

DRAFT

The Unified Planning Work Program (UPWP) for 2015 (b)

Cartersville-Bartow County Metropolitan Planning
Organization (MPO)

January 1, 2015 – December 31, 2015

Prepared by the Cartersville-Bartow County Metropolitan Planning Organization (MPO)
and the Bartow County Transit Department

In cooperation with the

Georgia Department of Transportation (GDOT), Federal Highway Administration (FHWA)
Federal Transit Administration (FTA)

As Adopted by the CBMPO Policy Committee on _____

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PARTICIPATING AGENCIES

The participating agencies in the development and implementation of the FY 2015a Unified Planning Work Program (UPWP) include:

Local

Bartow County Community Development Department (MPO)
Bartow County Commissioner
City governments of Adairsville, Cartersville, Emerson, and Euharlee
(City governments of Kingston, Taylorsville, & White are represented through Staff of Bartow County)
Bartow County Road Department
Bartow County Transit Department

Regional

Northwest Georgia Regional Commission
Atlanta Regional Commission (air quality)
Bike/Walk Northwest Georgia

State

Georgia Department of Transportation (GDOT) Office of Planning
Georgia Department of Transportation (GDOT) Office of Intermodal Programs
Georgia Department of Transportation (GDOT) District 6 Cartersville
Georgia Department of Natural Resources-Environmental Protection Division

Federal

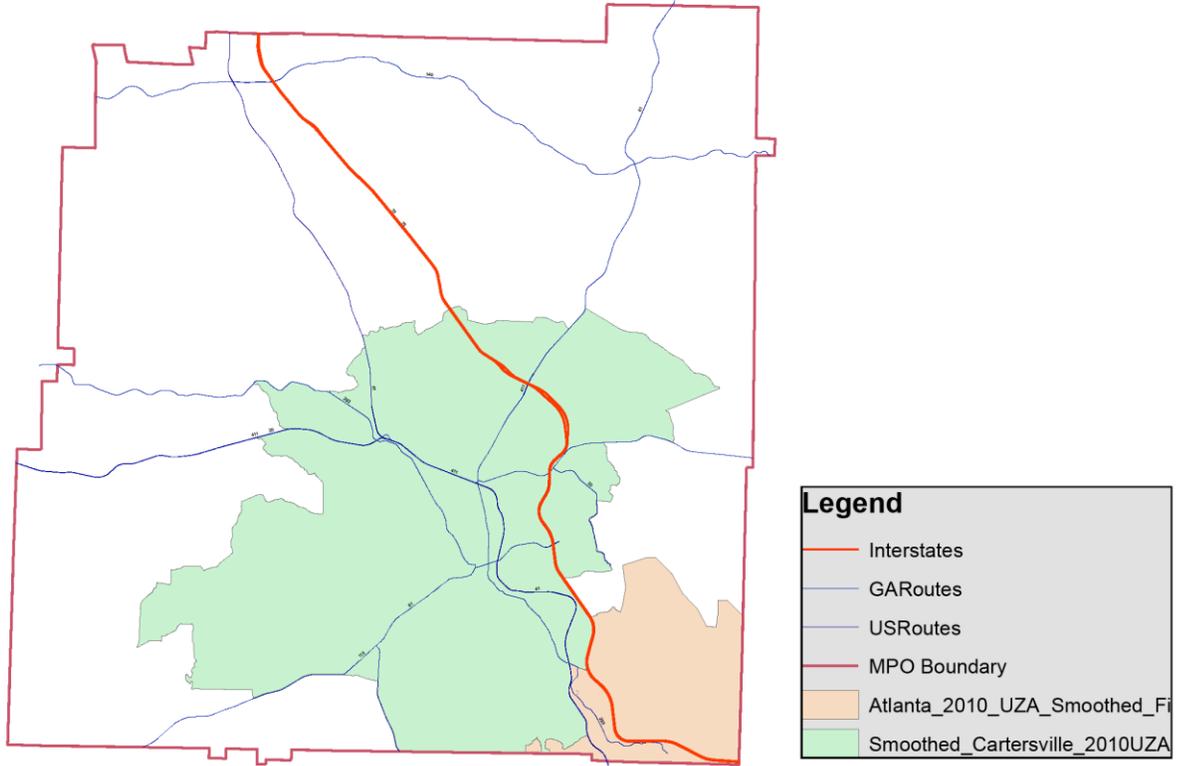
U.S. Department of Transportation
Federal Highway Administration
Federal Transit Administration

STRUCTURE OF THE MPO

The CBMPO is established under federal regulation to ensure that funding on transportation projects within Bartow County occurs through a comprehensive, cooperative and continuing process that engages the public and interested local, state and federal agencies. Transportation projects within Bartow County receiving federal funding must be approved by the MPO before these funds can be obligated and the project commence.

The new Cartersville Bartow MPO is currently in the process of being formally established with the creation of two committees, the CBMPO Policy Committee and the Technical Coordinating Committee (TCC). The Policy Committee, composed of elected, state and federal officials, meets quarterly during the year and the TCC, composed of local, state and federal staff, meets monthly. These committees were established by a Memorandum of Agreement signed by the local governments operating within Bartow County and dated December 5, 2012. These committees are served by a staff Transportation Planner that is assigned to the Community Development Division of Bartow County government.

Cartersville-Bartow Metropolitan Planning Organization Boundary



Cartersville-Bartow Metropolitan Planning Organization

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Cartersville, GA 30120

Phone: (770) 607-6265

Email: sillst@bartowga.org

Website: www.bartowga.org/mpo

INTRODUCTION

On February 11th, 2013, Governor Deal officially designated the Bartow County Community Development to serve as the Metropolitan Planning Organization (MPO) for the Cartersville Bartow Urbanized Area. The overall planning program is designed to comply with the requirements of the U.S. Department of Transportation Moving Ahead for Progress in the 21st Century (MAP-21) which was signed into law on July 6, 2012. Additionally, the Cartersville-Bartow MPO will be cooperating with the Atlanta Region as the two areas along with the Gainesville-Hall MPO are classified as air quality non-attainment under the provisions of the Clean Air Act. As a new MPO, the community is focused upon taking a long-range look at its transportation needs and adopting its first Long-Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP).

The Cartersville Bartow MPO is eligible for Federal Planning (PL) funds through the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funds. Both sources of funds are distributed on behalf of the federal government by the Georgia Department of Transportation (GDOT). The PL funds will be used for MPO set-up, operation, and transportation planning activities. The MPO is also eligible for Section 5303 and 5307 funding from the Federal Transit Administration to assist in the planning, development, and operation of transit facilities and programs within the designated urban area of Bartow County.

This document serves as the Unified Planning Work Program (UPWP) that will allow the MPO to be reimbursed for its transportation planning activities. The UPWP is consistent with 23 CFR 450.308 regarding Metropolitan Transportation Planning and Programming which seeks to ensure that planning activities are part of a Continuing, Cooperative, and Comprehensive (3C) transportation planning process. The UPWP describes the MPO's proposed planning activities, provides cost estimates for each activity, and outlines a work schedule for the twelve month period commencing January 1, 2015 and ending December 31, 2015. The schedule is noted in calendar year quarters as follows: Quarter 1 – January-March, Quarter 2 – April-June, Quarter 3 – July-September, Quarter 4 – October-December. The UPWP notes how each activity specifically addresses the "MAP-21" eight Metropolitan Transportation Planning Factors:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency while promoting consistency among transportation improvements and state and local planned growth and economic development patterns;
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 nonmotorized users;
4. Increase the accessibility and mobility options available to people and for freight;
5. Protect and enhance the environment, promote energy conservation, and improve quality of life;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation; and
8. Emphasize the preservation of the existing transportation system.

The document is organized into four major sections:

Section I - Administration

Section II - System Performance Monitoring

Section III - Transportation Planning

Section IV – Summary Documents

Each section also includes information on the parties responsible for carrying out the MPO's various planning activities. Because of its newly-designated status, these activities are focused primarily on the initiation, development, and operation of the MPO. Activities will include the preparation of key MPO products such as the FY 2016 Unified Planning Work Program, 2040 Long Range Transportation Plan, and the FY 2016-2019 Transportation Improvement Program.

Public input into this document was achieved in accordance with the adopted Public Participation Plan of the CBMPO. Direct discussions were held with city and county staffs and elected officials including the Bartow Transit Department. The draft document was also published on the CBMPO website at http://www.bartowga.org/departments/community_development/mpo/planning_documents.php. The availability of the document was also noted in the legal advertisement posted in the local paper on September 11, 2014.

SECTION I
ADMINISTRATION

1.1 MPO Management

1.1.1 STUDY DIRECTION AND OPERATIONS

Program Objective:

To provide overall management of CBMPO's transportation planning program, and ensure compliance with applicable federal and state requirements. To support various transportation related committees and ensure communication among and between the committees. To manage the Staff contributing to planning activities. To monitor consultant contracts performed as part of the MPO process.

Project Description

The MPO Staff will administer all aspects of the planning process, including committee support; coordinate planning and air quality conformity through the interagency consultation process; handle public involvement; and technical support for local government planning activities through the provision of traffic, demographic and land use data.

Products

Staff support for CBMPO Policy and Technical Committees, proper financial and meeting records as required by contract and state law, and reports on topics as designated by the committees.

Timeline

Quarters 1, 2, 3 & 4

Lead Agency

Bartow Community Development Department Staff

Cost & Funding Sources

FHWA PL	\$12,937
Bartow County PL Match	\$3,234
FTA 5303	\$4,101
Bartow FTA Match*	\$4,101
Total	\$24,374

* To be finalized with County budget

1.1.2 PROGRAM COORDINATION

Task Objective/Purpose

This element provides resources to allow Staff to examine projects and provide data, as resources permit, on projects and studies not otherwise identified in the UPWP.

Services include the prompt response to requests for information such as traffic counts and upcoming planning activities. The performance of services and special studies is projected to be an ongoing CBMPO activity.

Project Description

Perform requested services related to the CBMPO program, as resources allow. These services include, but are not limited to, fulfilling citizen or government official/Staff requests for information or various data. Staff will inform and educate the public through the news media concerning the CBMPO planning process and its products. This element also allows for participating in and providing information for planning activities in the region conducted by others.

Products

Reports and communications responding to miscellaneous transportation-related inquiries.

Timeline

Quarters 1, 2, 3 & 4

Lead Agency

Bartow Community Development Department Staff

Cost & Funding Sources

FHWA PL	\$12,937
Bartow County Match	\$3,234
FTA 5303	\$4,101
Bartow FTA Match	\$4,101
Total	\$24,374

1.2 Unified Planning Work Program (UPWP)

Program Objective:

To maintain the current UPWP and develop a Unified Planning Work Program for the 2016 calendar (and county fiscal) year.

Project Description

Collect public and committee input on a twelve-month FY 2016 UPWP that takes the planning process to December 31, 2016. This enables the UPWP to coincide with the fiscal budget year of Bartow County which serves as the host government for the MPO. Take into consideration MPO progress made on previous UPWP efforts. Develop draft & final UPWP for calendar year 2016.

Products

Adopted UPWP for the period January 1 – December 31, 2016

Timeline

Quarters 3 & 4

Lead Agency

Bartow Community Development Department Staff

Cost & Funding Sources

FHWA PL	\$6,468
Bartow County Match	\$1,617
FTA 5303	\$2,051
Bartow FTA Match	\$2,051
Total	\$12,187

1.3 Staff Education

Program Objective:

To provide CBMPO staff with the necessary training to monitor and update transportation developments and policies for the benefit of the citizens and local governments within the MPO service area.

Project Description

CBMPO Staff may attend transportation-related conferences, seminars and courses offered by the National Highway Institute, Federal Highway and Federal Transit Administrations, GDOT, etc. To be eligible for reimbursement, CBMPO Staff shall seek prior written approval from GDOT before charging to this element if the courses involve reimbursable expenses for fees, registration, travel, per diem, lodging, etc.

Products

Attendance at relevant programs and workshops applicable to the work of the MPO.

Timeline

Quarters 1, 2, 3 & 4

Lead Agency

Bartow Community Development Department Staff

Cost & Funding Sources

FHWA PL	\$6,468
Bartow County Match	\$1,617
FTA 5303	\$2,051
Bartow FTA Match	\$2,051
Total	\$12,187

1.4 Equipment and Supplies

Program Objective:

To maintain computer and related systems used by the MPO necessary to the performance of transportation planning activities. Acquire software and peripherals as necessary to maintain the MPO's transportation planning process.

Project Description

This element allows the MPO to acquire relevant equipment, software, peripherals, and computer upgrades for MPO planning activities and permits MPO Staff to attend relevant training on computer hardware and software. Purchases for other associated office equipment may be eligible only if related specifically to the MPO's transportation planning activities. Eligibility for reimbursement under this element is dependent on prior written concurrence of GDOT and, for those items costing in excess of \$5,000, the formal approval of the FHWA.

Products

Written description of the benefits of hardware/software purchases in Status updates within Quarterly Invoices and Annual Report.

Timeline

Quarters 1, 2, 3 & 4

Lead Agency

Bartow Community Development Department Staff

Cost & Funding Sources

FHWA PL	\$6,468
Bartow County Match	\$1,617
FTA 5303	\$2,051
Bartow FTA Match	\$2,051
Total	\$12,187

SECTION II

SYSTEM PERFORMANCE MONITORING

2.1 Mapping Updates

Program Objective:

To maintain a Geographic Information System (GIS) transportation layer showing physical transportation improvements to roads, airports, rail, transit, bikeways, sidewalks, and freight transfer points.

Project Description

Work with GDOT, local governments and other sources to maintain current roads information within the Bartow County GIS Department. Share with GDOT as needed. Detail data development and sharing in Quarterly Invoices.

Products

A current inventory and mapping of the above-named transportation facilities within Bartow County.

Timeline

Quarters 1, 2, 3 & 4

Lead Agency

Bartow Community Development Department Staff

Cost & Funding Sources

FHWA PL	\$6,468
Bartow County Match	\$1,617
FTA 5303	\$0
Bartow FTA Match	\$0
Total	\$8,086

2.2 Maintain Land Use and Socioeconomic Data

Program Objective:

To provide relevant socioeconomic and land use data to decision makers.

Project Description

Collect and analyze land use, demographic, and economic data in anticipation of their impact upon transportation corridors.

Products

Timely and relevant reports to decision makers of up-to-date land use and socioeconomic data.

Timeline

Quarters 1, 2, 3 & 4

Lead Agency

Bartow Community Development Department Staff

Cost & Funding Sources

FHWA PL	\$25,874
Bartow County Match	\$6,468
FTA 5303	\$8,203
Bartow FTA Match	\$8,203
Total	\$48,748

2.3 Glade Road Transit Operations

Program Objective:

To extend on-demand transit service to urbanized area centered on Glade Road in southeast Bartow County.

Project Description

Currently Bartow County makes use of FTA 5311 funds to transport citizens from the rural parts of Bartow County to doctors' appointments, grocery shopping, and other necessary activities. The use of FTA 5307 funds will fund a portion of the operating costs involved in extending this service to the urbanized area centered on Glade Road in southeast Bartow County. Bartow County will fund the purchase cost of a van as well as 50% of the operating costs to run this service for its citizens.

Products

A transit demand-response service extended to one of the most economically-disadvantaged areas of the County.

Timeline

Quarters 1, 2, 3 & 4

Lead Agency

Bartow Community Development Department Staff

Cost & Funding Sources

FHWA PL	\$0
Bartow County Match	\$0
FTA 5303	\$2,051
Bartow FTA Match	\$2,051
Total	\$4,102

*Capital purchases only

SECTION III

TRANSPORTATION PLANNING

3.1 Transportation Improvement Program (TIP)

Program Objective:

To develop the draft FY 2016-2019 TIP

Project Description

The TIP provides a listing of GDOT and local road improvement activities scheduled over a four-year period that can serve as a budgetary, coordination, and informational document. It is derived from information provided by GDOT and the local governments represented on MPO committees. The draft is to be produced, reviewed by the public, and formally transmitted by the MPO Policy Committee to GDOT by December, 2015.

Products

Draft TIP

Timeline

Quarters 1, 2, 3 & 4

Lead Agency

Bartow Community Development Department Staff

Cost & Funding Sources

FHWA PL	\$25,874
Bartow County Match	\$6,468
FTA 5303	\$8,203
Bartow FTA Match	\$8,203
Total	\$48,748

3.2 Long-Range Transportation Plan (LRTP)

Program Objective:

To develop and review inputs leading to the adoption of the first long-range, multi-modal Long-Range Transportation Plan (LRTP) for the MPO study area. This plan covers the period 2015 through 2040 and is due to be completed by March 2016.

Project Description

The LRTP projects future transportation needs and provides project descriptions and cost estimates for solutions incorporating all modes of transportation (highway, transit, rail, bike, pedestrian, etc.). The process will determine deficiencies in the travel network and use public input to develop solutions to resolve them given the constraints of budget and the need to maximize performance of the overall transportation system serving the MPO.

Products

The final product will be a draft version of the *CBMPO Long-Range Transportation Plan, 2015-2040* that is under-going public review and air quality conformity analysis on its way to being adopted by March of 2016.

Timeline

Quarters 1, 2, 3 & 4

Lead Agency

Bartow Community Development Department Staff

Cost & Funding Sources

FHWA PL	\$25,874
Bartow County Match	\$6,468
FTA 5303	\$8,203
Bartow FTA Match	\$8,203
Total	\$48,748

SECTION IV

SUMMARY DOCUMENTS

4.1 Budget Breakdown

Element	FHWA PL	Local	FTA 5303	Local FTA	Total
1.1 MPO Management	\$25,874	\$6,468	\$8,203	\$8,203	\$48,748
1.2 UPWP	6,468	1,617	2,051	2,051	12,187
1.3 Staff Education	6,468	1,617	2,051	2,051	12,187
1.4 Equipment and Supplies	6,468	1,617	2,051	2,051	12,187
2.1 Mapping Updates	6,468	1,617	0	0	8,086
2.2 Maintain Land Use & Socioeconomic Data	25,874	6,468	8,203	8,203	48,748
2.3 Glade Road Transit Operations	0	0	2,051	2,051	4,102
3.1 TIP	25,874	6,468	8,203	8,203	48,748
3.2 LRTP	25,874	6,468	8,203	8,203	48,748
Total	\$129,370	\$32,342	\$41,014	\$41,014	\$243,741

PL funding reimburses the MPO for 80% of its eligible expenses with the remainder funded by the local government. The 5303 funds are provided with the same match ratio as the PL funding and is used in a similar manner. The 5307 funds are made available to the County with the option of providing a 10% match for planning and capital purchases, a 50% match for operating costs, or an 80% match to provide non-fixed route transit services for covered under the Americans with Disabilities Act (ADA).

4.2 Planning Factors Analysis

MAP-21 Planning Factors

- 1 Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
- 2 Increase the safety of the transportation system for motorized and non-motorized users.
- 3 Increase the security of the transportation system for motorized and non-motorized users.
- 4 Increase the accessibility and mobility options available to people and for freight.
- 5 Protect and enhance the environment, promote energy conservation, and improve 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.

UPWP Element	Factors							
	1	2	3	4	5	6	7	8
1.1. MPO Management	X	X	X	X	X	X	X	X
1.2. UPWP	X	X	X	X	X	X	X	X
1.3. Staff Education	X	X	X	X	X	X	X	X
1.4. Equipment and Supplies	X	X	X	X	X	X	X	X
2.1. Mapping Updates		X		X			X	X
2.2. Maintain LU and SES Data	X	X	X	X	X	X	X	X
3.1. TIP	X	X	X	X	X	X	X	X
3.2. LRTP	X	X	X	X	X	X	X	X

4.3 Adoption Resolutions

[Insert Here]

Acronyms Used in this Document

In this document several acronyms are used to describe various aspects of the work to be done during the year and the sources of funding:

3C process	A Comprehensive, Cooperative, and Continuing process is required for initiatives to be eligible for Federal transportation funding. This means the MPO must work with interested elements of the community in the development of transportation plans and projects using federal funding.
ADA	Americans with Disabilities Act. Federal law requiring construction that is publicly funded or open to the public to be accessible.
Attainment Area	An urbanized area which meets federal air quality standards as defined by the Clean Air Act.
CBMPO	Cartersville-Bartow County Metropolitan Planning Organization. The MPO that serves Bartow County and the cities within it, namely, Cartersville, Adairsville, Emerson, Euharlee, Kingston, Taylorsville, and White.
Fiscally Constrained	The cost of the projects included within the community's Long-Range Transportation Plan must not exceed the level of reasonably available revenue to be realized during the planning time frame.
FTA	Federal Transit Administration. A division of the U.S. Department of Transportation which provides funding for planning, development, and improvement of public mass transportation systems.
FTA 5303	Section 5303 provides planning funds to assist MPO's with the development of multimodal systems and operations in metropolitan areas.
FTA 5307/5340	Section 5307/5340 funding provides grants to MPO's for capital improvements, job access and reverse commute projects, and operating expenses in some circumstances.
Ga FTA	GDOT will provide 10% of the costs of capital improvements for the construction of transit facilities.
GDOT	Georgia Department of Transportation
GIS	Geographic Information System. A computer tool that provides mapping of resources.
L RTP	Long-Range Transportation Plan. This document looks out twenty years from the base year and analyzes the traffic flows to be expected during that time interval. Decisions to make corrective actions are made based upon anticipated funding.
LU	Land Use. Gathering data on the uses of land as they relate to transportation needs.
Match	The amount of funding required of a participating entity in order to receive funding from a granting agency.
MPO	Metropolitan Planning Organization. These organizations are federally mandated in urbanized areas to make recommendations to GDOT for transportation improvements in its region

PL Funds	Funds provided by the Federal Highway Administration that allows MPO's to be staffed and operate.
Policy Committee	The Policy Committee is the governing board of the MPO – it consists of elected officials from the local governments in the MPO area plus a representative of the Commissioner of the Georgia Department of Transportation
SES	Socioeconomic Survey data. General demographic information collected from a variety of sources but particularly the United States Census Bureau.
TCC	Technical Coordinating Committee. One of two committees serving the MPO, this group is composed of staff from the member governments and state and federal agencies.
TIP	Transportation Improvement Program. This document contains a list of those transportation projects to be funded over the next four years.
UPWP	Unified Planning Work Program.
Urbanized Area	Areas of 50,000 or greater population living at a density of 1,000 persons per square mile or greater.