

Franklin County Metropolitan Planning Organization Unified Planning Work Program

FRANKLIN COUNTY METROPOLITAN PLANNING ORGANIZATION

Fiscal Year 2022-2024

Actions and Procedures



Adopted November 18, 2021

VOTING MEMBERS:

Samuel Cressler (Chairperson), Jason Stains (Vice-Chairperson), Allen Coffman, Brad Graham, Carrie Gray, David Keller, John Flannery, Robert Ziobrowski, David Mackley, Meribeth Raves, Nathan Walker, Beth Nidam

EX-OFFICIO MEMBERS:

Senator Robert P. Casey, Jr., Ronnique Bishop (FHWA), Representative Johnathan D. Hershey, Senator John Joyce, Representative Rob Kauffman, Senator Doug Mastriano, Matthew Mullenax (HEPMPO), Representative Paul Schemel, Senator Patrick J. Toomey, Representative Jesse Topper, and Senator Judy Ward.

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Introduction

The Unified Planning Work Program (UPWP) for the Franklin County Metropolitan Planning Organization (FCMPO or MPO) is the formal document that outlines transportation planning activities for Franklin County effective July 1, 2022, through June 30, 2024. The FCMPO is housed under the Franklin County Planning Department and staff oversees the functions of the MPO. It is the responsibility of the FCMPO, in collaboration with the Pennsylvania Department of Transportation (PennDOT), Federal Highway Administration (FHWA), and other relevant agencies, to accomplish these federally-mandated goals using continuing, cooperative, and comprehensive planning strategies—or the “3C transportation planning process.”

In 2013, Franklin County’s Rural Planning Organization, originally established in 2009, transitioned to a Metropolitan Planning Organization when the Chambersburg Urbanized area exceeded a population of 50,000. The MPO serves twenty-two (22) municipalities within Franklin County, covering 773 square miles of area. Although a portion of the Hagerstown Urbanized Area resides in Franklin County, there is a Memorandum of Understanding between FCMPO and the Hagerstown Eastern/Panhandle Metropolitan Planning Organization (HEPMPO) that designates the FCMPO as the primary planning agency for these portions.

The MPO’s decision-making is governed by the Policy Board and Technical Advisory Committee (TAC). The Policy Board takes formal action on the use of federal funds for transportation system improvements. The TAC makes recommendations for the action to the Policy Board after analyzing plans and studies for adoption. In addition to the Policy Board and TAC, FCMPO creates sub-committees as needed to address specific transportation-related issues.

Accomplishments

During the 2020-2022 UPWP, the FCMPO accomplished several goals. In May 2020, the Public Participation Plan was updated and a Title VI Plan was adopted. Highway Performance Monitoring System (HPMS) Sampling was completed each fall by MPO staff and submitted to PennDOT. In February 2021, the MPO designated Michael Baker International as the on-call consultant for the MPO. Since then, Michael Baker has worked with the MPO to update the Coordinated Human Services Transportation Plan, begin the Long Range Transportation Plan update, and completed a Bike Alignment Study on US Bicycle Route Designations. The MPO also incorporate virtual public involvement (VPI) in all its meetings as a result of the 2020 COVID-19 Pandemic. This was well received by the TAC, Policy Board, and other stakeholders. The MPO will continue to use VPI in all its meetings when appropriate.

Vision and Priorities for 2022-2024

During the 2022-2024 UPWP, FCMPO has a vision of collaborative efforts between the MPO, PennDOT, local municipalities, neighboring MPOs, and stakeholders. Throughout the UPWP document, the 2018 LRTP goals will be referenced to ensure planning consistency throughout all MPO efforts and highlight which goals are being utilized. The primary focus areas proposed for the FY 2022-2024 UPWP include:

- Collaboration with neighboring MPO’s and PennDOT
- Road Safety Audits (Year 2)
- Mobility Studies (As Needed)
- Bicycle and Pedestrian Policy Plan Research (Year 1 and Year 2, as needed)

Committee Structures and Agency Responsibility

The FCMPO has the responsibility as an MPO to ensure that the transportation planning process is carried out in accordance with federal and state regulations. The MPO Policy Board and TAC are made up of voting members and ex-officio/non-voting members. They are led by Chairpersons and Vice-Chairpersons, each designated by an election from the voting membership.

The FCMPO Policy Board consists of thirteen (13) voting members representing the following agencies:

- Three (3) Votes – County Board of Commissioners
- One (1) Vote – PennDOT District 8-0, District Executive
- One (1) Vote – PennDOT Central Office Representative
- Two (2) Votes – Current member of Township governing body that is located within the County
- Two (2) Votes - Current member of a Borough governing body that is located within the County
- One (1) Vote – Economic Development representative that is located in the County
- One (1) Vote – Bicycle and Pedestrian representative that is located in the County
- One (1) Vote – Transit community representative that is located in the County
- One (1) Vote – At-large representative that is located in the County

A Technical Advisory Committee (TAC) was established on July 15, 2020. The TAC met for the first time on October 15, 2020. The TAC consists of eleven (11) voting members representing the following agencies:

- One (1) Vote - Franklin County, Director, Franklin County Planning Department
- One (1) Vote - PennDOT District 8-0, District Executive Representative
- One (1) Vote - PennDOT Central Office Representative
- Two (2) Votes - Municipal Borough Representative
- Two (2) Votes - Municipal Township Representative
- One (1) Vote - Bike/Pedestrian Representative
- One (1) Vote – Franklin County Bridge Representative
- One (1) Vote – Community Organization Representative
- One (1) Vote – Transit Agency with operations in Franklin County

A TIP sub-committee was formed for the 2021-2024 TIP update and was responsible for evaluating projects for the upcoming TIP and providing technical input to the project selection. The group met on January 29, 2020, and was composed of PennDOT, County, municipal, and transit representatives.

- A. *Federal Highway Administration (FHWA) and Federal Transit Administration (FTA)*
PennDOT serves as the primary intermediary between FCMPO and FHWA/FTA in the administration of funds, policies, and regulations. The federal transportation agencies provide overall guidance to PennDOT and FCMPO.
- B. *Pennsylvania Department of Transportation (PennDOT)*
FCMPO works cooperatively with the Pennsylvania Department of Transportation (PennDOT) in carrying out all its transportation and air quality planning activities. PennDOT representatives serve on all transportation-related committees. PennDOT is responsible for many activities that affect the metropolitan planning process. It is charged with the development of a Statewide Long-Range Plan (STIP), which will include the Long Range Transportation Plan (LRTP) developed by FCMPO. PennDOT also develops a Statewide Transportation Improvement Program (STIP) that must embody the Transportation Improvement Program (TIP) developed and approved by FCMPO for Franklin County. Accordingly, PennDOT participates actively in the process by

which projects are prioritized and included in FCMPO's TIP. PennDOT also serves as the primary intermediary between FCMPO and federal transportation agencies: Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and Federal Aviation Administration (FAA).

C. Transit Operator

The primary provider of local public transportation in Franklin County is Central Pennsylvania Transportation Authority, *dba rabbittransit*. Community members rely on rabbittransit each day to get to work, medical facilities, school, and other life-sustaining activities. It carries out most of the transit planning activities in the FCMPO.

Federal Planning Factors

The federal Fixing America's Surface Transportation (FAST) Act (Public Law No. 114-94), and federal metropolitan planning regulations from the FAST Act, specify the roles and responsibilities of MPOs. The FAST Act identifies ten planning factors that must be considered in the metropolitan planning process, which YAMPO has incorporated into their Long Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), and Public Participation Plan (PPP) among others. Additionally, The U.S. Department of Transportation (USDOT), Federal Highway Administration must certify that a Continuing, Comprehensive and Cooperative ("3C") planning process is being carried out on all transportation projects receiving federal funding. Planning activities identified in this UPWP and other MPO documents strive to incorporate these planning factors, which include:

1. Support the economic vitality of the region, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility options available for people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient transportation system management and operations;
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation; and
10. Enhance travel and tourism.

Pennsylvania Planning Findings

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) complete a joint review of Pennsylvania's Statewide Transportation Improvement Program (STIP) that is updated every two years. In September 2018, the FHWA and FTA approved the Pennsylvania FFY 2019-2022 STIP, which included the individual TIP for the YAMPO. Based on their joint review, the FHWA and FTA also issued a STIP Planning Finding, which is designed to ensure that the STIP and TIPs are developed according to Statewide and metropolitan transportation planning processes consistent with required statutory and regulatory planning provisions. The STIP Planning Finding highlights what works well and what needs improvement in a Statewide or metropolitan transportation planning process.

The FFY 2019-2022 STIP Planning Finding identified one Corrective Action: all MPOs must develop an Annual Listing of Obligated Projects for which Federal funds have been obligated in the previous year in accordance with 23 CFR 450.334. The FFY 2019-2022 STIP identified the following recommendations:

1. Adapt existing planning processes for meeting new federal requirements for Performance-Based Planning and Programming.
2. Revamp PennDOT's Planning Priorities Letter for ensuring that Unified Planning Work Programs are customized, collaborative, and focused on deliverables/tasks.
3. MPOs should begin the process of updating their Long Range Transportation Plan (LRTP) at least 30 months in advance of the adoption deadline. Planning Partners should schedule a meeting with PennDOT District(s), PennDOT Program Center, and FHWA to discuss the methodology, work tasks, budget, and schedule for the LRTP update process – the PennDOT and FHWA staff should actively participate in the LRTP update. LRTPs need to ensure that investment decisions are performance-driven and outcome-based.
4. Develop a Work Group and Action Plan describing how the FFY 2019 STIP Planning Findings will be considered and/or achieved.
5. Continue to expand membership in the State Freight Work Group, including private stakeholders, and encourage the Freight Work Group to serve in an advisory role per the guidance in 49 USC 70201.
6. Incorporate Transit Asset Management performance targets and performance-based plans into MPO TIPs.
7. Reference in MPO TIPs any federal transit funds that are used for capital projects on the Keystone Corridor commuter rail service.

Environmental Justice

The FCMPO is required to maintain and update a program of activities to address Environmental Justice and Title VI regulations, to prevent or mitigate adverse impacts to areas with concentrations of low income and minority populations. Concentrations of low income and minority households have been identified and mapped based on the U.S. Census American Community Survey data. In development of the 2021-2024 Transportation Improvement Program (TIP), the Franklin County MPO conducted an Environmental Justice Benefits and Burdens analysis. A distributive geographic analysis was conducted to identify the locations and concentrations of minority, low-income and other Traditionally Underserved Populations (TUP). The MPO analyzes the data to determine how well the benefits and burdens generated by the LRTP, TYP, and TIP projects are balanced between areas with high concentrations of minority and low-income populations, and all other areas of the FCMPO region. Existing techniques will be refined, and new techniques developed on an ongoing basis to improve analyses and communication between citizens, agencies, and the MPO. A Title VI Policy and Public Participation Plan were adopted in 2020 to facilitate access to the information and services provided by the MPO.

Overview of Current Planning Activities

Long Range Transportation Plan (LRTP)

A main responsibility of the Franklin County MPO is to prepare a Long Range Transportation Plan (LRTP) that covers a minimum twenty-year horizon. The LRTP is one of the key products of the planning process and addresses the state and federal requirements that are the responsibility of the MPO as the organization authorized to carry out the transportation planning process.

The 2018 LRTP was adopted on November 14, 2018, by the MPO Policy Board. The 2023 LRTP planning process began on July 1, 2021, with consultant Michael Baker International. Anticipated adoption is for spring 2023.

Transportation Improvement Program

A second primary responsibility of the MPO is to approve funding for highway, bridge, transit, and other transportation projects, through the adoption of a short-range Transportation Improvement Program (TIP). The TIP includes federal funds and state capital funds for specific projects over a four-year period, within specified limits of financial constraint. To be on the TIP, projects must also be consistent with the adopted LRTP. The MPO works closely with PennDOT to develop and adopt the TIP, which is updated every two years. The MPO is currently operating under the 2021-2024 TIP. The list of projects on the TIP is identical to the First Four Year segment of the Commonwealth of Pennsylvania's Twelve Year Program (TYP), which was developed at the same time as the TIP and adopted by the State Transportation Commission.

Public Participation Plan

The Franklin County MPO's Public Participation Plan was updated on May 20, 2020. The plan guides the FCMPO's efforts to offer early, continuous, and meaningful opportunities for the public to help identify social, economic, and environmental impacts of proposed transportation policies, projects, and initiatives.

Title VI Plan

The MPO adopted its first Title VI Plan on May 20, 2020. The plan facilitates access to the information and services provided by the Franklin County MPO.

Coordinated Human Services Transportation Plan

The purpose of this plan is to help improve transportation services for persons with disabilities, older adults, and individuals with lower incomes in Franklin County through a better-coordinated transportation system. The MPO updated the 2007 plan in 2021.

Supporting Partners' Planning Activities

Listed below are primary studies/plans that MPO staff will monitor or participate in during FY 2022-24 in addition to other studies that are relevant to the region but not yet identified.

- South Central Model
- 81 Improvement Strategy
- State Twelve Year Plan
- PA Turnpike Long Range Transportation Plan

Plan/Activity Milestones

The below table reflects the milestone dates for major planning documents, requirements, and/or core activities that are addressed by the Franklin County MPO.

| Plan/Activity | Current | Next | |
|--|-------------------------|---|------------------------|
| | Adoption/ Completion | Required Adoption | Targeted Completion |
| Unified Planning Work Program (UPWP) | November 20, 2019 | January 2022 | November 18, 2021 |
| Long Range Transportation Plan (LRTP) | November 14, 2018 | Every 5 years | May 2023 |
| Transportation Improvement Program (TIP) | July 15, 2020 | July 2022 | May 2022 |
| Public Participation Plan (PPP) | May 20, 2020 | As needed | |
| Coordinated Public Transit Plan | November 18, 2021 | As needed | |
| Environmental Justice Evaluation of Benefits & Burdens | July 2020 | July 2022 | May 2022 |
| Safety Performance Measures (PM-1) | February 2021 | Annually | February 2022 |
| Pavement and Bridge Performance Measures (PM-2) | February 2021 | 2 Years | February 2023 |
| System Performance Measures (PM-3) | February 2021 | 4 Years | February 2025 |
| Title VI Policy & Procedures | May 20, 2020 | As needed | |
| Air Quality Conformity Report | July 15, 2020 | 2 Years | May 2022 |
| Annual List of Federally Obligated Projects | December 2020 | Annually per timeline established by 23 CFR 450.334 | |
| Functional Classification Revisions | 2016 | As needed | |
| FHWA/FTA/MPO Self Certification | July 2020 | 2 Years | May 2022 |

Work Program Development

As part of the STIP planning findings, greater collaboration and participation with PennDOT and FHWA were recommended for the development of future UPWPs. In response to this directive, FCMPO staff met with FHWA and PennDOT Central Office staff and communicated with PennDOT District 8-0 staff regarding the specifics of upcoming work program activity. The goal of this outreach was not only to elicit guidance from the various stakeholders but it was also intended to be a platform for the stakeholders to learn more about their role in the planning process.

The primary responsible party for the effective administration of this UPWP is the staff of the Franklin County Planning Department. They will oversee the daily operations associated with the projects, plans, and programs set forth within this document. Guidance, technical support, and expertise are all provided by PennDOT in the Center of Program Development and Management as well as the District. PennDOT works to support the Planning Partner and the MPO to ensure that all federal and state regulations and mandates are adhered to. Both FHWA and PennDOT had input into the creation of this UPWP and are therefore cognizant of the ambitions and objectives identified by the Franklin County Planning Department. They will continue to serve in an advisory role during the UPWP implementation. Additional support with data analysis and collection may be provided by either additional staff or the use of consultant services.

Task I — Program Administration

This task is primarily focused upon the facilitation of all data analysis, planning, programming, or other supplemental activities that further the goals, objectives, or outcomes of the transportation planning process. Historically, this task has been used for activities such as advertising, invoicing, procurement, etc. This UPWP will also include organization and task-tracking initiatives created with the intention of improving communication and project delivery as well as providing detailed documentation of the planning process.

Objectives

- Provide technical assistance to the MPO Policy Board, TAC, and subcommittees
- Create and distribute materials (meeting minutes, notifications, agendas, packets, schedules, documents, etc.) for meetings.
- Maintain tracking list of projects for the MPO Board;
- Conduct correspondence on behalf of the MPO
- Submit purchase orders for equipment and supplies to ensure efficiency in MPO activities;
- Attend workshops, conferences, and training sessions to facilitate the planning process and provide staff with the necessary education to maintain and acquire professional certifications;
- Attend and participate in Statewide Planning Partners meetings, committees, and training opportunities for various District and statewide issues that may occur.
- Purchase new and update existing software. Address new requirements for monitoring contractors and sub-recipients, allowable costs, etc. as detailed in OMB Super Circular, effective December 26, 2014;
- Purchase and update equipment to enable capable record and reference storage;
- Maintaining and updating the MPO's website
- Submit progress reports and invoices to PennDOT's Programming center no later than 30 days following a reporting period. Amend budget tables as needed.
- Work with the Franklin County Fiscal Department to address invoicing and budgetary needs;
- Develop the FY 2024-2026 UPWP;
- Process amendments and budget revisions to the adopted UPWP as necessary;
- Provide general information, technical assistance, and coordination to municipalities, PennDOT, transportation providers, the general public, and other MPOs;
- Ensure compliance with laws and regulations as it pertains to advertising public meetings and documents for public comment.
- Utilize the strategies for public outreach and communications as described in the updated 2020 Public Participation Plan.
- Inform stakeholders of formulation and implementation of department plans or programs.
- Broaden relationships within the various communities to ensure that MPO is diversifying its outreach initiatives and improving upon Environmental Justice activities. Facilitate incorporation of these populations within the planning and programming process, including minority, English as a Second Language speakers or Limited English Proficiency (LEP) individuals, and low-income groups. As needed, procure LEP services within the confines of the UPWP agreement and state procurement guidelines
- Ensure consistency and coordination between the upcoming Long Range Transportation Plan and County Comprehensive Plan updates
- Attendance and participation on the Susquehanna Regional Transportation Partnership (SRTTP) Board, the Transportation Demand Management (TDM organization for Central Pennsylvania

Deliverables

- Meeting packets distributed on a quarterly basis, or as needed (i.e. agenda, minutes, supplemental information)

- Continued participation on relevant boards, committees, and regional projects
- Progress reports and quarterly reimbursement invoices to PennDOT Program Center submitted on a quarterly basis, at a minimum
- Advertisements that comply with the standard regulations for all public meetings or public comment periods
- Purchase orders for relevant equipment and supplies
- Continue to update the MPO website content and documents for transparency

Responsible Agency: Franklin County MPO Staff

Estimated Cost:

| Agency | Year 1 | Year 2 |
|---|--------------------|--------------------|
| Federal Highway Administration | \$66,000.00 | \$66,000.00 |
| Pennsylvania Department of Transportation | \$6,300.00 | \$6,300.00 |
| Local | \$10,200.00 | \$10,200.00 |
| TOTAL | \$82,500.00 | \$82,500.00 |

Goals and Planning Factors Supported by this Task:

Federal Planning Factors: 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10.

County LRTP Goals: Economic Growth, Safety & Security, Personal & Freight Mobility, Land Use & Environment, Asset Management

Task II—Transportation Data Collection and Analysis

This task is devoted to quantitative methods of evaluation and the effective communication of those results. With the emergence and growing emphasis on Performance-Based Planning Priorities (PBPP), these objectives ensure that the FCMPO is focusing intelligently and effectively. Because of the limited resources of this department, many of these goals and initiatives will rely on consolidated resources potentially from consultants, PennDOT, or Planning Partners. This task will also involve the planning department's role in regional consideration of land-use changes on the transportation network, including multimodal, freight, and interstate components.

Objectives

- Review proposed TIP projects to ensure sustainable practices, flood resiliency, and improved emergency preparedness
- Participate in required PennDOT Transportation Impact Studies (TIS) and Highway Occupancy Permits (HOPs) to ensure planned development is coordinated with sound land use/ transportation linkages/economic development, and that all transportation modes have been adequately considered.
- Monitor and evaluate procedures for collecting statistical data, including public meeting participation, and review new regional census data.
- Confer with PennDOT as a primary data provider to assist FCMPO in project prioritization and delivery.
- Continue and expand the development of inventories of non-motorized transportation routes.
- Expand and improve Environmental Justice (EJ) activities to ensure all interests are represented in the region's planning and programming processes.
- Expand tools for limited English proficiency (LEP) population
- Utilize the County GIS Department as needed for visual representations to accurately convey data.
- Participate and invite local partners to participate in equal opportunity, non-discrimination, and Disadvantaged Business Enterprises (DBE) training offered by PennDOT, FHWA, and FTA.
- Participate in conversations regarding interstate infrastructural improvement needs in conjunction with local governments, private developers, and Franklin County Area Development Corporation.
- Continue to identify and evaluate freight needs and issues to address municipal concerns with congestion and roadway capacity.
- Explore reviewing current functional classifications and recommend changes after the results of the U.S. Census results are aggregated.
- Employ consultant for assistance with projects consistent with this task as needed.
- Provide guidance to local officials regarding project priorities and the impact of "smart transportation" in their planning efforts.

Deliverables

- Compile data as needed and share findings with public entities, municipalities, stakeholders, etc. as needed
- TIS Scoping Reviews
- Traffic counts for Franklin County municipalities on an as requested basis

Responsible Agency: Franklin County MPO Staff

Estimated Cost:

| Agency | Year 1 | Year 2 |
|---|--------------------|--------------------|
| Federal Highway Administration | \$22,000.00 | \$22,000.00 |
| Pennsylvania Department of Transportation | \$2,100.00 | \$2,100.00 |
| Local | \$3,400.00 | \$3,400.00 |
| TOTAL | \$27,500.00 | \$27,500.00 |

Goals and Planning Factors Supported by this Task:

Federal Planning Factors: 1, 2, 3, 4, 6, 7, 8, and 9.

County LRTP Goals: Safety & Security, Personal & Freight Mobility, Land Use & Environment, and Asset Management

Task III - Plans, Programs, and Project Delivery

This task will be the implementation of planning priorities and initiatives set forth by the FCMPO Policy Board. In addition to the routine or cyclical planning activities associated with maintenance of the Transportation Improvement Program (TIP) and Long Range Transportation Plan (LRTP), the department will be looking at modernizing and creating other transportation-related planning documents to fit the desires expressed by stakeholders and representatives of the community. In the process of completing these plans, essential elements of planning such as land use/transportation/economic development linkages and the impact on Environmental Justice populations will be taken into consideration.

A. Bicycle and Pedestrian Efforts

- a. Coordinate with municipalities and stakeholders to provide technical assistance with Bicycle and Pedestrian efforts as requested in Year 1 or Year 2.
- b. More Americans with Disabilities (ADA) community representation on bike/pedestrian committees if formed, MPO Policy Board, and the Technical Advisory Committee.

B. Transportation Improvement Program (TIP)

The Transportation Improvement Program (TIP) will be maintained and updated. The current Twelve Year Program (TYP) will be monitored to ensure consistency with the 2018 LRTP and upcoming 2023 LRTP. The update for the FY 2025-2028 will begin in Year 2 of this UPWP. Project implementation dates will be monitored and revised as needed. Modifications to the TIP will necessarily comply with the administrative procedures adopted under the federal surface transportation planning regulations.

- a. Coordinate with District 8-0 and the department to finalize and adopt the FFY 2025-2028 TIP and submit all required information per the TIP Checklist in Year Two.
- b. Assist with the modification and amendment of the 2023-2026 TIP.

C. Long Range Transportation Plan

- a. Adopt the 2023-2048 Long Range Transportation Plan with performance measures that will support progress towards the adopted targets and Air Quality Conformity in Year Two.

D. Annual List of Obligated Reports

- a. Develop and publish the Annual List of Obligated Reports no later than ninety (90) calendar days following the end of the program year with PennDOT Central Office and rabbittransit.

E. PennDOT Connects

- a. Work with PennDOT District 8-0 through the PennDOT Connects initiative to ensure the successful implementation of programs and projects throughout the project development process.
- b. Continue to work with PennDOT to ensure all regional problems are documented within the PennDOT Connects system.
- c. Prepare and/or participate in project needs studies for transportation problems identified for further study by the MPO or PennDOT. Work with PennDOT and the environmental resource agencies to gain acceptance for the completion of needs studies as part of the planning process.
- d. Participate with PennDOT District 8-0 to pilot any identified PennDOT Connects initiatives.

F. Other

- a. Participate in regional planning efforts around Traffic Systems Management and Operations (TSMO), Highway Safety Improvement Program (HSIP), freight movement, non-motorized modes of transportation, and other initiatives.
- b. Congestion Management Process (CMP): Incorporate the results of a Travel Demand Model into a CMP and prepare a report on congestion as appropriate and as needed. The FCMPO will participate in South Central Regional Travel Demand Model and incorporate the results into a CMP as needed in Year 1 or Year 2.
- c. Coordinate with the State Transportation Commission (STC) to ensure that information and feedback at the regional and state level is being incorporated into the planning process.
- d. Participate in data-driven safety planning activities using the Network Screening Tool to better consider safety in the selection and prioritization of highway and transit projects.
- e. Communicate with municipalities regarding local projects or local federal-aid system candidates.
- f. Utilize the findings of the I-81 Improvement Strategy in the development of the next TIP cycle.
- g. Continue coordination of the Franklin County Comprehensive Plan with the Long Range Transportation Plan to identify and plan intermodal projects. Ensure that the update of the Franklin County Comprehensive Plan is consistent with the 2022-2024 UPWP Tasks.
- h. Meet with PennDOT and local municipalities to identify candidate projects that can be completed in the short-term (1 to 3 years) with TIP funds, County Maintenance Funds, Liquid Fuels Funds, Agility agreements, PIB loans, private funding, etc. Work with PennDOT to identify and support sustainable sources of revenue.
- i. Partner with PennDOT in developing strategies to advance, modify, or implement plans and projects that exceed existing fiscal constraint-based upon cash flow.

- j. Monitor projects to ensure timely movement through the preliminary engineering, final design, ROW/Utility, and construction phases, in accordance with TIP funding timelines.
- k. Provide technical and advisory support for funding applications, feasibility and planning studies, RFPs, and construction guidelines for multimodal projects in the region.

Deliverables

- Conduct at least one safety-related study through the implementation of the UPWP in year two (Year 2).
- Mobility Study (As needed, Year 1 or Year 2).
- Regional Coordinated Human Services Transportation Plan if need arises (Year 2).
- Analyze the need of County Bicycle and Pedestrian Efforts (As needed - Year 1 and 2).
- Promote PennDOT Connects events and resources.
- Participate in community planning initiatives to improve I-81.
- Provide 2025 TIP Draft to MPO
- Long Range Transportation Plan

Responsible Agency: Franklin County MPO Staff

Estimated Cost:

| Agency | Year 1 | Year 2 |
|---|---------------------|---------------------|
| Federal Highway Administration | \$132,000.00 | \$132,000.00 |
| Pennsylvania Department of Transportation | \$12,600.00 | \$12,600.00 |
| Local | \$20,400.00 | \$20,400.00 |
| TOTAL *cash or in-kind services | \$165,000.00 | \$165,000.00 |

Goals and Planning Factors Supported by this Task:

Federal Planning Factors: 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10.

County LRTP Goals: Economic Growth, Safety & Security, Personal & Freight Mobility, Land Use & Environment, Asset Management

Task IV - Local Technical Assistance Program (LTAP)

The PennDOT Local Technical Assistance Program (LTAP) is a way to provide training, technical assistance, and other useful transportation-related information. This training is provided to municipal staff and officials by sharing PennDOT expertise and technology. This initiative will include the formulation of a priorities list and plans for training based on municipal feedback. Through this program, the FCMPO relieves municipalities of any administrative or coordinating responsibilities and provides relevant training programs at no cost to the local government.

1. Seek input from municipalities into which training needs are a priority.
2. Coordinate dates, location, and times to schedule training.
3. Administer the training, including logistics of location, registration, room setup, etc.
4. Combine efforts with PennDOT Connects initiatives if applicable.
5. Promote LTAP activities through distribution of emails, brochures, newsletters, phone calls, etc. as appropriate

Deliverables

- Outreach to municipalities through email, newsletters, brochures, etc.
- Pair LTAP with PennDOT Connects applications when appropriate
- Hosting in-person LTAP meetings at County facilities when interest is shown and is appropriate

Responsible Agency: Franklin County MPO Staff

Estimated Cost

| Agency | Year 1 | Year 2 |
|---|-------------------|-------------------|
| Federal Highway Administration | \$5,000.00 | \$5,000.00 |
| Pennsylvania Department of Transportation | \$0.00 | \$0.00 |
| Local | \$0.00 | \$0.00 |
| TOTAL *cash or in-kind services | \$5,000.00 | \$5,000.00 |

Goals and Planning Factors Supported by this Task

Federal Planning Factors: 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10.

County LRTP Goals: Safety & Security, Personal & Freight Mobility, Land Use & Environment, Asset Management

Exhibit A

2022-2024 UPWP Stakeholder Outreach Table

| Date | Method of Contact | Name of Person and Organization | Comments |
|--------------------|--------------------------|---|---|
| August 19, 2021 | In Person | Franklin County MPO Policy Board Members | None |
| August 19, 2021 | In Person | Franklin County Council of Government | None |
| August 20, 2021 | Email | Franklin County MPO Policy Board Members | None |
| August 31, 2021 | Email | Beth Nidam, rabbitransit | <p>Further the development of public transit in Franklin County and/or explore traditional vs. non-traditional transit options.</p> <p>Promote progress for public transit needs within Franklin County. Work more closely with our other agencies to meet the needs of our community.</p> |
| September 7, 2021 | Virtual Meeting | PennDOT Central Office and District 8-0 | Reviewed draft document. Supportive of tasks and provided guidance for draft changes. |
| September 8, 2021 | Email | Matt Boyer, Commuter Services of Pennsylvania | <p>Partnership between Franklin County and SRTP is biggest priority. Continued participation by the Franklin County MPO and Franklin County Planning on the SRTP board of directors.</p> <p>Enhanced cooperation and networking between SRTP, Franklin County Planning and the Chambersburg Chamber of Commerce to assist with sharing of Commuter Services educational materials and commuter assistance information to regional businesses and potential employer/community partners.</p> |
| September 8, 2021 | Virtual Meeting | Ronnique Bishop, FHWA | Incorporate virtual public outreach, mention impacts from 2020 census, functional classification should line up with the census results, add Environmental Justice section to narrative |
| September 21, 2021 | Virtual Meeting | PennDOT Central Office | Review of budget tables and offered guidance on questions and concerns |

UPWP Development Timeline

August 1 - 20, 2021

- Meetings and email exchanges with MPO Policy Board and Stakeholders soliciting input for task prioritization
- Work on introduction and background information

August 23 - September 3, 2021

- Targeted outreach to transit providers
- Created tasks and deliverables

September 6 and 7, 2021

- UPWP draft discussed PennDOT Central Office and FHWA via virtual meeting
- Sept. 6 - Meeting with Central Office and District 8-0 to review priorities
- Sept. 7 - Meeting with FHWA to review priorities

September 8 - 24, 2021

- Finalized draft document
- Sept. 21 - met with PennDOT to discuss budget tables and receive guidance

September 28, 2021

A draft 2022-2024 UPWP was submitted to FHWA and PennDOT for review.

October 8, 2021

An advertisement ran on October 8th in the Record-Herald to publicize the 30-day public comment period and UPWP adoption on November 18, 2021, at the MPO Policy Board meeting.

Adoption

November 18, 2021 at the Franklin County MPO Policy Board Meeting

A copy of the draft UPWP was sent to the TAC, Policy Board, and stakeholders for comment on October 8th.

Submission

Before January 31, 2022, MPO staff will submit the final UPWP packet to the PennDOT and FHWA

EXHIBIT C
BUDGET SUMMARY - (FY 2022-2023)

Federal ID # 23-6003024

| UPWP TASK | % of UPWP | TOTAL PROGRAM | HIGHWAY | | | TRANSIT | |
|--|-------------|----------------------|-------------------------------|---------------------|---------------------|-----------------------|--------------------|
| | | | FEDERAL (PL) | STATE (MLF) | LOCAL | FEDERAL (MPP) | LOCAL |
| I. Program Administration | 30% | \$ 82,500.00 | \$ 49,500.00 | \$ 6,300.00 | \$ 6,075.00 | \$ 16,500.00 | \$ 4,125.00 |
| II. Data Collection, Analysis and Asset Management | 10% | \$ 27,500.00 | \$ 16,500.00 | \$ 2,100.00 | \$ 2,025.00 | \$ 5,500.00 | \$ 1,375.00 |
| III. Plans, Program, and Project Delivery | 60% | \$ 165,000.00 | \$ 99,000.00 | \$ 12,600.00 | \$ 12,150.00 | \$ 33,000.00 | \$ 8,250.00 |
| 2022-2023 PROGRAM TOTAL | 100% | \$ 275,000.00 | \$ 165,000.00 | \$ 21,000.00 | \$ 20,250.00 | \$ 55,000.00 | \$13,750.00 |
| | | | 80% | 10.1818% | 9.8182% | 80% | 20% |
| | | | FEDERAL HIGHWAY TOTAL: | | | TRANSIT TOTAL: | |
| | | | \$ 206,250.00 | | | \$ 68,750.00 | |

| UPWP TASK | % of UPWP | TOTAL PROGRAM | HIGHWAY | | | TRANSIT | |
|--------------------------------|-------------|----------------------|-------------------------------|-------------|-------------|-----------------------|---------------|
| | | | FEDERAL (PL) | STATE (MLF) | LOCAL | FEDERAL (MPP) | LOCAL |
| IV. LTAP | 100% | \$5,000.00 | \$5,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 2022-2023 PROGRAM TOTAL | 100% | \$ 280,000.00 | \$ - | \$ - | \$ - | \$ - | \$0.00 |
| | | | FEDERAL HIGHWAY TOTAL: | | | TRANSIT TOTAL: | |
| | | | \$ 5,000.00 | | | \$0.00 | |

| | |
|---|---------------------|
| 2022-2023 FEDERAL HIGHWAY TOTAL: | \$225,000.00 |
| 2022-2023 LOCAL TOTAL: | \$34,000.00 |

EXHIBIT D
BUDGET SUMMARY - (FY 2023-2024)

Federal ID # 23-6003024

| UPWP TASK | % of UPWP | TOTAL PROGRAM | HIGHWAY | | | TRANSIT | |
|--|-------------|----------------------|----------------------|---------------------|---------------------|------------------------------------|---------------------|
| | | | FEDERAL (PL) | STATE (MLF) | LOCAL | FEDERAL (MPP) | LOCAL |
| I. Program Administration | 30% | \$ 82,500.00 | \$ 49,500.00 | \$ 6,300.00 | \$ 6,075.00 | \$ 16,500.00 | \$ 4,125.00 |
| II. Data Collection, Analysis and Asset Management | 10% | \$ 27,500.00 | \$ 16,500.00 | \$ 2,100.00 | \$ 2,025.00 | \$ 5,500.00 | \$ 1,375.00 |
| III. Plans, Program, and Project Delivery | 60% | \$ 165,000.00 | \$ 99,000.00 | \$ 12,600.00 | \$ 12,150.00 | \$ 33,000.00 | \$ 8,250.00 |
| 2023-2024 PROGRAM TOTAL | 100% | \$ 275,000.00 | \$ 165,000.00 | \$ 21,000.00 | \$ 20,250.00 | \$ 55,000.00 | \$ 13,750.00 |
| | | | 80% | 10.1818% | 9.8182% | 80% | 20% |
| FEDERAL HIGHWAY TOTAL: | | | \$ 206,250.00 | | | TRANSIT TOTAL: \$ 68,750.00 | |

| UPWP TASK | % of UPWP | TOTAL PROGRAM | HIGHWAY | | | TRANSIT | |
|--------------------------------|-------------|----------------------|--------------------|-------------|-------------|-------------------------------|----------------|
| | | | FEDERAL (PL) | STATE (MLF) | LOCAL | FEDERAL (MPP) | LOCAL |
| IV. LTAP | 100% | \$5,000.00 | \$5,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 2023-2024 PROGRAM TOTAL | 100% | \$ 280,000.00 | \$ - | \$ - | \$ - | \$ - | \$ 0.00 |
| FEDERAL HIGHWAY TOTAL: | | | \$ 5,000.00 | | | TRANSIT TOTAL: \$ 0.00 | |

| | |
|---|---------------------|
| 2023-2024 FEDERAL HIGHWAY TOTAL: | \$225,000.00 |
| 2023-2024 LOCAL TOTAL: | \$34,000.00 |

EXHIBIT E
BUDGET SUMMARY - UPWP (FY 2022-2024)

Federal ID # 23-6003024

| UPWP TASK | % of UPWP | TOTAL PROGRAM | HIGHWAY | | | TRANSIT | |
|--|-------------|----------------------|----------------------|---------------------|---------------------|-------------------------------------|---------------------|
| | | | FEDERAL (PL) | STATE (MLF) | LOCAL | FEDERAL (MPP) | LOCAL |
| I. Program Administration | 30% | \$ 165,000.00 | \$ 99,000.00 | \$ 12,600.00 | \$ 12,150.00 | \$ 33,000.00 | \$ 8,250.00 |
| II. Data Collection, Analysis and Asset Management | 10% | \$ 55,000.00 | \$ 33,000.00 | \$ 4,200.00 | \$ 4,050.00 | \$ 11,000.00 | \$ 2,750.00 |
| III. Plans, Program, and Project Delivery | 60% | \$ 330,000.00 | \$ 198,000.00 | \$ 25,200.00 | \$ 24,300.00 | \$ 66,000.00 | \$ 16,500.00 |
| 2022-2024 PROGRAM TOTAL | 100% | \$ 550,000.00 | \$ 330,000.00 | \$ 42,000.00 | \$ 40,500.00 | \$ 110,000.00 | \$ 27,500.00 |
| | | | 80% | 10.1818% | 9.8182% | 80% | 20% |
| FEDERAL HIGHWAY TOTAL: | | | \$ 412,500.00 | | | TRANSIT TOTAL: \$ 137,500.00 | |

| UPWP TASK | % of UPWP | TOTAL PROGRAM | HIGHWAY | | | TRANSIT | |
|--------------------------------|-------------|---------------------|--------------------|-------------|--------|------------------------------|--------|
| | | | FEDERAL (PL) | STATE (MLF) | LOCAL | FEDERAL (MPP) | LOCAL |
| IV. LTAP | 100% | \$10,000.00 | \$10,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 2022-2024 PROGRAM TOTAL | 100% | \$560,000.00 | | | | | |
| FEDERAL HIGHWAY TOTAL: | | | \$10,000.00 | | | TRANSIT TOTAL: \$0.00 | |

| | |
|--------------------------------------|---------------------|
| 2022-2024 UPWP FEDERAL TOTAL: | \$450,000.00 |
| 2022-2024 UPWP LOCAL TOTAL: | \$68,000.00 |
| 2022-2024 UPWP BUDGET TOTAL: | \$560,000.00 |

Exhibit F

PUBLIC NOTICE

Notice is hereby given that the Franklin County Metropolitan Planning Organization (FCMPO) has released a draft of the 2022-2024 Unified Planning Work Program (UPWP) for public comment for 30 days beginning October 8, 2021. The plan will be considered for adoption at the MPO meeting on November 18, 2021, which will be held in the Franklin County Administration Building located at 272 N 2nd Street, Chambersburg, PA. The draft plans are available to review on the Planning Department portion of the Franklin County website. The documents are also available for review at the Franklin County Planning Department located at 272 N 2nd Street in Chambersburg, PA.

FCMPO is committed to comply with the nondiscrimination requirements of the Title VI of the Civil Rights Act of 1964 and related statutes and regulations prohibiting discrimination in all programs and activities. All locations for meetings open to the public will be accessible to persons with disabilities and reachable by public transit. FCMPO assures that no person shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination on the grounds of race, color, national origin, religion, or sex, as provided by Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987 (P.L. 100.259).

With advance notification, accommodations may be provided at any meeting open to the public for those with special needs related to language, speech, sight, or hearing. If you have a request for a special need, wish to file a complaint, or desire additional information, please contact the FCMPO at (717) 261-3855 or planning@franklincountypa.gov.