



Metropolitan Planning Organization

**Fiscal Year 2018**  
**Unified Planning Work Program (UPWP)**  
July 1, 2017 – June 30, 2018

Approved By MPO Policy Board: May 15, 2017

Approved By FHWA and FTA: \_\_\_\_\_

**FRONTIER  
METROPOLITAN  
PLANNING  
ORGANIZATION**

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## FRONTIER METROPOLITAN PLANNING ORGANIZATION

*In Cooperation with:*

The Arkansas State Highway and Transportation Department  
Oklahoma Department of Transportation  
Federal Highway Administration  
Federal Transit Administration

And

The Arkansas Cities of;  
Alma, Barling, Bonanza, Central City, Fort Smith, Greenwood, Kibler, Lavaca, and Van Buren

And

The Oklahoma Towns of;  
Arkoma and Pocola

And

Crawford and Sebastian Counties in Arkansas  
Le Flore and Sequoyah Counties in Oklahoma

And

Western Arkansas Planning and Development District, Inc.  
Fort Smith Transit Department  
Fort Smith Regional Airport  
Fort Smith Chamber of Commerce  
Van Buren Chamber of Commerce  
Western Arkansas Intermodal Transportation Authority

The preparation and publication of this document was financed in part by funds provided by the United States Department of Transportation, Federal Highway Administration, and Federal Transit Administration. The provision of Federal financial assistance should not be construed as denoting U.S. Government approval of plans, policies, programs or projects contained herein.

### **Notice of Nondiscrimination**

The Frontier Metropolitan Planning Organization complies with all civil rights provisions of federal statutes and related authorities that prohibit discrimination in programs and activities receiving federal financial assistance. Therefore, the Frontier MPO does not discriminate on the basis of race, sex, color, or national origin, religion or disability, in the admission, access to and treatment in Frontier programs and activities, as well as the Frontier hiring or employment practices. Complaints of alleged discrimination and inquiries regarding the Frontier MPO's nondiscrimination policies may be directed to Dianne Morrison, Title VI/Title II (ADA/504/508) Coordinator, 1109 S. 16th Street, AR 72901, (479) 785-2651 (Voice/TTY 711) or email [dmorrison@wapdd.org](mailto:dmorrison@wapdd.org). Additional information can be found on our website, [www.frontiermpo.org](http://www.frontiermpo.org). This notice is available in large print, on audiotape and in Braille upon request.

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## **Introduction**

The Unified Planning Work Program (UPWP) is a description of the proposed activities of the Frontier Metropolitan Planning Organization during fiscal year 2018 (July 2017 - June 2018). The program is prepared annually and serves as a basis for requesting Federal planning (PL) funds.

It also serves as a management tool for scheduling, budgeting, and monitoring the planning activities of the participating agencies. This document was prepared by staff from the Metropolitan Planning Organization with assistance from various agencies, including the Arkansas State Highway and Transportation Department, Oklahoma Department of Transportation, the Federal Highway Administration, the Federal Transit Administration, City of Fort Smith Transit Department, and members of the MPO.

## **Overview**

The purpose of the Frontier Metropolitan Planning Organization is to implement the provisions of 23 U.S.C. 134 and 49 U.S.C. 5303, as amended, which set out a national policy in which the Metropolitan Planning Organization (MPO) designated for each urbanized area is to carry out a Continuing, Cooperative, and Comprehensive Multimodal transportation planning process. This process includes the development of a Metropolitan Transportation Plan (MTP) and a Transportation Improvement Program (TIP). The plan and program encourage and promote the safe and efficient management, operation, and development of a surface transportation system that will serve the mobility needs of people and freight, including accessible pedestrian walkways and bicycle transportation facilities, and foster economic growth and development, while minimizing fuel consumption and air pollution. The metropolitan transportation planning process is guided by the planning factors set forth in 23 U.S.C. 134 (h) and 49 U.S.C. 5303 (h).

Transportation projects in the Fort Smith region that receive state and federal funding are identified and shown in the 2040: The New Frontier (Metropolitan Transportation Plan – 20+ year Plan Horizon) and the Frontier 2016 to 2020 Transportation Improvement Program. Selected projects typically include improvements located on State Highways, Fixed Route Transit/Bus Service, Para-Transit/Bus Service, Highway Safety and Maintenance projects, and local projects that include roads, trails, transit, and sidewalk projects.

The Frontier Metropolitan Planning Organization (MPO) is the group of elected and appointed officials responsible for making transportation planning decisions in the MPO study area. The study area is the Fort Smith Urbanized Area and those contiguous areas anticipated to become urbanized within the 20-year planning horizon. In 2011, Frontier MPO was designated as the MPO by the governors of the State of Arkansas and the State of Oklahoma, in agreement with local governments.

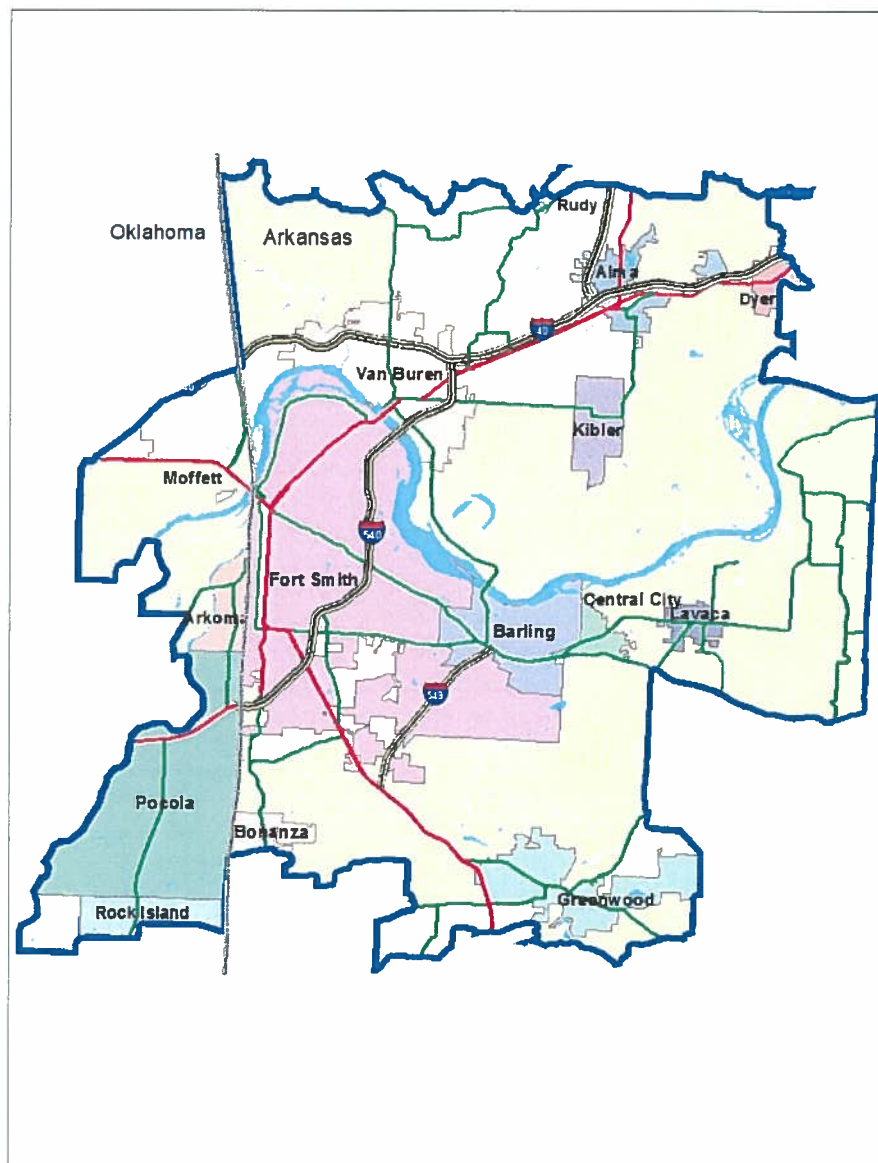
The Western Arkansas Planning and Development District (WAPDD) is the designated fiscal and administrative agent for the Frontier MPO. United States Department of Transportation planning funds (PL) are provided on a reimbursement basis by the Arkansas State Highway and Transportation Department (AHTD) and the Oklahoma Department of Transportation (ODOT) by means of an annual agreement.

### **The major transportation planning work products for FY 2018 include:**

- Staff will continue to monitor the performance and operation of the transportation system through traffic count information, bridge sufficiency rating information, crash rate data, level of service analysis, and other information related to safety, efficiency and capacity.

- Staff will continue to work with Western Arkansas Intermodal Authority (WAIA) to assist with planning to develop an Inland Intermodal Logistics Park in Crawford County.
- Staff will establish and use a performance-based approach to transportation decision making and development of transportation plans as defined under MAP-21 and the FAST Act.
- Coordinate and establish performance targets that address the FAST Act surface transportation performance measures with AHTD, ODOT, and with public transportation providers.
- Staff will develop and identify work tasks associated with the planning emphasis areas.
- Staff will complete Pedestrian and Bicycle Plans for Van Buren and Alma.
- Staff will work with the City of Fort Smith on a downtown traffic and truck study.

### Frontier Metropolitan Planning Area Boundary



## PROJECT #44.21.00 PROGRAM SUPPORT AND ADMINISTRATION

### Activity Line Items:

**Task #1 - General Administration:** Staff will prepare agendas for the Frontier Technical Committee and Policy Board meetings. Staff will respond to individual committee requests, facilitate and/or administer any MPO subcommittees formed during the fiscal year. Staff will assist member jurisdictions with Transportation Alternatives (TA) funding announcements and applications and /or TIGER grant applications.

**Task #2 - Financial Management:** The MPO planning staff, housed at Western Arkansas Planning and Development District (WAPDD), has managed the transportation planning process for over 30 years. Staff will prepare monthly progress reports, payment requests, and year end reports to AHTD and ODOT. Staff will maintain accounts, monitor the budget and report to the MPO Policy Board.

**Task #3 - Program Documents:** Staff will monitor and revise through the appropriate processes the required program documents as needed. These documents include, Public Participation Plan (PPP), FY 2019 Unified Planning Work Program (UPWP) and Memorandums of Understandings (MOU).

**Task #4 - Preparation and Maintenance of Records:** The following activities include: Meeting Minutes, Resolutions, Agreements, Rosters of membership of committees, AHTD and ODOT Claims [Progress Reports-Payment Requests], Performance and Expenditures (P&E) Report and Audited Financial Statements.

**Task #5 - FY 2019 Unified Planning Work Program Preparation (UPWP):** Staff will prepare the FY2019 Unified Planning Work Program which identifies and details all of the transportation planning and programming activities to be undertaken within the Frontier MPO Study Area to include a performance-based approach to transportation decision making and establishing performance targets as defined under FAST Act.

**Task #6 - Training and Conferences:** Staff and MPO members will participate in various training, conferences and educational programs that are relevant to the development of MPO transportation work. Staff will also include training and research regarding performance measures that are being developed by the US DOT, States, and other MPO's. Training may include but not be limited to the following: American Planning Association Conference (APA), TRB Small to Mid-Sized Communities Planning Tools Conference, TRB Annual Conference, Association of Metropolitan Planning Organizations (AMPO) Annual Conference, Geographic Information Systems (GIS) training, Arkansas Chapter of the American Planning Association (AR APA) conferences.

**Task #7 - Title II and Title VI Compliance:** Staff will process complaint forms and review projects for Title VI compliance meeting federal and state reporting requirements. Staff will provide Title VI materials and documentation as requested by ODOT and AHTD.

**Task #8 - Website Development and Maintenance for MPO Operations:** Staff will maintain the Frontier MPO website and enhance the website content. This will include posting meeting notices, agendas, minutes, the Transportation Improvement Program, and Metropolitan Transportation Plan on the website.

**Project 44.21-00– Frontier MPO Program Support and Administration Funding Sources**

Local Match Funds (20%)	\$ 18,126
Federal Funds (80%)	<u>\$ 72,500</u>
Total PL Funds	\$ 90,626

**END PRODUCTS**

**PROJECTED COMPLETION DATES**

Title II and Title VI Reports	Ongoing
P & E Report	September 1, 2017
FY 2019 UPWP	June 1, 2018
Maintain Bylaws for Frontier MPO	Ongoing
Present Transportation Information to Community and Regional Organizations	Ongoing
Administrative Support and Duties	Ongoing

**Cooperating Agencies:** Frontier MPO, AHTD, ODOT, FHWA, FTA and WAPDD

## **Project #44.22.00 General Development and Comprehensive Planning**

### Activity Line Items:

**Task #10 – Technical Assistance to Local Governments:** Work with jurisdictions to further define project priorities, conduct corridor studies, intermodal facility planning, and explore funding options. Staff will assist AHTD, ODOT, counties and cities in utilizing transportation resources by providing information regarding transportation programs. Staff will also assist AHTD, ODOT, cities and counties regarding transportation planning, updating Master Street Plans and transportation planning studies including the Interstate 40 Interchange Feasibility Study in Van Buren.

**Task #11 - Geographic Information Systems (GIS):** Staff will continue to develop the Geographic Information System (GIS) and work on inputting transportation data into the system. This will include traffic count information, bridge sufficiency rating information, crash rate data, level of service, annual listing of obligated projects, and other information related to safety, efficiency and capacity.

**Task #12 - Demographics and Future Projections:** Staff will continue to analyze population, household, and employment data and make growth projections for use in transportation decision making at the local and regional level.

**Task #13 - Mapping and Graphics Support:** Staff will continue to utilize visualization techniques to communicate transportation information to the MPO members and general public.

## **Project #44.22.00 General Development and Comprehensive Planning**

Local Match Funds (20%)	\$ 14,500
Federal Funds (80%)	<u>\$ 58,000</u>
Total Funds	\$ 72,500

### **END PRODUCTS**

GIS Database

Crash Data

### **PROJECTED COMPLETION DATES**

Ongoing

Ongoing

**Cooperating Agencies:** Frontier MPO, WAPDD, AHTD, ODOT, Arkansas State Data Center, local jurisdictions



**Project #44.23.00 Long-Range Transportation Planning**

Activity Line Items:

**Task #20 – Metropolitan Transportation Plan:** Staff will monitor and amend the 2040 Metropolitan Transportation Plan (MTP) as needed.

**Task #21 - Planning Emphasis Areas (PEAs):** The Federal Highway Administration (FHWA) and Federal Transit Administration’s (FTA) Offices of Planning have jointly issued Planning Emphasis Areas (PEAs) for MPOs to identify work tasks associated with planning emphasis areas.

- **MAP-21 and FAST Act Implementation**—Begin transition to Performance Based Planning and Programming
- **Models of Regional Planning Cooperation**—Promote cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning.
- **Ladders of Opportunity**—Promote access to essential services – as part of the transportation planning process and identify transportation connectivity gaps in access to essential services.

**Task #22 - Assistance to Participating Jurisdictions:** Work with jurisdictions to further define project priorities, conduct corridor studies, intermodal facility planning, and explore funding options.

**Project #44.23.00 – Long-Range Transportation Planning**

Local Match Funds (20%)	\$ 7,250
Federal Funds (80%)	<u>\$ 29,000</u>
Total Funds	\$ 36,250

**END PRODUCTS**

**PROJECTED COMPLETION DATES**

2040 MTP Ongoing

**Cooperating Agencies:** Frontier MPO, AHTD, ODOT, Fort Smith Transit, WAIA, WAPDD, Fort Smith Airport, local jurisdictions

## **Project #44.24.00 Short-Range Planning**

Activity Line Items:

**Task #30 - Development of Performance Measures** – Work will begin to develop a performance and outcome-based program as defined under the FAST Act. FHWA and FTA will produce guidance on Performance Measures in the future. Staff will evaluate crash data within the metropolitan planning area. Staff will coordinate with AHTD on the use of the data to meet MAP-21 and FAST Act performance goals, AHTD performance measures and future MPO performance targets to reduce traffic fatalities and serious injuries on all public roads.

**Task #31 – Downtown Fort Smith Traffic and Truck Study**- Staff will work with the City of Fort Smith and the 64.6 Organization to study truck traffic in downtown and create a plan to alleviate thru traffic.

**Task #32 - Transit:** Staff will continue to work with Fort Smith Transit providing technical assistance as they seek to improve transit services in the Fort Smith urbanized area and will monitor and assist public and human service providers in the coordination of transit services.

**Task #33 - Local Pedestrian and Bicycle Plans:** Staff will assist Van Buren and Alma with completion of bicycle and pedestrian plans for each community.

**Task #34 - Freight Plan:** Staff will begin a freight study for the MPO area.

### **Project #44.24.00 – Short-Range Planning**

Local Match Funds (20%)	\$ 29,000
Federal Funds (80%)	<u>\$116,000</u>
Total Funds	\$145,000

#### **END PRODUCTS**

#### **PROJECTED COMPLETION DATES**

Van Buren and Alma pedestrian and bicycle plans	January 2018
Frontier MPO Freight Plan	Ongoing
Performance Measures	Ongoing
Downtown Fort Smith Traffic and Truck Study	June 2018

**Cooperating Agencies:** Frontier MPO, Fort Smith Transit, ODOT, AHTD, FHWA, WAPDD, and local jurisdictions.

**Project #44.25.00 Transportation Improvement Program (TIP)**

Activity Line Items:

**Task #40 - 2019-2022 TIP:** Staff will work with AHTD and Fort Smith Transit and member jurisdictions to monitor the 2018-2021 TIP and develop the 2019-2022 TIP.

**Task #41 - ODOT TIP:** Staff will work with ODOT to develop 2017-2020 TIP.

**Task #42 – ALOP:** An Annual Listing of Obligated Projects (ALOP) for which Federal highway and transit funds have been obligated will be published on the Frontier MPO website.

**Project #44.25.00 - Transportation Improvement Program (TIP)**

Local Match Funds (20%)	\$ 3,624
Federal Funds (80%)	<u>\$ 14,500</u>
Total Funds	\$ 18,124

**END PRODUCTS**

**PROJECTED COMPLETION DATES**

Annual Listing of Obligated Projects	December 31, 2017
2019-2022 TIP	June 1, 2018
ODOT TIP	Ongoing

**Cooperating Agencies:** Frontier MPO, ODOT, AHTD, WAPDD, Fort Smith Transit and local jurisdictions

**Project #44.27.00 Other Activities FTA 5307 METROPOLITAN PLANNING (Contractual Project)**

Activity Line Items:

**Task #50 – Transit Performance Measures:** Implementation of FAST Act performance-based planning and programming to implement the state and transit agencies performance targets after they have been developed.

**Task #51 – Ridership Surveys:** Staff will continue annual ridership satisfaction surveys.

**Task #52 – DBE and Title VI Public Participation:** Community outreach through public participation meetings in an effort to receive input on FY 2018 – 2020 Disadvantaged Business and Small Business Program and Title VI Program.

**Task #53 – SAFE Ride Transportation Study:** Research and study other communities and conduct survey in regards to the implementation of a SAFE Ride Transportation Program.

**Project #44.27.00 – Other Activities FTA 5307 METROPOLITAN PLANNING (Contractual Project)**

Local Match Funds (20%)	\$ 6,250
Federal Funds (80%)	\$ <u>25,000</u>
Total Funds	\$ 31,250

**END PRODUCTS**

**PROJECTED COMPLETION DATES**

Performance-based Planning and Programming State and Local Transit Performance Targets	Ongoing
Ridership Satisfaction Surveys	December 2017
DBE and Title VI Public Participation	August 2017
SAFE Ride Transportation Study	December 2017

**Cooperating Agencies:** Frontier MPO, Fort Smith Transit, WAPDD, local jurisdictions, AHTD, and FTA

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Table 1 FY 2018 UPWP: Arkansas Funding Sources						
Project	DESCRIPTION	PL FUNDS	LOCAL FUNDS	TOTAL FUNDS	% PER TASK	
44.21.00	Program Support and Administration	\$63,750	\$15,938	\$79,688	25%	
44.22.00	General Development and Comprehensive Planning	\$51,000	\$12,750	\$63,750	20%	
44.23.00	Long-Range Transportation Planning	\$25,500	\$6,375	\$31,875	10%	
44.24.00	Short-Range Planning	\$102,000	\$25,500	\$127,500	40%	
44.25.00	Transportation Improvement Program	\$12,750	\$3,187	\$15,937	5%	
<b>Total PL and Local Funds</b>		<b>\$255,000</b>	<b>\$63,750</b>	<b>\$318,750</b>	<b>100%</b>	

Table 2 FY 2018: Arkansas Funding Sources   Non-PL FUNDING FTA 5307- Metropolitan Planning Contractual Project						
DESCRIPTION		FTA 5307 FUNDS	PL FUNDS	LOCAL FUNDS	TOTAL FUNDS	% PER TASK
44.27.00	Transit - 5307 Metropolitan Planning	\$25,000	\$0	\$6,250	\$31,250	N/A

Table 3 FY 2018 UPWP: Oklahoma Funding Sources						
Project	DESCRIPTION	PL FUNDS	LOCAL FUNDS	TOTAL FUNDS	% PER TASK	
44.21.00	Program Support and Administration	\$8,750	\$2,188	\$10,938	25%	
44.22.00	General Development and Comprehensive Planning	\$7,000	\$1,750	\$8,750	20%	
44.23.00	Long-Range Transportation Planning	\$3,500	\$875	\$4,375	10%	
44.24.00	Short-Range Planning	\$14,000	\$3,500	\$17,500	40%	
44.25.00	Transportation Improvement Program	\$1,750	\$437	\$2,187	5%	
<b>Total PL and Local Funds</b>		<b>\$35,000</b>	<b>\$8,750</b>	<b>\$43,750</b>	<b>100%</b>	

Financial Budget Summary cont'd..

**Table 4**  
**FY 2018 UPWP: Arkansas and Oklahoma PL Funding Sources**

Project	DESCRIPTION	PL FUNDS	LOCAL FUNDS	TOTAL FUNDS	% PER TASK
44.21.00	Program Support and Administration	\$72,500	\$18,126	\$90,626	25%
44.22.00	General Development and Comprehensive Planning	\$58,000	\$14,500	\$72,500	20%
44.23.00	Long-Range Transportation Planning	\$29,000	\$7,250	\$36,250	10%
44.24.00	Short-Range Planning	\$116,000	\$29,000	\$145,000	40%
44.25.00	Transportation Improvement Program	\$14,500	\$3,624	\$18,124	5%
<b>Total PL and Local Funds</b>		<b>\$290,000</b>	<b>\$72,500</b>	<b>\$362,500</b>	<b>100%</b>

**Table 5**  
**FY 2018 UPWP: Arkansas and Oklahoma PL Funding Sources**  
 Grand Total Including: FTA 5307 Funding Sources  
 Estimate for July 1, 2017 to June 30, 2018

DESCRIPTION	PL AHTD	PL ODOT	PL LOCAL	PL TOTAL	FTA-5307 TOTAL	GRAND TOTAL
Personnel-Direct Labor	\$101,240	\$12,929	\$28,542	\$142,711	\$12,930	\$155,641
Release Time & Fringe-Provisional Rate Base (65.94%)	\$66,760	\$8,525	\$18,821	\$94,106	\$8,525	\$102,631
Travel & Meeting Expense	\$10,000	\$2,500	\$3,125	\$15,625	\$1,250	\$16,875
Contractual Services	\$5,000	\$2,000	\$1,750	\$8,750	\$250	\$9,000
Equipment	\$1,500	\$500	\$500	\$2,500	\$0	\$2,500
Supplies (Expendible Items) Cellphone, Postage, Printing and Other Direct Costs	\$7,500	\$500	\$2,000	\$10,000	\$250	\$10,250
Indirect Costs-Provisional Rate Base (37.50%)	\$63,000	\$8,046	\$17,762	\$88,808	\$8,045	\$96,853
<b>Total PL, FTA, and Local Funds</b>	<b>\$255,000</b>	<b>\$35,000</b>	<b>\$72,500</b>	<b>\$362,500</b>	<b>\$31,250</b>	<b>\$393,750</b>

## RESOLUTION 17-1

### FRONTIER METROPOLITAN PLANNING ORGANIZATION

#### RESOLUTION ADOPTING THE FISCAL YEAR 2018 UNIFIED PLANNING WORK PROGRAM (UPWP) FOR THE FRONTIER METROPOLITAN PLANNING ORGANIZATION

**WHEREAS**, the Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) and the Fixing America's Surface Transportation (FAST) Act requires transportation plans and programs for metropolitan areas be developed through a continuing, cooperative and comprehensive transportation planning process carried out by the metropolitan planning organization in concert with the state and transit operators; and

**WHEREAS**, The Frontier MPO is the officially designated metropolitan planning organization (MPO) for the Fort Smith/Van Buren metropolitan area in Arkansas and Oklahoma; and

**WHEREAS**, the Frontier MPO Fiscal Year 2018 Unified Planning Work Program (UPWP) identifies the transportation planning activities to be undertaken in the Fort Smith metropolitan area during the FY 2018 UPWP beginning July 1, 2017 and ending June 30, 2018; and

**WHEREAS**, the Frontier MPO Technical Committee has reviewed the FY 2018 UPWP and recommends approval and adoption of the document by the Frontier MPO Policy Board; and

**WHEREAS**, copies of the Frontier MPO FY 2018 UPWP have been made available for public comment on the MPO's website and offices in accordance with the Frontier MPO Public Participation Plan,

**WHEREAS**, The FY 2018 UPWP was prepared with FY 2017 funding levels and the FY 2018 UPWP will be administratively amended at the time funding levels are provided by AHTD and ODOT.

**NOW, THEREFORE, BE IT RESOLVED**, that the Frontier Metropolitan Planning Organization Policy Board hereby approves and adopts the Frontier MPO FY 2018 Unified Planning Work Program.

**Adopted: May 15, 2017**



Mayor Keith Greene, City of Alma  
Vice-Chairman, Frontier MPO

Attest:



Dianne Morrison, AICP  
Frontier MPO Director