



# UNIFIED PLANNING WORK PROGRAM FY 2016 & FY 2017

**LONGVIEW METROPOLITAN PLANNING ORGANIZATION**

Adopted by the Longview MPO Policy Board on July 29, 2015

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*Prepared in cooperation with the Texas Department of Transportation and the U.S. Department of Transportation, Federal Highway Administration and the Federal Transit Administration.*

*The contents of this report reflect the views of the authors who are responsible for the opinions, findings and conclusions presented herein. The contents do not necessarily reflect the views or policies of the Federal Highway Administration, the Federal Transit Administration or the Texas Department of Transportation.*

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# UNIFIED PLANNING WORK PROGRAM

## INTRODUCTION

The Longview Metropolitan Planning Organization (MPO), acting through the City of Longview Planning Department and coordinating with the Texas Department of Transportation, is responsible for coordinated, comprehensive, and continuing transportation planning for all modes of transportation in the Longview Metropolitan Area, as required by Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21). The Longview MPO serves the cities of Longview, White Oak and Gladewater within Gregg County and very small portions of western Harrison County and southeastern Upshur County.

As an urbanized area with a population of over 50,000, the City of Longview was designated as the Metropolitan Planning Organization (MPO) by the governor in 1988. The MPO staff includes a Transportation Planning Manager serving as the MPO Planning Director, and a Transportation Planner. This document identifies and outlines the transportation planning activities to be performed by MPO staff in FY 2016 & FY 2017. Federal metropolitan planning funds and state matching development credits for transportation planning are provided to the MPO through the Texas Department of Transportation.

The Longview MPO is governed by a Transportation Policy Board comprised of elected and non-elected officials from the cities of Longview, White Oak, and Gladewater; the counties of Gregg, Harrison and Upshur counties; the Texas Department of Transportation, the Federal Highway Administration, and the Federal Transit Administration. The MPO Policy Board is the top-level transportation planning committee providing review, policy guidance and decision making for transportation planning efforts in the Longview Metropolitan Area. The Transportation Policy Board membership list is located in Appendix A.

## A. PURPOSE

The 2016 & 2017 Unified Planning Work Program (UPWP) describes and schedules work to be undertaken in pursuit of the Longview Urban Transportation Study transportation planning process for two years: the Fiscal Year 2016 (10/1/15 – 9/30/16) and Fiscal Year 2017 (10/1/16 – 9/30/17). All elements of this work program are described in subtasks that will facilitate federal transportation planning goals, including a performance-based approach in the transportation planning and programming process. As a federal transportation priority, a performance-based approach for the Longview MPO is being developed as federal guidance is received and performance measures rulemaking is issued.

Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21), the federal transportation legislation, requires that transportation planning addresses eight broad areas. The 2016 & 2017 UPWP includes tasks that will allow on-going evaluation of the metropolitan area's needs in relation to these eight broad areas:

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 options available to people and for freight;
5. Protect & enhance the environment, promote energy conservation, and improve quality of life;
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; and
8. Emphasize the preservation of the existing transportation system.

Recognizing the importance of public involvement, the Longview MPO implements the procedures to insure that the public is fully informed about transportation issues and is given reasonable public access to transportation plans and project documents, and that the public has opportunities to express their opinions and concerns about transportation issues in an orderly manner, in an appropriate forum. The Longview MPO involves citizens in the planning process in accordance with its Public Participation Plan. The draft 2016 & 2017 Unified Planning Work Program (UPWP) was reviewed by the MPO Technical Committee on April 15, 2015 and July 22, 2015. The draft UPWP was reviewed by the MPO Policy Board at a public meeting on April 23, 2015 and adopted at a public meeting on July 29, 2015. Revisions to the UPWP were reviewed by the MPO Technical Committee on September 21, 2016 and were adopted by the MPO Policy Board on September 28, 2016.

## **B. DEFINITION OF AREA**

The Longview Metropolitan Area includes the cities of Longview, White Oak, Gladewater, Clarksville City, Warren City, Union Grove, East Mountain and Lakeport, and portions of Gregg County, western Harrison County and southeastern Upshur County. A map of the Longview Metropolitan Area can be found in Appendix B.

## **C. ORGANIZATION**

### MPO Transportation Policy Board

The Metropolitan Planning Organization is governed by a committee known as the Policy Board. The Policy Board is the top-level transportation planning committee providing both review and policy guidance for transportation planning efforts in the Longview Metropolitan Area. These efforts are undertaken by the planning staff of the City of Longview acting as the Metropolitan Planning Organization and coordinated with the Texas Department of Transportation. The Policy Board is chaired by the Mayor of the City of Longview, and includes as voting members: the Gregg County Judge, the Harrison County Commissioner for western Harrison County, the Upshur County Judge, the Mayor of White Oak, the Mayor of Gladewater, the City Manager of the City of Longview, the Texas Department of Transportation (TxDOT) District Engineers for the Tyler and Atlanta Districts, the Director of Development Services and the Director of Public Works for the City of Longview. Non-voting members are the State Representatives for District 7 and 9, the MPO Coordinator for the Texas Department of Transportation and the Transportation Planning Coordinator for the Federal Highway Administration. An MPO Policy Board membership list is located in Appendix A.

### MPO Technical Committee

Professional and technical review and recommendations are the responsibilities of the Technical Committee. Members of the Technical Committee include: the Directors of Development Services and Public Works, Assistant City Manager, Assistant Director of Development Services, Assistant Director of Public Works, City Engineer, City Planner, Transportation Planning Manager (MPO Planning Director) and Transportation Planner for the City of Longview; the City Manager for the

City of White Oak, the Director of Transportation Planning and Development and District Liaisons for TxDOT Tyler and TxDOT Atlanta Districts; the Longview Area Engineer for TxDOT; the Longview Transit Manager, a North East Texas Regional Mobility Authority board member; the FHWA Transportation Planning Coordinator; the TxDOT MPO Coordinator; a Federal Transit Administration regional representative and the Director of Transportation for the East Texas Council of Governments (ETCOG). A Technical Committee membership list is located in Appendix A.

#### MPO Staff

The MPO staff includes two full-time employees: a Transportation Planning Manager serving as the MPO Planning Director and a Transportation Planner. The MPO Director is responsible for the administration of the MPO and coordination of transportation planning initiatives. The Transportation Planner is responsible for technical analysis and evaluation as well as critical transportation planning tasks. The Longview Metropolitan Planning Organization's offices are located in the City of Longview Development Services Building, 410 S. High St., Longview, Texas, 75601.

### **D. PRIVATE SECTOR INVOLVEMENT**

Private consultants may be used for the following work plan subtasks:

- Task 2.3 - Demographic data collection and allocation of data for the 2013 travel demand model base year
- Task 3.4 - Air quality technical tasks and pre-transportation conformity tasks
- Task 4.2 - Travel demand modeling forecast;
- Task 5.1 - Bicycle and Pedestrian Master Plan
- Task 5.2 - Safety, Mobility & Congestion Monitoring

### **E. PLANNING ISSUES AND EMPHASIS AREAS**

The FY 2016 and FY 2017 UPWP addresses an integrated multimodal transportation system which strives to reduce congestion and increase mobility while improving air quality and emphasizes the preservation of the existing transportation infrastructure. Planning issues and emphasis for the Longview Metropolitan Area include:

- Bicycle and Pedestrian Master Plan – the administration and management of a consultant to develop a master plan that proactively guides the development of an interconnected network of bicycle and pedestrian facilities to improve access, mobility, livability and safety. (Task 5.1)
- The 2017-2020 Transportation Improvement Program – engage the public and conduct public involvement as identified in the MPO's Public Participation Plan during the development and adoption of this short-term transportation document. (Task 3.1)
- Travel demand modeling – activities to include the gathering and allocation of socioeconomic data for the 2013 base year. Building on the model base year, travel demand model forecasting will target the interim years and forecast year of 2045. (Task 2.3 & Task 4.2)
- Air quality transportation planning – provide transportation-related air quality planning through coordination with federal, state, local and regional entities. Air quality activities will focus on assisting implementing agencies with the design, implementation and monitoring of air quality improvement strategies to meet the ozone standard, and when non-attainment

designation occurs, demonstrating transportation conformity and monitor future air quality concerns for the North East Texas Air Care (NETAC) 5-county region. (Task 3.4)

- Public transportation – continuation to provide planning assistance to Longview Transit fixed route & demand response transit system; and EasTexConnects, the regional public transportation coalition. (Task 3.2)
- Safety and security of the transportation system will be addressed as transportation projects are planned. Traffic accident data along major thoroughfares will be gathered and analyzed in order to develop prevention strategies and make recommendations for improvements. (Task 5.2)

## **F. U.S. DOT PLANNING EMPHASIS AREAS**

In March 2015, the U.S. Department of Transportation (U.S. DOT) issued guidance on three planning emphasis areas for MPO work plans for FY 2016 & FY 2017. The three (3) planning emphasis areas are:

1. MAP-21 Implementation: Transition to Performance-based Planning and Programming
2. Regional Models of Cooperation
3. Ladders of Opportunity: Access to Essential Services.

The Longview MPO will address the U.S. DOT Planning Emphasis Areas in the following methods within these work program tasks:

- Transition to Performance-based Planning and Programming – a data inventory will be conducted to allow the MPO to understand what type of activities can be supported and are readily available, given the state’s performance target. (Task 2.4) Geographic Information System software is one method in which performance data may be analyzed. (Task 2.2)
- Regional Models of Cooperation; a regional approach to transportation planning by promoting cooperation and coordination across transit agencies, Metropolitan Planning Organizations (MPO) and state boundaries – continuing and building upon previous working relationships and coordinating with multiple regional transportation planning agencies such as: EasTexConnects, the regional public transportation coalition (Task 3.2); North East Texas Regional Mobility Authority, the East Texas Rural Planning Organization, the Tyler MPO and surrounding MPOs (Task 3.3); in coordination with transportation-related air quality working groups (Task 3.4); and regional passenger rail coalitions.
- Access to Essential Services – identify transportation connectivity gaps in accessing essential services such as employment, health care, schools, education and recreation through facilitating the goals of the EasTexConnects’ Regional Coordination Plan (Task 3.2); evaluate the effectiveness of public transportation plans for engaging the transportation disadvantaged communities in the transportation decision making process. (Task 1.3); utilize Geographic Information System technology to inventory transportation system and identify gaps (Task 2.1); and identify communities at risk for reliance on public transportation (Task 2.3).

# TASK 1 – ADMINISTRATION & MANAGEMENT

## A. OBJECTIVES

To insure that the Longview Metropolitan Area transportation planning process is continuing, comprehensive and cooperative. This is accomplished by providing for the management and administration of work tasks and funding; and by providing for and the solicitation of public participation. This task ensures that all transportation planning federal, state and local guidelines and regulations are met.

## B. EXPECTED PRODUCTS

The sustainment of the transportation planning process and enhancement of transportation planning services within the planning area. A management structure to fulfill the goals and objectives of the FY 2016 & FY 2017 Unified Planning Work Program (UPWP); on-going compliance with state and federal requirements and regulations; processing required billings, reports and documents.

## C. PREVIOUS WORK

1. FY 2014 & FY 2015 Unified Planning Work Program
2. FY 2014 Annual Performance & Expenditure Reports
3. FY 2014 Annual Listing of Projects
4. Public Participation Plan evaluated, no revisions
5. Program and staff management, staff training and education
6. Conducted and facilitated the MPO Policy Board and Technical Committee meetings
7. Public notification, public participation and public outreach duties for MPO Policy Board meetings and public meetings
8. MPO administrative and fiscal operations; compliance with federal, state and local regulations
9. Environmental Justice activities of 2015-2018 Transportation Improvement Program and Transportation 2040, the Metropolitan Transportation Plan
10. City of Longview website reconstructed and MPO webpage overhauled
11. MPO staff attended local, regional, state transportation meetings, training & conferences

## D. SUBTASKS – ADMINISTRATION & MANAGEMENT

- 1.1 Program support and administration – This element includes a management structure to fulfill the goals and objectives of the FY 2016 & FY 2017 Unified Planning Work Program (UPWP); on-going compliance with state and federal requirements and regulations; compliance with MAP-21 rulemaking; purchase of office supplies, materials, furniture, equipment, computers, monitors, printers, plotters and related computer equipment; equipment purchases exceeding \$5,000 per unit require prior approval from TxDOT-TPP; providing support and facilitating the Technical and Policy Board meetings; producing maps, handouts and presentations for meetings; recording of meetings; grant administration; record keeping and audits; process required monthly TxDOT billing statements; revising the 2016 & 2017 UPWP as needed; development of 2018 & 2019 UPWP; publishing the Annual Listing of Projects for projects funded during the previous fiscal year in the Longview Metropolitan Planning Area, preparation of the Annual Performance and Expenditure Report; developing technical memorandums to document work processes; city budget, required city reports and other associated documentation; enhancing and updating the MPO section of the City's website to facilitate the dissemination of information to the public; facilitating citizen participation; facilitating requests for information from the public; assisting the public. Contract labor may be used for administrative and technical tasks. The

MPO Director will administer the day-to-day operations of the MPO; be responsible for the supervision and evaluations of staff; the supervision and preparation of contract proposals; the solicitation of services; responsible for the final approval of the purchase of supplies, equipment, furniture, computer hardware, computer peripherals; software and equipment repairs, and for the supervision of contract performance and final approval of billing statements.

- 1.2** Title VI Civil Rights/Environmental Justice – MPO staff will ensure that minority and low-income populations, and citizens who have limited proficiency in English have the opportunity to participate in the transportation planning process. Transportation documents will be formulated and constructed in accordance with Environmental Justice regulations. Low-income and minority populations will be identified by traffic analysis zone or census tracts, so the effects or burdens of TIP and MTP projects on these groups can be reviewed to ensure transportation programs are distributed fairly. Staff will utilize GIS technology to produce maps identifying the TIP projects overlaid on a map showing income and ethnic group dispersion by traffic analysis zone to illustrate the principles of Environmental Justice are satisfied.
- 1.3** Public Participation – MPO staff will conduct public outreach and public meeting during the development of all transportation planning documents, programs and studies. Public outreach may take place in the form of presentations to government, civic, educational and public organizations, newspaper and on-line surveys, as well as social media. MPO staff will coordinate and assist, as necessary, with Texas Department of Transportation open houses and public meetings. The Public Participation Plan will be evaluated regularly, monitored for effectiveness and revised as needed. The Public Participation Plan will be evaluated in terms of effectively engaging transportation disadvantaged communities in the transportation decision making process. MPO staff will investigate public involvement best practices of other small to medium sized MPOs. Public meetings will be held in accordance with the Public Participation Plan and governing regulations.
- 1.4** Training and Travel – MPO staff will attend meetings, workshops, seminars and conferences to develop and maintain a professional and competent planning staff. Training will enable MPO staff to improve their knowledge of required policies, regulations, software, GIS skills, office skills, time management, office techniques and technology. MPO staff attendance to regional, state or national conferences conducted by the American Planning Association, the Association of Metropolitan Planning Organizations, Texas Department of Transportation, National Highway Institute, ESRI GIS software, and other transportation planning related organizations. Out of state travel requires prior approval from TxDOT.

Subtask	Responsible Agency	Transportation Planning Funds (TPF) <sup>1</sup>		FTA Sect. 5307	Local	Total
		FY 16	FY 17			
1.1	MPO	\$52,000	\$42,000	\$0	\$0	\$94,000
1.2	MPO	\$2,000	\$2,000	\$0	\$0	\$4,000
1.3	MPO	\$3,000	\$3,000	\$0	\$0	\$6,000
1.4	MPO	\$8,000	\$8,000	\$0	\$0	\$16,000
TOTAL		\$65,000	\$55,000	\$0	\$0	\$120,000

<sup>(1)</sup> TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. 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 person-hours, they are not reflected in the funding tables

# TASK 2 – DATA DEVELOPMENT & MAINTENANCE

## A. OBJECTIVES

To further the goals and objectives of the transportation planning process, the development and maintenance of multiple data will be accomplished. Create, update and maintain basic data on population, housing, demographics, land use and transportation characteristics. Monitor development trends in the study area for their impact on the transportation system. Integrate data into the Geographic Information System (GIS) for organization, map creation, analysis, and to forecast pertinent information to continue and further the goals and objectives of comprehensive transportation planning.

## B. EXPECTED PRODUCTS

Data development and analysis assists in the formulation of the transportation plan and for the planning of public transportation. Geodatabases will be developed and maintained for environmental factors as well as other aspects that affect transportation planning. An inventory of available data will be conducted to allow the MPO to understand what type of performance measures activities can be supported given the state's performance target. Revise, maintain and update: population, land use, housing, employment, street inventory, pedestrian trails, traffic, urbanized area, metropolitan area, functional classification, and other transportation related maps. Create new transportation data layers as needed. Data will be used for committee evaluation and plan revisions as well as travel demand 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. Maintain and upgrade GIS mapping software, ESRI's ArcMap, ArcCatalog, ArcToolbox and other GIS software. Renew annual GIS software and hardware maintenance contracts with the City of Longview's GIS Division.

## C. PREVIOUS WORK

1. Maintained and updated transportation GIS geodatabases, shapefiles and related files, such as land use, population, housing, and employment.
2. Coordinated travel demand modeling tasks with TxDOT
3. Reviewed, revamped, renumbered 336 existing traffic analysis zones and created 134 new traffic analysis zones for the 2013 base year travel model.
4. Collected, reviewed, sifted and analyzed 2013 base year socioeconomic data from Texas Workforce Commission for allocation to traffic analysis zones for the travel model.
5. Collected, reviewed, sifted and allocated 2010 Census population, income and household data to 470 traffic analysis zones for the 2013 base year travel model.
6. Updated Street and highway network for the 2013 base year travel demand model.
7. Upgraded ArcGIS software & renewed ESRI GIS software maintenance contract.
8. Created GIS maps for analysis, Technical Committee, Policy Board and public meetings.
9. Reviewed and analyzed prospective businesses and regional locations for inclusion into the Special Generator data set.
10. Coordinated the implementation of Performance Measures with TxDOT
11. Maintained databases of minority & ethnic populations for Environmental Justice review.
12. Gathered and developed data for environmental aspects. Utilized GIS applications for making environmental evaluations which show the consequences of various transportation alternatives. Utilized NEPAassist for Gladewater's west loop alternatives.

## D. SUBTASKS - DATA DEVELOPMENT & MAINTENANCE

- 2.1 Maintenance of physical inventories, data and monitoring growth and development – On-going inventories and review of transportation facilities: traffic analysis zones delineation review, additions and revisions, review and analysis of the American Community Survey, the Census Transportation Planning Package data, streets, pedestrian and bike facilities, sidewalks, signals and other transportation-related facilities. Revisions and updates of the Highway Functional Classification system will be performed as needed. On-going data gathering and the monitoring of growth and development trends related to population, minority populations, low-income population, traffic accidents, residential and commercial development, land use, housing and the environment.
- 2.2 Geographic Information System (GIS) Maintenance – GIS services, software maintenance and support will be provided by the City of Longview GIS Department. This service through a continuous monthly contract includes ESRI ArcGIS software upgrades, GIS Help Desk services for hardware and software as well as technical troubleshooting support.
- 2.3 Demographic data for 2013 travel demand model base year – The collection of 2013 socioeconomic data and allocation of the data to 468 traffic analysis zones for the purpose of updating the Longview MPO's travel demand model for the next Metropolitan Transportation Plan update due in November 2019. The 2013 base year demographic data includes population and employment data for the MPO modeling area. Socioeconomic data required for the travel demand model includes retail employment, service employment, basic employment, special generators, population, number of households, distribution of households by household size, and median income. The MPO will work cooperatively with Texas Department of Transportation (TxDOT) Transportation Planning and Programming Division to develop the travel demand model. After MPO staff completes the network coding of the 2013 base year conditions, the base network and 2013 socioeconomic data are submitted to TxDOT for travel demand model calibration and validation. Data collection and allocation work to be performed by MPO staff and consultant.
- 2.4 Performance Measures – As required, by MAP-21, a transition to performance-based planning and programming will occur. MAP-21 contains a performance measures requirement regarding the use of statistical evidence to determine progress toward a specific defined objective. States must establish performance targets within one year after the U.S Department of Transportation final rule on performance measures. MPO will coordinate with the U.S. Department of Transportation and the Texas Department of Transportation as they develop their performance measures. Initially, an inventory of available data for the MPO area will be conducted to determine what type of data is readily available for use with performance measures. The data inventory will allow the MPO to understand what type of activities can be supported given the state's performance target. In coordination with TxDOT, the MPO will identify how to implement performance-based planning that includes collecting performance data, selecting and reporting performance targets and actual system performance related to those targets. The MPO will build upon the previously established project prioritization system of the Metropolitan Transportation Plan 2040 update that was adopted in November 2014.

**2.5** TxDOT Data Collection – To conduct travel surveys in the MPO region for use in the travel demand models and transportation analysis for pavement and geometric design. Work is being conducted by TxDOT and funding is being provided through the Texas State Planning and Research (SPR) Work Program Part I. Funds will be reconciled as part of the SPR Part 1. (\$9,918.94)

Subtask	Responsible Agency	Transportation Planning Funds (TPF) <sup>1</sup>		FTA Sect. 5307	Texas State Planning & Research	Local	Total
		FY 16	FY 17				
2.1	MPO	\$5,000	\$5,000	\$0	\$0	\$0	\$10,000
2.2	MPO	\$12,000	\$12,000	\$0	\$0	\$0	\$24,000
2.3	MPO & TxDOT	\$15,000	\$40,000	\$0	\$0	\$0	\$55,000
2.4	MPO	\$6,000	\$6,000	\$0	\$0	\$0	\$12,000
2.5	TxDOT	\$0	\$0	\$0	\$9,919	\$0	\$9,919
TOTAL		\$38,000	\$63,000	\$0	\$9,919	\$0	\$110,919

(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 FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor person-hours, they are not reflected in the funding tables.

# TASK 3 – SHORT RANGE PLANNING

## A. OBJECTIVES

To undertake transportation planning activities, both local and regional, associated with near-term planning for projects scheduled within a five-year period, to provide multimodal planning to improve the transit system and to provide air quality planning which supports regional efforts to comply with federal air quality standards while seeking to promote the area's transportation needs and economic vitality.

## B. EXPECTED PRODUCTS

Develop, monitor and revise the Transportation Improvement Program (TIP) to enhance mobility for the Longview area. Provide air quality planning coordination and participation with North East Texas Air Care and the Technical Working Group. Provide staff and consultant assistance for transportation conformity demonstration, analysis and implementation strategies to meet the 8-hour ozone standard for the region, should non-attainment designation occur. Assist TxDOT in data collection for Gregg and Harrison counties for possible future mobile source conformity determinations required under the Clean Air Act. Comply with the Clean Air Act as outlined in the State Implementation Plan. Provide ongoing MPO staff support in the State Implementation Plan development, coordination and implementation efforts. Program short-term mobility and traffic operations to facilitate congestion reduction and cleaner air through the use of mobility funding and Congestion Mitigation Air Quality (CMAQ) funding, should non-attainment designation occur. Apply for funding, planning, coordination and implementation of a Multimodal Transportation Center at the Longview train station/Longview Transit/Greyhound complex to integrate various modes of public transportation. Assist Longview Transit with future expansion and implement measures for a safer, more secure, more efficient transportation system to the public. Assist with the East Texas Regional Public Transportation Coordination Plan for a fourteen county area. Promote regional transportation planning by providing expertise, coordination and participation to the Interstate 20 East Texas Working Group, North East Texas Regional Mobility Authority, the East Texas Corridor Council, the Texas-Louisiana Rail Coalition and the East Texas Rural Planning Organization.

## C. PREVIOUS WORK

1. Adoption of the 2015-2018 Transportation Improvement Program was performed in expanded consultation with TxDOT staff and in consultation with federal, state, local, tribal, wildlife, land management and historic agencies. The TIP includes total project cost and year of expenditure dollars. Staff employed visualization techniques to depict the TIP projects within the adopted document. The 2013-2016 TIP was adopted on April 17, 2014 and revised on February 19, 2015.
2. Coordinated the programming of projects with Longview Transit. Attended Public Transportation Advisory Committee meetings. Revised the MPO/Longview Transit Memorandum of Agreement.
3. Membership and participation with the East Texas Regional Public Transportation Steering Committee (EasTexConnects). Assisted with updates and facilitation of tasks from the East Texas Regional Public Transportation Plan for a fourteen county area. Assisted with TxDOT's Coordinated Call for Projects. MPO Transportation Planner served as the EasTexConnects Planning Oversight Subcommittee chairman.

4. Coordinated MPO public meetings with Longview Transit to facilitate public involvement. Provided assistance on public transportation issues of the fixed route transit system and demand response program to facilitate the area's current and future needs.
5. Provided administration, management and oversight of a consultant to perform Pedestrian Transit Access Study to improve transit access and to create a more connected and livable community for passengers.
6. Cooperatively promoted comprehensive regional planning by providing assistance to the North East Texas Regional Mobility Authority and the East Texas Rural Planning Organization.
7. Provided staff support to the state agencies of TxDOT, TCEQ and interagency committees: SIP Working Group, Technical Working Group, North East Texas Air Care (NETAC) and the I-20 East Texas Corridor Advisory Committee.
8. Attended and provided support at NETAC Technical & NETAC Policy Committee meetings in order to monitor air quality conditions for impact to possible non-attainment designation as it relates to transportation conformity.
9. Coordinated transportation planning for the Longview Multimodal Transportation Center. Renovations to the historic train station were completed in 2015.
10. Furnished staff assistance with the Longview Emergency Operation Center activities to prepare for hurricanes & other natural disasters, chemical accidents, industrial explosions, and other disasters.
11. MPO Director served on the I-20 East Texas Corridor Advisory Committee member for northeast Texas to facilitate efficient state transportation between Dallas and Shreveport. The I-20 Study began in July 2013 and Interstate 20 Study recommendations were presented to the Transportation Commission in December 2014.

#### **D. SUBTASKS - SHORT RANGE PLANNING**

- 3.1 Transportation Improvement Program (TIP) – The adoption, public involvement and quarterly revisions of the Transportation Improvement Program as needed within the federal regulations of MAP-21. The 2017-2020 TIP will be under development in FY 2016. Revisions to the 2015–2018 TIP will be made, as needed. Planning and programming of projects funded with Proposition 1. The TIP adoption and revisions will comply with the procedures outlined in the Public Participation Plan. Projects in the TIP will include the year of expenditure and total project costs. TIP will comply with MAP-21 regulations with inclusion of public transportation Section 5307 (Urbanized Area) and other federal public transportation programs, as applicable. The MPO will coordinate programming activities of the Statewide Transportation Improvement Program (STIP) with TxDOT.
  
- 3.2 Local and Regional Public Transportation Planning – The MPO will coordinate and provide local planning assistance to Longview Transit related to study and coordination of options for the multimodal center, connectivity with other transportation modes, such as rail, commercial bus and air; assistance with the fixed route transit system and review of bus routes, fixed route expansions, bus route mapping, bus stops, handicapped ramps, bus shelters; safety planning for transit passengers, review of special populations such as low-income, minority, elderly, disabled; assistance with transit ridership studies to determine system deficiencies and assess customer needs; provide assistance with transit studies and participate in Longview Transit's Public Transportation Advisory Committee. MPO staff will coordinate and provide regional public transportation planning through monthly participation in both EasTexConnects, the East Texas Regional Public Transportation Coordination Planning Steering Committee and in the EasTexConnects Planning and Development Subcommittee to create and connect a comprehensive, flexible and

sustainable public transportation throughout East Texas. The MPO will facilitate the goals of the Regional Coordination and Marketing and Outreach Plans, in particular, the regional One-Call Center, universal fare medium, improvement of ADA accessibility at major transportation centers and a feasibility study of the East Texas United Route that connects Longview and Tyler, while creating rural transit stops. Coordinate and assist with regional project submissions to TxDOT's Coordinated Call for Projects. Due to the multiple funding sources of this subtask and the inclusion of work activities beyond planning, the FHWA PL planning funds will be used for those eligible planning activities and other Federal Transit Administration funding will be used for other activities.

- 3.3** Interagency coordination on regional and statewide transportation initiatives – In order to provide a coordinated approach that facilitates opportunities related to project delivery, congestion management, safety, freight, livability, and commerce across boundaries, the MPO will coordinate efforts and collaborate with numerous agencies and planning initiatives. These agencies and initiatives are the Texas Department of Transportation, Federal Highway Administration, North East Texas Regional Mobility Authority (NETRMA), East Texas Rural Planning Organization, East Texas Council of Governments, Tyler Metropolitan Planning Organization, Texarkana Metropolitan Planning Organization, the Northwest Louisiana Council of Governments, the I-69 Corridor Segment One Committee, and the Interstate 20 East Texas Corridor Advisory Committee. Agency coordination and assistance with Interstate 20 studies to address freight issues, develop multimodal solutions, and advance projects to improve access along Interstate 20. MPO staff will promote regional rail transportation by coordinating with the Gregg County Rail District and higher speed rail committees such as East Texas Corridor Council, the NETRMA Rail Subcommittee, and the Texas-Louisiana Rail Coalition to improve higher speed passenger rail and improved freight rail operations of the region. Regionally comprehensive planning will be performed, including coordination efforts with feasibility studies and the Regional Toll Analysis of Toll 49 / East Texas Hourglass and TxDOT's Freight Mobility Plan. Participation, membership and coordination with TxDOT's Rail Plan Advisory Committee to update the Texas Rail Plan in order to improve passenger and freight rail transportation.
- 3.4** Transportation-related air quality planning – Continue to monitor non-attainment designation of the ozone standard and participate in the North East Texas Air Care (NETAC) Technical Committee and NETAC activities. Participation and collaboration with the Technical Working Group (TWG) and the TWG Non-attainment Subcommittee. Compliance with the Clean Air Act, as outlined in the State Implementation Plan. Provide assistance to the Texas Commission on Environmental Quality for analysis and implementation strategies to meet the 8-hour ozone standards for the region and other related air quality activities. Monitor State Implementation Plan (SIP) development, changes to conformity requirements and changes to the air quality ozone standard. Coordinate and create Pre-Consensus Plan to determine agency's responsibilities and transportation conformity strategies. Coordinate and assist with the development and demonstration of transportation conformity analysis, create a conformity determination document and other required documentation by MPO staff and a consultant, if nonattainment designation occurs. A consultant will be utilized for conformity determination and other technical air quality tasks to supplement expertise in order to meet critical deadlines.

- 3.5 Multimodal Center planning and the Comprehensive Plan - Coordination, applying for funding and the implementation of a Multimodal Center at the Longview Transportation Center to integrate Longview Transit, Amtrak passenger rail, Greyhound bus, the East Texas Regional Airport, taxi services, bicycle transportation, pedestrian transportation and other public transportation services. Further assist with implementation and investigate potential funding sources for capital project recommendations of the Pedestrian Transit Access Study for three primary transit routes with the Multimodal Center serving as the transportation hub. Assistance and coordination with the implementation of the city's Comprehensive Plan relative to transportation, land use and the MPO's Regional Thoroughfare Plan.
- 3.6 Staff assistance with Emergency Operations Center activities – To prepare for natural disasters, storms, hurricane evacuations, tornadoes, infectious disease epidemics, chemical accidents or industrial explosions. Transportation planning will be performed during drills and emergency situations to facilitate the movement of people and goods safely and securely in the event roads or highway are damaged, closed or overloaded. Staff assistance will be provided to facilitate intermodal connectivity to meet an unusual demand on the public transit system or highway network should a disaster or emergency situation occur.

Subtask	Responsible Agency	Transportation Planning Funds (TPF) <sup>1</sup>		FTA Sect. 5307	FTA Sect. 5304 Statewide Plng.	Local	Total
		FY 16	FY 17				
3.1	MPO	\$14,000	\$14,000	\$0	\$0	\$0	\$28,000
3.2	MPO	\$22,000	\$22,000	\$152,000	\$0	\$30,400	\$226,400
3.3	MPO	\$14,000	\$14,000	\$0	\$0	\$0	\$28,000
3.4	MPO	\$1,000	\$8,000	\$0	\$0	\$0	\$9,000
3.5	MPO	\$4,000	\$4,000	\$0	\$0	\$0	\$8,000
3.6	MPO	\$1,000	\$1,000	\$0	\$0	\$0	\$2,000
TOTAL		\$56,000	\$63,000	\$152,000	\$0	\$30,400	\$301,400

<sup>(1)</sup> TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. 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 person-hours, they are not reflected in the funding tables.

<sup>(2)</sup> FTA Section 5307 – Funding to be utilized by Longview Transit for planning purposes

# TASK 4 – METROPOLITAN TRANSPORTATION PLAN

## A. OBJECTIVES

To develop, monitor, adopt and publish the Metropolitan Transportation Plan (MTP), a model-based plan, to meet the needs of the metropolitan area for a 25-year horizon, in accordance with federal, state and local regulations. To continue the study and analysis of projects and socioeconomic data for travel demand model forecasting while focusing on both short and long-range planning elements in order to develop an integrated multimodal transportation system.

## B. EXPECTED PRODUCTS

The Longview Metropolitan Transportation Plan (MTP) 2040 will be revised as needed. Public involvement policies will be implemented to facilitate revisions to the MTP. Building upon the travel demand model base year 2013, the forecast of socioeconomic data and allocation of the data to traffic analysis zones travel demand model forecasting will target the interim years of 2018, 2025, 2035 and the forecast year of 2045. The travel demand model will be developed and utilized as input for next MTP update; the Metropolitan Transportation Plan 2045.

## C. PREVIOUS WORK

1. The MPO hired a consultant to perform select tasks directly related to the MTP 2040 update: Longview Travel Demand Model review, off-model methodology, alternatives analysis, an MPO Regional Thoroughfare Plan; and MTP project prioritization.
2. The 2007-2040 Longview Travel Demand Model was utilized heavily during the development of the MTP 2040 and the MPO Regional Thoroughfare Plan.
3. Creation of an MPO Regional Thoroughfare Plan by a consultant that provides a long term vision of the major street network necessary to meet future travel needs. Thoroughfare Plan was finalized in the early fall of 2014 and used as an input to the MTP 2040. The MPO Thoroughfare Plan was adopted by the MPO Policy Board on November 10, 2014.
4. Researched data and information for MAP-21 compliance of the Metropolitan Transportation Plan.
5. Metropolitan Transportation Plan 2040 project prioritization that included the development of a comprehensive project list, criteria categories, decision matrix and scoring criteria was performed by a consultant.
6. Travel demand model alternatives analyses were performed for MTP 2040 candidate projects and for Gladewater's new alignment west loop alternatives.
7. MPO staff constructed and completed the update of the Metropolitan Transportation Plan 2040 and adoption of MTP 2040 occurred on November 10, 2014. The 2040 Longview Metropolitan Transportation Plan included total project cost and year of expenditure dollars while utilizing maps, charts, graphs and other visualization tools.
8. MPO staff received TransCad software training at MPO offices in December 2014.
9. Goals and objectives for Longview Transit and the Longview Multimodal Transportation Center were discussed and strategized to sustain the Multimodal Center over the long term.
10. Identified critical facilities and transportation system elements, such as the transit system, Interstate system, National Highway System routes, etc.

## D. SUBTASKS - METROPOLITAN TRANSPORTATION PLAN

- 4.1 Revisions to the Metropolitan Transportation Plan 2040 – As needed, for the twenty-five year, financially constrained transportation plan to include total project costs and year of expenditure. Public involvement activities, technical review and analysis. MTP revisions and updates will include expanded consultation with agencies responsible for historic preservation, natural resource conservation, environmental protection and land use management, as appropriate. MTP will comply with MAP-21 regulations with inclusion of public transportation Section 5307 (Urbanized Area) and other transit programs, as applicable. Revisions to the 2040 MTP will be adopted in accordance with the procedures outlined in the Public Participation Plan.
- 4.2 Travel Demand Model Forecasting – Building upon the travel demand model base year 2013, travel demand model forecasting will target the interim years of 2018, 2025, 2035 and the forecast year of 2045. The forecast of socioeconomic data and allocation of the data to traffic analysis zones is for the purpose of updating the Longview MPO’s travel demand model and for use in the next MTP update due in November 2019, the 2045 Metropolitan Transportation Plan. Demographic forecasting categories will include population and employment data for the MPO modeling area. Socioeconomic data required for the travel demand model includes retail employment, service employment, basic employment, special generators, population, number of households and household median income. Growth allocation methodology will involve the identification of development trends and future growth opportunities such as future land use, economic development, employment centers, and infrastructure issues which might encourage or discourage development. Other model work will include travel demand model alternatives analysis of future projects and also includes the transportation network coding of each interim year and the forecast year. An integrated travel demand modeling process will occur between the MPO, MPO consultant and the Texas Department of Transportation TPP Division. Work to be performed by MPO staff and a consultant.

Subtask	Responsible Agency	Transportation Planning Funds (TPF) <sup>1</sup>		FTA Sect. 5307	Local	Total
		FY 16	FY 17			
4.1	MPO	\$2,000	\$12,000	\$0	\$0	\$14,000
4.2	MPO & TxDOT	\$8,000	\$100,000	\$0	\$0	\$108,000
TOTAL		\$10,000	\$112,000	\$0	\$0	\$122,000

<sup>(1)</sup> TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. 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 person-hours, they are not reflected in the funding tables.

# TASK 5 – SPECIAL STUDIES

## A. OBJECTIVES

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 and regional transportation needs.

## B. EXPECTED PRODUCTS

The creation of a comprehensive Bicycle and Pedestrian Master Plan for the Longview MPO planning area. Safety management that includes collecting traffic data, monitor traffic and review traffic concerns with emphasis on safety, access, land use issues and efficient traffic operations. Evaluate accident data at hazardous locations and develop prevention strategies to improve safety. Identify locations with traffic congestion, analyze data and devise a plan to reduce delays.

## C. PREVIOUS WORK

1. Traffic accident intersection data was collected along major corridors and analyzed to develop strategies for safety improvements. The staff received this data from TxDOT and their Crash Records Information System (CRIS). The data was analyzed based off several factors.
2. CRIS accident data was compiled through GIS and visualization software to identify crash hotspots and high crash rate intersections.
3. As transportation projects are conceptualized and planned, the safety of motorists and pedestrians are continually reviewed and considered.
4. Speed data for the RHiNO road dataset was provided to the MPO. Staff uploaded the data into GIS and began preliminary work, but no results have been formulated. Awaiting RHiNO data training on how to effectively utilize the data.
5. Due to the reduction of MPO staff from three to two FTEs, the previous Mobility Monitoring fieldwork program could not continue as previously organized.

## D. SUBTASKS - SPECIAL STUDIES

- 5.1 Bicycle and Pedestrian Master Plan – A comprehensive MPO Bicycle and Pedestrian Plan will be created that proactively guides the development and implementation of an interconnected network of bicycle facilities, off-road bicycle trails and a system of pedestrian sidewalks and facilities to improve bicycle and pedestrian access, mobility and safety. The master plan will enhance livability of the community while providing guidance for cycling and walking in a safer environment for those who want to walk or ride a bicycle to their destinations. The plan will produce a list of prioritized projects, conceptual drawings, renditions, project costs and will investigate road diets. The plan will also include an ADA Transition Plan that will identify how an agency will achieve compliance in the public right of way. Work to be performed by a consultant, contract labor, staff and/or intern, and is a two-year work task.
- 5.2 Sidewalk Inventory – Conduct an inventory of the existing sidewalks, bikeways, off-road mountain bike trails and other pedestrian and bicycle facilities in the Longview MPO planning area. The inventory will be in the format of an ESRI GIS shapefile and will include location, length, width, condition and material. Work to be performed by a consultant, contract labor, staff and/or intern, and is a two-year work task.

**5.3 Safety, Mobility and Congestion Monitoring** – As transportation projects are planned, discuss, monitor and evaluate accident locations, traffic operations, develop prevention strategies and make recommendations for improvements. Gather traffic accident intersection data along major corridors, analyze data and develop strategies for safety improvements. Maintain sidewalk, bicycle and pedestrian facilities inventory and analysis to improve safety, increase public awareness, identify safety concerns and encourage alternate modes of transportation. Collect and monitor traffic data to reduce congestion, and increase the reliability of the transportation system. Utilize RHiNO speed data to calculate free flow speeds versus actual speeds, thus calculating delay. Measure mobility changes, such as travel time, to identify congested locations and time periods to reduce congestion or to proactively identify and mitigate congestion difficulties. Work will be performed by MPO staff and a consultant; and is a two-year work task.

Subtask	Responsible Agency	Transportation Planning Funds (TPF) <sup>1</sup>		FTA Sect. 5307	Local	Total
		FY 16	FY 17			
5.1	MPO	\$3,000	\$152,000	\$0	\$0	\$155,000
5.2	MPO	\$2,000	\$42,000	\$0	\$0	\$44,000
5.3	MPO	\$2,000	\$12,000	\$0	\$0	\$14,000
TOTAL		\$7,000	\$206,000	\$0	\$0	\$213,000

<sup>(1)</sup> TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. 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 person-hours, they are not reflected in the funding tables.

# FY 2016 & FY 2017 Unified Planning Work Program Summary

UPWP Task	Description	TPF <sup>1</sup> Funds (PL112 & Sec.5303)		FTA <sup>2</sup> Section 5307	Texas State Planning & Research	Local Funds (FTA 5303 match)	Total Funds
		FY 16	FY 17				
1.0	Administration-Management	\$65,000	\$55,000	\$0	\$0	\$0	\$120,000
2.0	Data Development and Maintenance	\$38,000	\$63,000	\$0	\$9,919	\$0	\$110,919
3.0	Short Range Planning	\$56,000	\$63,000	\$152,000	\$0	\$30,400	\$301,400
4.0	Metropolitan Transportation Plan	\$10,000	\$112,000	\$0	\$0	\$0	\$122,000
5.0	Special Studies	\$7,000	\$206,000	\$0	\$0	\$0	\$213,000
FY 16 & FY 17 TOTAL		\$176,000	\$499,000	\$152,000	\$9,919	\$30,400	\$867,319

<sup>(1)</sup> TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. 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 person-hours, they are not reflected in the funding tables.

<sup>(2)</sup> FTA Section 5307 – Funding to be utilized by Longview Transit for planning purposes.

TPF Funds FHWA PL-112 & FTA Section 5303	\$	459,952
(\$229,976 x 2 yrs.)		
Unexpended Carryover from FY 15		169,234
Unexpended Estimated Carryover from FY 16		<u>45,814</u>
TOTAL TPF	\$	675,000

\* Estimate based on prior years' authorizations

## Longview Metropolitan Planning Organization Transportation Policy Board

### Voting members

Hon. Andy Mack	Mayor – City of Longview
Hon. Bill Stoudt	County Judge – Gregg County
Hon. Dean Fowler	County Judge – Upshur County
Mr. James Greer	Commissioner – Harrison County
Hon. Kyle Kutch	Mayor – City of White Oak
Hon. Harold Wells	Mayor – City of Gladewater
Mr. Dennis Cooley	District Engineer – TxDOT Tyler District
Mr. Glenn Green	District Engineer – TxDOT Atlanta District
Mr. David Willard	City Manager – City of Longview
Mr. Rolin McPhee	Director of Public Works – City of Longview
Mr. Michael Shirley	Director of Development Services - Longview

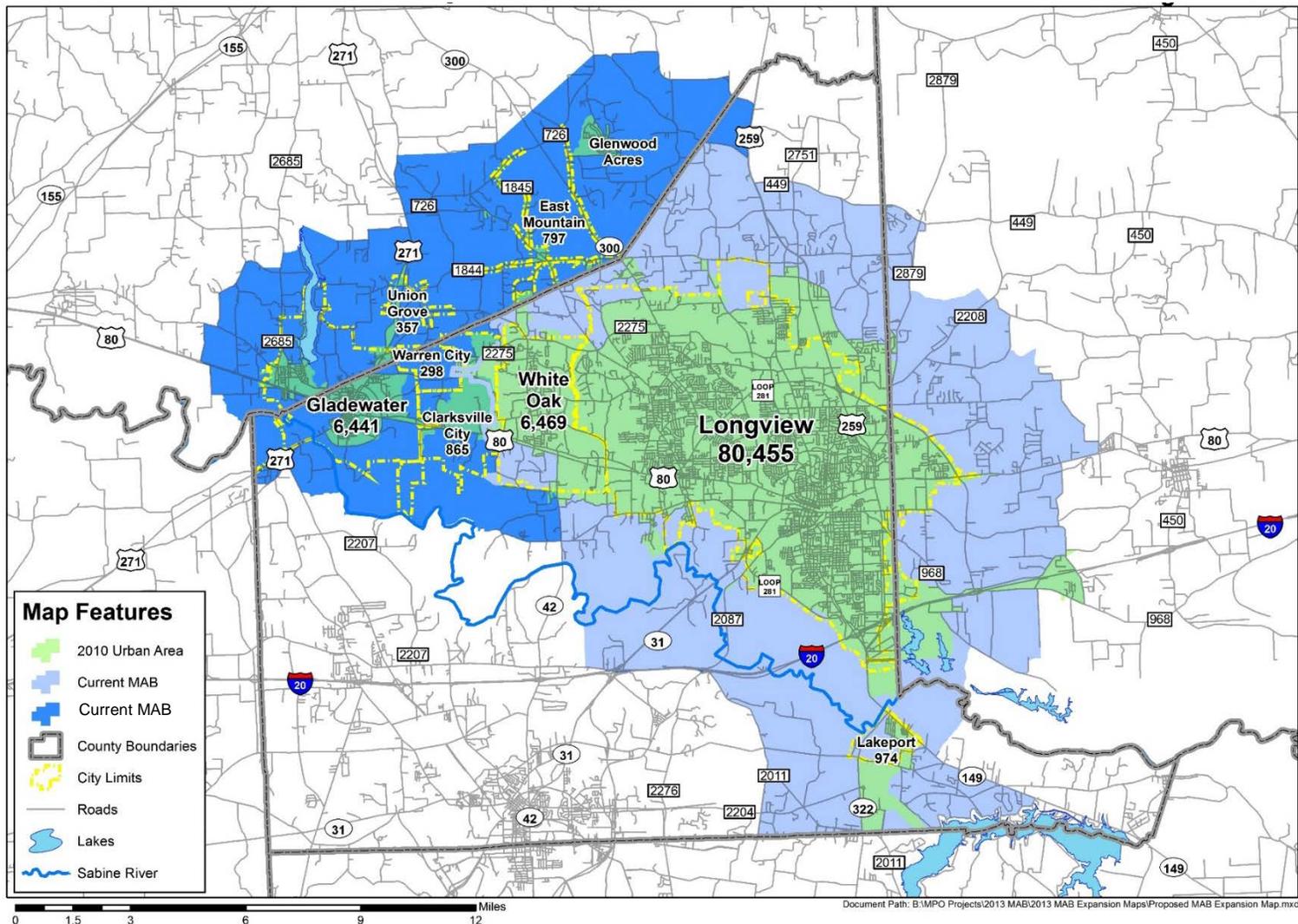
### Non-voting members

Hon. David Simpson	Texas House of Representatives – District 7
Hon. Chris Paddie	Texas House of Representatives – District 9
Mr. Nicholas Page	MPO Coordinator – Texas Dept. of Transportation
Ms. Genevieve Bales	Transportation Planning Coordinator – Federal Highway Administration (FHWA)

## Longview Metropolitan Planning Organization Technical Committee

Ms. Karen Owen	MPO Director – Longview MPO
Mr. Vernon Webb	Director of Transportation Plng. & Programming - TxDOT
Ms. Brooke Droptini	MPO Coordinator – TxDOT – Tyler District
Mr. Will Buskell	Longview Area Engineer – TxDOT Longview
Mr. Nicholas Page	MPO Coordinator – TxDOT - Austin
Ms. Deanne Simmons	Advance Project Development Engineer – TxDOT Atlanta
Ms. Terri Jolly	Planner – TxDOT Atlanta District
Mr. Charlie Hall	City Manager – City of White Oak
Mr. Scott Lewis	General Manager – Longview Transit
Mr. Keith Bonds	Assistant City Manager – City of Longview
Mr. Michael Shirley	Director of Development Services – City of Longview
Ms. Ingrid Self	Assistant Director of Development Services – Longview
Mr. Rolin McPhee	Director of Public Works – City of Longview
Mr. Alton Bradley	City Engineer – City of Longview
Mr. Stephen Ha	Traffic Manager – City of Longview
Mr. Robert Johnson	Executive Director – Gladewater Economic Develop. Corp.
Ms. Genevieve Bales	Transportation Planning Coordinator – FHWA
Mr. Dave Spurrier	North East Texas Regional Mobility Authority
Ms. Lynn Hayes	Federal Transit Administration
Mr. John Myers	Interim Director of Transportation – ETCOG
Ms. Jamie Zech	Transportation Conformity Specialist – Texas Commission on Environmental Quality

## Longview MPO Planning Area Metropolitan Area Boundary



**DEBARMENT CERTIFICATION  
(Negotiated Contracts)**

- (1) The Longview Metropolitan Planning Organization, 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

**LONGVIEW METROPOLITAN PLANNING ORGANIZATION**

  
\_\_\_\_\_  
Longview Mayor Andy Mack  
MPO Policy Board Chairman

July 29, 2015  
\_\_\_\_\_  
Date

## LOBBYING CERTIFICATION

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

The undersigned certifies to the best of his 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 subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose 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.

LONGVIEW METROPOLITAN PLANNING ORGANIZATION



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Longview Mayor Andy Mack  
MPO Policy Board Chairman

July 29, 2015

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Date

## CERTIFICATION OF COMPLIANCE

I, Longview Mayor Andy Mack, a duly authorized officer/representative of the Longview 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.

### LONGVIEW METROPOLITAN PLANNING ORGANIZATION



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Longview Mayor Andy Mack  
MPO Policy Board Chairman

July 29, 2015

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Date

Attest:



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Karen Owen  
Longview MPO Director

**CERTIFICATION OF INTERNAL ETHICS AND COMPLIANCE PROGRAM**

I, Longview Mayor Andy Mack, a duly authorized officer/representative of the Longview 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.



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Longview Mayor Andy Mack  
MPO Policy Board Chairman

July 29, 2015

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Date

Attest:



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Karen Owen  
Longview MPO Director