

**SORTPO TRANSPORTATION POLICY BOARD
AGENDA ITEM COMMENTARY**

Agenda Title: Discuss and consider approving the submitted SPR Mini Transportation Planning grant applications.

Background: The deadline for the second round of the SPR Transportation Mini Planning Grant program was February 1, 2022. The purpose of this grant is to make available opportunities for municipalities in the SORTPO region to access transportation planning funds that will support the Region's Transportation Planning Program. The applications were reviewed by staff and the SORTPO Technical Committee. The SORTPO Transportation Technical Committee recommended approval of the 4 applications submitted and listed below.

Municipality	Project	Total Project Cost	Municipality Local Match (20%)
Cache	Trails Plan	\$25,000	\$5,000
Clinton	ADA Assessment and Active Living for McLain Rogers Park	\$25,000	\$5,000
Goldsby	Main Street Corridor	\$25,000	\$5,000
Weatherford	Trails Plan-Stafford Air Museum	\$12,000	\$2,500

Attachment: Submitted grant applications

Recommended Action: Approve the submitted SPR Mini Transportation Planning grant applications.



**SOUTHWEST OKLAHOMA
REGIONAL TRANSPORTATION
PLANNING ORGANIZATION**

SORTPO TRANSPORTATION MINI PLANNING GRANT APPLICATION

Federal Fiscal Year 2022

Deadline February 1, 2022

Date 11/8/21

Funding Amount Request \$25000

Municipality	<u>City of Cache</u>	County	<u>Comanche</u>
Point of Contact Name	<u>Rhonda Thomas</u>		
Title	<u>City Clerk</u>		
Address	<u>Box 466 404 W C Ave</u>		
Phone (office)	<u>580-429-3354</u>	Cell	<u>580-919-5961</u>
Email	<u>RThomas@cache.gov.com</u>		

Information and Documents to be submitted

- Description of proposed project including Engineer's or Planning Consultant's Scope of Work and Cost Estimate.
- Beginning/Completion Dates and Milestone Dates
- Engineering/Planning contact information: name, address, phone number and email address.
- Does the contract include transportation planning studies/transportation planning activities? ☐ Yes ☐ No
- Funding commitment letter/council resolution. Grantee will be responsible for a 20% cash match for their project.
- Copy of the signed contract with Engineering firm/individual or provide documentation that the Engineer/firm is on Oklahoma Department of Transportation (ODOT), or Office of Management Enterprises (OMES) approved contractor's list.

NOTE: The maximum SPR funds that can be applied for in this application is \$25,000.



City of Cache Citywide Trails Project

The City of Cache proposes to conduct planning for a project to determine the feasibility of constructing a citywide trails project. This trail system could potentially serve as an alternative safe transportation route for pedestrians and bicyclists wishing to explore and enjoy the City of Cache. Connectivity from many points of interest to residential areas will be explored. Our hope is to encourage more participation in outdoor activities to be a more Active, Healthy Community.

Connecting to the trails of the Wichita Mountains Wildlife Refuge will be explored.

Community involvement will be stressed and encouraged through social media and public meetings. Additional information used to aid in the planning effort will include data obtained from the Oklahoma Department of Transportation (ODOT), U.S. Census Bureau, Oklahoma Department of Commerce, Association of South-Central Governments (ASCOG) and Local Tribal Officials.

Data will be collected and used to develop an understanding of the community support for this project. Local Planning information such as any Comprehensive Land Use Plan, Transportation Plans, Parks and Recreation Master Plans and Zoning will be considered. Demographics of potential users will be analyzed to aid in determining the types of uses most beneficial to the community. Funding opportunities will be identified to understand the level of commitment available for future design and construction.

This information will be used to guide the future master plan for the Trail Corridor. These factors will impact the final route(s) of the trail(s), types of surfaces to be used, what amenities to include along the trail(s) and whether the project will need to be completed in multiple phases.

The planning efforts will be carried out by our Al Jung, Jung Engineering. The Consultant will ensure that ASCOG & SORTPO is fully informed and involved in the Planning Effort. This phase of the planning effort will take an estimated five months to complete at a cost of \$25,000.



RE: SORTPO Transportation Mini Planning Grant

To Whom it may concern,

This letter is to confirm the City of Cache intends to apply for the SORTPO Transportation Mini Planning Grant. The City of Cache will be using the Grant to develop a master trail plan through the City of Cache.

The governing body of the City of Cache has reviewed the Grant Application and has acknowledged the cash match as delineated therein. The governing body understands that this grant is for planning purposes only. There will be no engineering or design fees or construction costs associated with these grant funds.

By virtue of the review and acknowledgement of our Governing Board, I have been authorized to dedicate and obligate the leverage of \$5,000 (which is 20% of the Grant to be paid by the City).

Thank you for your consideration in this matter.

Sincerely,

Mayor, City of Cache

1/31/22
Date

AGREEMENT FOR ENGINEERING SERVICES

This Agreement, made this **27th** day of **January, 2022**, by and between the **City of Cache**, hereinafter referred to as the OWNER, and **Alvin R. Jung, P.E. (Jung Engineering)**, **3 NW Eagle Road, Lawton, OK 73507**, hereinafter referred to as the ENGINEER:

The OWNER intends to prepare a master plan for a **City-wide Trails Project within the City of Cache, Comanche** County, State of **Oklahoma** and for which the ENGINEER agrees to perform the various planning services for said project.

Planning Services


- (1) Inventory city parks and other points of interest.
- (2) Gather data available from ODOT, U.S. Census Bureau, Oklahoma Department of Commerce and other sources that might be valuable in preparing a trails project.
- (3) Confer with OWNER's Mayor, City Council, city staff and other interested parties as to routing and types of construction for the trail system.
- (4) Work with other consultants retained by OWNER.
- (5) Prepare a master plan drawing showing proposed trail improvements.
- (6) Review master plan with OWNER and modify as needed for a final plan.

Compensation

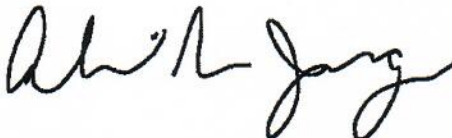
The OWNER shall compensate the ENGINEER for planning, engineering, field work and drafting services in an amount determined when a detailed scope of work is developed for the project. Compensation shall not exceed \$25,000.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement in duplicate on the respective dates indicated below:

OWNER: **City of Cache**

By 
Name: **Scott Brown**
Title: **Mayor**
Date: 1/31/22

ENGINEER: **Jung Engineering**

By 
Name: **Alvin R. Jung, P.E.**
Title: **Engineer/Owner**
Date: **January 27, 2022**

SORTPO FFY 2022 Mini Planning Grant Application



**SOUTHWEST OKLAHOMA
REGIONAL TRANSPORTATION
PLANNING ORGANIZATION**

**SORTPO TRANSPORTATION MINI PLANNING
GRANT APPLICATION**

**Federal Fiscal Year 2022
Deadline February 1, 2022**

Date January 27, 2022 Funding Amount Request \$25,000.00

Municipality	<u>CLINTON</u>	County	<u>CLUSTER</u>
Point of Contact Name	<u>ROBERT B. JOHNSTON</u>		
Title	<u>CITY MANAGER</u>		
Address	<u>415 GARY BOULEVARD</u>		
Phone (office)	<u>580 323 0261</u>	Cell	<u>580 335 1551</u>
Email	<u>robert.johnston@clintonok.gov</u>		

Information and Documents to be submitted

- Description of proposed project including Engineer's or Planning Consultant's Scope of Work and Cost Estimate.
- Beginning/Completion Dates and Milestone Dates
- Engineering/Planning contact information: name, address, phone number and email address.
- Does the contract include transportation planning studies/transportation planning activities? ☒ Yes ☐ No
- Funding commitment letter/council resolution. Grantee will be responsible for a 20% cash match for their project.
- Copy of the signed contract with Engineering firm/individual or provide documentation that the Engineer/firm is on Oklahoma Department of Transportation (ODOT), or Office of Management Enterprises (OMES) approved contractor's list.

NOTE: The maximum SPR funds that can be applied for in this application is \$25,000.

RESOLUTION NO. 931

AUTHORIZING THE SUBMITTAL OF A SOUTHWEST OKLAHOMA REGIONAL TRANSPORTATION PLANNING ORGANIZATION (SORTPO) MINI PLANNING GRANT APPLICATION WITH THE COMMITMENT OF A \$5,900.00 CASH MATCH FOR RELATED ENGINEERING SERVICES.

WHEREAS, the SORTPO has recently advertised the availability of mini planning grants due by February 1, 2022, of up to \$25,000.00, for transportation related planning projects, including active living projects such as those included in the McLain Rogers Park Master Plan; and

WHEREAS, the City of Clinton has obtained a written proposal from BKL Engineers/Architects, a firm with considerable experience in ODOT and other grant funded projects, to provide the engineering report which must be included with the grant application; and

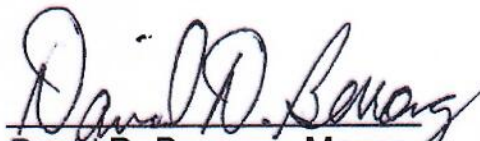
WHEREAS, obtaining this grant would be a valuable component in the City's ongoing efforts to identify and complete frequent, incremental improvements to its parks and other infrastructure components funded by other grants, public and private funding as they are available; and

WHEREAS, this grant application requires a Resolution by the City Council specifically committing the required 20 percent cash match.

NOW, THEREFORE, BE IT RESOLVED by the Clinton City Council to approve this Resolution hereby:

1. Authorizing the submittal of the above-referenced grant application;
2. Authorizing the execution of the "Letter of Agreement" with BKL Engineers/Architects for improvements at McLain Rogers Park; and
3. Commit \$5,900.00 of the \$29,500.00 in professional fees for BKL's professional services with the balance to come from the grant award.

APPROVED by the Clinton City Council this 26th day of January 2022.


David D. Berrong, Mayor

ATTEST:


Amy E. Jones, City Clerk





BKL, Incorporated
1623 East 6th Street
Tulsa, Oklahoma 74120
918-835-9588
www.bklinc.com

Mr. Robert B. Johnston
415 Gary Freeway,
PO Box 1177
Clinton, OK 73601

RE: Letter of Agreement
Civil Services for ADA Assessment and Conceptual Construction Plans for McLain Rogers Park

Dear Mr. Johnston:

We appreciate your consideration for engineering services for the above referenced project. This is a Letter of Agreement and Notice to Proceed to provide the Civil Services for the assessment and conceptual construction plans for ADA Access and Improvements at McLain Rogers Park.

PROJECT DESCRIPTION

This project will include a topographic survey of the site and an overall evaluation and assessment of the existing conditions at McLain Rogers Park in Clinton, OK. Following the assessment and evaluation a technical memorandum will be created that will detail available options for construction and where improvements can be completed to improve the ADA Accessibility for the overall site. The evaluation will be completed using the ADA Guidelines and PROWAG Standards. Once the study is completed and the City has selected the construction activities, BKL will produce conceptual construction plans and estimates for these improvements.

SCOPE OF SERVICES

BKL will provide the Civil Services for the ADA assessment and present a Technical Memorandum for the City Evaluation and upon selection of the construction activities, conceptual construction plans will be provided.

ADA assessment and feasibility study scope:

BKL will provide the assessment and feasibility services for project defined above. BKL will provide a technical memorandum, conceptual plans, details, and estimates for the potential construction of the project. The project will be designed to meet current city and state criteria. BKL shall provide final report and estimates for the Project. Included in the report and estimates plans will be the details listed below:

- ADA Accessible routes
- Alternative Solutions for ADA Access
- Topographic Land Survey Data Sheet
- Conceptual Site Layout and Construction Plans
- Detailed Construction Cost Estimates and Options



BKL, Incorporated
1623 East 6th Street
Tulsa, Oklahoma 74120

918-835-9588
www.bklinc.com

Project Site Visits:

The scope of this project will include a total of Three (3) site visits from BKL personnel. One site visit will occur during the assessment and feasibility phase of the project, and one will be at the conclusion of the assessment phase. The third site visit will occur during the development of the conceptual construction plans. Any additional site visits will be considered additional expenses at a rate of \$2,000 per site visit.

Additional Services:

Other services that are not associated with the Scope of Services shall be considered as additional services. Additional services would include Owner directed work that is clearly outside of the base contract. Additional services may include the following, but not limited to:

- Report or Plan Revisions: Report or Plan revisions (minor alterations) are expected and therefore are included as part of our services in the base contract. Although, if report or plan adjustments exceed normal revisions or if a complete redesign is required then additional services shall be negotiated to meet an adjusted scope of services.
- Traffic study, counts or warrants
- Utility coordination, relocation design, or utility construction drawings related to Project
- Environmental study and clearance
- Right of way or easement acquisitions
- ROW/Easement survey staking
- Permit fees for City, County or State
- Construction material testing
- Sealed Construction Plans
- Geotechnical Investigations
- Bidding Assistance
- Construction Specifications
- Resident Project Representation for the Project
- USACE 404 Permit Process
- Construction Administration Services not mentioned above, including but not limited to:
 - Attending progress meetings
 - Field inspections
 - Construction Site Visits
 - Project Closeout Document
 - Project administration



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Tulsa, Oklahoma 74120
918-835-9588
www.bklinc.com

FEES

For the project described above the total lump sum fee for the assessment and conceptual construction plan design efforts of **\$ 29,500**. Should additional items be identified that warrant additional engineering design and require additional fees, we will contact you prior to initiating this work. Unless otherwise instructed, invoices will be submitted to the address listed above.

DELIVERABLES

The project is expected to be done in two stages of completion: 75% Draft Memorandum and Conceptual Plans and a Final Memorandum and set of Conceptual Plans. Items to be delivered at each completion stage of the project include:

- One electronic PDF (Sealed Report for Final).

PERFORMANCE SCHEDULE

We anticipate starting the engineering design within 1 day of written Notice to Proceed (NTP). A Topographic Survey will be completed within 45 Days of NTP, the Draft Memorandum and Conceptual Plans are expected within 90 days of NTP and Final Memorandum and Conceptual Plans submittal expected within 45 days after receiving any comments from the Draft submittal.

Thank you for the opportunity to provide our services. If you have any questions, or if we can be of further service, please do not hesitate to contact us.

Sincerely
BKL, Incorporated

Ryan Mahaffey, P.E.

Information and Documents to be submitted

a. Description of proposed project including Engineer's or Planning Consultant's Scope of Work and Cost Estimate.

Attached is a copy of the Engineer / Planning Consultant's Scope of Work and Cost Estimate.

A brief overview of the project is to establish a plan for the Town of Goldsby to establish a formally adopted plan for its first Main Street district. The Town Administrator and Main Street Committee are working diligently to create a Main Street Overlay District ordinance which will plug in directly with this proposed planning project. This project includes intermodal forms of transportation to encourage walkability, safe crosswalks, and interconnectivity of the area. Plans for possible changes to roadway cross section and justification for traffic light(s). Main Street lighting and hardscapes along with design standards. There are currently no lighting fixtures in the main street area. As development continues, there will be a serious need for these amenities for their economic and safety benefits. The Town needs assistance with planning out best practices, placements, cost estimation and phasing implementation for the needed infrastructure investments.

The Town of Goldsby is willing to shed, remove or add elements to this project that the SORTPO Transportation Technical Committee deems necessary.

b. Beginning/Completion Dates and Milestone Dates

Beginning Date: Upon receiving award.

Projected Completion Date: 180 Days

Milestone(s):

Sidewalk & Roadway Improvement Plan Completed

Intersection Hardscape & Landscaping Plan Completed

Main Street Lighting Plan Completed

Pavement Marking & Wayfinding Plan Completed

c. Engineering/Planning contact information: name, address, phone number and email address.

Kimley-Horn & Associates, Inc.

Darran Scott

405-241-5447

Darran.Scott@kimley-horn.com

d. Does the contract include transportation planning studies/transportation planning activities? ☒ Yes ☐ No

e. Funding commitment letter/council resolution. Grantee will be responsible for a 20% cash match for their project.

Can be provided upon request.

f. Copy of the signed contract with Engineering firm/individual or provide documentation that the Engineer/firm is on Oklahoma Department of Transportation

See attached scope of work & cost estimation documentation.



SORTPO TRANSPORTATION MINI PLANNING GRANT APPLICATION

Federal Fiscal Year 2022

Deadline February 1, 2022

Date 2/1/2022

Funding Amount Request _____

Municipality Town of Goldsby **County** McClain County
Point of Contact Name Adam Vossen
Title Town Administrator
Address 100 E. Center Rd., Goldsby, OK 73093
Phone (office) 405-288-6675 **Cell** 405-570-2091
Email Adam@townofgoldsbys.com

Information and Documents to be submitted

- Description of proposed project including Engineer's or Planning Consultant's Scope of Work and Cost Estimate.
- Beginning/Completion Dates and Milestone Dates
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NOTE: The maximum SPR funds that can be applied for in this application is \$25,000.

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February 1, 2022

Adam Vossen
Town of Goldsby, Oklahoma
100 East Center Road
Goldsby, OK 73093

Re: Main Street Corridor – Conceptual Visioning and Plan View Rendering

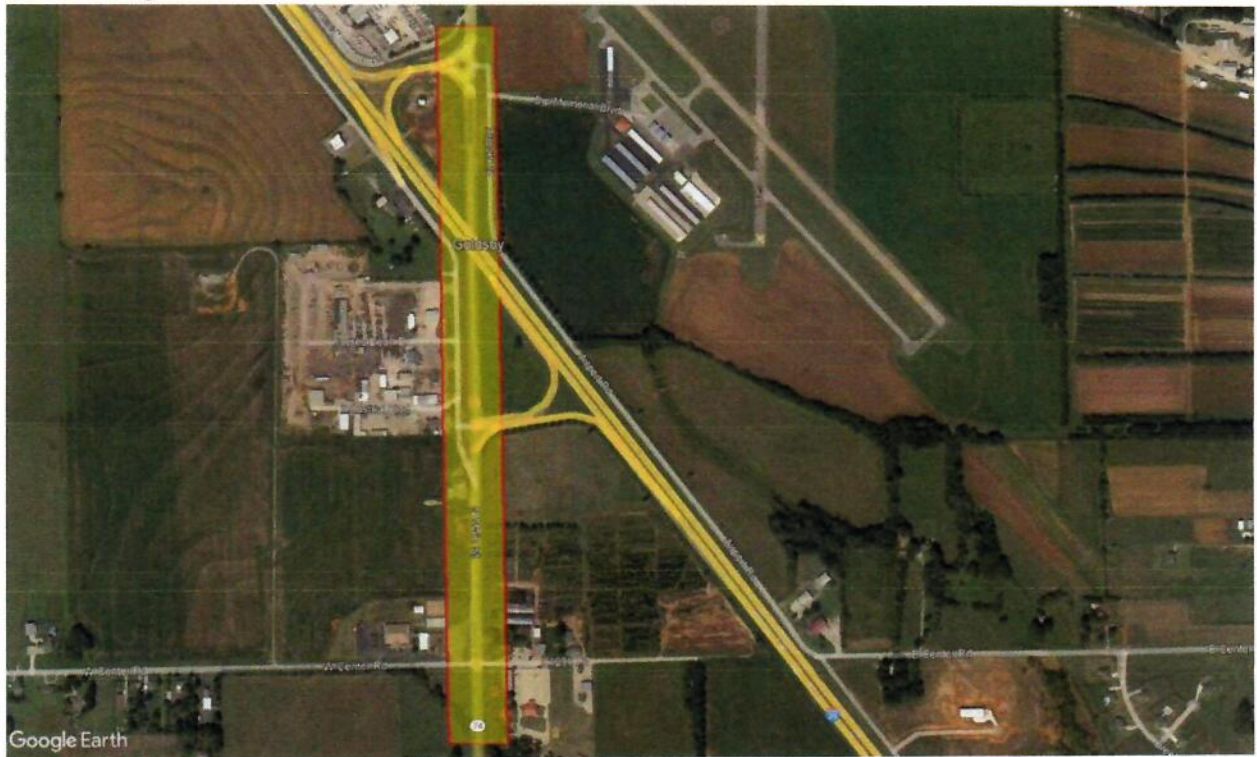
Dear Mr. Vossen:

Kimley-Horn and Associates, Inc. ("Kimley-Horn") is pleased to submit this letter agreement (the "Agreement") to The Town of Goldsby ("Client") for providing planning and conceptual engineering services for the Main Street corridor.

Project Understanding

As part of this contract, Kimley-Horn will perform engineering services for the Main Street corridor from the roundabout north of I-35 to south of Center Road as shown in the project extents map below. The engineering services include preparation of conceptual cross sections of potential corridor improvements, coordination, and conceptual plan view rendering of the preferred alternative.





Scope of Services

Kimley-Horn will provide the services specifically set forth below.

Task 1: Initial Data Collection and Cross Section

1.1 Field Audit

Kimley-Horn will perform a field audit of the corridor to collect pictures of the existing corridor, existing pavement condition, context, and existing roadway/sidewalk widths.

1.2 Cross Sections and Improvement Concept

Kimley-Horn will prepare up to three (3) conceptual cross sections to represent typical options/alternatives for the corridor and for specific/unique blocks. The cross sections will be prepared in collaboration with the Client.

The cross sections will include:

- Typical building setbacks
- On-street parking (if desired)
- Corridor typical design elements
- Roadway cross section
- Typical amenity/wayfinding examples
- Landscaping

Kimley-Horn will address up to one (1) round of comments on the proposed cross section.

1.3 Meetings

Kimley-Horn will prepare for and attend up to one (1) meeting with the Client and Client selected stakeholders as part of Task 1.1 – 1.2, to discuss the following:

- Project status
- Potential cross section options
- General context and future desired amenities
- Constraints

Task 2: Plan View Rendering Concept

This task assumes conceptual level plan view renderings for the Main St. corridor.

2.1 Plan View Rendering Concept

Kimley-Horn will prepare a conceptual design rendering in plan view of the Main Street corridor from the roundabout north of I-35 to south of Center Road

The following elements are anticipated to be included:

- Sidewalk and roadway improvements
- Intersection Hardscape Treatments
- On street parking (if desired)
- Typical amenity zone improvements and typical photo examples of products
- Pavement markings
- Hardscape/landscape elements/patterns

The proposed design will utilize feedback related to landscape/hardscape, corridor vision, and desired cross section, as defined in Task 1. The design will be performed using georeferenced aerials and Nearmap images. One Main Street corridor concept will be prepared for the study area.

Kimley-Horn will submit an electronic PDF version of the concept to the Client for review. KimleyHorn will incorporate one (1) round of comments from the Client. Additional rounds of comments will be considered additional service.

Task 3: Cost Estimate & Phasing Plan

This task assumes conceptual level plan view renderings for the Main St. corridor.

Kimley-Horn will prepare a planning level cost estimate for the proposed improvements. The cost estimate will include an estimated construction cost range with applicable contingencies and cost escalation projections.

3.2 Phasing Plan

Based on the overall cost estimate, Kimley-Horn will prepare a phasing plan based on potential funding opportunities and anticipated development. The cost estimate will include a breakdown based on the potential phases.

Additional Services

Any services not specifically provided for in the above scope, including but not limited to the following, as well as any changes in the scope the Client requests, will be considered additional services and will be performed at our then current hourly rates.

- Additional design services
- Topographic survey
- Traffic signal design
- Additional meetings
- Additional revisions

Schedule

We will provide our services as expeditiously as practical with the goal of meeting a mutually agreed upon schedule.

Fee and Expenses

Kimley-Horn will perform the services in Tasks 1-3 for the total lump sum fee below. Individual task amounts are informational only.

Task 1	Initial Data Collection and Cross Section		\$	8,000
Task 2	Plan View Rendering Concept	\$	12,000	Task 3 Cost Estimate and Phasing Plan
				\$
				<u>5,000</u>

Lump sum fees will be invoiced monthly based upon the overall percentage of services performed. Payment will be due within 25 days of your receipt of the invoice and should include the invoice number and Kimley-Horn project number.

Closure

In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the attached Standard Provisions, which are incorporated by reference. As used in the Standard Provisions, "Consultant" shall refer to Kimley-Horn and Associates, Inc., and "Client" shall refer to The Town of Goldsby.

Kimley-Horn, in an effort to expedite invoices and reduce paper waste, submits invoices via email in an Adobe PDF format. We can also provide a paper copy via regular mail if requested. Please include the invoice number and Kimley-Horn project number with all payments. Please provide the following information:

____ Please email all invoices to _____

____ Please copy _____

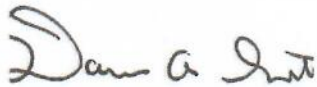
If you concur in all the foregoing and wish to direct us to proceed with the services, please have authorized persons execute both copies of this Agreement in the spaces provided below, retain one copy, and return the other to us. We will commence services only after we have received a fullyexecuted agreement. Fees and times stated in this Agreement are valid for sixty (60) days after the date of this letter.

To ensure proper set up of your projects so that we can get started, please complete and return with the signed copy of this Agreement. Failure to supply this information could result in delay in starting work on your project.

We appreciate the opportunity to provide these services to you. Please contact me if you have any questions.


Very truly yours,

KIMLEY-HORN AND ASSOCIATES, INC.



By: Darran Scott, PLA
Project Manager

Town of Goldsby
A Municipality



Steven Cooksey, PE
Assistant Secretary

(Date)

(Print or Type Name and Title)

(Email Address)

, Witness

(Print or Type Name)

Official Seal:

Attachment – Standard Provisions

KIMLEY-HORN AND ASSOCIATES, INC.
STANDARD PROVISIONS

- 1) **Consultant's Scope of Services and Additional Services.** The Consultant will perform only the services specifically described in this Agreement. If requested by the Client and agreed to by the Consultant, the Consultant will perform Additional Services, which shall be governed by these provisions. Unless otherwise agreed to in writing, the Client shall pay the Consultant for any Additional Services an amount based upon the Consultant's then-current hourly rates plus an amount to cover certain direct expenses including telecommunications, in-house reproduction, postage, supplies, project related computer time, and local mileage. Other direct expenses will be billed at 1.15 times cost.
- 2) **Client's Responsibilities.** In addition to other responsibilities herein or imposed by law, the Client shall:
 - a. Designate in writing a person to act as its representative, such person having complete authority to transmit instructions, receive information, and make or interpret the Client's decisions.
 - b. Provide all information and criteria as to the Client's requirements, objectives, and expectations for the project and all standards of development, design, or construction.
 - c. Provide the Consultant all available studies, plans, or other documents pertaining to the project, such as surveys, engineering data, environmental information, etc., all of which the Consultant may rely upon.
 - d. Arrange for access to the site and other property as required for the Consultant to provide its services.
 - e. Review all documents or reports presented by the Consultant and communicate decisions pertaining thereto within a reasonable time so as not to delay the Consultant.
 - f. Furnish approvals and permits from governmental authorities having jurisdiction over the project and approvals and consents from other parties as may be necessary.
 - g. Obtain any independent accounting, legal, insurance, cost estimating, and feasibility services required by Client.
 - h. Give prompt written notice to the Consultant whenever the Client becomes aware of any development that affects the Consultant's services or any defect or noncompliance in any aspect of the project.
- 3) **Period of Services.** Unless otherwise stated herein, the Consultant will begin work after receipt of a properly executed copy of this Agreement. This Agreement assumes conditions permitting continuous and orderly progress through completion of the services. Times for performance shall be extended as necessary for delays or suspensions due to circumstances that the Consultant does not control. If such delay or suspension extends for more than six months, Consultant's compensation shall be renegotiated.
- 4) **Method of Payment.** Client shall pay Consultant as follows:
 - a. Invoices will be submitted periodically for services performed and expenses incurred. Payment of each invoice will be due within 25 days of receipt. The Client shall also pay any applicable sales tax. All retainers will be held by the Consultant and applied against the final invoice. Interest will be added to accounts not paid within 25 days at the maximum rate allowed by law. If the Client fails to make any payment due under this or any other agreement within 30 days after the Consultant's transmittal of its invoice, the Consultant may, after giving notice to the Client, suspend services and withhold deliverables until all amounts due are paid.
 - b. If the Client relies on payment or proceeds from a third party to pay Consultant and Client does not pay Consultant's invoice within 60 days of receipt, Consultant may communicate directly with such third party to secure payment.
 - c. If the Client objects to an invoice, it must advise the Consultant in writing giving its reasons within 14 days of receipt of the invoice or the Client's objections will be waived, and the invoice shall conclusively be deemed due and owing. If the Client objects to only a portion of the invoice, payment for all other portions remains due.
 - d. If the Consultant initiates legal proceedings to collect payment, it may recover, in addition to all amounts due, its reasonable attorneys' fees, reasonable experts' fees, and other expenses related to the proceedings. Such expenses shall include the cost, at the Consultant's normal hourly billing rates, of the time devoted to such proceedings by its employees.
 - e. The Client agrees that the payment to the Consultant is not subject to any contingency or condition. The Consultant may negotiate payment of any check tendered by the Client, even if the words "in full satisfaction" or words intended to have similar effect appear on the check without such negotiation being an accord and satisfaction of any disputed debt and without prejudicing any right of the Consultant to collect additional amounts from the Client.
- 5) **Use of Documents.** All documents and data prepared by the Consultant are related exclusively to the services described in this Agreement and may be used only if the Client has satisfied all of its obligations under this Agreement. They are not intended or represented to be suitable for use or reuse by the Client or others on

extensions of this project or on any other project. Any modifications by the Client to any of the Consultant's documents, or any reuse of the documents without written authorization by the Consultant will be at the Client's sole risk and without liability to the Consultant, and the Client shall indemnify, defend and hold the Consultant harmless from all claims, damages, losses and expenses, including but not limited to attorneys' fees, resulting therefrom. The Consultant's electronic files and source code remain the property of the Consultant and shall be provided to the Client only if expressly provided for in this Agreement. Any electronic files not containing an electronic seal are provided only for the convenience of the Client and use of them is at the Client's sole risk. In the case of any defects in the electronic files or any discrepancies between them and the hardcopy of the documents prepared by the Consultant, the hardcopy shall govern.

- 6) **Intellectual Property.** Consultant may use or develop its proprietary software, patents, copyrights, trademarks, trade secrets, and other intellectual property owned by Consultant or its affiliates ("Intellectual Property") in the performance of this Agreement. Unless explicitly agreed to in writing by both parties to the contrary, Consultant maintains all interest in and ownership of its Intellectual Property and conveys no interest, ownership, license to use, or any other rights in the Intellectual Property to Client. Any enhancements of Intellectual Property made during the performance of this Agreement are solely owned by Consultant and its affiliates.
- 7) **Opinions of Cost.** Because the Consultant does not control the cost of labor, materials, equipment or services furnished by others, methods of determining prices, or competitive bidding or market conditions, any opinions rendered as to costs, including but not limited to the costs of construction and materials, are made solely based on its judgment as a professional familiar with the industry. The Consultant cannot and does not guarantee that proposals, bids or actual costs will not vary from its opinions of cost. If the Client wishes greater assurance as to the amount of any cost, it shall employ an independent cost estimator. Consultant's services required to bring costs within any limitation established by the Client will be paid for as Additional Services.
- 8) **Termination.** The obligation to provide further services under this Agreement may be terminated by either party upon seven days' written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof, or upon thirty days' written notice for the convenience of the terminating party. The Consultant shall be paid for all services rendered and expenses incurred to the effective date of termination, and other reasonable expenses incurred by the Consultant as a result of such termination.
- 9) **Standard of Care.** The standard of care applicable to Consultant's services will be the degree of care and skill ordinarily exercised by consultants performing the same or similar services in the same locality at the time the services are provided. No warranty, express or implied, is made or intended by the Consultant's performance of services, and it is agreed that the Consultant is not a fiduciary with respect to the Client.
- 10) **LIMITATION OF LIABILITY.** In recognition of the relative risks and benefits of the Project to the Client and the Consultant, the risks are allocated such that, to the fullest extent allowed by law, and notwithstanding any other provisions of this Agreement or the existence of applicable insurance coverage, that the total liability, in the aggregate, of the Consultant and the Consultant's officers, directors, employees, agents, and subconsultants to the Client or to anyone claiming by, through or under the Client, for any and all claims, losses, costs or damages whatsoever arising out of or in any way related to the services under this Agreement from any causes, including but not limited to, the negligence, professional errors or omissions, strict liability or breach of contract or any warranty, express or implied, of the Consultant or the Consultant's officers, directors, employees, agents, and subconsultants, shall not exceed twice the total compensation received by the Consultant under this Agreement or \$50,000, whichever is greater. Higher limits of liability may be negotiated for additional fee. This Section is intended solely to limit the remedies available to the Client or those claiming by or through the Client, and nothing in this Section shall require the Client to indemnify the Consultant.
- 11) **Mutual Waiver of Consequential Damages.** In no event shall either party be liable to the other for any consequential, incidental, punitive, or indirect damages including but not limited to loss of income or loss of profits.
- 12) **Construction Costs.** Under no circumstances shall the Consultant be liable for extra costs or other consequences due to unknown conditions or related to the failure of contractors to perform work in accordance with the plans and specifications. Consultant shall have no liability whatsoever for any costs arising out of the Client's decision to obtain bids or proceed with construction before the Consultant has issued final, fully approved plans and specifications. The Client acknowledges that all preliminary plans are subject to substantial revision until plans are fully approved and all permits obtained.
- 13) **Certifications.** All requests for the Consultant to execute certificates, lender consents, or other third-party reliance letters must be submitted to the Consultant at least 14 days prior to the requested date of execution. The

Consultant shall not be required to execute certificates, consents, or third-party reliance letters that are inaccurate, that relate to facts of which the Consultant does not have actual knowledge, or that would cause the Consultant to violate applicable rules of professional responsibility.

- 14) **Dispute Resolution.** All claims arising out of this Agreement or its breach shall be submitted first to mediation in accordance with the American Arbitration Association as a condition precedent to litigation. Any mediation or civil action by Client must be commenced within one year of the accrual of the cause of action asserted but in no event later than allowed by applicable statutes.
- 15) **Hazardous Substances and Conditions.** Consultant shall not be a custodian, transporter, handler, arranger, contractor, or remediator with respect to hazardous substances and conditions. Consultant's services will be limited to analysis, recommendations, and reporting, including, when agreed to, plans and specifications for isolation, removal, or remediation. The Consultant will notify the Client of unanticipated hazardous substances or conditions of which the Consultant actually becomes aware. The Consultant may stop affected portions of its services until the hazardous substance or condition is eliminated.
- 16) **Construction Phase Services.**
 - a. If the Consultant prepares construction documents and the Consultant is not retained to make periodic site visits, the Client assumes all responsibility for interpretation of the documents and for construction observation, and the Client waives any claims against the Consultant in any way connected thereto.
 - b. The Consultant shall have no responsibility for any contractor's means, methods, techniques, equipment choice and usage, sequence, schedule, safety programs, or safety practices, nor shall Consultant have any authority or responsibility to stop or direct the work of any contractor. The Consultant's visits will be for the purpose of endeavoring to provide the Client a greater degree of confidence that the completed work of its contractors will generally conform to the construction documents prepared by the Consultant. Consultant neither guarantees the performance of contractors, nor assumes responsibility for any contractor's failure to perform its work in accordance with the contract documents.
 - c. The Consultant is not responsible for any duties assigned to it in the construction contract that are not expressly provided for in this Agreement. The Client agrees that each contract with any contractor shall state that the contractor shall be solely responsible for job site safety and its means and methods; that the contractor shall indemnify the Client and the Consultant for all claims and liability arising out of job site accidents; and that the Client and the Consultant shall be made additional insureds under the contractor's general liability insurance policy.
- 17) **No Third-Party Beneficiaries; Assignment and Subcontracting.** This Agreement gives no rights or benefits to anyone other than the Client and the Consultant, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole benefit of the Client and the Consultant. The Client shall not assign or transfer any rights under or interest in this Agreement, or any claim arising out of the performance of services by Consultant, without the written consent of the Consultant. The Consultant reserves the right to augment its staff with subconsultants as it deems appropriate due to project logistics, schedules, or market conditions. If the Consultant exercises this right, the Consultant will maintain the agreed-upon billing rates for services identified in the contract, regardless of whether the services are provided by in-house employees, contract employees, or independent subconsultants.
- 18) **Confidentiality.** The Client consents to the use and dissemination by the Consultant of photographs of the project and to the use by the Consultant of facts, data and information obtained by the Consultant in the performance of its services. If, however, any facts, data or information are specifically identified in writing by the Client as confidential, the Consultant shall use reasonable care to maintain the confidentiality of that material.
- 19) **Miscellaneous Provisions.** This Agreement is to be governed by the law of the State where the Project is located. This Agreement contains the entire and fully integrated agreement between the parties and supersedes all prior and contemporaneous negotiations, representations, agreements, or understandings, whether written or oral. Except as provided in Section 1, this Agreement can be supplemented or amended only by a written document executed by both parties. Any conflicting or additional terms on any purchase order issued by the Client shall be void and are hereby expressly rejected by the Consultant. If Client requires Consultant to register with or use an online vendor portal for payment or any other purpose, any terms included in the registration or use of the online vendor portal that are inconsistent or in addition to these terms shall be void and shall have no effect on Consultant or this Agreement. Any provision in this Agreement that is unenforceable shall be ineffective to the extent of such unenforceability without invalidating the remaining provisions. The non-enforcement of any provision by either party shall not constitute a waiver of that provision nor shall it affect the enforceability of that provision or of the remainder of this Agreement.



SORTPO TRANSPORTATION MINI PLANNING GRANT APPLICATION

Federal Fiscal Year 2022
Deadline February 1, 2022

Date 1/31/2022

Funding Amount Request \$12,000

Municipality Weatherford

County Custer

Point of Contact Name Mike Brown

Title Mayor

Address 522 W. Rainey Weatherford, OK

Phone (office) 580-772-7451

Cell _____

Email _____

Information and Documents to be submitted

- Description of proposed project including Engineer's or Planning Consultant's Scope of Work and Cost Estimate.
- Beginning/Completion Dates and Milestone Dates
- Engineering/Planning contact information: name, address, phone number and email address.
- Does the contract include transportation planning studies/transportation planning activities? ☒ Yes _____ No
- Funding commitment letter/council resolution. Grantee will be responsible for a 20% cash match for their project.
- Copy of the signed contract with Engineering firm/individual or provide documentation that the Engineer/firm is on Oklahoma Department of Transportation (ODOT), or Office of Management Enterprises (OMES) approved contractor's list.

NOTE: The maximum SPR funds that can be applied for in this application is \$25,000.



WWW.CITYOFWEATHERFORD.COM

522 W. Rainey
Weatherford, OK 73096
(580) 772-7451
Fax: (580) 772-7466

SORTPO Transportation Mini Planning Organization

The City of Weatherford is committed by the City Commission to provide the amount of \$2,400.00 as matching funds toward the 2022 Southwest Oklahoma Transportation Planning Organization SORTPO project.

These funds are made available on January 27, 2022 passed and approved by the City Commission of the City of Weatherford.

Thank you

A handwritten signature in black ink that reads "Mike D. Brown".

Mike D. Brown, Mayor



Trail Plan Weatherford Oklahoma Engineering Services Proposal Ridley Engineering Group, LLC

Ridley Engineering Group, LLC ("Engineer") proposes to provide professional civil engineering services for the design of the site plan for the proposed Trail Plan (Here in after called the "Project"). The City of Weatherford (Owner) is expected to furnish full information as the requirements for the Project and other pertinent information.

The professional engineering services will include the following:

- Mini-Grant Planning for Trail Plan in Weatherford, Oklahoma
- Plan includes trails in the vicinity of the Stafford Air & Space Museum and adjacent area.
- Work to be completed within 90 days of notice to proceed.
- Engineer Fees shall not exceed \$12,000 and shall be billed at rates listed.

All fees and permits will be paid for by the developer.

The signed proposal represents the understanding between the OWNER and the ENGINEER in respect to the PROJECT and may be modified in writing and signed by both parties.

City of Weatherford

Stafford Air & Space Museum Trail Planning



Transportation Planning Mini-Grant Project Application
January 31, 2022

Ridley Engineering Group, LLC



City of Weatherford

Stafford Air & Space Museum Trail Project

The City of Weatherford proposes to conduct planning for a project to determine the feasibility of constructing a Stafford Air & Space Museum trail project. This trail system could potentially serve as a safe transportation route for pedestrians and bicyclists wishing to access the future park and Stafford Air & Space Museum. The intent of constructing this trail is to encourage more participation in outdoor activities.

The Stafford Air & Space Museum trail project could possibly connect the museum and park with newly constructed ADA compliant sidewalks near the intersection of Lyle Road and East Davis Road.

Community involvement will be stressed and encouraged through social media and public meetings. Additional information used to aid in the planning effort will include data obtained from the Oklahoma Department of Transportation (ODOT), Transportation Plans of past and future projects, and Parks and Recreation Master Plans. Zoning will be considered. Demographics of potential users will be analyzed to aid in determining the types of uses most beneficial to the community. Funding sources will be identified to understand the level of commitment available for future design and construction.

This information will be used to guide the future plan for the Trail. These factors will help determine the final route of the trail, types of surfaces to be used, what amenities to include along the trail and whether the project will need to be completed in multiple phases.

The planning efforts will be carried out by our Consultant, Ridley Engineering Group, LLC. The Consultant will ensure that SORTPO is fully informed and involved in the Planning Effort. This phase of the planning effort will take an estimated three months to complete at a cost of \$12,000.





Fee Schedule

Professional Services

Professional Engineer	\$200.00
Engineering Technician	\$95.00
CAD Technician	\$95.00
Survey Crew	\$250.00
Resident Project Representative	\$125.00
Clerical	\$48.00

Expenses

Xerox Copies	Current Market Rates
Plot Prints	\$1.25 per S.F.
Color/Mylar Plot Prints	\$2.85 per S.F.
Mileage	IRS allowed Rate

Owner: Mike Brown

By Mike Brown

Title Mayor

Date January 31, 2022

Engineer: Joe M. Ridley

By Joe M. Ridley, P.E.

Title Owner

Date January 31, 2022

SORTPO TRANSPORTATION POLICY BOARD AGENDA ITEM COMMENTARY

Agenda Title: Discuss, provide guidance and/or recommendations to staff for the Regional Transportation Plan: Southwest Oklahoma Moving People and Goods 2043 population and employment projections.

Background: Development and collection of data for the Regional Transportation Plan (RTP) is critical to the ability to identify future needs based on projected population and projections. The RTP is a 20-year plan and thus the need for population and employments projections through 2043 is needed. Projections developed by the state based on 2020 Census is not available at this time and availability of data from the 2016-2020 American Community Survey (ACS) to identify civilian population data is not expected until at least March 2022. The projections are based on historic population and employment data and knowledge of growth in the region.

On the following page are table depicting population and employment. The population table list county population from the 1990, 2000, 2010 and 2020 Decennial Census, Census Projections for the individual County Long Range Transportation Plans, staff recommended 2043 projections, population change from 2010-2020 and from 2000-2020. The Civilian Employment Table contains data for 2000, 2004, 2008, 2012, 2016 (ACS) and 2010 Decennial Census, staff recommendations and data from the individual County Long Range Transportation Plans. The SORTPO Transportation Technical Committee at their February 9, 2022 meeting recommended the staff recommended projections.

Attachment: Population and Employment projections.

Recommended Action: Provide guidance and/or recommendations to staff for the Regional Transportation Plan: Southwest Oklahoma Moving People and Goods 2043 population and employment projections.

Population

COUNTY	1990 CENSUS	2000 CENSUS	2010 CENSUS	2020 CENSUS	2020- 2010 DIFF	2020 - 2000 DIFF	L RTP 2040 Project	Staff Recommend 2043 Projection
Beckham	18812	19799	22119	22410	291	2611	26916	26916
Caddo	29550	30150	29600	26945	-2655	-3205	30552	26945
Comanche	111486	114996	124098	121125	-2973	6129	137651	124098
Cotton	6651	6614	6193	5527	-666	-1087	5489	4527
Custer	26897	26142	27469	28513	1044	2371	30989	30989
Grady	41747	45516	52431	54795	2364	9279	67356	59000
Greer	6559	6061	6239	5491	-748	-570	6247	5491
Harmon	3793	3283	2922	2488	-434	-795	3177	2000
Jackson	28764	28439	26446	24875	-1571	-3564	28933	24875
Jefferson	7010	6818	6472	5337	-1135	-1481	5467	4337
Kiowa	11347	10227	9446	8509	-937	-1718	9426	8509
McClain	22795	27740	34506	41662	7156	13922	47203	47203
Roger Mills	4147	3436	3647	3442	-205	6	4495	3442
Stephens	42299	43182	45048	42848	-2200	-334	49753	42848
Tillman	10384	9287	7992	6968	-1024	-2319	6425	6425
Washita	11441	11508	11629	10924	-705	-584	11861	11861
	383682	393198	416257	411859	-4398	18661	471940	429466

Civilian Labor Force (age 16+)									
COUNTY	Civilian Labor Force FRED 2000	Civilian Labor Force FRED 2004	Civilian Labor Force FRED 2008	Civilian Labor Force FRED 2010	Civilian Labor Force FRED 2012	Civilian Labor Force FRED 2016	Civilian Labor Force FRED 2020	L RTP Empl Proj	Staff Recomm end 2043 Projecti on
Beckham	8613	9409	12443	10330	12507	11010	10075	15775	11500
Caddo	12121	12179	12439	11816	11652	11908	12049	11422	11422
Comanche	43169	45760	45757	51446	50601	49391	48266	54271	48266
Cotton	2857	3241	3881	3005	2872	2886	2732	2350	2350
Custer	13219	13404	14714	14146	15623	15181	15210	17535	17535
Grady	21930	22989	22812	25351	25461	26059	26632	31367	31367
Greer	2261	2211	2031	2186	2066	2186	1904	2504	1904
Harmon	1431	1440	1330	1313	1409	1291	1199	850	1199
Jackson	11870	12518	12322	11453	11030	10991	10766	12482	12482
Jefferson	2826	2417	2391	2676	2592	2705	2578	2306	2306
Kiowa	4585	4300	4024	4311	4255	4104	3544	4072	3544
McClain	13807	14326	14908	17165	17508	18943	19882	21657	21657
Roger Mills	1825	1879	1938	1796	2098	1809	1856	2213	1856
Stephens	19239	19435	22134	19936	20492	18974	18635	22614	18635
Tillman	3791	3620	3509	3402	3399	3309	3054	2784	2784
Washita	5544	5923	6123	5453	5625	5312	5153	5048	5133
	169088	175051	182756	185785	189190	186059	183535	209250	193940
SOURCE: FRED									

**SORTPO TRANSPORTATION POLICY BOARD
AGENDA ITEM COMMENTARY**

Agenda Title: Discuss and provide comments to staff on proposed trends/issues for the Regional Transportation Plan: Southwest Oklahoma Moving People and Goods.

Background: There are many issues facing the region that have a direct or indirect impact on the transportation system. Rural communities have problematic transportation issues such as intersections, congestion and limited or no access to transit. The RTP identifies regional issues, challenges, and trends through information obtained from public meetings, surveys, reports/plans, staff and Transportation Technical Committee and Policy Board members.

Attachment: Trends and Issues.

Recommended Action: Provide comments to staff on proposed trends/issues for the Regional Transportation Plan: Southwest Oklahoma Moving People and Goods.

Trend/Issue

The average worker's travel time to work is..... (2016-2020 ACS)

Compare how commute times have changed since 1990. (2016-2020 ACS)

Population in the region shows a slight decrease. Increase in population in Beckham, Custer, Grady, and McClain.

Ecommerce growth vs. traditional retail.

Economic growth – what is the trend/issue.

Rural vs. Urban – Grants. Difficult to compete for grants and provide match.

Poverty Increase? Change in Persistent poverty area?

Has travel increased/decreased since 2000? How has it changed?

Rail??? What is trend for rail?

Increase in funding for Active Living; access to trails/bicycle/pedestrian facilities.

Public transportation. The region is underserved by public transportation.

Freight opportunities. (Rail and Truck)

Road freight will increase/decrease due to the pandemic?

Increase in light duty trucks from warehouse to residential – Last mile deliveries.

Drones

Supply chain interruptions/stabilization.

Autonomous vehicles.

Software.

Automation/Technology

Increase in transportation Network Company (UBER/LYFT) services in larger communities.

Increase funding for climate change/clean energy.

Increase in number of alternative fueling stations (electric, natural gas, hydrogen).

Expansion of broadband/fiber optic services in rural areas.

Access to healthcare – increase in telehealth; technology challenges due to lack of broadband.

Societal changes.

Resilience (fire, temperature)

Federal funding silos

Work at home: what happens to storefronts, office buildings.

Increase in funding for safety.

Workforce

Complete streets policy = federal project funds.

SORTPO TRANSPORTATION POLICY BOARD AGENDA ITEM COMMENTARY

Agenda Title: Discuss and provide comments to staff on the survey to support the Regional Transportation Plan: Southwest Oklahoma Moving People and Goods.

Background: The survey is one tool utilized to collect information. This survey collects information for location, demographics, transportation needs and improvements. Once collected this information will be incorporated into the RTP.

Attachment: Survey.

Recommended Action: Provide comments to staff on the survey to support the Regional Transportation Plan: Southwest Oklahoma Moving People and Goods.

Regional Plan Southwest Oklahoma Moving People and Goods

1. What is the county in which you live?

2. Which of the following describes your age?

☐

18-34

☐

65+

☐

35-49

☐

Prefer not to answer

☐

50-64

3. What is your race or ethnicity?

☐

Asian

☐

Black or African American

☐

Hispanic or Latino

☐

Middle Eastern or North African

☐

Multiracial or Multiethnic

☐

Native American or Alaska Native

☐

Native Hawaiian or other Pacific Islander

☐

White

☐

Another race or ethnicity, please describe below

Self-describe below:

4. What is your total household income?

☐

Less than \$20,000

☐

\$20,000 to \$34,999

☐

\$35,000 to \$49,999

☐

\$50,000 to \$74,999

☐

\$75,000 to \$99,999

☐

\$100,000 to \$149,999

☐

\$150,000 or More

Move
to end

5. How do you normally get around?

- | | |
|--|---|
| <input type="radio"/> Auto, alone | <input type="radio"/> Public Transit |
| <input type="radio"/> Auto with others (carpool/vanpool) | <input type="radio"/> On demand (UBER/LYFT) |
| <input type="radio"/> Walk | <input type="radio"/> Other |
| <input type="radio"/> Bicycle | <input type="radio"/> Not applicable |

6. How would you rate the following in the SORTPO region?

	Poor	Fair	Neutral/Unsure	Good	Very Good
Condition of roads	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Airport (passenger)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Maintenance of roads	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Investment in bicycle lanes/trails/sidewalks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Traffic Congestion	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Rail (freight)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Access to bicycle lanes/trails/sidewalks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Access to public Transit	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Maintenance of bridges	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Safety of roads	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

7. List up to 5 transportation improvements you would like to see in the SORTPO region (example: widening of US 183 to 4 lanes, widen shoulders to accommodate bicyclist and pedestrians, signalization improvement).

1	
2	
3	
4	
5	

8. What improvements are needed to support semi trailer truck traffic?

- ☐ Dedicated or restricted truck lanes
- ☐ Truck routes and signage
- ☐ Not sure
- ☐ Other

9. What improvements need to be made to improve the safety and functioning of the rail roads?

- ☐ Protected railroad crossings
- ☐ Upgrade railines to accommodate 286,000 pounds train cars
- ☐ Improve connectivity between road freight and rail freight loading/unloading
- ☐ Other
- ☐ Unsure

10. What are important transportation issues? (Choose 3)

Connection between the highway system and municipalities

Maintenance for state/county/city owned bridges and roads

Access and availability of sidewalks/crosswalks

Access and availability to bicycle and pedestrian lanes/paths

Road Safety

Intersection safety

Access and availability to public transit services

Rest areas and/or pulloff areas on highways

Pavement marking

Signage

Other

Other

SORTPO TRANSPORTATION POLICY BOARD AGENDA ITEM COMMENTARY

Agenda Title: Discuss and provide comments to staff on the Draft RTPO Designation Application.

Background: In April 2012, the Oklahoma Department of Transportation (ODOT) entered an agreement with Oklahoma Association of Regional Councils (OARC) to oversee development of the Regional Transportation Planning Process and the Regional Public Participation Process in the non-metropolitan areas of the state. Three Councils of Governments (COG's) were selected to participate in a Pilot Regional Transportation Planning Organization: South Western Oklahoma Development Authority (SWODA), Northern Oklahoma Development Authority (NODA) and Central Oklahoma Economic Development District (COEDD). SWODA on October 13th, 2009, by Resolution 09-04 created the Southwest Oklahoma Regional Transportation Planning Organization (SORTPO). In Federal Fiscal Year (FFY) 2016, a Transportation Planning Pilot Project comprising of sixteen counties was initiated representing two Councils of Governments SWODA and ASCOG. The SWODA Board of Trustees adopted Resolution 16-06 amending the SORTPO Region.

The RTPO program has continued to operate as a pilot program. Staff submitted inquiries to ODOT requesting guidance on a formal designation as an RTPO. Attached for your information is the Draft RTPO Designation Application.

Attachment: Draft RTPO Designation Application.

Recommended Action: Provide comments to staff on the Draft RTPO Designation Application.



Regional Transportation Planning Organization (RTPO)

Application for Designation

This application is a request for an official RTPO designation by the state of Oklahoma. It should be completed by the Agency/RTPO whose designation is approved by the Fiscal Agent/Lead Planning Agency (LPA) board and approved by Resolution of the RTPO's transportation policy committee prior to submission.

Before completing the application, please ensure the RTPO meets the following minimum requirements as set by the Oklahoma Department of Transportation (ODOT):

- Encompasses at least one substate planning region or includes a minimum of seven contiguous counties whose combined population is at least two hundred thousand.
- Has established a policy committee as described in 49 U.S. Code §5304(e)(1) and 23 U.S. Code §135(m)(3)(a).
- Has the commitment of a Fiscal Agent to provide professional planning, management and administrative support as described in 23 U.S. Code §135(m)(3)(b), and adhering to all requirements as described in 2 CFR 200.
- Has a minimum of one full-time RTPO staff person dedicated to carrying out a continuing, comprehensive, and cooperative planning process as described in 23 U.S. Code §135(m)(4).
- Has developed of a Regional Transportation Plan encompassing all counties across the region as described in 23 U.S. Code §135(m)(4)(A).
- Has developed plans and/or policies for public participation as described in 23 U.S. Code §135(m)(4)(F).
- Complies with all provisions set in the Regional Transportation Planning Manual. Failure to comply may result in revocation of designation.

ODOT has the responsibility of verifying the applications submitted meet all applicable state and federal requirements. ODOT will review the application, make a finding of verification, and either concur by executing a formal agreement for designation or notify the applicant that the application was denied. If significant changes are made in the structure of the RTPO after designation, ODOT may require re-designation of the RTPO through the application process.

All applications should be submitted to the Planning Branch: Electronic submissions are preferred, and can be submitted to lchaney@odot.org

Oklahoma Department of Transportation
ATTN: Planning Branch
200 N.E. 21st Street
Oklahoma City, OK 73105-3204

Please allow up to eight weeks for processing. If you any questions regarding the application or its process, please contact Laura Chaney 405.819.3719.

RTPO APPLICATION FOR DESIGNATION

REGIONAL INFORMATION

Description of the region including the region's total population:

List all Counties included within the region and the population of each:

List all MAJOR transportation generators in the region:

RTPO DESCRIPTORS

List all RTPO member local governments:

Who is the Fiscal Agent/Lead Planning Agency for the RTPO?

Provide a description of the RTPO's transportation policy board including memberships:

RTPO APPLICATION FOR DESIGNATION

PLANNING OBJECTIVES

Why does the region need a designated RTPO?

What goals does the RTPO have for the region and how can this designation assist in reaching those goals?

List any previous accomplishments of the RTPO or known benefits the RTPO has brought to the region under the pilot phase:

REQUIRED DOCUMENTATION

Attach the resolution or other legal declaration for formal establishment of the RTPO

Attach the formal designation of the Fiscal Agent that will govern RTPO operations, in the form of a resolution or other legal declaration

Attach a map of the RTPO region study boundaries

Attach completed transportation planning documents i.e., Regional Transportation Plan, PPP, LEP

Attach letters of support

DE, Legislators

RTPO APPLICATION FOR DESIGNATION

The following hereby attest to the support and designation of a Regional Transportation Planning Organization (RTPO) named _____

Approved¹:

Chairperson
RTPO

Date

Approved:

Executive Director
Fiscal Agent/LPA

Date

¹ Include approved Resolution with application submittal

RTPO APPLICATION FOR DESIGNATION

☐ Recommend for Approval

☐ Rejected

Reason: _____

Planning Branch Manager

Date

☐ Recommend for Approval

☐ Rejected

Reason: _____

Director of Project Delivery

Date

☐ Recommend for Approval

☐ Rejected

Reason: _____

Executive Director

Date