

FY 2021 Unified Planning Work Program

For the Tulsa Transportation Management Area

May 2020



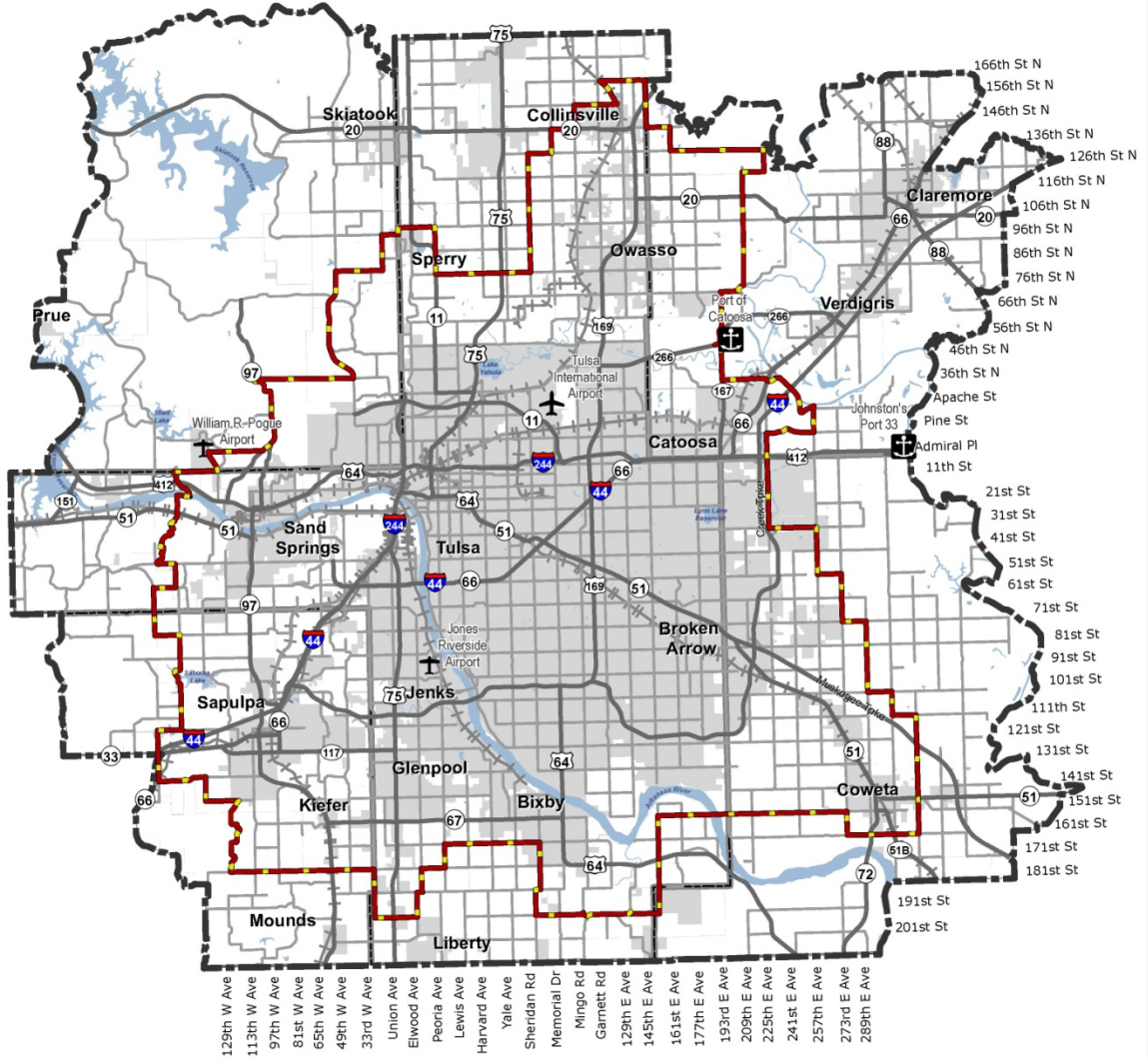
Transportation Planning Division

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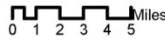
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Tulsa Transportation Management Area



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-  Highways
-  Arterial Streets
-  Railroads
-  Bodies of Water
-  Corporate Limits (Cities and Towns)
-  County Boundaries
-  Transportation Management Area
-  Adjusted Urbanized Area



Location Map

Introduction and Summary

The Unified Planning Work Program (UPWP) documents the transportation planning activities and projects to be accomplished for the next fiscal year in the Tulsa Transportation Management Area (TMA) (see map on page iii). The UPWP is developed in accordance with the metropolitan planning provisions of Title 23 and Title 49 of the Code of Federal Regulations and includes a description of work activities submitted to the state and federal agencies that are financial sponsors of the program, and serves as a management tool for the participating entities. In addition, the UPWP defines the functional and financial responsibilities of the participating agencies. Activities included in the UPWP are the responsibility of the Indian Nations Council of Governments (INCOG), the Metropolitan Planning Organization (MPO) for the TMA and the Metropolitan Tulsa Transit Authority (MTTA).

Federal funding assistance to state, regional, and local governments and agencies is contingent on an annually approved UPWP. Funding sources incorporated in the UPWP include Federal Highway Administration (FHWA) funds; Federal Transit Administration (FTA) funds; Oklahoma Department of Transportation In-Kind contributions, Oklahoma Department of Commerce State Energy Program funds, and local funds provided by INCOG member governments and MTTA.

In addition, the UPWP addresses the planning factors identified by the FHWA to be specifically considered by MPOs in developing transportation plans and programs. The planning factors are:

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 all users
3. Increase the security of the transportation system for all users
4. Increase the accessibility and mobility of people and for freight
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
7. Promote efficient system management, and operation
8. Emphasize the preservation of the existing transportation system
9. Improve transportation system resiliency and reliability and reduce (or mitigate) the storm water impacts of the surface transportation; and
10. Enhance travel and tourism

The UPWP addresses a number of multi-modal transportation issues aimed at maintaining a continuing, coordinated, and comprehensive planning process for the TMA. INCOG has the responsibility of preparing and maintaining the Regional Transportation Plan (RTP), the Transportation Improvement Program (TIP), and the UPWP. Further, as a metropolitan area with a population greater than 200,000, INCOG is responsible for the development of a Congestion Management Process (CMP) for the TMA. In addition, INCOG maintains the Regional ITS Architecture, Coordinated Public Transit-Human Services Plan, the Public Participation Plan, and the Nondiscrimination Compliance Plan.

This year's focus areas are:

Developing framework for new Regional Transportation Plan – 2050 Update

A new plan with a 2050 horizon year will be conceptualized; data will be generated utilizing new base year, 2020, to the extent possible with Census and other updates as needed. Reaching out to public and stakeholders will generate the direction for the new plan.

Transportation Improvement Program

In cooperation with ODOT and MTTA, the regional Transportation Improvement Program for FFY 2020-2023 will be maintained and amended following the procedures. Applications for funding in the FFY 2024 Urbanized Area Surface Transportation Program will be solicited and selected.

Air Quality Planning and Management

INCOG will continue to coordinate the Ozone Alert! Program, the Clean Cities Program, the Transportation Resource Center, and to promote programs encouraging energy and transportation efficiencies for continued regional air quality improvement. These include promoting and implementing alternative fuels, vehicles and infrastructure and the strategic deployment of electric vehicles charging infrastructure. Additionally, other air-improving mobility management opportunities and/or partnerships with emerging technologies and services will be studied.

Implementation of Regional Trails, Bicycle and Pedestrian Master Plan, the GO Plan

Recently adapted 'GO' plan will provide the basis for the future long-range transportation plan development. The GO Plan is incorporated into the RTP update for the Tulsa TMA. Implementation strategies will be developed in coordination with regional partners and agencies. These include on-street bicycle and pedestrian components along with transit linkages. Communities adapting the plan into each of their comprehensive plans will be provided with technical assistance.

Congestion Management Process – Intelligent Transportation Architecture

The Congestion Management Process will be updated to adhere to federal requirements within the TMA. An update with latest available data to reflect completion of transportation improvements throughout the region and identify locations of new or increasing congestion. In cooperation with ODOT and MTTA, the Intelligent Transportation System Architecture and implementation will be analyzed to insure implementation of the system and adequate operation of the existing elements. Additional data needs related to travel time will be explored.

Alternative Transportation Coordination

INCOG will continue assisting member governments in the planning, funding, and implementation of the Regional Bicycle and Pedestrian system. Further, developing a comprehensive bicycle and pedestrian master plan along with updating the Regional Trails Master Plan will be initiated. The Coordinated Human Services Transportation Plan projects to address the transportation needs of the disabled, elderly, and low-income households in the region will be implemented, and the Mobility Management program will be maintained. INCOG will also continue the implementation of Transportation Alternatives (TA) program for the regional stakeholders.

Regional Transportation Safety Analysis

INCOG will analyze crash database provided by ODOT and DPS on a regular basis to study causes and recommend strategies to mitigate all transportation crashes. It is envisioned that such an analysis will complement the efforts of regional incident management stakeholders. INCOG will continue to work with Oklahoma Highway Safety Office and ODOT to develop target setting and mitigation strategies for all crashes. INCOG & OHSO will further cooperatively develop strategies with a targeted crash mitigation related to bicycle and pedestrian crashes.

Regional Travel Studies, LIDAR & working with Big Data

INCOG will undertake at the request of local public agencies on an as needed basis, specific defined corridor or regionally significant roadway access and feasibility studies with participation from other local agencies. INCOG will partner with other LPAs in developing databases related to LIDAR mapping of public right of way to help with planning for all modes of transportation. Streetlight trip data will be studied and integrated into travel models. Average Annual Daily Traffic (AADT) will also be maintained.

Design Guidelines Development for Cities

INCOG will partner with other local public agencies to evolve a common practice and determining state of the practice design guidelines for all to the extent desired by the LPAs.

Funding

Available and Budgeted Funds

Federal funds in the amount of \$2,916,075 are anticipated for implementation of the UPWP from a variety of sources including Federal Highway Administration Highway Planning (PL), Congestion Mitigation and Air Quality (CMAQ), and Federal Transit Administration. Anticipated federal funds available are indicated in the table below. All federal funds have been programmed in the UPWP will be matched by local funds from INCOG member governments, MTTA and member government contributions. The total estimate of available federal and local resources is \$3,623,844 and detailed on the following page.

Federal Funds Available for FY 2021	
FHWA PL	\$1,418,575
FHWA CMAQ	\$125,000
FTA Section 5310	\$60,000
FTA Section 5303	\$312,500
FTA Section 5307	\$1,000,000
Total	\$2,916,075

FY 2021 Project Budget by Agency and Funding Source

Work Element	INCOG					MTTA	Grand Total
	FHWA PL	FHWA CMAQ	FTA 5310	FTA Section 5303	Total	FTA Section 5307	
1. Data Collection	\$306,725	\$0	\$0	\$67,569	\$374,294	\$150,000	\$524,294
2. Simulation and Forecasting	\$90,675	\$0	\$0	\$19,975	\$110,650	\$0	\$110,650
3. Long Range Planning	\$149,496	\$0	\$0	\$32,933	\$182,429	\$150,000	\$332,429
4. Short Range Planning	\$352,558	\$0	\$0	\$77,665	\$430,223	\$300,000	\$730,223
5. Project Implementation	\$500,354	\$0	\$0	\$110,224	\$610,578	\$330,000	\$940,578
6. Alternative Transportation	\$139,186	\$25,000	\$0	\$30,662	\$194,848	\$0	\$194,848
7. Transportation Effects	\$94,906	\$125,000	\$0	\$20,907	\$240,813	\$0	\$240,813
8. Public Education & Involvement	\$14,606	\$0	\$0	\$3,218	\$17,824	\$0	\$17,824
9. Program Administration	\$116,184	\$0	\$0	\$25,594	\$141,779	\$320,000	\$461,779
Coordinated Transportation	\$2,382	\$0	\$60,000	\$525	\$62,907	\$0	\$62,907
Tulsa TRC	\$6,146	\$0	\$0	\$1,354	\$7,500	\$0	\$7,500
Total	\$1,773,219	\$150,000	\$60,000	\$390,625	\$2,373,844	\$1,250,000	\$3,623,844

Notes:

FHWA PL - includes 20% local match (from INCOG) plus carryover funds with carryover funds to be expended first.

FHWA CMAQ - includes 80% CMAQ and 20% local match for Ozone Alert! Marketing, and 100% CMAQ for TRC

FTA Section 5303 - includes 20% local match from INCOG plus carryover funds with carryover funds to be expended first.

FTA Section 5307 - includes 20% local match from MTTA.

FY 2021 Staffing Allocations in Person Months

Work Element	INCOG	MTTA	Grand Total
1. Data Collection	35.70	8.57	44.27
2. Simulation and Forecasting	9.60	0.00	9.60
3. Long Range Planning	17.40	8.57	25.97
4. Short Range Planning	24.20	17.15	41.35
5. Project Implementation	23.90	18.90	42.80
6. Alternative Transportation	16.20	0.00	16.20
7. Transportation Effects	12.00	0.00	12.00
8. Public Education & Involvement	1.70	0.00	1.70
9. Program Administration	7.80	18.30	26.10
Coordinated Trans. Administration	6.00	0.00	6.00
Transportation Resource Center	0.00	0.00	0.00
Total	154.50	71.49	225.99

1. Data Collection

1.1. Social, Economic, and Environmental Data

Regional imagery, population, employment, land use, and other data related to social, economic, and environmental conditions in the region will be monitored, collected, analyzed, developed and maintained. The area's population and employment data will be updated using the latest available figures from the Census Bureau, the Oklahoma Department of Commerce (ODOC), the Oklahoma Employment Security Commission (OESC) and ReferenceUSA.Gov US Businesses Data. Under agreement with ODOT, INCOG will refine and maintain Traffic Analysis Zones for the areas in the Metropolitan Statistical Area (MSA) outside of the existing Transportation Management Area for use by the US Census Bureau for the Census Transportation Planning Package.

INCOG will continue development and maintenance of the Geographic Information System (GIS) and other information reporting capabilities, and continue efforts to incorporate new or revised data into the GIS environment. Integration of the travel model with the regional GIS will be maintained. INCOG will further analyze the National Household Travel Survey (NHTS), Streetlight data travel data and trip information in FFY2021. *[INCOG]*

Products – Development and maintenance of socioeconomic data necessary for transportation planning and implementation in the region, including the most current American Community Survey data and the preparation of the data for mapping purposes; Development and maintenance of the Geospatial Information System and integration with the travel demand model.

1.2. Transportation System Data

Data necessary to analyze the physical and operational characteristics of the transportation system will be monitored, collected, analyzed, developed maintained, and integrated in GIS. Efforts will be coordinated with USDOT, ODOT, MTTA, local governments and other sources to collect and integrate data on highway and street characteristics, bridges, traffic volumes, crashes, goods movement, highway performance monitoring system (HPMS), travel time/travel speed, emissions, public transit, human services transportation, rail system characteristics, and bicycle and pedestrian usage and infrastructure including sidewalks. Also included will be various studies to collect MTTA ridership information such as demographic and travel characteristics.

Improved data collection and data management techniques in support of transportation planning activities will continue, including working with local jurisdictions in the development and access to shared databases, and development of a more streamlined process for maintaining the data files. Develop a methodology to satisfy data maintenance needs to create and maintain models consistent with most recent available data. Specific effort will

be made to understand the HAZMAT traffic in the Tulsa TMA. *[INCOG and MTTA]*

Products – Development and maintenance of transportation data necessary for transportation planning and implementation in the region; Advance integration of data collection and data sharing among governmental entities throughout the region.

1.3 Transportation System Performance & Targets

System level data that has been collected, verified and maintained by INCOG will be disseminated to the public and other agencies. Federal guidance related to the system performance and target setting in coordination with ODOT will be followed. In addition, an ArcGIS online webpage hosting frequently requested maps and data products will be maintained and updated. An ArcGIS Community Analyst allowing for various demographic and economic reports will also be maintained. Data hosted on INCOG's ArcGIS Spatial Data warehouse will be made available to other governmental entities.

Products: ArcGIS Online Webmaps, ArcGIS Community Analyst Reports, Up-to-date spatial data featuring metadata

2. Simulation and Forecasting

2.1. Land Use Model

The land use forecasting model used to allocate land use activity at the transportation zone level will be reviewed, refined or updated, and maintained. The results of model runs from the 2045 Plan. 2045 Long Range Plan will be maintained. In addition, 2050 Land use scenarios will be developed utilizing updated base year (2020) data. The land use model results will be updated as needed to address latest planning assumptions and criteria. 2010 Census and the latest available American Community Survey(ACS) information will be used to evaluate underlying assumptions with respect to the land use model and methodology. 2045 Plan update related forecasts will be the main product during the year *[INCOG]*

Product – Land Use forecasts will be maintained and updated as needed for use with the Air quality and travel demand model development. 2045 Demographic information will be maintained and updated as needed.

2.2. Travel Demand Model

The travel demand model used for the 2045 RTP will be reviewed and maintained, including the base year network and the current plan network. Model capacity to evaluate additional networks that may be necessary to analyze alternatives to conform to air quality requirements will be maintained. 2045 Plan network will be maintained and updated with the updated demographics for the 2045 Connected Plan.

Additionally, work will include improving the quality of input data, the accuracy of the output data, and the integration of the model with GIS and mobile emissions modeling requirements, updating the software as well as advancing our ability to model and/or forecast public transportation in the region in accordance with Federal Transit Administration Alternatives Analysis, NEPA and other planning requirements. The Present plus Committed model network will be developed and development of scenarios and future networks will continue. Mode-split model will be updated as necessary and maintained.

Under agreement with ODOT, INCOG will continue collecting data and conducting research necessary to complete development of the travel demand modeling for the Metropolitan Statistical Area beyond the Transportation Management Area. *[INCOG]*

Product – A maintained connected 2045 Plan will be the focus of the simulation studies. Decisions related to Transportation Zones, structure, potential expansion of study area.

2.3. Emissions Model

The mobile emissions model will be maintained and refined to address new data or requirements in cooperation with the Oklahoma Department of Environmental Quality, US Environmental Protection Agency, Federal Highway Administration or Federal Transit Administration. The MOVES model update to emissions modeling will be incorporated in the planning process and for conformity determination purposes.

Under agreement with ODOT, INCOG will continue to collect data and conduct research necessary to complete development of the mobile emissions model for the Metropolitan Statistical Area beyond the Transportation Management Area. *[INCOG]*

Product – Transition to the MOVES 2014 mobile emissions model and ability to model potentially designated non-attainment areas in the MSA.

3. Long Range Planning

3.1. Major Street and Highway Plan

The composite map of all approved Major Street and Highway Plans in the TMA will be monitored and updated periodically as necessary to maintain consistency among the local transportation plans, after consultation with the affected local governments. Any inconsistencies across jurisdictional boundaries will be addressed as appropriate, through the transportation committee process before forwarding a recommendation to the TMAPC, or other appropriate local government planning commission. *[INCOG]*

Product – A maintained, valid major street and highway plan consistent with all the applicable comprehensive plans in the region.

3.2. Comprehensive Plan and Transportation Coordination

INCOG will assist local governments with updating the major street and highway plan (MSHP) and transit plans for in the Transportation Management Area. INCOG will further assist by providing social, economic, environmental and physical infrastructure data available for the regional transportation plan, as well as supporting the development of the transportation element of the comprehensive plans. INCOG will cooperate with the local governments in the update of comprehensive plans and coordinate with the development of the Regional Transportation Plan. Tulsa Metropolitan Area Planning Commission (TMAPC) land development cases will be reviewed for consistency with the regional transportation plan and work as advisory on various issues related to the implementation of Major Streets & Highway Plan as it relates to the Long-range Regional Transportation Plan. *[INCOG and MTTA]*

Product – a Regional Transportation Plan reflective of the local governments current comprehensive plans, and incorporation of the Regional Transportation Plan recommendations in the land use development process.

3.3. Regional Transportation Plan

The adopted 2045 Regional Transportation Plan will be monitored for potential amendments resulting from ongoing studies and the exploration of alternative funding mechanisms and strategies for plan implementation. Maintenance of the plan will also involve a review of the identified needs and modifications as necessary to reflect the result of ongoing planning and programming activities across the region. Data for a new plan with horizon year 2050 will be assembled over the FY 2021. A framework for the plan will be developed in consultation with stakeholders. [INCOG and MTTA]

Products – A maintained, valid Regional Transportation plan, 2045 Update & developing implementation strategies will be the main focus for the year. Data definitions and conceptual framework for new 2050 RTP.

4. Short Range Planning

4.1. Congestion Management Process

Staff will revise, maintain and monitor the Congestion Management Process (CMP) to fully address the provisions of 23 CFR 500.109(b) (4), and 500.109(b) (5) and guidance related to Fixing America's Surface Transportation Act (FAST) Act. The Congestion Management Subcommittee will review data, performance measures, implementation actions, and results, and recommend revisions to the Transportation Technical Committee. This work element will also involve annual review of recommendations from the CMP, and implementation support for transportation system management initiatives and opportunities for incorporating Intelligent Transportation Systems applications. *[INCOG]*

Product – Review and assessment of congestion and congestion management strategies, revised CMP document as necessary and incorporation of the results

in the Transportation Improvement Program (TIP) and Regional Transportation Plan development.

4.2. Intelligent Transportation System

In cooperation with ODOT and MTTA, INCOG, through the ITS Steering Committee, will expand the regional ITS integration strategy and facilitate deployment conforming to the Regional Architecture. An update to the current Regional Architecture will be performed. Also included will be the planning, study, and review of transit technology infrastructure and software (including computer programming) that conforms to the Regional Architecture. *[INCOG and MTTA]*

Product – Updated regional ITS Architecture and integration strategy as appropriate and integration into the TIP.

4.3. Safety, Incident Management and Other management Systems

In cooperation with ODOT & OHSO, INCOG will provide staff support, technical assistance, data, input and feedback in the implementation of the Strategic Highway Safety Plan. Further as appropriate, INCOG will facilitate workshops, seminars, conferences, etc. to educate and build the capacity of local government staff to improve transportation safety in all modes. INCOG will work to integrate safety and security in the planning process by developing assessment tools based upon existing data and identified problems.

INCOG will continue working with ODOT, affected local governments, and affected agencies to develop and implement an Incident Management Program on area expressways. This will include staff education and training, and identification of the various components that can be initiated, such as a freeway safety and management. *[INCOG]*

Product – Coordination with ODOT, MTTA and local governments in improving safety in the region. Refined assessment tools for safety and integration into the project selection process. Continued pursuit of Incident Management in the Region. Cooperative management of pavement and bridge management systems.

4.4. BUILD, INFRA and Other Grant Support

INCOG will continue to cooperatively develop projects and efforts to support local public agency projects to advance for grant applications, as appropriate for all surface transport project grants. These include Bus & Bus Facilities, No-Low Emission grant support, Autonomous vehicle research, BUILD & INFRA grants. *[INCOG]*

4.5. Special Studies

Special studies to address specific transportation issues, sub-areas, corridors, facilities, or other special transportation needs will be conducted as necessary or as requested by the Transportation Technical Committee and/or Transportation Policy Committee. Staff will continue to participate in planning and design

projects in the area, including freeway alignment feasibility studies, major corridor studies, transit corridor feasibility studies, etc. Tiger project related special studies will be pursued and applications may be submitted. INCOG will undertake special corridor studies or significant roadway access studies with participation from other local public agencies.*[INCOG and MTTA]*

Product – Special studies, discretionary grant applications as appropriate and technical assistance for local governments and co-ordination with the State Departments/Divisions.

5. Project and Program Implementation

5.1. Transportation Improvement Program

In coordination with ODOT, regional airports, and MTTA, INCOG will develop the TIP, monitor and maintain the TIP as necessary, and process amendments proposed by ODOT and member governments. Public notice of proposed TIP amendments will be provided and public comments will be considered during the TIP update and approval process.

INCOG will monitor the STIP, including any amendments, to assure that they are consistent with the Tulsa TMA TIP and that projects in the TMA are not inordinately delayed. Staff will also continue to monitor projects in the 8-Year Construction Work Plan and consult with ODOT on a regular basis. *[INCOG and MTTA]*

Product – Valid FFY 2020-2023 TIP and STIP.

5.2. Urbanized Area Surface Transportation Program

Programmed STP projects will be monitored to assure timely implementation and completion. INCOG will continue to host meetings with the ODOT Transportation Commissioner and staff, and the TMA government representatives and project sponsors, to facilitate the advancement of projects from planning/engineering through construction.

INCOG will continue to evaluate, rank and select projects to be implemented within the Tulsa Transportation Management Area boundary using federal funding (excluding projects on the National Highway System, the Bridge Program, and Interstate Maintenance Program) in consultation with the state and in conformance with the TIP and priorities established therein. The project selection process will be reviewed for possible improvements to the selection criteria. The surface transportation project selection process will be reviewed and revised as necessary. *[INCOG]*

Product – Revised projects selection process (as needed), projects selected for FFY 2023, and implementation schedule of previously selected projects.

5.3. Project Coordination and Monitoring

INCOG will assist agencies and member governments with the timely completion of applications for transportation project funds in response to any call for projects. Staff will participate in committees, as requested, to assist in the evaluation and selection of projects to be funded.

State and local transportation improvement projects proposed in the Tulsa metropolitan area will be monitored to determine if the proposed project is consistent with, and satisfies all the requirements stated in federal rules for metropolitan long range transportation plans, and the Tulsa metropolitan area Major Street and Highway Plan. Staff will participate in scoping meetings, plan-in-hand reviews, and other project review meetings, as appropriate. Staff will also coordinate state and local government efforts to minimize traffic disruptions as they move forward with implementation. *[INCOG]*

Product – Coordination with ODOT, MTTA and local governments for project implementation and consistency with transportation plans and programs.

5.4. Transportation Finance

INCOG will monitor the Tulsa Urbanized Area STP fund balances and other financial accounts from federal, state, and local sources. Other potential project funding sources will also be monitored to determine availability of funding for projects within the Tulsa TMA. This will include the monitoring of total ODOT expenditures in the Tulsa area relative to expenditures in the remainder of the state, and providing summary information to the area's transportation commissioner and local policy officials. *[INCOG]*

Product – Federal financing of projects will be monitored and reported regularly to the Transportation Commissioner.

5.5. Legislation and Regulation Monitoring

Federal and state legislation and regulations related to transportation will be regularly monitored and the appropriate agency will be consulted regarding changes or implications that may impact the Tulsa TMA. *[INCOG]*

Product – Federal and state legislation will be monitored and incorporated as appropriate.

6. Alternative Transportation

6.1. Pedestrian and Bicycle Planning

INCOG will continue to provide data and support necessary to implement projects and programs in the Bicycle and Pedestrian Element of the 2035 Regional Transportation Plan. This will include a review of the study recommendations and the development of a process to assist local governments to advance the recommended projects from the planning design phase to construction for trails and on-street bicycle routes. Efforts to collect data on usage for modeling purposes will continue. In coordination with local governments INCOG will pursue to adapt the GO plan for trails/bicycle and pedestrian components, updating the regional trails master plan. In compliance with the regional transportation plan, the use of bicycle and pedestrian modes will be promoted as well as public education regarding rights and privileges of bicycle use on roadways. As part of the Oklahoma Safe Routes to School Program (SRTS) INCOG will coordinate with the ODOT, local governments, and regional school systems to identify priority projects eligible for federal funding. Staff support for existing projects will include technical assistance for data collection and analysis. *[INCOG]*

Product – Initiation of development of a comprehensive pedestrian, bicycle plan for the region, implementation of pedestrian and bicycle elements of the Regional Transportation Plan, and promotion of walking and biking as a means of transportation.

6.2. Public Transit System Planning

MTTA will continue to develop and implement programs and systems that improve the performance of public transit in the Tulsa metropolitan area, including continued development and implementation of uniform operating policies and procedures as well as developing, analyzing, and reacting to performance metrics as well as these tasks as listed below:

- a. Scheduling and service planning
- b. Funding and financial analysis including overhead rate determination for “force accounts” and other purposes.
- c. Planning and procurement assistance associated with, information technology, contracted operations, and rolling stock.
- d. Fare and service equity analyses in compliance with Title VI and FTA Circular 4702.1B as may be revised.
- e. Fare policy studies.
- f. Environmental Justice analyses in compliance with FTA Circular 4703.1 as may be revised.
- g. Public involvement
- h. Preparation of competitive and formula grant documentation

- i. Transportation planning studies related to capital projects such as park and ride facilities, transit centers, facility master planning, and other operating facilities including the preparation of documented categorical exclusions.
- j. Transportation studies and analyses relating to school and human services transportation

The Regional Transit System Plan (Fast Forward) will be the basis from which various actions may be taken to advance the process of Network implementation. These specific tasks include examining and developing the mechanisms necessary to fund future extensions of the Network or other components of the Plan; continuing the process of receiving public input, including public opinion surveys, and making modifications to the Plan and the Network as necessary; developing and implementing the short range projects identified in the Plan such as commuter suburban services in interested communities; developing and implementing general public demand-response transit and other alternate transit services in the TMA where traditional fixed-route service is inefficient; developing and implementing modifications to MTTA's current system such as route deviation services, demand response, and utilization of transportation network companies in targeted areas of the community; and further refinement of the long range aspects of the Plan, such as the suburban service plan.

Route and system performance indicators will be generated and reviewed, current route structure and performance will be analyzed, and the feasibility and potential impact of route service changes on current system performance will be determined. MTTA will continue to investigate opportunities to outsource services. The elderly and disabled program will be monitored for compliance with FTA requirements and the Americans with Disabilities Act.

The five-year financial management plan will be updated in conjunction with the long-range transit plan. Analysis will be performed in support of the financial management plan, and to comply with federal regulations. As required by federal regulations, a financial capacity analysis will be conducted. In addition, this task supports MTTA's financial planning and budgeting by analyzing funding scenarios, developing budgets based on the financial management plan. *[MTTA] Product – Improved Transit system efficiencies, implementation of the recommendations of the Regional Transportation Plan, and updated financial management plan for MTTA.*

6.3. Coordinated Plan

A Coordinated Public Transit – Human Services Transportation Plan will be maintained and updated to help with the selection process to address the transportation needs of the disabled, elderly, and low-income households in the region. In cooperation with local governments and human service agencies, INCOG will address regional initiatives identified in the Coordinated Plan and advance the development of mobility management. INCOG will provide staff support for the Regional Council for Coordinated Transportation. INCOG

coordinates the Accessible Transportation Coalition (ATC) for the purpose of promoting awareness related to sidewalks and outreach via various means of communication. INCOG also coordinates and administers funds with sub-recipients/stakeholders to implement veterans transportation program along with seeking to operationalize one-call/one-click in the region by one or more agencies. INCOG resources are further utilized to implement regional Vanpool Program as appropriate. *[INCOG]*

Product –Human Services Transportation Plan and Selection Process and Implementation of Coordinated Public Transit – Human Services Transportation Plan recommendations and projects and the development of Mobility Management for the region.

6.4. Rail-Transit Planning

INCOG will participate with ODOT, local governments, and other agencies in planning for national passenger rail service in the Tulsa region, as well as intra-regional rail-transit service. INCOG will continue to pursue any additional opportunities based on needs to implement the Regional Transit System Plan of select corridors that may be suitable for future on-street or off-street fixed guideways including Bus Rapid Transit and streetcar systems.

[INCOG and MTTA]

Product – Coordination with ODOT on High Speed Passenger Rail implementation and analysis of commuter corridors in the region.

7. Transportation Effects

7.1. Air Quality Planning

INCOG will provide technical and administrative support to the INCOG Air Quality Committee, the Oklahoma Department of Environmental Quality (ODEQ), ODOT, and communities in the TMA, to plan for and maintain compliance with the federal Clean Air Act provisions relating to the contribution of mobile source emissions in the TMA. Research, evaluation and technical advice will be provided on local, state, and federal regulatory air quality issues. Technical support will include the review and analysis of the Mobile Source Emissions Model results and subsequent releases or models including regional airshed models. Staff will evaluate Transportation plans and programs as necessary, to ensure conformity with the national ambient air quality standards (NAAQS) as revised and contained in the State Implementation Plan.

Staff will provide support to the INCOG Air Quality Stakeholders Group and the Ozone Alert! Program Public Relations Team. Staff will research, evaluate, and provide technical advice on local, state and federal legislative and regulative air quality issues, as well as legal and legislative updates on the status and compliance of the air quality standards. In addition, staff will continue to pursue aggressive ozone-reduction strategies and programs. *[INCOG]*

Product – Continued coordination with federal, state, and local governments and agencies regarding air quality initiatives.

7.2. Ozone Reduction Programs

INCOG will continue coordination of the Tulsa Area Ozone Alert! Program and its public education and outreach efforts. Using the latest web/screen-based technologies, INCOG will provide citizens, business, industry, local government and media with real-time geographically based ozone readings and automated mass-alert ‘Ozone Alert” Day’ notifications. Staff will continue to manage the program’s robust communication and education efforts, creative marketing campaign, and the OzoneAlert.Com website providing real-time air quality information. INCOG will continue to promote other transportation activity options with the TulsaTRC.Org website. Through the Transportation Resource Center, INCOG will continue to promote the benefits and resources available for transportation alternatives including carpooling, transit, cycling and walking to local businesses, area schools and the general public. Additionally, staff will provide assistance and support to transit, biking, and other commute alternatives.

INCOG will continue to facilitate and enhance the expansion of alternative fuel and energy vehicles (EV and AFVs) and their associated refueling/charging infrastructure through the Tulsa Area Clean Cities Program. Staff provides administrative support to the Clean Cities Program efforts and facilitates educational outreach and awareness programs targeting fleet managers and owners. INCOG will also continue the CMAQ funded Public Fleet Conversion Grant Program, which is responsible for funding alternative fuel and electric vehicle projects in the TMA. *[INCOG and MTTA]*

Product – Continued emissions reductions through voluntary actions, alternative transportation options, and zero/low-emitting vehicles in the regional vehicle inventory.

7.3. Planning & Environmental Processes Streamlining

INCOG will work with ODOT, federal agencies, permitting agencies, and local governments to more closely coordinate the planning process with various environmental concerns using GIS and other methods as appropriate. Further, INCOG will work with ODOT, federal agencies, business and community organizations, and local governments to more closely coordinate the planning process with various community values and goals, land use plans, and development initiatives using GIS and other methods as appropriate. INCOG will engage all partners to further the USDOT initiative of Everyday Counts program. *[INCOG]*

Product – INCOG and MTTA will participate on the Oklahoma Transportation Air Quality committee. Identification of gaps and opportunities to streamline planning and environmental processes.

8. Public Education and Participation

8.1. Public Participation Process

INCOG will develop and implement the Public Participation Process (PPP) for the TMA and monitor its effectiveness in guiding the timely provision of information about the transportation planning processes to citizens, affected public agencies, representatives of transportation agency employees, private providers of transportation, other interested parties, and segments of the community affected by transportation plans, programs, and projects. [INCOG]

Product – A revised and updated PPP as appropriate. On-going public outreach in all aspects of the transportation planning process.

8.2. Nondiscrimination Compliance Plan

The Nondiscrimination Compliance Plan will be reviewed and updated as appropriate. An annual assessment of compliance with Title VI, Environmental Justice, and related statutes and regulations will be conducted and a statement of certification will be submitted to ODOT, FHWA, and FTA. [INCOG]

Product – A revised and updated Nondiscrimination Compliance Plan including documentation of provisions addressing individuals with limited English Proficiency.

8.3. Outreach and Education

INCOG will conduct broad-based public involvement activities as described in the PPP through targeted outreach events, the development and maintenance of the transportation planning website, development and maintenance of a master contact database, outreach materials, education projects, surveys, advertising and announcements to the media. [INCOG]

Product – Initiation of several outreach events including scheduled meetings, workshops & web-based information dissemination as well as collection of public opinion in addition to the scientific survey of public opinion and travel behavior.

9. Program Administration

9.1. INCOG Program Administration

INCOG will conduct the general administrative activities involved in the management and coordination of the regional transportation planning program. The work tasks identified in the UPWP will be monitored and progress evaluated. Ongoing management of the program, including correspondence, records maintenance, preparation of committee agendas, meeting materials and minutes, and preparation of grant applications and contracts will be conducted. INCOG will maintain and amend, as necessary, the current UPWP. The annual UPWP will be developed for work activities to be conducted during the next fiscal year. An annual report of activities documenting progress in the UPWP work activities

will be prepared and submitted to ODOT. Staff will maintain an accounting and records management system. An annual audit of contracts initiated for work activities in the UPWP will be performed (included in the overall INCOG indirect cost). The Joint Certification Statement will be prepared certifying fulfillment of federal requirements regarding the transportation planning process. Staff will attend seminars, workshops, conferences, and other educational opportunities as necessary to increase familiarity, understanding and knowledge of transportation program guidance and regulations, and urban transportation planning techniques, methodologies, and other innovative developments. [INCOG]

Product – Effective administration of the INCOG transportation planning process.

9.2. MTTA Program Administration

MTTA will continue to review new and proposed federal regulations applicable to its operation, and will meet federal programming requirements, including preparation of grant applications, the UPWP, the TIP, the annual Section 5310 report, and the annual ADA Plan update. MTTA will continue to work with Disadvantaged Business Enterprise (DBE) firms in the areas of services and capital procurement to increase participation and improve coordination with regard to such projects. MTTA will make every effort to involve the private sector as necessary in the planning process. This will include opportunities for the provision of service, and involvement in development projects and charter-lease contracts. MTTA will continue to meet with private sector operators at their request or at the request of MTTA. MTTA will continue to inform the private sector throughout the development of the Program of Projects and the grant application process. MTTA staff will attend appropriate training seminars and conferences for the purpose of increasing familiarity, understanding and expertise with transportation planning methodologies, understanding new transportation technologies, and ensuring compliance with applicable regulations at the local, state, and federal levels. MTTA will continue to develop and implement the Total Quality Management program developed and initiated in FY 1994. MTTA will continue to implement a Transit Asset Management (TAM) Plan. Transit agencies must include performance targets based on the safety performance measures in the National Public Transportation Safety Plan. MTTA will maintain documents that describe its Safety Plan, including those related to implementation and the results from processes and activities. [MTTA]

Product – Effective administration of the MTTA transportation planning process

Appendix A - Organizational Structure

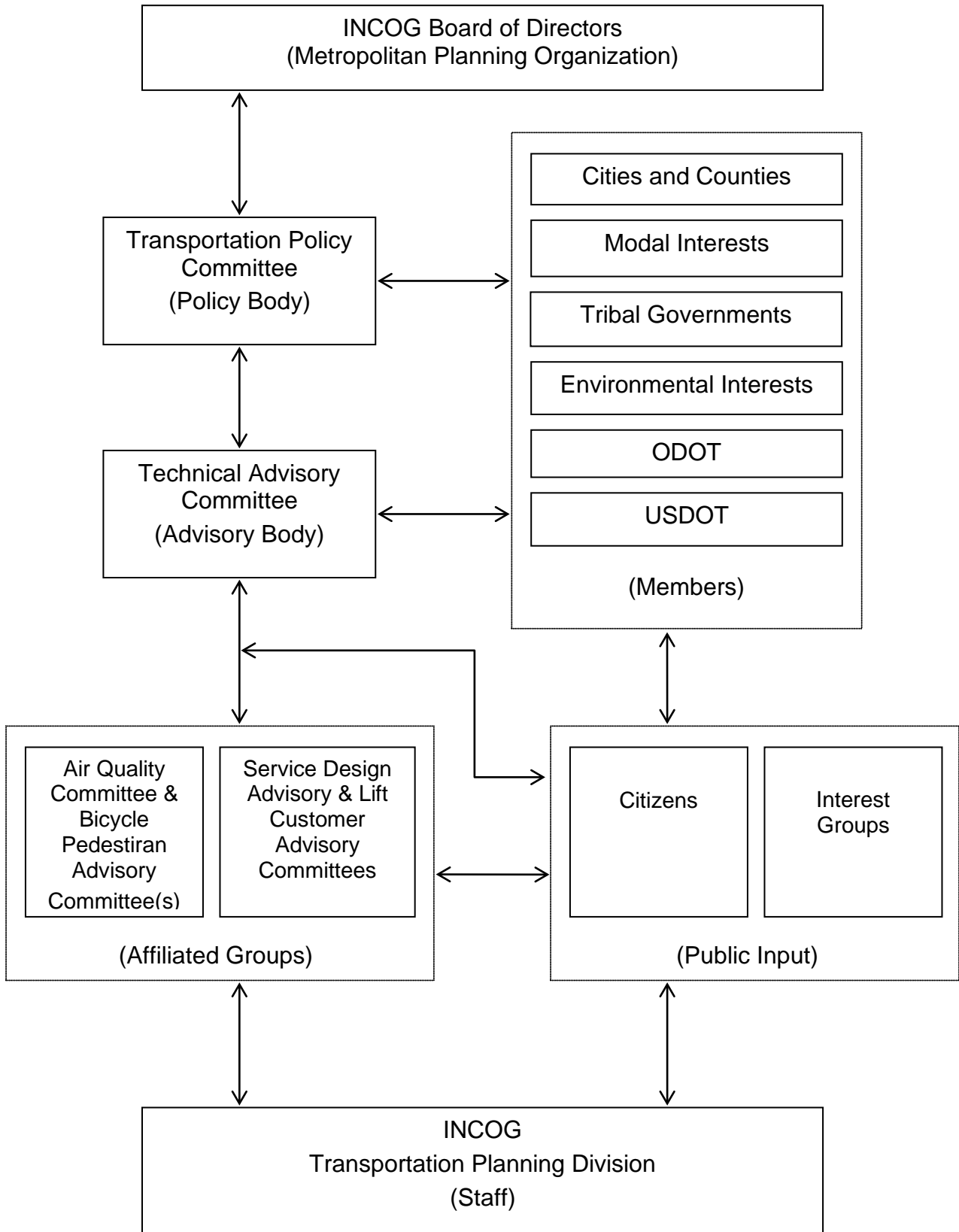
INCOG serves as the Metropolitan Planning Organization (MPO) for the transportation planning process in the Tulsa Transportation Management Area (TMA). INCOG, therefore, is responsible for carrying out the comprehensive, continuing, coordinated, urban transportation planning process locally, complying with federal requirements. As the Tulsa MPO, INCOG's Board of Directors (Appendix B) represents the principal elected officials of the local governments in the Tulsa metropolitan area and serves as the forum for cooperative decision-making.

The Transportation Policy Committee (TPC) (Appendix B) is the forum in the local decision-making process for policy development and adoption related to urban transportation planning, its program development, and its operation within the TMA. Upon approval by the TPC, transportation plans and programs are forwarded to the sponsoring local governmental units for information and review, and to the INCOG Board of Directors for endorsement of the plans and programs and the inclusion of these plans and programs in the Comprehensive Plan.

The Transportation Technical Committee (TTC) (Appendix B) serves as an advisory group to the TPC, providing technical expertise in the development of urban transportation plans and programs for the region. If transportation plans or programs are deemed unsatisfactory by the TPC, these products may be returned to the TTC for additional review, analysis, and any additional recommendations. The TTC's representation allows it to receive input from federal, state, and local governments and agencies, state authorities, and modal interests.

Various public participation groups provide input to the TPC on urban transportation planning issues and projects, including the Fixed Route Customer Advisory Committee and the Lift Customer Advisory Committee (Appendix B) and the INCOG Air Quality Committee (Appendix B). In addition, the Public Participation Process for the TMA identifies the overall process to involve the public in the various components of transportation planning.

The INCOG Transportation Planning Division serves as staff, responsible for accomplishing the work tasks as presented in this UPWP. Staff prepares urban transportation planning policy, plan, and program recommendations as required to complete UPWP work tasks or in response to specific requests from the TPC. Staff also provides routine technical support to the TPC, the TTC, the Tulsa Metropolitan Area Planning Commission, the INCOG Board of Directors, MTTA, various subcommittees, and to local governments and agencies.



Appendix B – Committees

May 2020

BOARD OF DIRECTORS

Officers

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Commissioner Karen Keith, Tulsa County

Vice-Chairman

Richard Carter, Tulsa County

Secretary

Mike Burdge, Sand Springs

Treasurer

Commissioner Newt Stephens - Creek County

Members

Bixby	Brian Guthrie - Mayor
Bristow	Tex Slyman - Council Member
Broken Arrow	Craig Thurmond - Mayor
Broken Arrow	Scott Eudey - Vice Mayor
Broken Arrow	Michael Spurgeon - City Manager
Catoosa	Brenda Conley - Mayor
Cherokee Nation	Chuck Hoskin, Jr. - Principal Chief
Claremore	Bill Flanagan - Mayor
Collinsville	Bud York - Mayor
Coweta	Evette Morris - Mayor
Creek County	Leon Warner - Commissioner
Creek County	Newt Stephens - Commissioner
Creek County	Lane Whitehouse - Commissioner
Creek County	Mark Whinnery - Creek County Towns
Glenpool	Tim Fox - Mayor
Hominy	Charles Fairweather - Mayor
Jenks	Robert Lee - Mayor
Muscogee (Creek) Nation	Jesse Allen - Secretary of Interior Affairs
Okmulgee	Richard Larabee - Council Member
Osage County	Darren McKinney - Commissioner
Osage County	Kevin Paslay - Commissioner
Osage County	Randall Jones - Commissioner
Osage County	Vacant - Osage County Towns
Osage Nation	Geoffrey M. Standing Bear - Principal Chief
Owasso	Chris Kelley - Mayor
Pawhuska	Vacant - Council Member
Rogers County	Dan DeLozier - Commissioner
Rogers County	Steve Hendrix - Commissioner
Rogers County	Ron Burrows - Commissioner
Rogers County	Frank Johnson - Rogers County Towns
Sand Springs	Mike Burdge – Council Member

Sapulpa	Joan Riley – City Manager
Skiatook	Joyce Jech - Council Member
Tulsa	GT Bynum – Mayor
Tulsa	Amy Brown - Deputy Mayor
Tulsa	James Wagner - Finance Director
Tulsa	Nick Doctor - Chief of Community Development
Tulsa	Cathy Carter - Auditor
Tulsa	Crista Patrick - Council Member
Tulsa	Kara Joy McKee - Council Member
Tulsa	Cass Fahler- Council Member
Tulsa	Lori Decter Wright - Council Member
Tulsa County	Karen Keith - Commissioner
Tulsa County	Ron Peters - Commissioner
Tulsa County	Stan Sallee - Commissioner
Tulsa County	Don Newberry - Court Clerk
Tulsa County	Michael Willis - County Clerk
Tulsa County	Chris Benge - Tulsa County
Tulsa County	Richard Carter - Tulsa County
Tulsa County	Robert Breuning - Tulsa County Towns
Tulsa County	Frazier Henke - Tulsa County
Tulsa County	Pete Regan - Tulsa County
Verdigris	Keith Crawford - Mayor
Wagoner	Albert Jones - Mayor
Wagoner County	Chris Edwards - Commissioner
Wagoner County	James Hanning - Commissioner
Wagoner County	Tim Kelley - Commissioner
Wagoner County	Vacant - Wagoner County Towns
INCOG General Assembly	Vacant

As of 5/22/20

Transportation Policy Committee

Jared Cottle, City of Bixby
Kenneth Schwab, City of Broken Arrow
Vacant, City of Catoosa
Daryl Golbek, City of Claremore
Pam Polk, City of Collinsville
Roger Kolman, City of Coweta
David Tillotson, City of Glenpool
Christopher Shrout, City of Jenks
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Joan Riley, City of Sapulpa
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James Wagner, City of Tulsa, Mayor's Designee
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Kevin Pasley, Commissioner, Osage County
Ron Burrows, Commissioner, Rogers County
Alex Mills, Tulsa County
Tim Kelley, Commissioner, Wagoner County
Chuck Hostkin, Jr, Cherokee Nation of Oklahoma
Jesse Allen, Muscogee (Creek) Nation of Oklahoma
Geoffrey Standing Bear, Osage Nation of Oklahoma
Matt Meyer, Pedestrian/Bikeways
Ted Rieck, Metropolitan Tulsa Transit Authority
Vacant, Tulsa Parking Authority
Vacant, Railroad Interest
Vacant, Trucking
Alexis Higgins, Tulsa Airport Improvement Trust
David Yarbrough, Tulsa-Rogers County Port of Catoosa
Tim Gatz, Oklahoma Turnpike Authority
Vernon Seaman, INCOG Air Quality Committee
Ernestine Mbroh, Oklahoma Department of Transportation, Transit Programs
Laura Chaney, ODOT, Strategic Asset Performance & Management
Bob Coburn, Oklahoma Transportation Commission, District 1
Bob Peterson, Oklahoma Transportation Commission, District 8
Rich Brierre, Indian Nations Council of Governments Board of Directors
John Shivel, Tulsa Metropolitan Area Planning Commission

Non-voting Members:

- Elizabeth Osburn, Tulsa Metro Chamber
- Roger Stevens, Transportation Technical Committee, Chairman
- Glenn A Boles, Federal Aviation Administration (OK)
- Basharat Siddiqi, Federal Highway Administration
- Daniel Peschell, Federal Transit Administration

Transportation Technical Committee

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Travis Rogers, City of Broken Arrow
Craig Stokes, City of Collinsville, Vice-Chairman
Daryl Golbek, City of Claremore
Roger Kolman, City of Coweta
James McHendry, City of Glenpool
Robert Carr, City of Jenks
Roger Stevens, City of Owasso, Chairman
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Steve Hardt, City of Sapulpa
Michal Davis, City of Skiatook
Brent Stout, City of Tulsa, Project Planning
Kurt Kraft, City of Tulsa, Traffic Engineering
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Kevin Pasley, Commissioner, Osage County
Ron Burrows, Commissioner, Rogers County
Alex Mills, Tulsa County Engineer
Tim Kelley, Commissioner, Wagoner County
Rob Endicott, Cherokee Nation
Jesse Allen, Creek Nation
Geoffrey Standing Bear, Osage Nation
Matt Meyer, Pedestrians/Bikeways
Liann Alfaro, Metropolitan Tulsa Transit Authority
Vacant, Railroad Interest
Kenneth White, Tulsa Airport Authority
David Yarbrough, City of Tulsa-Rogers County Port of Catoosa
Joe Echelle, Oklahoma Turnpike Authority
Nancy Graham, INCOG Air Quality Committee
Oklahoma State Department of Environmental Quality
Randle White, Oklahoma Department of Transportation, Division VIII Engineer
Ernestine Mbroh, Oklahoma Department of Transportation, Transit programs
Braden Cale, ODOT, Bicycle Pedestrian Coordinator
Viplava Putta, Manager, Indian Nations Council of Governments
Laura Chaney, Oklahoma Department of Transportation

Non-voting Members:

- Jeffrey Riley, Environmental Protection Agency, Region 6
- Bill Bell, Federal Aviation Administration
- Isaac Akem, Federal Highway Administration
- Daniel Peschell, Federal Transit Administration

Air Quality Stakeholder Members

Isaac Akem, Federal Highway Administration
Liann Alfaro, MTTA (Tulsa Transit)
Kyle Arthur, Chesapeake Energy Corporation
Leon Ashford, ODEQ
Meredith Baker, INCOG
Mike Bednar, GRDA
Ford Benham, OG&E Utility Operations
Marla Benyshek, Phillips66
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Jeff Brown, AEP PSO
Angie Burckhalter, Devon Energy Corporation
Thomas Byers, Magellan Midstream Partners, L.P.
G.T. Bynum, City of Tulsa, Mayor's Office
Gay Campbell, St. Francis Hospital
Laura Chaney, ODOT
Braden Cale, ODOT
Montelle Clark, ODEQ Air Quality Council/OK Sustainability Network
Randy Cloud, MTTA (Tulsa Transit)
Clyde Cole, Cox Media Group
Gary Collins, Terra Nitrogen, LP - Verdigris
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Nick Doctor, City of Tulsa
Austin Embry, AAON
Jim Evers, AEP-PSO
Alicia Foster, ODEQ Tulsa Office
Bill Geubelle, Phillips66
Curt Goeller, ODEQ
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Jeremy Jewell, Trinity Consultants
Bryan Jewett, ENERCON
Garry Keele, McAfee & Taft Law Firm
Karen Keith, Tulsa County Commissioner, Co-Chair

Stephen Landers, Georgia-Pacific Consumer Products
Mark Lawson, Spirit Aerosystems
Brian McQuown, OG & E
Bruce Morgan, QuikTrip Corporation
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Thelma Norman, American Airlines, Inc.
Elizabeth Osburn, Tulsa Regional Chamber
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Whitney Pearson, Sierra Club
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Coy Pyle, ONEOK
Ted Rieck, MTTA (Tulsa Transit)
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Ron Sober, RFS Consulting, Inc.
Keith Sorrells, Arkansas Valley Companies
Mark Stout, Chesapeake Energy Corporation
Eddie Terrill, ODEQ
Mike Thornbrugh, QuikTrip Corporation
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Charlie Williams, Clean Air Action
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Lee Zirk, City of Broken Arrow

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