



FY 2014 and FY 2015  
UNIFIED PLANNING WORK PROGRAM

Adopted by the Transportation Policy Board:

June 10, 2013

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## I. INTRODUCTION

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

### A. Purpose

The Unified Planning Work Program (UPWP) provides descriptive details for the Capital Area Metropolitan Planning Organization (CAMPO) planning process for FYs 2014- 2015. This activity is required under federal law defining the responsibilities of Metropolitan Planning Organizations (MPO). The UPWP serves as the document for identifying ways to carry out the continuing, cooperative and comprehensive transportation planning process in the six-county Capital Area in Central Texas. An MPO is required to perform all planning tasks set forth in federal laws and regulations, many of which are conducted annually. However, some tasks require more than one year to complete and are carried forward from one UPWP to the next. To effectively identify all work tasks, CAMPO prepares this UPWP with input from federal, state and local jurisdictions and transportation providers in the CAMPO region.

Eight broad planning areas have been identified in federal law. The work tasks contained in the FYs 2014 - 2015 UPWP have considered the following eight areas, some more directly than others:

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

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

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

CAMPO will work cooperatively with TxDOT, CARTS and Capital Metropolitan Transit Authority (CMTA) to define performance measures that emphasize these seven federal goals.

The UPWP is partially funded with federal transportation planning funds from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). The federal funds require a non-federal match; TxDOT is providing the match using Transportation Development Credits

The UPWP must be approved by CAMPO's Transportation Policy Board and submitted to the FHWA and the FTA for approval. If priorities change or additional funds become available, the UPWP can and will be amended throughout the fiscal year.

The appendices contain the following:

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

## **B. Definition of Area**

The CAMPO planning area includes all of Bastrop, Burnet, Caldwell, Hays, Travis and Williamson Counties (**Appendix B**) and the cities and villages in each of the six counties (a comprehensive list of these jurisdictions can be found at [www.campotexas.org](http://www.campotexas.org)). By federal definition, CAMPO's planning area must at least include the urbanized area (as defined by the U.S. Bureau of the Census) and the contiguous area that may reasonably be expected to become urbanized in the next 20 years.

During the 2010 census, a very small portion of Guadalupe County was included as a part of the newly urbanized area of San Marcos. San Marcos intends to remain part of CAMPO. Therefore, an agreement will be developed between CAMPO and the San Antonio- Bexar County MPO regarding the roles and responsibilities of each MPO concerning this portion of Guadalupe County.

## **C. Organization**

The Transportation Policy Board (**Appendix A**), provides policy direction for CAMPO. The Policy Board consists of 20 elected and appointed county, city, Texas Department of Transportation (TxDOT) and Capital Metropolitan Transportation Authority (CMTA) officials.

The Policy Board also has several committees for which the CAMPO staff provides administrative support and technical assistance. Some of these committees have members who do not currently serve on the Policy Board but who represent stakeholders in the community:

- The Technical Advisory Committee (TAC) is comprised of agency and local jurisdiction staff that have expertise in the following areas: transportation planning, implementation of transportation projects, or related fields with responsibility to that governmental unit or agency for some aspect of planning, development or improvement of the transportation system. The TAC, under the direction of the Policy Board, makes recommendations to the TPB for matters necessary to comply with the requirements of federal and state law.
- The Executive Committee are members of the Transportation Policy Board who make recommendations on transportation planning issues, projects and the process as directed by the Transportation Policy Board.
- The Finance Committee was formed to become fully educated and explore long-term financing options for potential modal components of a comprehensive transportation system.
- The Transit Working Group (TWG) was formed to analyze and evaluate the potential for high capacity transit in Central Texas, and the optimal role for transit as part of the comprehensive regional transportation plan.
- The Budget, Audit and Finance Committee was formed to review and make recommendations to the Transportation Policy Board for the CAMPO annual planning budget.
- The SH 45 (SW) Committee was formed to analyze options for the future development of SH 45(SW) and address issues surrounding the further planning of the corridor.

Other committees, task forces or study groups may be named from time-to-time throughout the year as necessary.

CAMPO currently operates with the following professional staff positions: Director, Assistant Director, two transportation planning officers, ten planners, one project coordinator, one financial consultant and one administrative specialist. Additionally, the Transportation Policy Board approved STP MM funds for CAMPO to hire four temporary staff positions (three of which have been filled). Finally, depending on the budget and/or work tasks to be completed, CAMPO may employ a varying number of interns or temporary personnel.

### Functional Responsibilities of Planning Agencies

For the transportation planning process to function properly, the agencies involved must work together cooperatively. The Transportation Policy Board, TxDOT, Capital Metro, CARTS and the local governments within the planning area are responsible for carrying out the urban transportation planning process consistent with local agreements. This process includes planning for roadways, bicycling facilities, pedestrian facilities, freight movement, passenger rail, and transit.

The following descriptions of functional responsibilities for each agency are not intended to limit the participation of any agency or local government in the study. Rather, they are brief descriptions of primary responsibilities.

Metropolitan Planning Organization - The MPO, in cooperation with the TxDOT, mass transit operators, planning agencies and local governments:

- 1) Is responsible for carrying out and maintaining the urban transportation planning process to include:
  - a. Cooperative decision-making, principally, by elected officials of local governments.
  - b. Unified Planning Work Program (UPWP),
  - c. Transportation Improvement Program (TIP),
  - d. Metropolitan Transportation Plan (MTP), and
  - e. Congestion Management Process (CMP).
- 2) Executes contracts and/or agreements necessary to carry out the work outlined in the UPWP.
- 3) Develops and maintains transportation databases and analytical tools.

MPO staff has the following general responsibilities:

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

- 11) Perform any other administrative duties as required by the Transportation Policy Board; and,
- 12) Ensure compliance with Title VI Civil Rights, Environmental Justice and other federal requirements related to CAMPO's operations, activities and programs.

Texas Department of Transportation - The Texas Department of Transportation (TxDOT), within the realm of transportation planning, has the following varied responsibilities for the CAMPO planning area:

- Highway planning;
- Participating and lead agency in appropriate transportation studies and environmental documents;
- Review of all FTA Section 5307, 5310 and Section 5311 capital grant applications that may involve state funding; and

In addition, TxDOT maintains certain transportation database files and forecasting models, and coordinates its planning efforts with the MPO through the UPWP.

#### Capital Area Rural Transportation System (CARTS)

CARTS is the rural public transportation provider for this region and has primary responsibility for rural transit planning in the study area.

#### Capital Metropolitan Transportation Authority (Capital Metro)

Capital Metro has primary responsibility for conducting various short and long-range transit studies, maintaining all transit data, and is responsible for transit planning in the study area.

#### Counties

The Counties of Bastrop, Burnet, Caldwell, Hays, Travis and Williamson have the primary responsibility for the planning of all roads outside incorporated areas that are not on the State system. This is done cooperatively with the State. The County coordinates its planning with TxDOT and incorporated areas in extraterritorial jurisdictional areas.

#### Cities

The City of Austin acts as our fiscal agent and provides support for human resources, benefits, accounting, contract management, and information technology.

All jurisdiction cities in our planning area have the responsibility for the planning of all roads within their incorporated area or extraterritorial jurisdiction not on the state system, and some have negotiated agreements with TxDOT to plan for roads on the state system as well in cooperation with TxDOT.

#### Public/Public and Public/Private Partnerships

Over the last few years, the CAMPO region continues partnerships with TxDOT, CARTS, CMTA, CAPCOG and its member jurisdictions and has actively pursued various partnerships with entities established to advance planning for and improve the area's transportation infrastructure. This includes partnerships with the area's Regional Mobility Authority (Central Texas Regional Mobility Authority).



**D. Private Sector Involvement.** Consultants have been and will continue to be used on an as-needed basis in CAMPO's transportation programs and planning processes. In the past, CAMPO has used private sector consultants for a variety of services ranging from legal services to improvements to the regional travel demand model.

In FY 2013, CAMPO secured the services of a consultant to assist in outreach and development of the CAMPO 2040 Plan as well as for the development of the 2040 travel demand model, the development of ozone heroes and commute solutions outreach and the seamless integration of databases. These efforts will continue into 2015.

It should also be noted that the private sector has played a vital role on the Transit Working Group in developing a high capacity transit vision, on the Technical Advisory Committee in developing technical recommendations and on the Active Transportation Group in guiding bicycle/pedestrian policies. These efforts will continue into the future as well.

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

The tasks in the FY 2013 and FY 2014-2015 UPWPs fall into five primary activities; each of these work areas is briefly described below.

- a. Administration/Management – This activity contains the work associated with administrative support of the 3-C transportation planning process.
- b. Data Development and Maintenance - Contained in this activity are work elements designed to collect, update, and report data required to perform both long and short-range transportation and air quality planning including travel demand modeling.
- c. Short Range Planning - Contained in this planning activity are projects relating to immediate implementation and near term time frame
- d. Metropolitan Transportation Plan - This activity includes work associated with the development and updating of the area's long range multi-modal transportation plan
- e. Special Studies - The objective of this activity is to provide for work elements that are generally outside the scope of the planning process, but are necessary to the continued development of a viable transportation plan in the area.

## **Task 1.0 – Administration/Management**

### **A. Objective**

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

### **B. Expected Products**

Certified transportation planning process;  
Updated or new documents and reports including Public Participation Plan, Regional Toll Analysis, and Limited English Proficiency Plan;  
New equipment and computer hardware/software

### **C. Previous Related Work**

Performed general administrative functions;  
Coordinated transportation planning and implementation activities with other agencies and organizations;  
Conducted a public involvement process compliant with federal and state regulations;  
Provided support for all meetings of the transportation planning process;  
Implemented policies to maintain the transportation planning process;  
Provided staff access to courses, workshops and seminars

### **D. Subtask 1.1 MPO Staff Work for Task 1**

The primary activities which will take place under Program Support include the following:

- 1.1.1 Program Administration:** This activity includes development and implementation of those policies and guidelines necessary to carry out and maintain the transportation planning process; coordination of transportation planning activities; budgeting and management of transportation planning funds; sponsoring and conducting meetings including providing support to policy and advisory bodies; coordinating and working with other agencies and organizations involved in planning, programming and implementation of transportation projects, as well as conducting the activities outlined in subtasks 1.1.2 and 1.1.3.
- 1.1.2 Public Participation:** This activity supports the implementation of the MPO's Public Participation Plan to include the conduct of community outreach and public meetings/hearings as needed with emphasis on Environmental Justice populations and the development/review processes of the Transportation Improvement Program, Metropolitan Transportation Plan and other planning products; develop and use of questionnaires, online surveys, newsletters and other participation techniques; and provide bilingual materials and translations as appropriate.
- 1.1.3 Title VI Civil Rights/Environmental Justice (EJ) Activities:** This activity supports monitoring and evaluating Title VI/EJ guidance and requirements, developing and implementing documents and procedures to ensure CAMPO's plans, programs and activities comply with Title VI/EJ guidance and requirements, collecting and analyzing data related to minority, low income, limited English

proficiency and other populations vulnerable to potential disproportional adverse impacts from the planned transportation system and transportation projects, identifying possible strategies to minimize, avoid or mitigate potential disproportional adverse impacts on the EJ populations, maintaining and updating the Regional Toll Network Analysis that evaluates the impacts of the regional toll network on the EJ and non-EJ populations, implementing the CAMPO Limited English Proficiency Plan and updating that plan as needed.

- 1.1.4 Travel and Training:** 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.
- 1.1.5 Computer Hardware/Software:** This activity is for the upgrade/addition of computer hardware and software to ensure suitability for data manipulation and analysis. A description of computer hardware and software purchases in excess of \$5,000 will be submitted to the Texas Department of Transportation for approval prior to acquisition.

Responsible Agency: Capital Area Metropolitan Planning Organization  
 Funding Requirement: \$2,318,277  
 Product(s): Certified transportation planning process; Updated or new documents and reports including Public Participation Plan, Regional Toll Analysis, Limited English Proficiency Plan, etc.; New equipment and computer hardware/software

### **Subtask 1.2 Legal Costs – Related Contract Work**

- 1.2.1 Legal Services:** This activity is for legal services that are necessary for planning purposes.

Responsible Agency: Capital Area Metropolitan Planning Organization  
 Funding Requirement: \$60,000  
 Product(s): Legal opinion(s) and counsel, as necessary and appropriate, with prior approval from TxDOT and FHWA

### **Subtask 1.3 Audit Costs – Related Contract Work**

- 1.3.1 Audit Services:** This activity is for audit services that are necessary to comply with the Single Audit Act.

Responsible Agency: Capital Area Metropolitan Planning Organization  
 Funding Requirement: \$40,000  
 Product(s): Single Audit Report, financial statements

**E. Funding Summary**

Subtask	Subtask Name	Responsible Agency	TPF <sup>1</sup>	STPMM	Local	Total
1.1	Program Support	CAMPO	\$2,139,799	\$142,782	\$35,696	\$2,318,277
1.2	Legal Services	CAMPO	60,000			60,000
1.3	Audit Services	CAMPO	40,000			40,000
Total			\$2,239,799	\$142,782	\$35,696	\$2,418,277
TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. The credits are not reflected in the funding tables.						

<sup>1</sup>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

Series of technical reports documenting the ongoing GIS data updates on traffic counts and mapping;  
 Updated demographic forecasts and travel demand model for the 2040 Plan;  
 Transportation related air quality data collection and analysis, air quality planning and outreach products;  
 Related performance measures

### C. Previous Related Work

Demographic forecasts;  
 Travel demand model runs for the 2035 Plan amendments and Transportation Improvement Program (TIP);  
 FTA compliant model;  
 Preparation of 2010 demographics and development of 2010 base year travel demand model for the 2040 Plan;  
 2015 MOVES Emissions Inventory, Heavy-Duty Diesel Idling Study, Air quality planning and outreach activities

### D. Subtask 2.1 MPO Staff Work for Task 2

- 2.1.1 General Administration:** This subtask allows for administrative activities related to data development and maintenance including procurement, contract management and appropriate review/processing of monthly billings for work related to Task 2, as well as conducting the activities in subtasks 2.1.2, 2.1.3, 2.1.4, 2.1.5, and 2.1.6 and developing related performance measures.
- 2.1.2 General GIS:** Specific activities will include reviewing and providing direction on the development and dissemination of geospatial databases on residential and commercial growth and transportation data; mapping databases supporting CAMPO programs; maintenance of the demographic and modeling databases of the 2035 Plan and TIP amendments; maintenance of the interactive web viewer for sharing GIS data on growth, demographic forecasts, travel demand modeling output, the 2035 Plan and TIPs; develop maps and materials for work group and public meetings; develop technical memoranda documenting work completed.
- 2.1.3 Demographic Forecasting:** Run CAMPO's Demographic Allocation Tool for producing demographic forecasts. Specific activities will include production and review of demographic forecasts to be used for development of the 2040 Plan.
- 2.1.4 Travel Demand Modeling:** Run CAMPO's FTA-compliant and time-of-day model. Specific activities will include performing model runs for alternative analyses of the 2040 Plan and incorporating the amendments of 2035 Plan and TIPs; participating in deployment of dynamic

traffic assignment; refinements of in-house modeling capabilities; and regular updates of computer hardware, software, and necessary peripherals for supporting the demographic forecasting and travel demand modeling activities.

- 2.1.5 Air Quality and Energy Conservation Data Collection, Analysis and Planning, and Air Quality Modeling:** This subtask includes identifying, analyzing, documenting and reporting annually on transportation emission reduction measures (TERMS); providing technical and other support for regional air quality planning initiatives such as the Ozone Advance Program and other initiatives to reduce transportation related emissions; monitoring, evaluating and reporting on relevant policy and technical information pertaining to air quality and energy conservation, conducting public education, outreach and support programs, including websites and social media, pertaining to air quality and energy conservation; conducting emissions modeling and providing training for staff
- 2.1.6 Environmental Analysis:** This subtask includes facilitating planning and environmental linkages by participating in NEPA related studies and TxDOT monthly environmental meetings, monitoring and evaluating the effect of CAMPO plans and programs on the environment, identifying potential mitigation activities and locations where they might occur, coordinating outreach with resource agencies and working groups, developing and updating GIS analyses using GISST, NEPAassist, and other relevant data.

Responsible Agency: Capital Area Metropolitan Planning Organization

Funding Requirement: \$942,984

Product(s): Contract procurement materials, billing packages, technical memoranda, final reports, and demographic forecasts, travel demand modeling output and other mappable databases, emissions and GIS analyses, outreach materials, related performance measures.

## **Subtask 2.2 GIS, Demographic Forecast, & Travel Demand - Related Contract Work**

### **2.2.1 Demographic Forecast and Travel Demand Modeling Projects for 2040 Plan**

Conduct demographic forecasts and travel demand model runs in support of development of the 2040 Plan and air quality planning. It is noted that the demographic forecasting and travel demand modeling procedures applied in the CAMPO area are integrated. The travel time output from the model along with other development and policy considerations is used for demographic forecasting. This work identified is carryover from FY 2013 UPWP and work will be done in FY 2014 and FY 2015.

The general scope of consultant services is as follows:

1. Prepare updated 2010 base year population and employment data for Burnet County that can be used to update CAMPO's regional travel demand model with 2010 data. Additionally, run the Demographic Allocation Tool to create forecasts of population and employment to 2040 in Bastrop, Burnet, Caldwell, Hays, Travis, and Williamson Counties.

2. Development of 2010 base year travel demand model based on the updated 2005 model with FTA-compliant and time-of-day enhancements.
3. Prepare alternative transportation scenarios of travel demand model runs to 2040 based on changes in transportation project mixes.
4. Develop maps and materials for work group and public meetings; develop technical memoranda and reports documenting work completed.

Responsible Agency: Capital Area Metropolitan Planning Organization

Funding Requirement: \$86,000

Product(s): 2010 base year travel demand model; technical memoranda, final reports, demographic forecasts, travel demand modeling output and other mappable databases as per specifications; updated files and data tables; graphics and presentation materials for public meetings.

### **2.2.2 Demographic Forecast and Travel Demand Modeling Projects for 2045 Plan**

Conduct travel surveys, develop 2015 base year demographics and travel demand model in support of development of the 2045 Plan and air quality planning. It is noted that the demographic forecasting and travel demand modeling procedures applied in the CAMPO area are integrated. The travel time output from the model along with other development and policy considerations is used for demographic forecasting. This work identified will begin in FY 2015.

The general scope of consultant services is as follows:

1. Prepare 2015 base year population and employment data for Bastrop, Burnet, Caldwell, Hays, Travis, and Williamson Counties that can be used to update CAMPO's 2015 regional travel demand model.
2. Conduct travel surveys.
3. Develop of 2015 base year travel demand model.
4. Research activity-based model.
5. Develop maps and materials for work group and public meetings; develop technical memoranda documenting work completed.

Responsible Agency: Capital Area Metropolitan Planning Organization

Funding Requirement: \$826,170

Product(s): Travel surveys; 2015 base year travel demand model; research on development and feasibility of an activity-based travel demand model.

**Subtask 2.3 Air Quality - Related Contract Work**

**2.3.1 Emissions Analyses:** Conduct emissions analyses for the development of the CAMPO 2040 long-range plan, amendments to the CAMPO 2035 Regional Transportation Plan and regional voluntary emissions reduction plans. This work identified is carryover from FY 2013 UPWP and work will be done in FY 2014 and FY 2015.

The general scope of consultant services is as follows:

1. Using output from travel demand model runs developed by CAMPO, the consultant will conduct on-road mobile source, ozone precursor, and greenhouse gas emissions quantification and analysis. The travel demand model data will be post processed and emissions factors will be applied to develop comprehensive estimates for each model scenario.
2. The consultant will provide training and support as needed on the emissions analysis described in Task 1. The consultant may also provide support in estimating off-model emissions analyses as needed.

Responsible Agency: Capital Area Metropolitan Planning Organization  
 Funding Requirement: \$75,900  
 Product(s): Technical Reports and electronic data files

**E. Funding Summary**

Subtask	Subtask Name	Responsible Agency	TPF <sup>1</sup>	State	STPMM	Local	Total
2.1	Staff Support	CAMPO	\$841,148		\$ 81,469	20,367	\$ 942,984
2.2	GIS, Demographic Forecast, & Travel Demand	CAMPO		181,434	729,736	1,000	912,170
2.3	Air Quality	CAMPO			60,720	15,180	75,900
<b>Total</b>			<b>841,148</b>	<b>181,434</b>	<b>871,925</b>	<b>36,547</b>	<b>1,931,054</b>
TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. The credits are not reflected in the funding tables.							

<sup>1</sup>TPF – This includes both FHWA PL 112 and FTA Section 5303 Funds



### Task 3.0 – Short Range Planning

#### A. Objective

Conduct short-range transportation and transportation-related planning activities with short-term planning and implementation focus, including the development and administration of the Transportation Improvement Program and the Unified Planning Work Program.

#### B. Expected Products

Commute Solutions websites, outreach materials, event participation,  
 Congestion Management Process Data Collection and Analysis report  
 Unified Planning Work Program (FYs 2016 – 2017)  
 Transportation Improvement Program (FYs 2015 – 2018)  
 Federal Funds Obligated Report  
 Annual Performance and Expenditure Report  
 Related performance measures

#### C. Previous Related Work

Current Unified Planning Work Program  
 FYs 2013 – 2016 Transportation Improvement Program  
 2010-2011 Roadway Congestion Analysis: Performance Report and Information System

#### D. Subtask 3.1 MPO Staff Work for Task 3

**3.1.1 General Administration:** This subtask allows for MPO staff support for administrative activities related to short range planning, including the development and management of agency contracts; procurement, development and management of consultant contracts for projects in Task 3; and the review and processing of monthly billings for work related to Task 3.

**3.1.2 General Activities:** Specific activities will include, but are not limited to, maintenance of the FY 2013-2016 Transportation Improvement Program, development of the FY 2015-2018 Transportation Improvement Program, maintenance of the FY 2014 - 2015 Unified Planning Work Program, and development of the FY 2016-2017 Unified Planning Work Program along with related performance measures.

**3.1.3 Public Participation:** This subtask includes MPO staff participation in public outreach activities including video production, developing website information, writing newsletter articles, developing other printed materials, and public meeting facilitation as needed.

**3.1.4 Commute Solutions Program:** This subtask covers activities related to conducting the regional Commute Solutions program. Specific activities will include, but are not limited to, coordinating the regional Commute Solutions program with Commute Solutions Coalition members, developing, implementing, promoting, supporting and participating in programs and activities that encourage alternative transportation commuting and travel demand management, maintaining and updating the Commute Solutions transportation information and ride-matching websites, email lists, and social media, assisting employers with developing their own custom sub-sites within the framework of the myCommuteSolutions ride-matching and trip planning website, and conducting a multi-media, bi-lingual (English and Spanish) outreach campaign to promote

and provide educational information on various aspects of the Commute Solutions program. The outreach campaign also includes educational promotional items and materials. This subtask also includes program tracking, evaluating, and reporting.

- 3.1.5** Congestion Management Process (CMP), Intelligent Transportation Systems (ITS) and Operations Planning: This subtask covers activities related to conducting the CMP, ITS and Operations Planning. Specific activities include, but are not limited to, developing, updating, refining and implementing the CMP, incorporating congestion analysis results into the regional planning process, and incorporating ITS, systems management and operations into the planning process

Responsible Agency: Capital Area Metropolitan Planning Organization

Funding Requirement: \$423,081

Product(s): Contract procurement materials and billing packages, meeting packages and materials, Commute Solutions Annual Report and websites, technical memos

### **Subtask 3.2 Commute Solutions - Related Contract Work**

- 3.2.1** Commute Solutions Outreach Campaign: This task provides support for the Commute Solutions Outreach Campaign. The general scope of services includes:
1. Developing and implementing a multi-media, bi-lingual outreach campaign, including campaign materials, to promote the Commute Solutions website and motivate behavioral change to consider commute options other than by single occupancy vehicles. This work identified is carryover from FY 2013 UPWP and work will be done in FY 2014 and FY 2015
  2. Developing and implementing a detailed plan for Commute Solutions Season activities. Since Commute Solutions Season runs concurrently with ozone season, the air quality benefits of alternative commuting are included
  3. Developing and implementing a detailed outreach plan to promote myCommuteSolutions.com, the ride-matching and trip planning website housed within the Commute Solutions website.

Responsible Agency: Capital Area Metropolitan Planning Organization

Funding Requirement: \$60,660

Product(s): campaign and outreach materials

- 3.2.2** Commute Solutions Ride-matching and Trip Planning Website: This subtask includes designing, creating, updating and providing support for a website that functions as an automated, web-based ride-matching system and a trip planner for alternative transportation mode. The website also allows participants to log their alternative commutes and quantifies vehicle miles and emissions reduced, as well as gallons of fuel saved and calories burned, as a result of alternative commuting. This work identified is carryover from FY 2013 UPWP and work will be done in FY 2014 and FY 2015.

The general scope of services is:

1. Design and create a ride-matching website that allows for quantitative feedback regarding vehicle miles reduced and other relevant quantitative information, provides security safeguards to protect users' identities, includes a user trip-logging feature, gathers user information, includes an incentive management feature, and provides information in English and Spanish.

2. Provide on-going website support.

Responsible Agency: Capital Area Metropolitan Planning Organization

Funding Requirement: \$43,000

Product(s): website and support

### **Subtask 3.3 Congestion Management - Related Contract Work**

**3.3.1** Congestion Management Process 2012 Data Collection and Analysis: This subtask provides support for the CMP through congestion data collection and analysis. This work identified is carryover from FY 2013 UPWP and work will be done in FY 2014.

The general scope of services includes:

1. Project Advisory Committee Coordination
2. Congestion analysis including purchasing 2012 traffic speed data, incorporating traffic volume data, analyzing the 2012 data to evaluate congestion levels and constructing a database in ArcGIS.
3. Compare results to past CAMPO congestion data and to the TxDOT Top 100 Congested Roadways
4. Conduct travel time analysis on up to 20 priority roadways that were not included in the 2012 dataset
5. Identify and recommend strategies and tools
6. Produce reports and deliver project materials

Responsible Agency: Capital Area Metropolitan Planning Organization

Funding Requirement: \$39,000

Product(s): Congestion data and analysis report, data in GIS format

**3.3.2** Congestion Management Process 2014 Data Collection and Analysis: This subtask provides support for the CMP through congestion data collection and analysis. This work identified is carryover from FY 2013 UPWP and work will be done in FY 2015.

The general scope of services includes:

1. Project Advisory Committee Coordination
2. Congestion analysis including purchasing 2014 traffic speed data, incorporating traffic volume data, analyzing the 2014 data to evaluate congestion levels and constructing a database in ArcGIS.
3. Compare results to past CAMPO congestion data and to the TxDOT Top 100 Congested Roadways

4. Conduct travel time analysis on up to 20 priority roadways that were not included in the 2014 dataset
5. Identify and recommend strategies and tools
6. Produce reports and deliver project materials

Responsible Agency: Capital Area Metropolitan Planning Organization  
 Funding Requirement: \$145,500  
 Product(s): Congestion data and analysis report, data in GIS format

**E. Funding Summary**

Subtask	Subtask Name	Responsible Agency	TPF <sup>1</sup>	State	STPMM	Local	Total
3.1	Staff Support	CAMPO	\$ 423,081				\$423,081
3.2	Commute Solutions	CAMPO			82,928	20,732	103,660
3.3	Congestion Management	CAMPO		29,100	147,600	7,800	184,500
<b>Total</b>			423,081	29,100	230,528	28,532	711,241
TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. The credits are not reflected in the funding tables.							

<sup>1</sup>TPF – This includes both FHWA PL 112 and FTA Section 5303 Funds

## Task 4.0 – Metropolitan Transportation Plan

### A. Objective

To develop, maintain and update a multi-modal Regional Transportation Plan for the CAMPO planning area for a 25-year horizon that meets federal requirements and regional goals.

### B. Expected Products

2035 Regional Transportation Plan Amendments  
 2040 Regional Transportation Plan and supporting materials  
 Regional Transit Coordination Plan implementation products  
 Safety Study and supporting analysis tools  
 Updated bicycle and pedestrian facilities inventory  
 Updated regional bike route map  
 Related performance measures

### C. Previous Related Work

Regional Transportation Plans and amendments to those plans;

### D. Subtask 4.1 MPO Staff Work for Task 4

- 4.1.1** General Administration: This subtask allows for MPO staff support for administrative activities related to long range planning including procurement, development, management of consultant contracts for projects in Task 4, review and processing of monthly billings for work related to Task 4, participation in study oversight committee meetings amending and maintaining the CAMPO 2035 Regional Transportation Plan and developing, amending and maintaining the CAMPO 2040 Regional Transportation Plan and supporting materials and cooperatively developing related performance measures.
- 4.1.2** Public Participation: This subtask includes MPO staff participation in public outreach activities including video production, developing website information, newsletter articles, other printed materials, and public meeting facilitation as needed.
- 4.1.3** Regional Public Transportation Coordination: This subtask allows for MPO staff support for regional public transportation coordination including coordinating the Regional Transit Coordination Committee (RTCC) and associated activities, and implementing, maintaining and updating the Capital Area Coordinated Transit – Health and Human Services Transportation Plan.
- 4.1.4** Bicycle and Pedestrian Planning: This subtask includes coordinating the Active Transportation Workgroup and TAC Bicycle and Pedestrian Subcommittee, conducting planning activities related to bicycle and pedestrian facilities, updating the regional bicycle and pedestrian facility inventory and updating the regional bicycle route map.
- 4.1.5** Safety Planning: This subtask includes supporting and coordinating the regional safety coalition and its safety emphasis area team’s associated activities, including, but not limited to, regional

workshops, Safety Summits, data analyses, and updating and maintaining the safety analysis tool.

Responsible Agency: Capital Area Metropolitan Planning Organization

Funding Requirement: \$575,914

Product(s): Planning documents, data sets, contract procurement materials and billing packages, and networks

#### **Subtask 4.2 Metropolitan Transportation Plan Support - Related Contract Work**

**4.2.1 Support for the Metropolitan Transportation Plan Update** We have contracted for a consultant to assist with development of the CAMPO 2040 Regional Transportation Plan, including the public involvement and outreach and corridor and project prioritization. This work identified is carryover from FY 2013 UPWP and work will be done in FY 2014 and FY 2015.

The consultant's general scope of services is as follows:

1. Public Involvement – Develop and implement a comprehensive public involvement plan, develop “brand” for the 2040 Plan, implement a web-based comment documentation tool. Develop e-blasts, surveys and social media messages, assist with media relations, provide Spanish translations, develop meeting in a box materials, provide a MindMixer idea-sharing website for public interaction, and a mobile application to facilitate public input.
2. Assist the MPO with goal-setting, performance measures and needs assessment for the 2040 Plan
3. Assist the MPO with corridor refinement and scenario development for the 2040 Plan
4. Assist the MPO with scenario selections, screening criteria and project prioritization for the 2040 Plan

Responsible Agency: Capital Area Metropolitan Planning Organization

Funding Requirement: \$200,000

Product(s): Public participation plan, meeting materials, technical report(s), draft and final plan documents

### Subtask 4.3 Safety and Security Planning - Related Contract Work

#### 4.3.1 Safety and Security Study

This study includes developing and applying an automated safety reporting tool that can be used to apply a variety of crash history and safety screening techniques that collectively enable CAMPO to target safety improvements efficiently and effectively. This work identified is carryover from FY 2013 UPWP and work will be done in FY 2014.

The general scope of services is as follows:

1. Acquire data and assess potential techniques
2. Develop and test a Beta Safety Assessment Tool
3. Revise tool as needed to address CAMPO feedback
4. Assemble final crash database
5. Final report and documentation

Responsible Agency: Capital Area Metropolitan Planning Organization

Funding Requirement: \$22,500

Product(s): Crash data analysis tool and initial network screening report

#### E. Funding Summary

Subtask	Subtask Name	Responsible Agency	TPF <sup>1</sup>	STPMM	Local	Total
4.1	Staff Support	CAMPO	\$482,318	\$74,877	\$18,719	\$575,914
4.2	MTP Support	CAMPO	200,000			200,000
4.3	Safety & Security	CAMPO	22,500			22,500
Total			\$704,818	\$74,877	\$18,719	\$798,414

<sup>1</sup>TPF – This includes both FHWA PL 112 and FTA Section 5303 Funds

## Task 5.0 – Special Studies

### A. Objective

To conduct special studies of transportation facilities and/or corridors and transportation-related topics and to implement specialized studies.

### B. Expected Products

Continued analysis of corridors in the region.  
Dynamic Traffic Assignment  
Climate Change and Extreme Weather Vulnerability Assessment Pilot Project

### C. Previous Related Work

Caldwell County Thoroughfare Plan  
Partnership for Sustainable Communities  
North Central Corridor AA  
Dynamic Traffic Assignment

### D. Subtask 5.1 MPO Staff Work for Task 5

**5.1.1 General Activities:** This subtask allows for MPO staff support for activities related to special transportation planning studies. Specific activities will include, the FHWA Pilot Project for Climate Change and Extreme Weather Vulnerability Assessment and Dynamic Traffic Assignment.

### Subtask 5.2 Special Studies (undertaken by CAMPO and/or Consultant(s))

#### 5.2.1 Dynamic Traffic Assignment

Research and deployment of DTA undertaken by the Center for Transportation Research at UT-Austin. Host regional meetings on the DTA applications in the CAMPO area.

Responsible Agency: CAMPO and Center for Transportation Research  
Funding Requirement: \$841,719 STPMM and \$210,430 State Funds

#### 5.2.2 Climate Change and Extreme Weather Vulnerability Assessment

Conduct a vulnerability assessment regarding the effects of climate change and extreme weather on the existing and planned transportation system in the five county CAMPO planning area.

Responsible Agency: CAMPO, City of Austin, and Consultant(s)  
Funding Requirement: \$125,000 FHWA, \$10,000 Local Funds, and \$142,000 in-kind local match



**Subtask 5.3 Corridor and Feasibility Studies** (undertaken by agencies other than CAMPO in the CAMPO region)

**5.3.1 Urban Rail Program**

Urban Rail Phase 1 project development activities: corridor study (local alternatives analysis), NEPA study, conceptual design/engineering, preliminary design/engineering, and engineering.

Responsible Agency: City of Austin  
Funding Requirement: \$4,000,000 STPMM and \$1,000,000 Local Funds

**5.3.2 North Central Corridor AA**

Evaluate potential transportation improvements within the Central Texas region to include north central Austin and the cities of Round Rock, Pflugerville, and Georgetown

Responsible Agency: Capital Metro  
Funding Requirement: \$272,252 FTA and \$68,063 Local Funds

**5.3.3 Partnership for Sustainable Communities**

Partnership for Sustainable Communities Regional Planning Grant – CAMPO is a member of the Steering Committee for the Capital Area Texas Sustainability Consortium.

Responsible Agency: HUD-DOT-EPA  
Funding Requirement: \$720,000 HUD and \$180,000 Local Funds

**5.3.4 Rough Proportionality Model & Ordinance**

Develop a tool to match the cost of individual project's impact on the transportation system with the cost of the financial contributions/construction/ROW dedication or reservation/intersection improvements.

Responsible Agency: City of Austin  
Funding Requirement: \$50,000 Local Funds

**5.3.5 Value Pricing**

Introducing peak-pricing on the 183A Turnpike in Austin and studying the influence on driving patterns.

Responsible Agency: Central Texas Regional Mobility Authority  
Funding Requirement: \$956,424 FHWA and \$239,106 Local Funds

**5.3.6 Comprehensive Plan**

Plans for orderly development, encourages and guides redevelopment, cultivates economic growth and local commerce, increase decision making efficiency and preserves resources. And enhances quality of life for Cedar Park residents.

Responsible Agency: City of Cedar Park  
Funding Requirement: \$125,000 Local Funds

**5.3.7 Comprehensive Public Transit Plan**

Five year plan supported with new data resources and public input for San Marcos and other stakeholders with an objective of more frequent, reliable, and effective service within San Marcos.

Responsible Agency: City of San Marcos  
Funding Requirement: \$48,000 FTA and \$12,000 Local Funds

**5.3.8 Finance and Implementation Strategy**

Five year strategy which identifies available local, state and federal resources and recommends fare adjustments to support the new San Marcos public transit service plan.

Responsible Agency: City of San Marcos  
Funding Requirement: \$16,000 FTA and \$4,000 Local Funds

**5.3.9 Lone Star Rail NEPA Study**

Federal environmental process on regional passenger rail and freight rail bypass.

Responsible Agency: Lone Star Rail District  
Funding Requirement: \$16,000,000 STPMM and \$4,000,000 State Funds

**5.3.10 Transportation Master Plan**

Study to update Cedar Park and area population, work and travel forecasts and evaluate the City's transportation needs for a 25 year outlook.

Responsible Agency: City of Cedar Park  
Funding Requirement: \$25,000 Local Funds

**5.3.11 Commodity Flow Study**

Provide in-depth report on the types and quantities of hazardous materials through Williamson County by way of roads, rail, and pipeline.

Responsible Agency: Williamson County  
Funding Requirement: \$54,539 State and \$13,635 Local Funds

**5.3.12 Transportation Master Plan**

Study to evaluate the City's transportation system over the next 25 years based upon the preferred growth scenario develop and recommend mobility improvement to support the plan.

Responsible Agency: City of San Marcos  
Funding Requirement: \$250,000 Local Funds

## E. Funding Summary

Subtask	Subtask Name	Responsible Agency	TPF <sup>1</sup>	FHWA Pilot Programs	FTA 5307/5339	HUD	State	Local	STPMM	Total
5.1.1	Staff Support	CAMPO	6,542							6,542
5.2.1	Dynamic Traffic	CAMPO and CTR					210,430		841,719	1,052,149
5.2.2	Climate Change and Extreme Weather Vulnerability	CAMPO, City of Austin, and Consultant(s)		125,000				152,000		277,000
<b>Total 5.1 and 5.2</b>			<b>6,542</b>	<b>125,000</b>			<b>210,430</b>	<b>152,000<sup>3</sup></b>	<b>841,719</b>	<b>1,335,691</b>
5.3.1	Urban Rail	City of Austin						1,000,000	4,000,000	5,000,000
5.3.2	North Central Corridor AA	Capital Metro			272,252			68,063		340,315
5.3.3	Partnership for Sustainable Communities	HUD-DOT-EPA				720,000		180,000		900,000
5.3.4	Rough Proportionality Model & Ordinance	City of Austin						50,000		50,000
5.3.5	Value Pricing	CTRMA		956,424				239,106		1,195,530
5.3.6	Comprehensive Plan	City of Cedar Park						125,000		125,000
5.3.7	Comprehensive Public Transit Plan	City of San Marcos			48,000			12,000		60,000
5.3.8	Finance and Implementation Strategy	City of San Marcos			16,000			4,000		20,000
5.3.9	Lone Star Rail NEPA Study	Lone Star Rail District					4,000,000		16,000,000	20,000,000
5.3.10	Transportation Master Plan	City of Cedar Park						25,000		25,000
5.3.11	Commodity Flow Study	Williamson County					54,539	13,635		68,174
5.3.12	Transportation Master Plan	City of San Marcos						250,000		250,000
<b>TOTAL 5.3<sup>2</sup></b>				<b>956,424</b>	<b>336,252</b>	<b>720,000</b>	<b>4,054,539</b>	<b>1,966,804</b>	<b>20,000,000</b>	<b>28,034,019</b>
<b>Grand Total</b>			<b>\$6,542</b>	<b>\$1,081,424</b>	<b>\$336,252</b>	<b>\$720,000</b>	<b>\$4,264,969</b>	<b>\$2,118,804</b>	<b>\$20,841,719</b>	<b>\$29,369,710</b>

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>TPF – This includes both FHWA PL 112 and FTA Section 5303 Funds

<sup>2</sup>Subtasks 5.2 do not flow through CAMPO budget

<sup>3</sup>\$10,000 is cash and \$142,000 in in-kind services from City of Austin and other jurisdiction staff

**Budget Summary by Task and Funding Source**

**Table 1 – Capital Area Metropolitan Planning Organization**

FY	UPWP Task	FTA Task	Description	TPF <sup>1</sup>	FTA 5304	FHWA Pilot Programs	FTA 5307/5339	HUD	State	Local	STPMM	Total Funds
2014	1.0	44.21.00	Administration/ Management	1,094,697						17,848	71,391	1,183,936
2014	2.0	44.22.00	Data Development and Maintenance	411,462					16,200	18,774	139,894	586,330
2014	3.0	44.24.00	Short Range Planning	208,505					0	25,800	103,200	337,505
2014	4.0	44.23.02	Metropolitan Transportation Plan	420,459						9,360	37,438	467,257
2014	5.0	NA	Special Studies	6,542		125,000			210,430	152,000	841,719	1,335,691
<b>2014</b>	<b>Subtotal</b>			<b>2,141,665</b>		<b>125,000</b>			<b>226,630</b>	<b>223,782</b>	<b>1,193,642</b>	<b>3,910,719</b>
2015	1.0	44.21.00	Administration/ Management	1,145,102						17,848	71,391	1,234,341
2015	2.0	44.22.00	Data Development and Maintenance	429,686					165,234	17,773	732,031	1,344,724
2015	3.0	44.24.00	Short Range Planning	214,576					29,100	2,732	127,328	373,736
2015	4.0	44.23.02	Metropolitan Transportation Plan	284,359						9,359	37,439	331,157
2015	5.0	NA	Special Studies	0		0			0	0	0	0
<b>2015</b>	<b>Subtotal</b>			<b>2,073,723</b>		<b>0</b>			<b>194,334</b>	<b>47,712</b>	<b>968,189</b>	<b>3,283,958</b>
<b>2014/2015</b>	<b>5.0</b>	<b>NA</b>	<b>Special Studies</b>	<b>0</b>	<b>0</b>	<b>956,424</b>	<b>336,252</b>	<b>720,000</b>	<b>4,054,539</b>	<b>1,966,804</b>	<b>20,000,000</b>	<b>28,034,019</b>
<b>Grand Total</b>				<b>\$4,215,388</b>		<b>\$1,081,424</b>	<b>\$336,252</b>	<b>\$720,000</b>	<b>\$4,475,503</b>	<b>\$2,238,298</b>	<b>\$22,161,831</b>	<b>\$35,228,696</b>

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>TPF – This includes both FHWA PL 112 and FTA Section 5303 Funds

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**Budget Summary by Funding Source**

	Funds Available	Funds Programmed
Transportation Planning Funds (TPF) (\$1,987,328 per year)	\$3,974,656	\$ 3,974,656
Carryover from FY 2013	716,263	240,732
<b>TPF Funds</b>	<b>4,690,919</b>	<b>4,215,388</b>
<b>Other Funds</b>		
FHWA Pilot Programs	125,000	125,000
State	420,964	420,964
Local Match	129,494	129,494
STP MM	2,161,831	2,161,831
<b>Other Funds</b>	<b>2,837,289</b>	<b>2,837,289</b>
<b>Total Funds</b>	<b>\$7,528,208</b>	<b>\$7,052,677</b>
Anticipated Carryover for FY 2016	<b>\$475,531</b>	

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## Appendix A

### Capital Area MPO Transportation Policy Board February 2013

- |                                    |                                     |
|------------------------------------|-------------------------------------|
| 1. Commissioner Will Conley,       | Hays County, Chair                  |
| 2. Commissioner Sarah Eckhardt,    | Travis County, Vice Chair           |
| 3. Commissioner Clara Beckett,     | Bastrop County                      |
| 4. Judge Sam Biscoe,               | Travis County                       |
| 5. Mayor Pro-Tem Sheryl Cole,      | City of Austin                      |
| 6. Commissioner John Cyrier,       | Caldwell County                     |
| 7. Commissioner Gerald Daugherty,  | Travis County                       |
| 8. Mayor Justin Blackmore-Hlista,  | Capital Metro Board of Directors    |
| 9. Mayor George Garver,            | City of Georgetown                  |
| 10. Victor Gonzales,               | City of Pflugerville, Mayor Pro-Tem |
| 11. Mayor Daniel Guerrero,         | City of San Marcos                  |
| 12. Mayor Lee Leffingwell,         | City of Austin                      |
| 13. Commissioner Cynthia Long,     | Williamson County                   |
| 14. Mr. Greg Malatek, P.E.,        | Austin District Engineer, TxDOT     |
| 15. Mr. Jeffrey Mills,             | Travis County Representative        |
| 16. Council Member John Moman,     | City of Round Rock                  |
| 17. Mayor Matt Powell,             | City of Cedar Park                  |
| 18. Council Member Chris Riley,    | City of Austin                      |
| 19. Council Member Bill Spelman,   | City of Austin                      |
| 20. Burnet County Elected Official | To be named by Burnet County        |

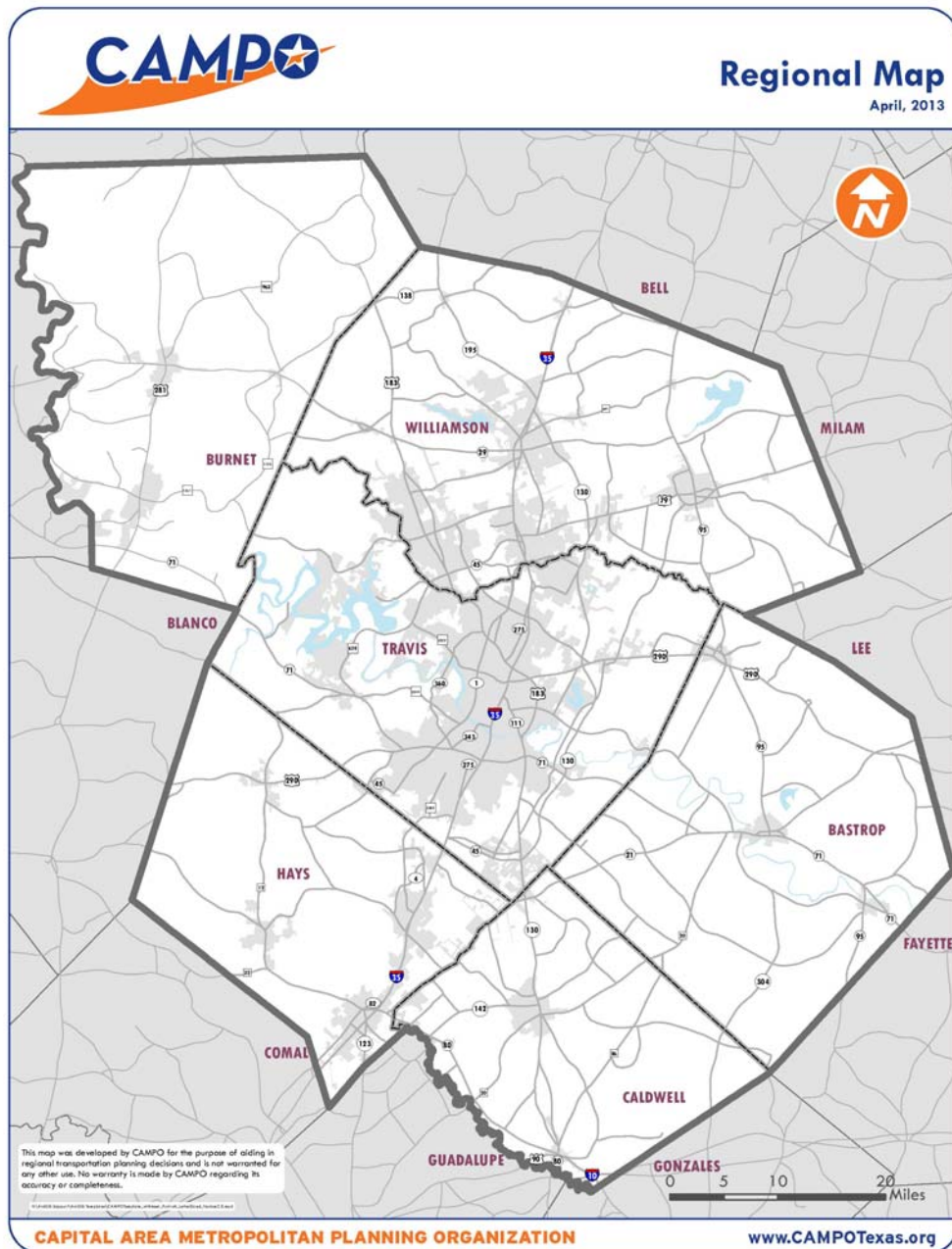


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## APPENDIX B

### METROPOLITAN PLANNING ORGANIZATION STUDY AREA BOUNDARY MAP

The Capital Area MPO has a Metropolitan Area Boundary that encompasses all of six counties.



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## APPENDIX C

### DEBARMENT CERTIFICATION

#### (Negotiated Contracts)

1. The **Capital Area Metropolitan Planning Organization (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 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 the certification.

\*federal, state, or local

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

*Hays County Commissioner*  
\_\_\_\_\_  
Title

*6-10-13*  
\_\_\_\_\_  
Date

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## APPENDIX D

### LOBBYING CERTIFICATION

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

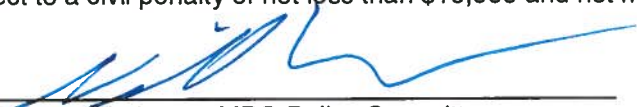
The undersigned certifies to the best of his or her knowledge and belief, that:

(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 subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients 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

      Hays County Commissioner        
Title

\_\_\_\_\_  
Agency

      6-10-13        
Date

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## APPENDIX E

### Certification of Compliance

I, Will Conley  
(Name and Position, Typed or Printed)

a duly authorized officer/representative of Capital Area  
Metropolitan Planning Organization  
(MPO)

do hereby certify that the contract and procurement procedures that are in effect and used by the forenamed MPO are in compliance with 49 CFR 18, "Uniform Administrative Requirements for Grants and Cooperative Agreements with State and Local Governments," as it may be revised or superseded.

6-10-13  
Date

  
Signature - Chairman, MPO Policy Committee

Attest:

Maureen McCoy  
Name

DIRECTOR  
Title