobility system for the Harlingen-San Benito study area.

### B. Expected Products

- Corridor Studies

### C. Previous Work

- Bicycle & Pedestrian Master Plan

### D. Subtasks

#### 5.1 HSBMPO Area Corridor/Intersection Study

The HSBMPO will hire a consultant for the purpose of studying six (6) to eight (8) intersections/corridors in the HSBMPO Area. The Study will recommend improvements to that intersection and/or corridor. Intersections/corridors must be on a state facility.

**F.FUNDING SUMMARY.**

**Task 5 - FY 2017**

Subtask	Responsible Agency	Transportation Planning Funds (TPF) <sup>1</sup>	FTA 5307	Sect.	Local	Total
5.1	MPO	<b>\$85,000</b>	0		0	<b>\$85,000</b>
TOTAL		<b>\$85,000</b>	0		0	<b>\$85,000</b>

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

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

**BUDGET SUMMARY**

**TABLE 1 - Harlingen-San Benito Urban Transportation Study – FY 2016**

UPWP Task	FTA Task	Description	TPF <sup>1</sup> Funds	FTA Sect 5307	Local Funds	Total Funds
1.0	0	Administration-Management	<b>\$270,144</b>	\$ 0	\$0	<b>\$270,144</b>
2.0	0	Data Development and Maintenance	<b>\$16,000</b>	\$ 0	\$ 0	<b>\$16,000</b>
3.0	0	Short Range Planning	<b>\$14,000</b>	\$ 0	\$ 0	<b>\$14,000</b>
4.0	0	Metropolitan Transportation Plan	<b>\$6,000</b>	\$ 0	\$ 0	<b>\$6,000</b>
5.0	0	Special Studies	<b>\$85,000</b>	\$ 0	\$ 0	<b>\$85,000</b>
Total			<b>\$391,144</b>	\$ 0	\$0	<b>\$391,144</b>

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

<sup>1</sup> TRANSPORTATION PLANNING FUNDS

FHWA/PL -112		\$198,414
FTA – 5303		\$64,204
Expected Carryover		\$128,526
	TOTAL TPF	<b>\$391,144</b>

<sup>2</sup> ***“Estimate based on prior year’s authorizations; approvals are made contingent upon legislation for continued funding”.***

By minute order, the Texas Transportation Commission authorizes the use of transportation development credits as TxDOT’s non-Federal share for FHWA (PL-112) and FTA 5303 funds. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.



**APPENDIX A**  
**MEMBERSHIP**

**HARLINGEN-SAN BENITO MPO  
TRANSPORTATION POLICY COMMITTEE**

Mayor Chris Boswell	Chair	City of Harlingen
Mayor Celeste Sanchez	Vice Chair	City of San Benito
Commissioner David Garza	Member	Cameron County Precinct 3
Commissioner Gus Ruiz	Member	Cameron County Precinct 4
Mayor Olga H. Maldonado	Member	City of La Feria
Mayor George Rivera	Member	City of Palm Valley
Mayor Dave Kosch	Member	City of Primera
Mayor Mark Sanchez	Member	City of Combes
Mayor Gustavo Olivares	Member	City of Rio Hondo
Mayor Rick Cavazos	Member	City of Los Indios
Mayor Andres Contreras	Member	City of Santa Rosa
Toribio Garza, District Engineer	Member	TxDOT Pharr District
Dan Serna City Manager	Member	City of Harlingen
Manuel De La Rosa City Manager	Member	City of San Benito

**HARLINGEN-SAN BENITO MPO  
TECHNICAL ADVISORY COMMITTEE**

Joel Garza MPO Director	Chairperson	HSBMPO
Raymond Sanchez TPP	Member	TxDOT Division Office
Gabriel Gonzalez, Asst. City Manager	Member	City of Harlingen
Director of Planning	Member	City of San Benito
Ben Medina, City Manager	Member	City of Rio Hondo
Rodrigo Davila Director of Planning	Member	City of Harlingen
Javier Mendez, City Administrator	Member	City of Primera
David A. Garcia, County Administrator	Member	Cameron County
Paula Rodriguez, Planning Director	Member	City of La Feria
Deandra Zamora, City Secretary	Member	City of Santa Rosa
Homer Bazan TP&D Director	Member	TxDOT Pharr District
Javier Zamora, City Engineer	Member	City of Harlingen
Chris Hancock, Wildlife Refuge Specialist	Member	US Fish & Wildlife
Gabriel Zuniga, Mobility Manager	Member	Valley Metro
Sylvia Treviño, City Secretary	Member	City of Palm Valley
Aida Gutierrez, City Secretary	Member	Town of Combes
Juan Bosquez Area Engineer	Member	TxDOT San Benito Office
David Vera Engineer	Member	TxDOT San Benito Office
Andres Espinosa Engineer	Member	TxDOT San Benito Office

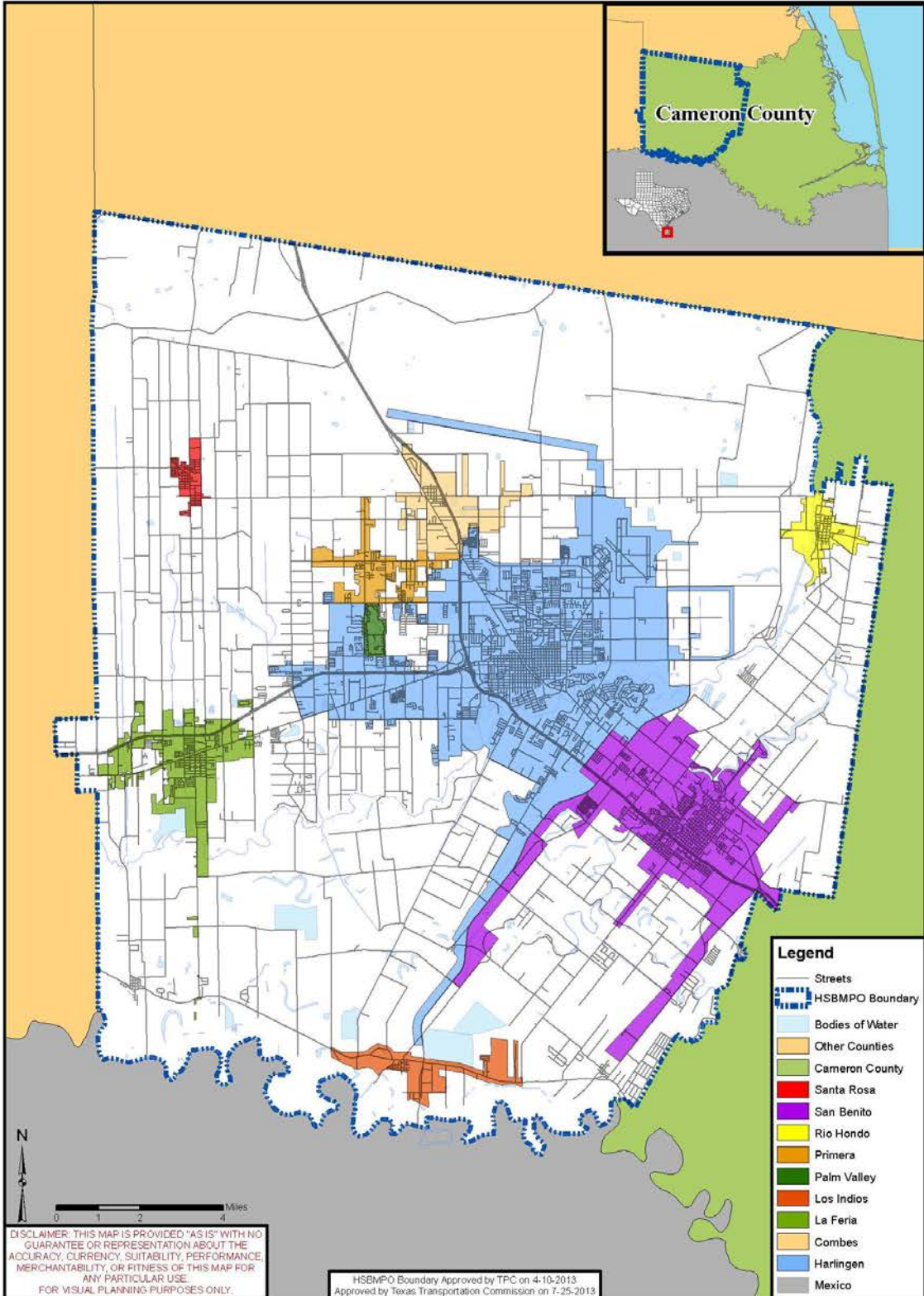
# **APPENDIX B**

## **METROPOLITAN AREA BOUNDARY MAP**

(GOVERNOR OR GOVERNOR'S DESIGNEE APPROVED)



# Harlingen-San Benito MPO Boundary Map



# **APPENDIX C**

## **DEBARMENT CERTIFICATION**

**DEBARMENT CERTIFICATION  
(Negotiated Contracts)**

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

\*federal, state or local

\_\_\_\_\_  
Signature – Chairman, MPO Policy Committee

Celeste Sanchez, Mayor City of San Benito  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

# **APPENDIX D**

## **LOBBYING CERTIFICATION**



## **CERTIFICATION FOR CONTRACTS, GRANTS, LOANS AND COOPERATIVE AGREEMENTS**

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

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

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

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

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

\_\_\_\_\_  
Signature – Chairman, MPO Policy Committee

Mayor  
Title

City of San Benito  
Agency

\_\_\_\_\_  
Date

# **APPENDIX E**

## **CERTIFICATION of COMPLIANCE**

# Certification of Compliance

I, Celeste Sanchez, Mayor of San Benito/HSBMPO Chairperson,

a duly authorized officer/representative of the Harlingen-San Benito Metropolitan Planning Organization, do hereby certify that the contract and procurement procedures that are in effect and used by the forenamed MPO are in compliance with 49 CFR 18, "Uniform Administrative Requirements for Grants and Cooperative Agreements with State and Local Governments," as it may be revised or superseded.

\_\_\_\_\_

Date

\_\_\_\_\_

Signature - Chairman, MPO Policy Committee

Attest:

\_\_\_\_\_

Name

\_\_\_\_\_

Title

**APPENDIX F**  
**CERTIFICATION of INTERNAL ETHICS and COMPLIANCE PROGRAM**



# **APPENDIX G**

## **FTA/TXDOT 5303 BUDGET WORKSHEET**

<b>FTA/TxDOT Section 5303 Budget Worksheet for FY 2017</b>
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**MPO:** Harlingen-San Benito Metropolitan Planning Organization

**PART A. TECHNICAL ACTIVITIES**

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

		<b>Section 5303 Federal Share</b>
<b>Metropolitan Planning</b>		
44.21.00	Program Support and Administration	\$ _____
44.22.00	General Development and Comprehensive Planning	\$ _____
44.23.01	Long Range System Level Planning	\$ _____
44.23.02	Long Range Project Level Planning	<u>\$64,204</u>
44.24.00	Short Range Transportation Planning	\$ _____
44.25.00	Transportation Improvement Program	\$ _____
<b>Other</b>		
44.27.00	Other Activities	\$ _____
<b>TOTAL (Section 5303 Funding)</b>		<b><u>\$64,204</u></b>

**PART B. FUND ALLOCATIONS**

How will the MPO's FTA Section 5303 funds be allocated:

- A) Metropolitan Planning Organization \$ \_\_\_\_\_
- B) Transit Agencies (Pass-through Funds) \$ \_\_\_\_\_
- C) State/Local Agencies (Pass-through Funds) \$ \_\_\_\_\_

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

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL (Sec 5303)**

**\$64,204**

Person to contact regarding this worksheet:

Name: Joel Garza, MPO Director

Phone: (956) 216-5240

E-Mail jjgarza@myharlingen.us

TxDOT PTN Contact: Karen Dunlap  
Phone: 512-374-5239  
FAX: 512-374-5244  
E-mail: Karen.dunlap@txdot.gov



## FTA BUDGET CODE EXPLANATIONS

### **Metropolitan Planning**

Program Support and Administration (44.21.00) Include basic overhead, program support, and general administrative costs directly chargeable to the FTA project, i.e., direct program support, administration, interagency coordination, citizen participation, public information, local assistance, UPWP development, etc. (If direct program administrative and support costs are included in each work or activity, do not enter them a second time in this category.)

General Development and Comprehensive Planning (44.22.00) Include only the costs of activities *specifically emphasizing* regional policy and system planning for non-transportation functional areas, including the development and maintenance of related data collection and analysis systems, demographic analysis and non-transportation modeling and forecasting activity, i.e., land use, housing, human services, environmental and natural resources, recreation and open space, public facilities and utilities, etc.

Long Range System Level Planning (44.23.01) Include only the costs of activities *specifically emphasizing* long range transportation system planning and analysis, i.e., long range travel forecasting and modeling including appropriate data base development and maintenance for transportation in the entire metropolitan area or state, system analysis, sketch planning, system plan development, reappraisal or revision, and all long range, Transportation System Management (TSM) activities.

Long Range Project Level Planning (44.23.02) Include only the costs of activities *specifically emphasizing* long range project level planning and analysis, i.e., corridor and sub-area studies, cost effectiveness studies, feasibility and location studies, and the preparation of related draft environmental impact studies.

Short Range Transportation Planning (44.24.00) Include only the cost of activities *specifically emphasizing* short range transportation system or project planning and analysis proposed in the next three to five years, i.e., management analyses of internal operations such as, management/administration, maintenance, personnel, and labor relations; service planning including appropriate data base development and maintenance; TDP preparation; financial management planning, including alternative fare box policies; all short range Transportation System Management (TSM) activities including vanpool/ridesharing, high occupancy vehicles, parking management, etc.

Transportation Improvement Program (44.25.00) Include only the costs of activities *specifically emphasizing* TIP development and monitoring.

### **Other**

Other Activities (44.27.00) include only the cost of those activities whose primary emphasis is unrelated to the specific types of activities described above.