

SORTPO TRANSPORTATION TECHNICAL COMMITTEE

AGENDA ITEM COMMENTARY

September 14, 2022

Agenda Title: Discuss and recommend to the SORTPO Policy Board approval of Amendment #1 to the FFY 2022 Planning Work Program (PWP).

Background: The PWP represents the budget and work tasks necessary to accomplish and maintain the transportation planning process within SORTPO's region. The PWP is developed to coordinate transportation planning activities for a cooperative, continuing, and comprehensive (3C) planning process. This document includes a description of what work is to be accomplished, who will perform the work, the schedule for completion of the work, the intended products and funding. The PWP is a one-year scope of work.

Amendment #1 is an end of the year action. The approved funding limits by Elements in the PWP were estimates based on staff's knowledge of activities and tasks and by approving the amendment existing funding will be redistributed to the PWP Elements according to the table below to allow for full expenditure of funds.

| | FFY 2022 | Amended |
|-----------|-------------|---------|
| Element 1 | 63155 | 75000 |
| Element 2 | 63407 | 25000 |
| Element 3 | 44120 | 23000 |
| Element 4 | 97657 | 135000 |
| Element 5 | 12911 | 23250 |
| | 281250 | 281250 |

ODOT, SAPM has reviewed the request and is in concurrence with the proposed Amendment.

Attachment: Resolution 2022-1; FFY 2022 PWP Amendment

Recommended Action: Recommend to the SORTPO Policy Board approval of Amendment #1 to the FFY 2022 Planning Work Program (PWP).



Resolution No. 2022-1
Adopting Amendment #1 to the Federal Fiscal Year 2022
Planning Work Program for the
Southwest Oklahoma Regional Transportation Planning Organization

Whereas, the South Western Oklahoma Development Authority by Resolution 09-04 created the Southwest Oklahoma Regional Transportation Planning Organization (SORTPO); and

Whereas, through a Resolution 16-06 the South Western Oklahoma Development Authority expanded the SORPTO transportation planning area to include the Association of South Central Oklahoma Governments (ASCOG); and

Whereas, Planning Work Program (PWP) defines SORPTO's planning priorities and describes all transportation-related planning activities anticipated in the program year; and

Whereas, the objective of the PWP is to ensure the transportation planning activities for SORTPO supports the regional transportation planning needs of the area; and

Whereas, the PWP was developed by SWODA/ASCOG in collaboration with Oklahoma Department of Transportation (ODOT); and

Whereas, the PWP was included on SORTPO's website for 10 days to allow the public an opportunity to review the PWP and provide comments; and

Whereas, the SORTPO Transportation Technical Committee at their September 14, 2022, meeting recommended approval of Amendment #1 to the Federal Fiscal Year 2022 PWP.

NOW, THEREFORE BE IT RESOLVED, that the SORPTO Policy Board hereby approves and adopts the Amendment #1 to the Federal Fiscal Year 2022 Planning Work Program.

Approved and Adopted by SORTPO Policy Board and signed this ___ day of September 2022.

Heather Harding, Chairman SORTPO Policy Board

Shawn Freie, Secretary SORTPO Policy Board

**SORTPO TRANSPORTATION TECHNICAL COMMITTEE
AGENDA ITEM COMMENTARY
September 14, 2022**

Agenda Title: Discuss and recommend the SORTPO Transportation Policy Board approve Resolution 2022-2 adopting the Federal Fiscal Year (FFY) 2023 Planning Work Program (PWP).

Background: The PWP represents the budget and work tasks necessary to accomplish and maintain the transportation planning process within SORTPO's region. The PWP is developed to coordinate transportation planning activities for a cooperative, continuing, and comprehensive (3C) planning process. This document includes a description of what work is to be accomplished, who will perform the work, the schedule for completion of the work, the intended products and funding. The PWP is a one-year scope of work and budget for transportation planning activities and funding sources to be accomplished between October 1 and September 30 of the FFY.

The attached FFY 2023 PWP illustrates the allocation of State Planning and Research (SPR) annual grant (\$225,000) and the local match (\$56,250) in five elements as well as \$100,000 in American Rescue Plan Act (ARPA) funds that are allocated to the Pilot Mobility Management Program identified in Element 4. There is no local match for the Pilot Mobility Management Program. The SPR will reimburse up to 80% of eligible costs of the transportation planning product work efforts identified in the PWP. The local match (20%) will be provided by ASCOG and SWODA.

The final document will be brought back to you in August or September. Key things to note:

1. New Federal Planning Emphasis areas: Climate crisis, equity and Justice40, complete Streets, public involvement, Federal Land Management Agency, planning and environment linkages and data in transportation planning.
2. RAISE Grant Award – Administer the consultant’s contract to develop a Regional Transportation Plan paid for by the RAISE grant.
3. Complete regional active living inventory.
4. Develop outreach efforts, update Public Participation Plan and Limited English Proficiency Plan.

Attachment: Draft FFY 2022-2023 Planning Work Program

Recommended Action: Recommend the SORTPO Transportation Policy Board approve Resolution 2022-2 adopting the Federal Fiscal Year (FFY) 2023 Planning Work Program (PWP).

Resolution No. 2022-2
Adopting the Federal Fiscal Year 2023
Planning Work Program for the
Southwest Oklahoma Regional Transportation Planning Organization

Whereas, the South Western Oklahoma Development Authority by Resolution 09-04 created the Southwest Oklahoma Regional Transportation Planning Organization (SORTPO); and

Whereas, through a Resolution 16-06 the South Western Oklahoma Development Authority expanded the SORPTO transportation planning area to include the Association of South Central Oklahoma Governments (ASCOG); and

Whereas, Planning Work Program (PWP) defines SORPTO's planning priorities and describes all transportation-related planning activities anticipated in the program year; and

Whereas, the objective of the PWP is to ensure the transportation planning activities for SORTPO supports the regional transportation planning needs of the area; and

Whereas, the PWP was developed by SWODA/ASCOG in collaboration with Oklahoma Department of Transportation (ODOT); and

Whereas, the PWP was included on SORTPO's website for 10 days to allow the public an opportunity to review the PWP and provide comments; and

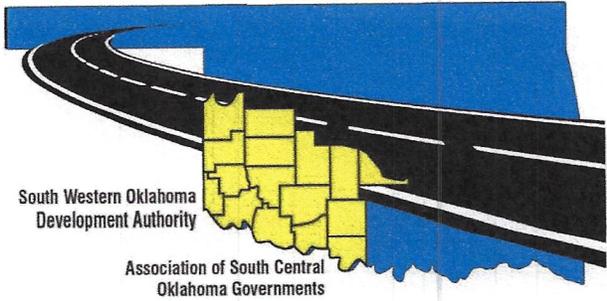
Whereas, the SORTPO Transportation Technical Committee at their September 14, 2022 meeting recommended approval of the Federal Fiscal Year 2023 PWP.

NOW, THEREFORE BE IT RESOLVED, that the SORPTO Policy Board hereby approves and adopts the Federal Fiscal Year 2022 Planning Work Program.

Approved and Adopted by SORTPO Policy Board and signed this ___ day of September 2022.

Heather Harding, Chairman SORTPO Policy Board

Shawn Freie, Secretary SORTPO Policy Board



**SOUTHWEST OKLAHOMA
REGIONAL TRANSPORTATION
PLANNING ORGANIZATION**

Planning Work Program
FFY 2023 Program

South Western Oklahoma Development Authority
P.O. Box 569
Burns Flat, Oklahoma 73624
580-562-4882

Association of South-Central Oklahoma Government
P.O. Box 1647
Duncan, OK.73534
580-736-7965

www.sortpo.org

This project is financed with Federal SPR and SWODA and ASCOG funds.
FFY October 1, 2022- September 30, 2023

Adopted -

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I INTRODUCTION

The Planning Work Program (PWP) for the Southwest Oklahoma Regional Transportation Planning Organization (SORTPO) defines the planning priorities in the region and describes all transportation-related planning activities anticipated in the program year. The objective of the PWP is to ensure the transportation planning activities for SWODA/ASCOG region supports the regional transportation planning needs of the area. The PWP is developed by SWODA/ASCOG in collaboration with Oklahoma Department of Transportation (ODOT).

II SORTPO

In April 2012, ODOT entered into an agreement with OARC to oversee development of the regional transportation planning process and the regional public participation process in select non-metropolitan areas of the state. The South Western Oklahoma Development Authority (SWODA) by Resolution 16-06 created the Southwest Oklahoma Regional Transportation Planning Organization (SORTPO). In FFY 2016, the SORTPO region was redefined to include both SWODA and ASCOG Association of South-Central Oklahoma Governments. The Resolution 16-06 is found in (Appendix A). (Appendix B) is the SORTPO Region. The Transportation Technical Committee (Appendix C) reviews the transportation planning process and provides recommendations to the SORTPO Policy Board (Appendix D). The Policy Board reviews and makes final approval on transportation planning products such as the PWP, Regional Transportation Plan, Public Participation Plan, and other transportation planning studies.

III TRANSPORTATION PLANNING PRODUCTS

SORTPO's regional transportation planning process results in the development of planning products, including the PWP, data collection, Regional Transportation Plan (RTP), short range studies and the Public Participation Plan (PPP).

Planning Work Program (PWP). The PWP is one element of the transportation planning process that SWODA/ASCOG will follow in support of development of transportation planning products. The PWP documents the transportation planning activities and projects to be accomplished with SPR funds in SORTPO region during the federal fiscal year (FFY).

Regional Long-Range Transportation Plan (RTP). The RTP is one of the main products of the transportation planning process. Between 2015 and 2019 the SORTPO Transportation Policy Board adopted sixteen Long Range Transportation Plans. The development of the Regional Plan: Southwest Oklahoma Moving People and Goods began in 2020 and will be adopted in FFY 2023. SWODA is the recipient of a 2022 RAISE grant in the amount of \$1.5 million that will be utilized to further develop and enhance the regional plan under development.

Public Participation Plans (PPP). The intent of the Public Participation Plan is to encourage and support proactive public participation throughout the planning and decision-making process related to the development of proposed transportation plans, programs, and projects so that a safe, efficient transportation system

reflecting the needs and interests of all stakeholders can be provided. Public participation provides citizens, affected public agencies, private providers of transportation and other interested party's reasonable opportunity to comment, participate in goal setting, problem solving, and expand the focus of transportation decision making. In addition, the Fixing America's Surface Transportation Act (FAST Act) requires transportation agencies to develop and implement a proactive approach to ensure that transportation services are extended to those traditionally underserved. The SORTPO Policy Board amended the PPP by Resolution # 2018-2 on June 28, 2018.

Limited English Proficiency Plan (LEP). SORTPO is represented by a diverse population residing in sixteen counties. SORTPO must prepare for and provide the opportunity for all its citizens to participate in the transportation planning process – regardless of their proficiency in speaking the English language – as required by Executive Order 13166 signed on August 11, 2000. SORTPO Policy adopted Resolution # 2018-3 on June 28, 2018, approving the LEP.

IV FEDERAL PLANNING EMPHASIS AREAS

SORTPO performs its planning activities in accordance with federal and state laws and rules. The Infrastructure Investment and Jobs Act (IIJA) build on the Fixing America's Surface Transportation (FAST) Act which requires transportation planning organizations to consider the Federal Planning Emphasis Areas identified below:

- Tackling the climate crisis – transition to a clean energy resilient future. Ensure that transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, net-zero emissions by 2050 and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change.
- Equity and Justice⁴⁰ in transportation planning. Plans and strategies reflect various perspectives, concerns, and priorities from impacted areas.
- Complete Streets. Plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists.
- Public involvement. Increase meaningful public involvement by integrating Virtual Public Involvement tools.
- Federal Land Management Agency (FLMA) Coordination. Integration of transportation planning activities, leverage transportation funding, involve FLMA in development of the regional plan.
- Planning and Environment Linkages (PEL). PEL is a collaborative and integrated approach to transportation decision making that considers environmental, community and economic goals early in the transportation planning process.
- Data in transportation planning. Incorporate data sharing and consideration into the transportation planning process.

V FFY 2023 PLANNING PRIORITIES

The FFY 2023 SORTPO planning priorities are reflected in the various elements of this document. The major products or activities in this FFY will include:

- Attend training recommended by ODOT to further enhance skills of staff.
- Finalize the Regional Transportation Plan:
- Aid communities and agencies in development of Transportation Alternative Program grants and grants that enhance or support the transportation system.
- Develop a request for proposal to retain a planning consultant to expand and enhance the RTP focusing on areas such as data collection/development, freight movement, active living, climate and clean energy, safety, resilience and public engagement.
- Complete the Active Living Inventory and interactive map.
- Public Engagement and participation with the public to create contacts and relationships and share information pertaining to transportation planning in the region.
- Develop information explaining the SORTPO transportation planning process, key documents, update SORTPO website and attend meeting to present SORTPO transportation planning.

V INDIRECT COSTS

Regarding budgeting for work tasks, each task in the PWP corresponds to an adopted budget and associated indirect cost rate detailed in the “Estimated Budget Detail” worksheet. The federal Office of Management and Budget defines indirect costs as “those costs that have been incurred for common or joint purposes that benefit more than one cost objective and cannot be readily identified with a particular objective without effort disproportionate to the results achieved.” These costs are incurred by and originate in the agency conducting the Federal Award and remain after direct costs have been determined and assigned directly to Federal awards and other activities. It is the ratio (expressed as a percentage) of the indirect costs to a direct cost base. This cost has been applied to all SORTPO PWP Elements. The Certificate of Indirect cost can be found in Appendix F of the PWP.

VI PWP REVENUE

The primary source of federal transportation planning funds is the Federal Highway Administration (FHWA) State Planning and Research (SPR) Funds. FHWA funds cannot exceed 80 percent of the total PWP revenues. The remaining twenty (20) percent is provided by SWODA and ASCOG. Total federal SPR funds for the transportation planning program applied for is \$225,000. Funds shown in Table 1 summarize the budget by funding categories and source of funding. During FFY 2023, various SWODA staff will collect data that will support the SORTPO transportation planning process. The cost of this effort is allowable as a soft match for the grant. Table 2 identifies the funding by PWP work element for FFY 2023. Table 2 includes the American Rescue Plan Act (ARPA) funds administered by ODOT’s Office of Mobility and Public Transit for the Mobility Management Pilot Program.

Table 1: FHWA SPR Budget Summary

| | SWODA | ASCOG | TOTAL | SPR GRANT 80% | LOCAL MATCH 20% | TOTAL |
|------------------------------|-------------------|------------------|-------------------|-------------------|------------------|-------------------|
| Personnel | \$ 131,409 | \$ 19,010 | \$ 150,419 | \$ 120,335 | \$ 30,084 | \$ 150,419 |
| Travel | \$ 3,000 | \$ 2,000 | \$ 5,000 | \$ 4,000 | \$ 1,000 | \$ 5,000 |
| Supplies/Printing /copies | \$ 2,000 | \$ 1,000 | \$ 3,000 | \$ 2,400 | \$ 600 | \$ 3,000 |
| Advertising/Public Awareness | \$ 1,000 | \$ - | \$ 1,000 | \$ 800 | \$ 200 | \$ 1,000 |
| GIS Consult | \$ 8,000 | \$ 8,000 | \$ 16,000 | \$ 12,800 | \$ 3,200 | \$ 16,000 |
| SPR Sub Consult | \$ 3,750 | \$ 60,000 | \$ 63,750 | \$ 51,000 | \$ 12,750 | \$ 63,750 |
| Equipment/ Software | \$ 2,000 | \$ 1,000 | \$ 3,000 | \$ 2,400 | \$ 600 | \$ 3,000 |
| Indirect/Building Allocation | \$ 33,904 | \$ 5,177 | \$ 39,081 | \$ 31,265 | \$ 7,816 | \$ 39,081 |
| | \$ 185,063 | \$ 96,187 | \$ 281,250 | \$ 225,000 | \$ 56,250 | \$ 281,250 |

Source: SWODA

Table 2: FFY 2023 Total Budget, Including SPR Funds, ARPA, State and Local Sources

| SPR | Project | SPR Funds | ASCOG / SWODA Match | ARPA / ODOT | Total |
|-----|-------------------------------------|------------------|---------------------|------------------|------------------|
| 1.0 | Program Support & Administration | \$45,056 | \$11,264 | \$0 | \$56,320 |
| 2.0 | Data Acquisition & Management | \$23,178 | \$5,795 | \$0 | \$28,973 |
| 3.0 | Long Range Transportation Planning | \$32,550 | \$8,137 | \$0 | \$40,687 |
| 4.0 | Short-Range Transportation Planning | \$90,092 | \$22,523 | \$100,000 | \$112,615 |
| 5.0 | Public Education & Participation | \$34,124 | \$8,531 | \$0 | \$42,655 |
| | Total | \$225,000 | \$56,250 | \$100,000 | \$381,250 |

Source: SWODA



ELEMENT 1.0 - PROGRAM SUPPORT & ADMINISTRATION

OBJECTIVE: Maintain a continuous, comprehensive, and cooperative transportation planning work program that responds to the needs of the region.

TASK DESCRIPTION: This Task includes the coordination of the Technical Committee and Policy Board meetings, training, and travel, preparing the work program, program expenses (office supplies, software, technology, printing and mailing, newspaper notices, survey monkey) and the maintenance cost for the SORTPO website. The following products or activities will be the responsibility of the SORTPO in cooperation with ODOT.

Tasks:

- 1.1 - Provide direct support to the SORTPO Policy Board and the Transportation Technical Committee including agenda preparation and distribution, preparation of minutes, scheduling, notification, and facilitation of meetings.
- 1.2 - Prepare and submit monthly claims statement and reports to ODOT. Maintain files and financial records and submit SWODA'S and ASCOG's annual financial audit, the audit will be performed following guidance from OMB Circular A133.
- 1.3 - Procure supplies related to transportation planning. Consult with ODOT on the purchase of equipment and/or technology to manage the transportation planning process.
- 1.4 - Travel: This task provides funding for travel to attend meetings in support of the program priorities identified in this document. Travel to include meetings at ODOT, other Regional Councils, Federal Highway Administration and NADO as appropriate.
- 1.5 - Meetings of a general nature, phone calls, emails, and other correspondence. Create and file documents. Coordinate with other regional, state, and federal agencies involved in transportation planning activities. Participate in working groups, subcommittees, or task forces associated with ODOT.
- 1.6 - Prepare annual documents such as agreements, certifications, Planning Work Program (and amendments).
- 1.7 - Monitor federal and state legislation.

Products and Schedule:

| Product | Start | Complete | Estimated Hours |
|---|-------------------------|-------------------------|-----------------|
| 1.1 - Direct support to the SORTPO Policy Board and Technical Committee | 1 st Quarter | 4 th Quarter | 300 |
| 1.2 - Monthly claims and audit, files, and records | 3 rd Quarter | 4 th Quarter | 140 |
| 1.3 - Procurement of supplies | 3 rd Quarter | 4 th Quarter | 50 |
| 1.4 - Travel. | 1 st Quarter | 4 th Quarter | 100 |
| 1.5- Other meetings, phone calls, correspondence, and office administration | 1 st Quarter | 4 th Quarter | 100 |
| 1.6 - Annual documents | 3 rd Quarter | 4 th Quarter | 100 |
| 1.7 - Monitor federal and state legislation | 1 st Quarter | 4 th Quarter | 75 |

Table 3: Program Support & Administration Funding

| FUNDING SOURCE | FUNDING AMOUNT |
|-----------------------|-----------------------|
| SPR Funds | \$45,056 |
| ASCOG/SWODA Match | \$11,264 |
| TOTAL | \$56,320 |

ELEMENT 2.0 – DATA ACQUISITION AND MANAGEMENT

OBJECTIVE: ESTABLISH AND MAINTAIN A SYSTEM OF DIGITAL PLANNING INFORMATION, MAPS AND DATA TO SUPPORT THE TRANSPORTATION PLANNING process.

TASK DESCRIPTION: Identify resources, collect, and maintain demographic and other data elements. The following products or activities will be the responsibility of SORTPO.

Tasks:

- 2.1 – Data and map development - Coordinate with SWODA/ASCOG ODOT Divisions 3, 5, 7, Director of 911 SWODA Counties, and communities to collect and share data. Purchase, acquire, establish, and maintain transportation data including but not limited to Census, major employers, active living inventory, population, dwelling unit, location of one way and dead-end roads, traffic impediments, freight routes, evacuation routes, signal location and points of interest.
- 2.2 - Provide guidance to communities on installation process of SWODA traffic count equipment. Collect traffic count data.
- 2.3 - Retain GIS Consultant to develop maps to support the transportation planning program.
- 2.4 – Training, travel and meeting attendance to support the development and collection of data to support the transportation planning process.

Products and Schedule:

| Product | Start | Complete | Estimated Hours |
|---|-------------------------|-------------------------|-----------------|
| 2.1 – Data and map development/acquisition | 1 st Quarter | 4 th Quarter | 75 |
| 2.2 – Traffic count program guidance | 2 nd Quarter | 4 th Quarter | 50 |
| 2.3 - Retain GIS Consultant for training/services | 1 st Quarter | 4 th Quarter | 75 |
| 2.4 – Training & Travel | 1 st Quarter | 4 th Quarter | 50 |

Table 4: Data Acquisition & Management Funding

| FUNDING SOURCE | FUNDING AMOUNT |
|----------------|-----------------|
| SPR Funds | \$23,178 |
| ASCOG/SWODA | \$5,795 |
| TOTAL | \$28,973 |

ELEMENT 3.0 – REGIONAL PLANNING TRANSPORTATION PLANNING

OBJECTIVE: Maintain and implement the 2043 Regional Transportation Plan.

TASK DESCRIPTION: Coordination of the regional transportation planning process with community values and goals, land use plans, and other various transportation data

TASKS:

- 3.1 - Develop regional transportation plan.
- 3.2 – Develop Transportation Resilience Plan to enhance the region’s transportation system to withstand threats from man-made and natural disasters.
- 3.3 –Develop request for proposal for consultant to prepare/amend the Regional Transportation Plan focusing on accessibility, resilience, transit, clean energy monitor the consultant’s work efforts.
- 3.4 – Training, travel and attending meetings to support the long-range transportation planning process.

Products and Schedule:

| Product | Start | Complete | Estimated Hours |
|--|-------------------------|-------------------------|-----------------|
| 3.1 – Complete development and adoption of the Regional Transportation Plan: Southwest Oklahoma Moving People and Goods | 1 st Quarter | 2 nd Quarter | 200 |
| 3.2 - Develop request for proposal for consultant to prepare/amend the Regional Transportation Plan and monitor the consultant’s work efforts. | 2 nd Quarter | 4 th Quarter | 600 |
| 3.3 – Training and Travel | 1 st Quarter | 4 th Quarter | 100 |

Table 5: Long Range Transportation Planning Funding

| FUNDING SOURCE | FUNDING AMOUNT |
|-------------------|-----------------|
| SPR Funds | \$32,550 |
| ASCOG/SWODA Match | \$8,137 |
| TOTAL | \$40,687 |

ELEMENT 4.0 – MULTI MODAL TRANSPORTATION PLANNING

OBJECTIVE: Promote multimodal planning that support the goals and objectives of the Regional Transportation Plan.

TASK DESCRIPTION: A comprehensive approach looking at all types of transportation and how they connect to each other and work together. The following products or activities will be the responsibility of SORTPO.

Tasks:

- 4.1 - Update as necessary transportation planning procedures.
- 4.2 - Develop model for regional electric vehicle charging station implementation.
- 4.3 - Facilitate grant application submission including, but not limited to, the following:
 - o Safe Routes to School
 - o Transportation Alternatives Program
 - o Other transportation planning grants
- 4.4 – Administer the SPR mini transportation planning activities grant program.
- 4.5 – Development of the SORTPO Pilot Mobility Management Program (MMP). This program is a pilot project and includes
 - o hiring of 1 mobility navigator,
 - o completing inventory of services available in SORTPO’s region,
 - o review adopted plans and identify projects/tasks that support the MMP,
 - o Meet with transit providers,
 - o Identify unmet mobility needs and develop strategies,
 - o Develop a marketing/awareness program
- 4.6 – Develop a regional active living transportation program supporting non-motorized transportation.
- 4.7 – Training, travel and attending meetings to support multi modal transportation planning.

Products and Schedule:

| Product | Start | Complete | Estimated Hours |
|--|-------------------------|-------------------------|-----------------|
| 4.1 - Update transportation planning procedures | 1st Quarter | 4 th Quarter | 125 |
| 4.2 - Electric vehicle charging station guidance | 2 nd Quarter | 4 th Quarter | 100 |
| 4.3 – TAP and other grants | 1 st Quarter | 4 th Quarter | 225 |
| 4.4 – SPR mini grant | 1st Quarter | 4 th Quarter | 125 |
| 4.5 – Development of SORTPO Mobility Management Program* | 1 st Quarter | 4 th Quarter | 2,896 |
| 4.6 – Regional Active Living | 1st Quarter | 4 th Quarter | 600 |
| 4.7 – Travel and Training | 1 st Quarter | 4 th Quarter | 100 |

Table 6: Short Range Transportation Planning Funding

| FUNDING SOURCE | FUNDING AMOUNT |
|---|-----------------------|
| SPR Funds | \$90,092 |
| ASCOG/SWODA Match | \$22,523 |
| ARPA Funds Mobility Management Program* | \$100,000 |
| TOTAL | \$212,615 |

*PILOT PROGRAM – NO MATCH

ELEMENT 5.0 – PUBLIC EDUCATION AND PARTICIPATION

OBJECTIVE: Build awareness, interest, and support in the public and stakeholders for transportation planning.

TASK DESCRIPTION: Public outreach and education on the transportation planning process. The following products or activities will be the responsibility of SORTPO.

Tasks:

- 5.1 - Develop outreach efforts for effectively communicating with the community about transportation planning and projects.
- 5.2 - Host and/or facilitate stakeholder meetings and community/regional meetings to support the Southwest Oklahoma: Moving People and Goods Regional Transportation Plan and other transportation planning programs and projects.
- 5.3 - Identify best practices for virtual meetings in rural regions and develop virtual meeting program for SORTPO.
- 5.5 - Review and update as necessary the Limited English Proficiency Plan (LEP).
- 5.6 - Update contacts for folder, elected officials, municipalities, chambers of commerce/economic development agencies.
- Training, travel and meeting attendance to support the public participation planning process.

Products and Schedule:

| Product | Start | Complete | Estimated Hours |
|---|-------------------------|-------------------------|-----------------|
| 5.1 - Develop outreach efforts | 1 st Quarter | 4 th Quarter | 75 |
| 5.2 - Host and/or facilitate stakeholder meetings and community/regional meetings | 2 nd Quarter | 3 rd Quarter | 300 |
| 5.3 - Identify best practices for virtual meetings in rural regions | 1 st Quarter | 3 rd Quarter | 50 |
| 5.4 - Review and update as necessary the Public Participation Plan (PPP). | 2 nd Quarter | 3 rd Quarter | 100 |
| 5.5 - Review and update as necessary the Limited English Proficiency Plan (LEP). | 1 st Quarter | 2 nd Quarter | 80 |
| 5.6 - Update contact information. | 1 st Quarter | 4 th Quarter | 100 |
| 5.7 - Travel & training | 1 st Quarter | 4 th Quarter | 75 |

Table 7: Public Education & Participation Funding

| FUNDING SOURCE | FUNDING AMOUNT |
|-------------------|-----------------|
| SPR Funds | \$34,124 |
| ASCOG/SWODA Match | \$8,531 |
| TOTAL | \$42,655 |

ACRONYMS

| | |
|----------|--|
| ARPA | American Rescue Plan Act |
| ASCOG | Association of South-Central Oklahoma Governments |
| FAST Act | Fixing America’s Surface Transportation Act |
| FHWA | Federal Highway Administration |
| FY | Fiscal Year |
| FFY | Federal Fiscal Year |
| GIS | Geographic Information System |
| LEP | Limited English Proficiency |
| LRTP | Long Range Transportation Plan |
| MAP-21 | Moving Ahead for Progress in the 21st Century Act |
| MMP | Mobility Management Program |
| NADO | National Association of Development Organizations |
| OARC | Oklahoma Association of Regional Councils |
| ODOT | Oklahoma Department of Transportation |
| PPP | Public Participation Process |
| PWP | Planning Work Program |
| RTPO | Regional Transportation Planning Organization |
| SPR | State Planning and Research |
| SORTPO | Southwest Oklahoma Regional Transportation Planning Organization |
| SWODA | South Western Oklahoma Development Authority |
| TAZ | Traffic Analysis Zone |

APPENDIX A: RESOLUTION

RESOLUTION NO. 16-06
EXPANSION OF THE REGIONAL TRANSPORTATION PLANNING
ORGANIZATION COMMITTEE

WHEREAS, local business and community leaders have expressed a strong desire to convene and discuss transportation needs and goals in the sixteen (16) county South Western Oklahoma Development Authority (SWODA) and Association of South Central Oklahoma Governments (ASCOG) region, and

WHEREAS, regional transportation planning is encouraged by legislation of the Federal Highway Administration, and

WHEREAS, SWODA is the federally recognized regional planning organization for the sixteen (16) county area, and

WHEREAS, the SWODA Board of Trustees seeks to facilitate the planning process for surface and rail development to aid the region in economic development, workforce development, business and industry growth, tourism development and other pursuits;

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the South Western Oklahoma Development Authority does hereby expand the Regional Transportation Planning Organization as a standing committee of the Authority.

PASSED AND APPROVED this 8th day of November, 2016



John Schaufele, Chairman

ATTEST:



John Dee Butchee, Secretary

APPENDIX C: SORTPO TECHNICAL COMMITTEE MEMBERS

| | |
|-----------------|---|
| Danny Britton | Western Technology Center |
| Elesia Church | SWODA |
| Rodger Kerr | Altus Chamber of Commerce |
| Jenn Mikesell | Grady County TSET |
| Roland Mower | Clinton Economic Development |
| Joel Newberry | Burns Flat |
| Julie Sanders | SORTPO |
| Cole Vonfeldt | Construction Engineer, ODOT Division 7 |
| Basil Weatherly | City of Elk City |
| Kim Whaley | Pathways to Healthy Living, Jefferson & Stephens Counties |
| Tom Zigler | ASCOG |

Non-Voting Member

Isaac Akem, FHWA Planner
Ariel Anglin, Manager, McClain County TSET
Shelley Bookout, United States Department of Agriculture
Jenna Craft, Delaware Nation
Julie Funkhouse, Tobacco Settlement Entitlement Trust (Caddo and Kiowa Counties)
Gary Michael Flynn, ODOT
Debora Johnson, Tobacco Settlement Entitlement Trust (Comanche County)
Janet Smith, Lawton MPO
Jodi Smith, Tobacco Settlement Entitlement Trust (Grady County)
Roger Tehauno, Community Planner, Bureau of Indian Affairs, Southern Region
Lawton Metropolitan Planning Organization

APPENDIX D: SORTPO POLICY BOARD MEMBERS

| | |
|-----------------------|--|
| Brent Alquist | Division Engineer, ODOT Division 5 |
| Anita Archer | Elk City |
| Ed Barry | Washita County Commissioners, Appointee |
| Dale Bunn | City Manager of Purcell |
| Mike Wallace | Jackson County Commissioners |
| Jay Earp | Division Engineer, ODOT Division 7 |
| Shawn Freie | Director of Economic Development Caddo Kiowa |
| Debora Glasgow | SWODA, Executive Director |
| Heather Harding | Farmrail Corporation |
| Lyle Miller, Chairman | Custer County Commissioner |
| Cendie Newman | Red River Transportation |
| Lyle Roggow | President Duncan Area Economic Development |
| Dale Winkler | Mayor, City of Sterling |
| Tom Zigler | ASCOG |

Non-Voting Member

Isaac Akem, FHWA Planner
Gary Michael Flynn, ODOT, Strategic Assets and Planning Performance

APPENDIX E: FFY 2023 PWP RESOLUTION #2022-

**SORTPO TRANSPORTATION TECHNICAL COMMITTEE
AGENDA ITEM COMMENTARY
September 14, 2022**

Agenda Title: Discuss and recommend to the SORTPO Transportation Policy Board approval of the annual Joint Certification Statement.

Background: Annually the SORTPO Transportation Policy Board must certify to the Oklahoma Department of Transportation (ODOT) that the transportation planning process is being carried out in a continuing, cooperative, and comprehensive transportation planning process is in accordance with application federal requirements. The Certification also summarizes key activities that were accomplished during the previous federal fiscal year.

Attachment: Annual Joint Certification

Recommended Action: Recommend to the SORTPO Transportation Policy Board approval of the annual Joint Certification Statement.

JOINT CERTIFICATION STATEMENT FOR THE SOUTHWEST OKLAHOMA REGIONAL TRANSPORTATION PLANNING ORGANIZATION PROCESS BY THE OKLAHOMA DEPARTMENT OF TRANSPORTATION.

1. Memorandum of Understandings have been executed and submitted to Oklahoma Department of Transportation for the Southwest Oklahoma Regional Transportation Planning Organization (SORTPO). This memorandum is to carry out the comprehensive, cooperative and continued efforts of the regional transportation planning process. No complaints concerning the agreement have been raised during the previous year. Therefore, no changes to this agreement are anticipated.
2. SWODA was awarded funding to continue transportation planning through the FFY 2022-2023 funding agreement.
3. The organizational structure for guidance of the SORTPO Regional Transportation Planning Process, as set forth in the Memorandum of Understanding, involves the Council of Governments (COGs) whose membership and responsibilities are detailed in the Planning Work Program (PWP). SORTPO will send to ODOT, the transportation plans, policies, and implementation programs for review and endorsement.
4. In FFY 2022, the SORTPO Policy Board approved transportation planning grants for the cities of Cache, Clinton, Goldsby, and Weatherford.
5. The SORTPO website was updated and maintained.
6. The FFY 2022-2023 Planning Work Program for all participating COGs within SORTPO was compiled and completed and sent to the Oklahoma Department of Transportation.
7. The SORTPO staff in FFY 2022
 - a. submitted a RAISE grant to USDOT for development of a regional multimodal transportation plan,
 - b. collected information to develop regional active living inventory,
 - c. distributed Census 2020 data and information,
 - d. continued work on the regional plan with adoption anticipated in 2022,
 - e. participated in the USBR 66 national bikeway designation stakeholder committee,
 - f. distributed information to local governments, health departments, chamber of commerce and media on the Transportation Alternative Program, and
 - g. planned for a Walkability Summit.
8. Maintained partnership between SORTPO and ODOT.
9. SORTPO hereby certifies that it is carrying out a continuing, cooperative and comprehensive transportation planning process for the area in accordance with the applicable requirements of:



- a. 23 U.S.C.134,49 U.S.C. 5303, and this subpart;
- b. Sections 174 and 176(c) and (d) of the Clean Air Act, as Amended (42 U.S.C. 7504, 7506(c) and (d)) and 40 CFR part 93;
- c. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- d. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity.
- e. Section 1101(b) of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) (Pub. L 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises (DBEs) in USDOT funded projects;
- f. 23 CFR part 230 regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- g. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et. seq.) and 49 CFR parts 27, 37 and 38;
- h. The Older Americans Act, as amended (42 U.S.C. 6101) prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- i. Section 324 of Title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- j. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.
- k. In FFY 2020, emphasis will be in the following areas: Development of the Regional Long-Range Plan, revision of the Public Participation Plan and development of the Limited English Proficiency Plan.

Based upon the enumerations mentioned above, the Oklahoma Department of Transportation and SORTPO declare that the planning process is an effective, ongoing, comprehensive, continuing, cooperative transportation planning process addressing the major issues facing the Regional Transportation Area and is being conducted according to all applicable laws and regulations.

SORTPO ANNUAL JOINT CERTIFICATION STATEMENT

Approved this _____ day of _____, 20____

Southwest Oklahoma Regional Transportation Planning Organization SORTPO:

SORTPO Chairman

Notary Public

My Commission _____ Commission _____
Expires: Number:

OKLAHOMA DEPARTMENT OF TRANSPORTATION

Recommended:

Director of Capital Programs