UNIFIED PLANNING WORK PROGRAM

FISCAL YEAR 2021

FOR THE
CONTINUING TRANSPORTATION PLANNING PROCESS
OF THE
MACON AREA TRANSPORTATION STUDY

PREPARED BY
THE MACON-BIBB COUNTY PLANNING & ZONING COMMISSION
KEN NORTH, TRANSPORTATION PLANNER

PREPARED IN COOPERATION WITH
THE GEORGIA DEPARTMENT OF TRANSPORTATION, THE FEDERAL HIGHWAY ADMINISTRATION, AND THE FEDERAL TRANSIT ADMINISTRATION

ADMINISTRATIVE MODIFICATION DATE: August 21, 2020 – See Work Task 1.50 and Work Task 4.14 for Details

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A RESOLUTION OF THE MACON AREA TRANSPORTATION STUDY POLICY COMMITTEE ADOPTING THE FISCAL YEAR 2021 UNIFIED PLANNING WORK PROGRAM

WHEREAS, it is the objective of the Macon Area Transportation Study, hereinafter referred to as MATS, to maintain a comprehensive transportation planning process which results in plans and programs consistent with comprehensively planned development of the urbanized area;

WHEREAS, the Unified Planning Work Program (UPWP) is an annual element of the MATS process which outlines the transportation related and other planning projects to be undertaken during the forthcoming fiscal year; and

WHEREAS, the Technical Coordinating Committee and the Citizens Advisory Committee reviewed the draft UPWP and recommend that the MATS Policy Committee, assembled on this 5th day of February, adopt the Fiscal Year 2021 Unified Planning Work Program;

NOW THEREFORE BE IT RESOLVED that the MATS Policy Committee hereby approves the adoption of the Fiscal Year 2021 Unified Planning Work Program.

Adopted by the MATS Policy Committee on the 5th day of February, 2020.

By: Robert A.B. Reichert
MATS Policy Chairman

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INTRODUCTION

What Is The UPWP?

In all metropolitan regions of more than 50,000 persons, the Metropolitan Planning Organization (MPO) is responsible for the development of a Unified Planning Work Program (UPWP), in cooperation with federal, state and local officials. The UPWP is an instrument for coordinating transportation and comprehensive planning in the metropolitan region to broaden MPO awareness of activities and plans that impact surface transportation.

Why Do We Do The UPWP?

A UPWP is done by the MPO because it is required by federal law. Title 23 of The Code of Federal Regulation Part 450 Sub part C 450.308 stipulates:

"MPO(s) in cooperation with the State(s) and public transportation operator(s) shall develop a unified planning work program (UPWP) that includes a discussion of the planning priorities facing the Metropolitan Planning Area (MPA). The UPWP shall identify work proposed for the next one or two year period by major activity and task in sufficient detail to indicate who will perform the work, the schedule for completing the work, the resulting products, the proposed funding by activity/task, and a summary of the total amounts and sources of federal and matching funds."

By law, an MPO is a policy board comprised of local elected officials. Representatives from local governments and transportation agencies serve on MPOs and perform the seven core functions that follow:

1. Establish a setting for effective decision making – Develop and manage settings for effective regional decision making in the metropolitan area.
2. Identify and evaluate transportation improvement options – Develop options and use planning methods to evaluate if those options support the criteria
3. Prepare and maintain a Metropolitan Transportation Plan – Develop and update an LRTP covering a 20 year planning horizon
4. Develop a Transportation Improvement Program – Develop a four year program of transportation improvements developed from the LRTP
5. Identify performance measures targets and monitor if projects are meeting their target – MPOs should establish targets that address performance measures in regards to transportation
6. Involve the public – The general public should be involved in regards to decision making
7. Air Quality Planning - This is a core function for MPOs that are in nonattainment

Your Local MPO

The Macon Area Transportation Study has been designated as the MPO for the Macon urbanized area and is supported through joint resolution and adopted bylaws of the local governments of Macon-Bibb County, Monroe County and Jones County through a Memorandum of Understanding (MOU) that was approved on June 17, 2015. A map of the MPO region is provided on page 9. The implementation of the Unified Planning Work Program is the responsibility of the MPO utilizing the staff of the Macon-Bibb County Planning & Zoning Commission.

The Commission staff works with the Macon Area Transportation Study Committee structure composed of a Policy Committee consisting of local and state officials, a Technical Coordinating Committee consisting of government department heads and technical staff involved in transportation, and a Citizen Advisory Committee consisting of interested citizens. These committees were established as part of the MOU and meet a minimum of four times a year generally in February, April, August and November; however, special called meetings are occasionally held. Citizen participation is also encouraged through the public participation process which provides opportunities for input into various planning tasks and project review. All planning documents are readily available to the public through the use of printed materials, newsletters and the Planning & Zoning web site.

This document represents the FY 2021 Unified Planning Work Program for the Macon Area Transportation Study (MATS). It describes the transportation planning tasks and studies that will be conducted by the staff of the Macon-Bibb County Planning & Zoning Commission from July 1, 2020 to June 30, 2021 utilizing FHWA-PL and FTA 5303 planning funds.

The MPO is involved in the maintenance of the MATS 2040 Long Range Transportation Plan (LRTP). One of the elements of the Long Range Transportation Plan is the development of goals and objectives which were adopted after considerable public input. This UPWP will guide the transportation planning process of the MPO toward those goals and objectives but is specifically intended to identify planning activities that will occur during the 2021 fiscal year. This represents the continuation of the MATS transportation planning process that will concentrate on developing the information, data, and studies that are necessary to maintain a viable and effective transportation plan.

FY 2021 Priorities

In FY 2021 one of the most important work tasks is to update, maintain and implement the Long Range Transportation Plan (LRTP) for 2040. The LRTP will implement the FAST Act requirements regarding performance based planning and programming which is a part of the Planning Emphasis Areas (PEAs). The LRTP will include the collection of socio-economic data as well as projections for employment and housing growth. In addition, projected land uses and major corridors of development will be discussed. There will also be elements of the plan that will be updated concerning streets & highways, transit, bike/ped facilities, aviation, rail, freight movement and safety. One of the important areas in the LRTP is transportation connectivity in order to provide a more efficient transportation network. The TIP document is a subset of the LRTP and programs projects into a four year capital improvement plan. The TIP will update the major thoroughfare plan that will promote interconnection, safety and efficiency.

Finally, the issue of public involvement in the development of the LRTP is very important. The guidelines contained in the MATS Public Participation Plan will be followed in the update of the LRTP and TIP. These guidelines will allow for increased community participation in the comprehensive transportation planning process. In FY 2021, the MPO will utilize public participation techniques such as the development of newsletters, updating the MPO website, and public meetings. In addition, the MPO will seek out and consider the needs of those groups that are traditionally underserved such as low income and minority households as part of the public involvement process for the LRTP.

Planning Factors

The Fixing America's Surface Transportation Act (FAST Act) was signed into law on December 4, 2015 as Public Law 114-04 and authorized funding for federal surface transportation programs. The FAST Act maintains the current program structures and funding shares between highways and transit. The Metropolitan Planning Organizations (MPO) are required to provide for consideration of projects and strategies that will serve to advance eleven transportation planning factors identified under the federal legislation as follows :

1. Support economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;

2. Increase the safety of the transportation system for

motorized and non- motorized users;

3. Increase the security of the transportation system for motorized and non-motorized users;

4. Increase the accessibility and mobility options available to people and for freight;

5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns

6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;

7. Promote efficient system management and operation; and

8. Emphasize the preservation of the existing transportation system.

9. Improve transportation system resiliency and reliability and reduce the stormwater impacts of surface transportation.

10. Enhance travel and tourism

The planning factors are addressed in the UPWP by the work program tasks in FY 2021 as shown in the table on the following page.

MPO Planning Factors

Task #	1. Economic	2. Safety	3. Security	4. Accessibility & Mobility	5.Environmemt & Energy	6. Multi-modal Connectivity	7. Management & Operations	8 .Preserve Existing System	9. Improve system resiliency &reliability & stormwater impact	10. Enhance travel & tourism
FHWA 1.11 MATS	X	X	X	X	X	X	X	X	X	X
FHWA 1.30 Training/Dev.					X	X	X		X	
FHWA 2.10 Community Outreach	X	X	X	X	X	X	X	X	X	X
FHWA 3.20 Transp./ Land Use	X	X	X	X	X	X	X	X	X	X
FHWA 4.11 LRTP	X	X	X	X	X	X	X	X	X	X
FHWA 4.12 TIP	X	X	X	X	X	X	X	X	X	X
FHWA 4.13 Special Studies	X	X	X	X	X	X	X	X	X	X
FTA 1.31 Transit/Dev.		X	X	X	X	X	X		X	X
FTA 1.50 Contracts	X						X			
FTA 1.60 UPWP	X	X	X	X	X	X	X	X	X	X
FTA 2.20 EJ/Title VI	X	X		X	X	X	X	X	X	
FTA 4.14 Special Transit Projects	X			X	X	X	X	X	X	X
FTA 4.20 Transit/Para-transit	X	X	X	X	X	X	X	X	X	X

The matrix on the preceding page demonstrates how each work task addresses the ten planning factors. As an example, the MATS Program work task (FHWA 1.11) supports economic vitality because it provides technical and administrative support for the transportation planning process in order to make it more efficient and productive. This work task also increases the safety of the transportation system through the use of traffic and land use model data. Furthermore, the Transportation Improvement Plan (FHWA 4.12) increases the security of the transportation system by programming projects for all modes of travel that have been prioritized by the MATS Committees. The Long Range Transportation Plan Update (FHWA 4.11) increases mobility & accessibility options, protects the environment and promotes connectivity because it examines different transportation modes and evaluates the impact of projects regarding land use, economic, historical, and environmental factors and the coordination of these factors. Finally, the Special Transit Studies task (FTA 4.14) helps to promote efficient system management and emphasizes preservation of the system by assessing the feasibility of possible transit route extensions.

Planning Emphasis Areas

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have introduced the three Planning Emphasis Areas (PEA) that should be included as part of the UPWP. These three areas are 1) FAST Act Implementation which include performance based planning and programming 2) Models of Regional Planning Cooperation and 3) Access to Essential Services. For the MPO, these items promote a transition to performance based planning. The Macon MPO is involved in various projects that support these important emphasis areas. These three emphasis areas are discussed in more detail below.

1. Implementation of the FAST Act – The Macon MPO began to introduce performance based planning with the development and adoption of the 2040 LRTP. The FAST Act requirements were integrated into the 2040 LRTP Update to develop a plan that provides for consideration and implementation of projects and strategies. The Macon MPO is also in the process of updating the UPWP as part of the FAST Act implementation. The individual work tasks in the UPWP have been evaluated to determine if they address the planning factors established by the FAST Act regulations. In FY 2020, the LRTP update work task will continue to implement the FAST Act guidelines regarding performance based planning. This will include the development of work performance measures in coordination with Georgia D.O.T. and FHWA. Specifically, detailed performance measures and activities will be devised as part of the LRTP update process.

2. Models of Regional Planning Cooperation – The Macon MPO coordinates Planning on a regional basis as part of its work program. The Macon MPO collaborates with the Middle Georgia Regional Commission and Georgia D.O.T. on regional transportation needs through the MATS program. There is also coordination with the local governments of Jones County and Monroe County as part of the Memorandum of Understanding (MOU) for MATS. In addition, the

MPO staff collaborates on other transportation planning programs including the Rural Humans Services Transportation Advisory Committee, the Age Friendly Council, the Macon-Bibb Road Improvement Program and the Macon Transit Authority. The MPO staff also works with other organizations that promote land use, transportation and economic development such as the College Hill Corridor, Newtown Macon and the Greater Macon Chamber of Commerce. In FY 2020, the MATS Program Coordination task will continue to coordinate the transportation planning process of the MPO with other federal, state, and local agencies. This will include coordination with the Warner Robins MPO and the Middle Georgia Regional Commission. Also as part of the Contracts and Grants work task, the MPO will prepare, process and monitor grant activities for FHWA PL funds and FTA grants.

3. Access to Essential Services – The Macon MPO is dedicated to improving the connectivity of the transportation network and to establishing a multimodal system. The 2040 LRTP Update introduced methods to enhance the expansion and connectivity of the transportation network between different modes for people and freight. Future improvements for the transportation system were presented for multimodal sources of transportation such as bicycles, pedestrian sidewalks and transit service were also discussed. The MPO will continue to evaluate planning in this area to establish more specific measures. In FY 2021, the Transit/Paratransit Planning work task will continue to support the improvement of public transit services in Macon-Bibb Co. The MPO staff will provide planning and technical assistance to update the transit facility plan, as well as providing route mapping, graphic and GIS services for the public transit agency. In addition, the Special Transit /Multimodal Studies work task will provide technical and planning assistance as needed to examine possible route and service extension for the public transit system. Furthermore, the Macon MPO will perform an environmental justice analysis. Finally, the Macon MPO will seek out and consider the needs of those groups who are traditionally underserved by the existing transportation system, such as low-income and minority households and provide access to essential services as well. These groups sometimes face challenges accessing employment and other services. All Title VI & Environmental Justice requirements will be complied with to ensure that services are available to all members of the public.

Your UPWP

The Macon-Bibb County Planning & Zoning Commission receives federal funding for both highway and transit planning. The Georgia Department of Transportation and the Macon Transit Authority are active partners in the planning process and also receive federal transportation funding. The Federal Highway Administration, Federal Transit Administration and other local agencies in Bibb County participate in the process as well.

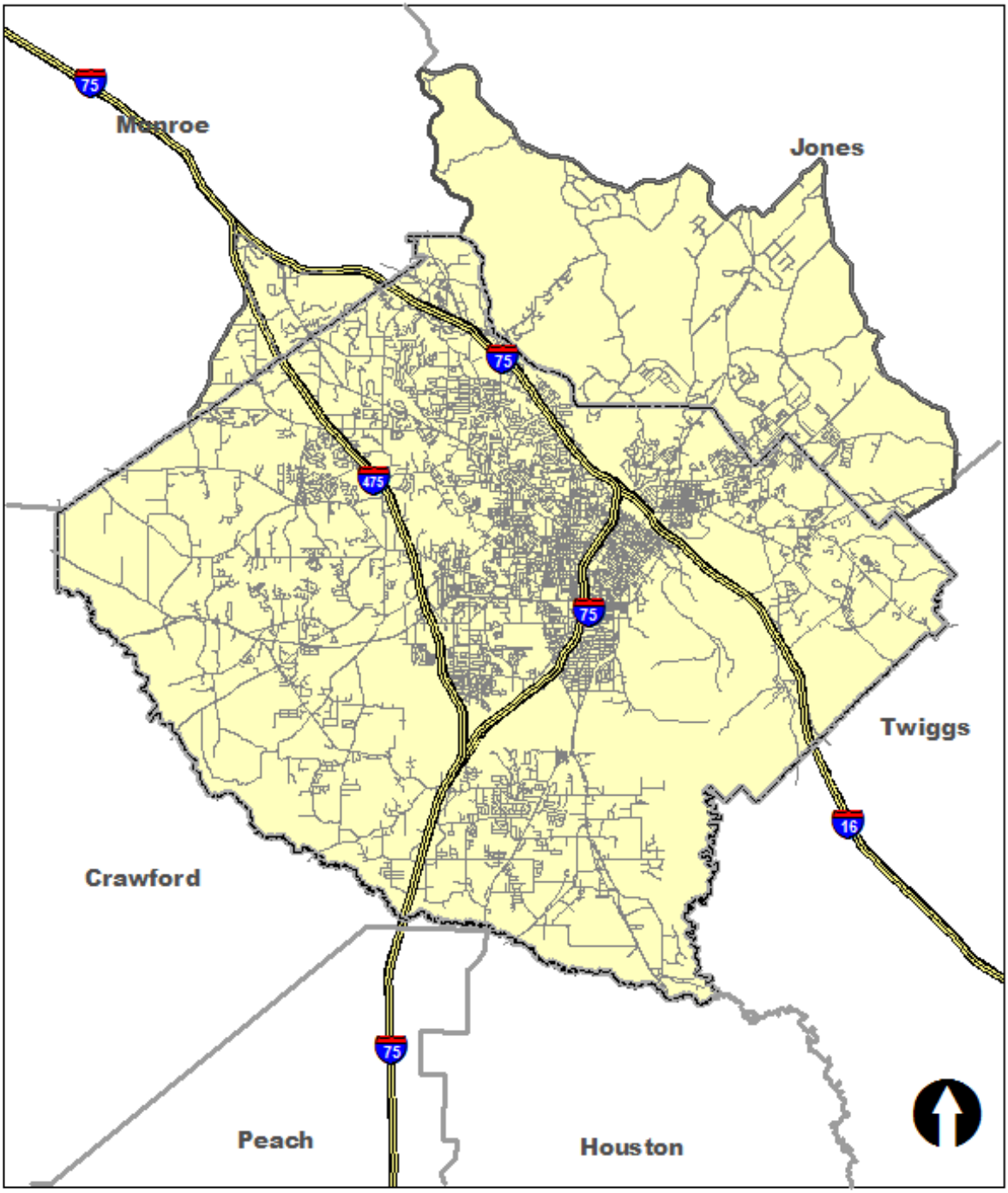
The Fiscal Year 2021 UPWP contains some features that were put in place to; 1) address accounting requirements requested from the Georgia Department of Transportation's Intermodal Programs Division and 2) formatting features that add greater clarity in helping the reader distinguish between planning activities that are new from those that may be ongoing tasks from a previous year.

In terms of accounting requirements, an **Activity Line Item** number (ALI) has been added to the headings of each category heading that is funded by the Federal Transit Administration (FTA). The ALI is sandwiched between the task category and the description of the sub-element associated with that task category. In terms of formatting changes, the planning activities that are new are depicted in italicized font.

This document breaks down the UPWP into four task categories that will be undertaken by the staff throughout the fiscal year. The task categories are the following:

1. Program Support & Administration,
2. Public Involvement,
3. Data Collection,
4. System Planning, and
5. Transit Planning

Macon Area Transportation Study MPO Region



TASK CATEGORY ONE: Program Support & Administration

Task - Program Support & Administration
Sub-Element - 1.11 MATS Program Coordination

Purpose: To provide technical and administrative support for the transportation planning process and coordinate the activities of the MPO with Macon-Bibb County, Jones County, Monroe County, GDOT, FHWA, and FTA.

Previous Work: Administrative and technical support was provided for the transportation planning process. Tasks included administering all aspects of the Policy, Technical, and Citizen's Advisory Committees.

FY 2021 Activities: This task focuses on the staff support functions of the MPO. This involves administering all aspects of the Policy, Technical, and Citizen's Advisory Committees. Records of the MATS and other meetings will be maintained, as well as completion of any administrative reports required by Georgia Dept. of Transportation. Staff will also represent the MPO at other transportation related meetings and gather information and data necessary for the planning process not described elsewhere in the UPWP.

Resulting Product: Ongoing coordination of meetings held at least quarterly, meeting minutes, and other administrative reports as needed.

Transportation Related Planning Activities

Organization	Activities
MBP&Z Macon Transit Authority	MATS committee meetings, coordination.
GDOT, FHWA and FTA Clean Air Coalition Clean Cities Coalition	Preconstruction and concept meetings;

Target Start and End Dates: This task will be completed by June 30, 2021

Lead Agency: Macon-Bibb County Planning & Zoning Commission

Funding Source	Amount
FHWA – PL	$ 53,101
STATE – PL	
LOCAL	$ 13,275
FHWA (SPR)	
STATE (SPR)	
TOTAL	$ 66,376

Task – Program Support & Administration
Sub-Element - 1.30 Training / Professional Development

Purpose: To maintain professional competency in transportation planning and enhance the technical capacity of the Planning Staff.

Previous Work: In previous years the MPO staff has actively participated in training resources provided by professional organizations such as the American Planning Association, Georgia Planning Association, Institute of Transportation Engineers, Transportation Research Board (TRB), the Association of Metropolitan Planning Organizations (AMPO, and the affiliated Georgia Sub chapter GAMPO), and the Urban & Regional Information Systems Association (URISA) .

FY 2021 Activities: The MPO staff will attend transportation and planning related meetings, seminars, conferences, training and work shops that will be offered by GDOT, FHWA, ITE, APA, GPA, GAMPO, TRB, and URISA which will improve technical capabilities and enhance professional development. Out of state travel may be required. The MPO will continue their membership in AMPO and GAMPO.

Resulting Product: Enhanced staff capabilities; training materials and resources.

Transportation Related Planning Activities

Organization	Activities

Target Start and End Dates: This task will be completed by June 30, 2021

Lead Agency: Macon-Bibb County Planning & Zoning Commission

Funding Source	Amount
FHWA – PL	$ 31,653
STATE – PL	
LOCAL	$ 7,913
FHWA (SPR)	
STATE (SPR)	
TOTAL	$ 39,566

TASK CATEGORY TWO: Public Involvement

Task – Public Involvement
Sub-Element – 2.10 Community Outreach & Education

Purpose: To provide information to assist the community in understanding the transportation planning process and to maintain a community outreach and education program for the general public in regards to the planning process.

Previous Work: The activities involved in this task have included the development of a new Public Participation Plan, quarterly newsletters, information dissemination to the public, and maintenance/updating of the MATS website. As part of the most recent LRTP update, public outreach meetings were held, newspaper and television interviews were conducted, e-newsletters were sent out and social media was utilized.

FY 2021 Activities: As part of this activity, the MPO staff will be educating and providing information to the public through the use of quarterly newsletters, meetings and the website. The MPO website will be constantly updated and maintained for dissemination of information and data related to transportation planning issues. The MATS Public Participation Plan will also continued to be monitored and updated if needed as part of this activity. In addition, the Macon MPO is introducing performance based planning & programming measures and there will be public outreach meetings that will be conducted. The public will be notified about the safety performance management measures that have been adopted.

Resulting Product: Quarterly newsletters, a maintained and updated website, a revised public participation plan (if needed), general public information meetings, and education.

Transportation Related Planning Activities

Organization	Activities
GDOT	Coordination of public outreach activities

Target Start and End Dates: This task will be completed by June 30, 2021.

Lead Agency: Macon-Bibb County Planning & Zoning Commission

Funding Source	Amount
FHWA – PL	$ 20,956
STATE – PL	
LOCAL	$ 5,239
FHWA (SPR)	
STATE (SPR)	
TOTAL	$ 26,194

TASK CATEGORY THREE: Data Collection

Task – Data Collection
Sub-Element – 3.20 Transportation Systems / Land Use Monitoring

Purpose: To maintain the transportation resource database and land use data, provide technical assistance to MPO partners through the use of local traffic and land use model data (where it exists), and to analyze travel demand impacts of development trends and proposals to the transportation network.

Previous Work: Previous work included the ongoing updating of TAZ, census tracts, and land use GIS databases.This information was included in the LRTP Update for FY 2018.

FY 2021 Activities: This is an ongoing task to coordinate, track, and plan for land use activities in the community with the goal of better coordination with transportation needs within the MPO area. The MPO staff will study and analyze development trends; track and update land use activity for the GIS database; and review land use changes for integration into the MPO's transportation plans. Work may also include updates to the LRTP involving monitoring existing conditions and forecasting future population & employment growth, projecting land uses and identifying major growth corridors. As a special FY 2021 activity under this task, MPO staff will also assist on activities related to the U.S. Census, as requested by other authorized Federal, State and/or Local partner organizations. Finally, the MPO staff will identify areas comprised of groups who are traditionally underserved by the existing transportation system, such as low income and minority households, older adults and individuals with disabilities. Data collection and mapping activities will be done in order to identify environmental justice communities.

Resulting Product: Updated GIS, land use data and transportation databases.

Transportation Related Planning Activities

Organization	Activities
Macon-Bibb Planning & Zoning	Coordination of and use activities with transportation plans
Macon - Bibb County	Coordination of access management

Target Start and End Dates: This task will be completed by June 30, 2021.

Lead Agency: Macon-Bibb County Planning & Zoning Commission

Funding Source	Amount
FHWA – PL	$ 32,342
STATE – PL	
LOCAL	$ 8,085
FHWA (SPR)	
STATE (SPR)	
TOTAL	$ 40,427

TASK CATEGORY FOUR: System Planning

Task – System Planning
Sub-Element – 4.11 Long Range Transportation Plan Update

Purpose: To update, maintain and implement the 2040 Long Range Transportation Plan and to ensure its full compliance with FAST Act requirements including performance based planning & programming. The implementation of the 2040 LRTP also includes the Transportation Improvement Program (TIP) which is a subset of the LRTP. The long term goals and strategies of the LRTP will be consistent with the Unified Planning Work Program (UPWP) for the MPO. The LRTP covers a planning horizon of 20 years.

Previous Work: Previous work includes the major plan update of the 2040 LRTP which contained the goals & objectives, land use, financial and safety sections.

2021 Activities: The MPO updates the Long Range Transportation Plan (LRTP) every five years. The LRTP was last updated in 2017 and has been amended when needed to include new projects. The MPO staff will continue to refine and update elements of the Long Range Transportation Plan including socio-economic projections, financial, housing, employment, land use, streets & highways, transit, bicycle & pedestrian issues, aviation, rail, freight & goods movement, and safety. A system to evaluate the impact of projects in the Plan and TIP regarding land use, economic, historical, and environmental factors and the coordination of these factors with other state and local agencies will be utilized. The LRTP will implement the FAST Act requirements regarding performance based planning and programming which is included in the Planning Emphasis Areas. The safety performance management targets that were adopted will be included. The 2040 LRTP will be amended or updated in conjunction with the Transportation Improvement Program (TIP) which is a subset of the LRTP. Finally, the next LRTP update is anticipated in 2022 (with a new planning target year of 2045). Under this work task, MPO staff will begin preparing for the forthcoming LRTP update process. Specifically, MPO staff will coordinate with GDOT for generation of socioeconomic data and modeling support.

Resulting Product: The update of the 2040 Long Range Transportation Plan, and preparations for the 2045 Long Range Transportation Plan

Transportation Related Planning Activities

Organization	Activities
GDOT	Coordination activities

Target Start and End Dates: Revisions to the 2040 LRTP Update will be completed by June 30, 2021

Lead Agency: Macon-Bibb County Planning & Zoning Commission

Funding Source	Amount
FHWA – PL	$ 40,989
STATE – PL	
LOCAL	$ 10,247
TOTAL	$ 51,237

Task – System Planning
Sub-Element – 4.12 Transportation Improvement Plan

Purpose: To develop the annual TIP by programming projects identified in the 2040 Long Range Transportation Plan into a 4 year capital improvement plan (FY 2022-FY 2025)

Previous Work: This is an annual activity. Every year the MPO adopts a TIP.

FY 2020 Activities: The MPO staff will develop the TIP document by programming projects which are identified for implementation in the 2040 Long Range Transportation Plan Update. The TIP will address the requirements regarding performance based planning and programming and include the safety performance management targets that were adopted. The TIP will be consistent with the LRTP and any revisions to the TIP will require corresponding changes to the LRTP. The finished document will be the TIP for FY 2022-2025. The tasks to be completed include:

1. The development of a list of programmed projects added to the TIP and the status of all TIP projects.
2. The development of a four year program for the TIP for all modes of travel for FY 2022, 2023, 2024 and 2025.
3. Prioritizing of projects based on funding and needs as defined by the MATS committees.
4. A description of projects to include termini, mileage, existing and projected traffic volumes, funding sources, and a TIP identification number.
5. Preparation of a financial plan which includes an estimate of project costs allocated by proposed fiscal year, funding sources and categories.
6. A presentation of the TIP for public review through the public participation process.

Resulting Product: The Transportation Improvement Plan (TIP) document for FY 2022-25.

Transportation Related Planning Activities

Organization	Activities
GDOT	Financial analysis, programming
MATS committees	Coordination

Target Start and End Dates: The draft TIP will be done by April 15, 2021 and available for public review by May 1, 2021. The final TIP will be completed by June 30, 2021

Lead Agency: Macon-Bibb County Planning & Zoning Commission

Funding Source	Amount
FHWA – PL	$ 13,247
STATE – PL	
LOCAL	$ 3,312
FHWA (SPR)	
STATE (SPR)	
TOTAL	$ 16,559

Task – System Planning
Sub-Element – 4.13 Special Streets / Highways / Land Use Studies

Purpose: To provide special transportation and urban planning projects that are identified by the MPO, MATS Committees, Macon-Bibb County, the general public, and other transportation stakeholders.

Previous Work: In prior fiscal years, work accomplished under this task included planning assistance for the Pleasant Hill Neighborhood mitigation process, the Unionville Neighborhood, the Central High School Neighborhood; the Beall's Hill Neighborhood; and landscape improvement plans for I-75 interchanges within the City of Macon. The MPO also provided planning support for the City of Macon; the Sardis Church Road extension to I-16; the College Hill Corridor; and the Urban Redevelopment Plan for the City of Macon.

FY 2021 Activities: During FY 2021 the MPO planning staff will provide ongoing planning assistance for the projects from previous years including projects along Bass Rd.; the 7th Street Truck Route; the Sgoda Rd. extension to I-16; and the possible location of rail service. The MPO staff will conduct corridor studies, analysis for future growth areas and additional transportation planning topics.

Resulting Product: Reports, studies, plans, and planning assistance to Macon-Bibb Co. & MPO area as needed.

Transportation Related Planning Activities

Organization	Activities
Macon-Bibb Planning & Zoning	Land use / transportation coordination
Macon – Bibb County	Transportation studies

Target Start and End Dates: The special projects will be completed by June 30, 2021

Lead Agency: Macon-Bibb County Planning & Zoning Commission

Funding Source	Amount
FHWA – PL	$ 10,952
STATE – PL	
LOCAL	$ 2,738
FHWA (SPR)	
STATE (SPR)	
TOTAL	$ 13,689

TASK CATEGORY FIVE: Transit Planning

Task – Transit Planning
Sub-Element – 1.31 Transit / Multimodal Training and Professional Development
ALI# 44.21.00 (Program Support & Administration)

Purpose: To keep the MPO staff knowledgeable and current on transit and multimodal technologies, information, regulations, and guidelines.

Previous Work: In previous years the MPO staff has attended training sessions and workshops provided by professional organizations such as the American Planning Association, Georgia Planning Association, National Transit Institute, and Georgia Transit Association.

FY 2021 Activities: The MPO staff will attend transit / multimodal and urban planning related meetings, seminars, conferences, and workshops offered by GDOT, FTA, NTI, APA, GAMPO, GTA, Transportation Research Board (TRB) and other transit related professional organizations which will improve technical capabilities of the MPO staff and enhance professional development. Out of State travel may be required.

Resulting Product: Enhanced staff capabilities; training materials and resources.

Transportation Related Planning Activities

Organization	Activities

Target Start and End Dates: This task will be completed by June 30, 2021
Lead Agency: Macon-Bibb County Planning & Zoning Commission

Funding Source	Amount
FTA (SECT 5303)	$ 14,752
STATE	$ 1,844
LOCAL	$ 1,844
TOTAL	$ 18,440

Task – Transit Planning
Sub-Element - 1.50 Contracts and Grants
ALI# 44.21.00 (Program Support & Administration)

Purpose: To provide administrative support to prepare, process and track the quarterly progress documentation for the FHWA PL funds and FTA grants.

Previous Work: In FY 2020, the MPO staff prepared and managed the 5303 grant application and contract for the MPO. In the past, assistance was also provided to the Macon Transit Authority and the City of Macon for transit grant applications as well as contract and grant management on the Terminal Station Intermodal project.

FY 2021 Activities: The MPO staff will prepare and administer the FTA and FHWA contracts for planning services. This will result in the completion of the 5303 grant application. This will also include tracking tasks and documenting progress of the planning work program for reimbursement requests.

ADMINISTRATIVE MODIFICATION 8/21/2020 - This work task is being increased from $19,869 to $19,875, to balance funding across work tasks, pursuant to specifications of MATS contract with GDOT Intermodal for FTA supported activities in FY 2021. This change does not result in any change in total funding for FTA supported activities in FY 2021

Resulting Product: Completed 5303 grant application and ongoing contract and grant administration.

Transportation Related Planning Activities

Organization	Activities
MBP&Z	Section 5303 documentation
Macon-Bibb Co.	Grant and contract management assistance

Target Start and End Dates: 5303 grant application completed by March 1, 2021 and ongoing contract administration throughout the fiscal year.

Lead Agency: Macon-Bibb County Planning & Zoning Commission

Funding Source	Amount
FTA (SECT 5303)	$15,900 (Revised)
STATE	$ 1,988 (Revised)
LOCAL	$ 1,988 (Revised)
TOTAL	$ 19,875 (Revised)

Task – Transit Planning
Sub-Element - 1.60 Unified Planning Work Program
ALI# 44.21.00 (Program Support & Administration)

Purpose: To develop a planning work program that addresses transportation, land use, and other community needs.

Previous Work: In regards to this task, previous work included the development of the 2020 Unified Planning Work Program.

FY 2021 Activities: The MPO staff will prepare the UPWP for FY 2022. This will document the planning tasks for the MPO staff, Macon-Bibb County Planning & Zoning Commission as well as the associated cost estimates. The task will involve the production of quarterly and annual PL reports. These tasks will be developed with input from all of the MATS committees with significant public input regarding tasks to be considered for future UPWPs. The work tasks developed will also address the planning factors under the FAST Act regulations. The development of the UPWP may include a work program review meeting to ensure a continuous, cooperative and comprehensive planning process.

Resulting Product: Completed FY 2022 UPWP document

Transportation Related Planning Activities

Organization	Activities
GDOT	Planning Coordination
CAC, Technical, Policy Committees	Coordination

Target Start and End Dates: According to the GDOT schedule, the timeline for this project will involve completion of the Draft UPWP by December 1, 2021. In addition, the Final UPWP will be completed by May 15, 2022.

Lead Agency: Macon-Bibb County Planning & Zoning Commission

Funding Source	Amount
FTA (SECT 5303)	$ 13,198
STATE	$ 1,650
LOCAL	$ 1,649
TOTAL	$ 16,497

Task – Transit Planning
Sub-Element – 2.20 Environmental Justice / Title VI
ALI# 44.21.00 (Program Support & Administration)

Purpose: To ensure full and fair participation by all potentially affected communities in the transportation planning process and to document the continuing planning efforts which are responsive to the requirements of Title VI.

Previous Work: Title VI compliance was documented for the MPO and the Macon Transit Authority for FY 2020. In addition, Environmental Justice\Title VI documentation was included in the plan considerations for the LRTP Update.

FY 2021 Activities: The MPO staff will update the documentation of the MPO's compliance with Title VI of the Civil Rights Act of 1964 for FY 2020. In addition, Title VI requirements will be documented for the Macon Transit Authority. The Macon MPO will seek out and consider the needs of those groups who are traditionally underserved by the existing transportation system, such as low-income and minority households, older adults and individuals with disabilities. In addition, the needs of transit riders will also be analyzed. These groups sometimes face challenges accessing employment and other services. Finally, the MATS Citizens Advisory Committee (CAC) will be contacted in order to provide diverse positions. The MPO will comply with the EJ/Title VI requirements for all documents to ensure that services are available to all people regardless of race, gender, age, disability, national origin or income.

Resulting Product: Completed Environmental Justice/Title VI documentation

Transportation Related Planning Activities

Organization	Activities
Macon Transit Authority	Title VI Documentation

Target Start and End Dates: The report will be completed by March 15, 2021

Lead Agency: Macon-Bibb County Planning & Zoning Commission

Funding Source	Amount
FTA (Section 5303)	$ 2,358
STATE	$ 295
LOCAL	$ 295
TOTAL	$ 2,948

Task – Transit Planning
Sub-Element – 4.14 Special Transit / Multimodal Studies and Projects
ALI# 44.23.01 (Long Range Transportation Planning-System Level)

Purpose: To provide for special projects to improve the transit system and other modes of transportation including bicycle and pedestrian facilities.

Previous Work: Previous work accomplished under this task includes assistance to the Macon Transit Authority to assess feasibility of transit route extensions and changes; a population / service study; expansion of service to Warner Robins Air Force Base; and ongoing planning assistance for the Macon Terminal Station project and Bus Maintenance facility. The MPO staff attended meetings and gathered data at the request of the City of Macon for the composition of a planning grant from HUD and USDOT concerning the feasibility of a regional transit system. The MPO updated the Macon Bicycle / Pedestrian Plan.

FY 2021 Activities: In FY 2021 the MPO staff will provide ongoing planning assistance as needed to Macon-Bibb Co. and the Macon Transit Authority. The MPO will provide ongoing planning and technical support to the MPO area in reference to local and regional transit initiatives and other modes of transportation. This work task will include planning and project management support activities for the electric bus project for the Macon Transit Authority, participation in the Georgia Statewide Transit Plan Technical Advisory Committee, and participation on the Georgia State Rail Plan Steering Committee.

ADMINISTRATIVE MODIFICATION 8/21/2020 - This work task is being reduced from $46,336 to $46,330, to balance funding across work tasks, pursuant to specifications of MATS contract with GDOT Intermodal for FTA supported activities in FY 2021. This change does not result in any change in total funding for FTA supported activities in FY 2021

Resulting Product: Reports, studies, and plans as needed.

Transportation Related Planning Activities

Organization	Activities
Macon Transit Authority	Coordination activities
Macon-Bibb County	Coordination activities

Target Start and End Dates: The special projects will be completed by June 30, 2021

Lead Agency: Macon-Bibb County Planning & Zoning Commission

Funding Source	Amount
FTA (SECT 5303)	$ 37,064 (Revised)
STATE	$ 4,633 (Revised)
LOCAL	$ 4,633 (Revised)
TOTAL	$ 46,330 (Revised)

Task – Transit Planning
ALI# 44.24.00 (Short Range Transportation Planning)
Sub-Element – 4.20 Transit/ Para-Transit Planning

Purpose: To provide transit planning assistance to support the improvement of public transit services in Macon - Bibb County.

Previous Work: This is an ongoing planning/ technical task. Work accomplished under this task includes the transit facility update; route mapping services; graphic, GIS, and publishing services for the Macon Transit Authority. The MPO updated the Jobs Access Reverse Commute Study.

FY 2021 Activities: The MPO staff will continue to provide ongoing planning and technical support for the transit facility update; route mapping services, graphic, GIS, and publishing services for the Macon Transit Authority.

Resulting Product: The Transit Facilities Plan, technical coordination and assistance**,** reports and studies.

Transportation Related Planning Activities

Organization	Activities
Macon Transit Authority	Coordination activities
DFACS	Coordination activities
Macon-Bibb County	Coordination activities

Target Start and End Dates: This task will be completed by June 30, 2021

Lead Agency: Macon-Bibb County Planning & Zoning Commission

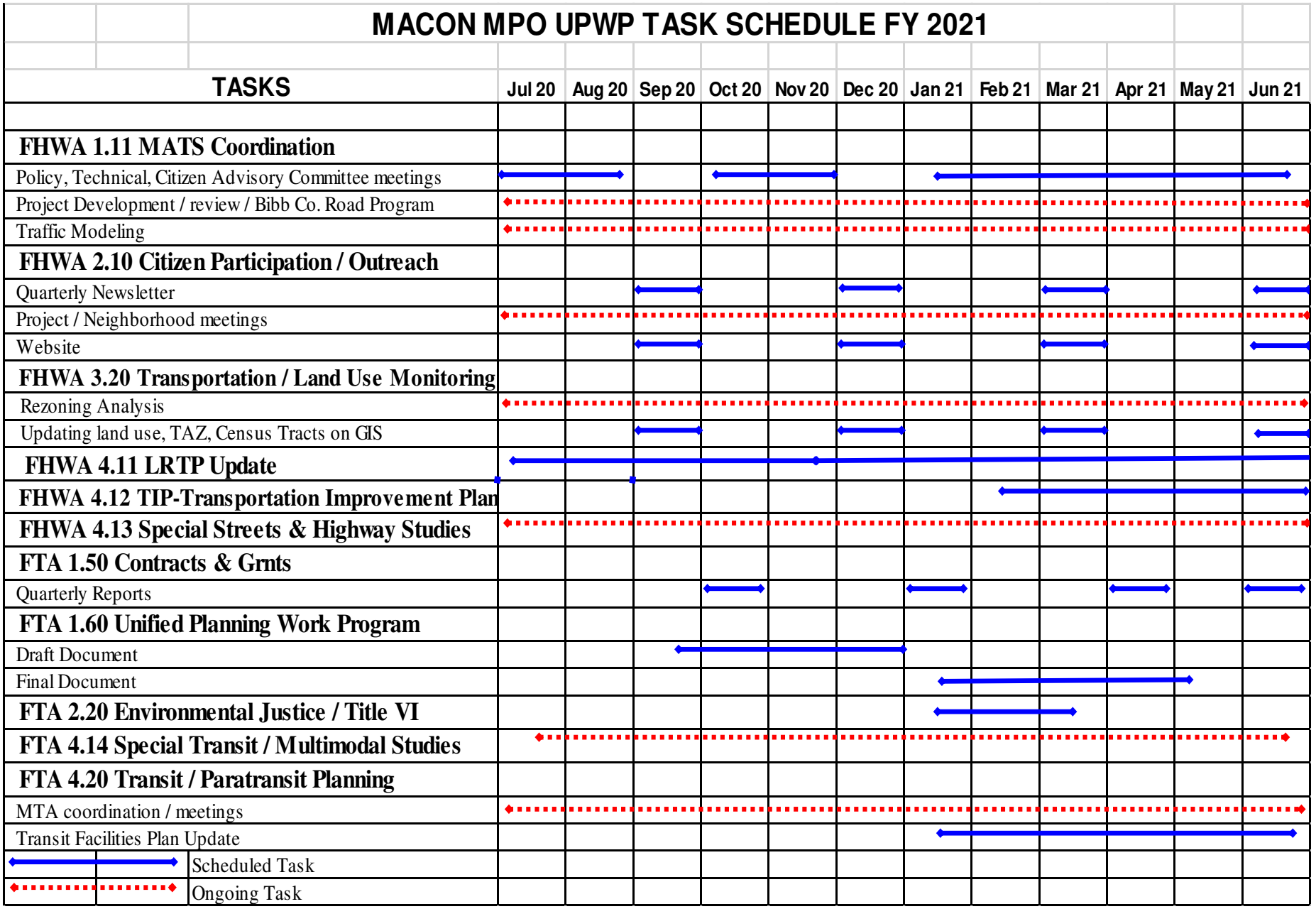
Funding Source	Amount
FTA (SECT 5303)	$ 33,888
STATE	$ 4,236
LOCAL	$ 4,236
TOTAL	$ 42,360

TECHNICAL DATA: Proposed Funding Sources and UPWP Task Schedule FY 2021

PROPOSED FUNDING SOURCE BY PERFORMING AGENCY - FY 2021

	FUNDING SOURCE	TASK NO.	Task Description	FHWA	FHWA - SPR	FTA - 5303	FEDERAL TOTAL	STATE PL MATCH	STATE SPR MATCH	STATE 5303 MATCH	STATE TOTAL	LOCAL	TOTAL
	FHWA	1.11	Program Coordination MATS Coordination	$53,101			$53,101				$-	$13,275	**$66,376**
	FHWA	1.30	Training / Professional Development	$31,653			31,653				$-	$7,913	**$39,566**
	FHWA	2.10	Citizen Participation / Outreach	$20,955			20,955				$-	$5,239	**$26,194**
	FHWA	3.20	TransportationSystems / Land Use Monitoring	$32,342			32,342				$-	$8,085	**$40,427**
	FHWA	4.11	Long Range Transportation Plan Update / SAFETEA-LU Compliance	$40,989			40,989				$-	$10,247	**$51,237**
	FHWA	4.12	TIP - Transportation Improvement Plan	$13,247			13,247				$-	$3,312	**$16,559**
	FHWA	4.13	Special Streets & Highway Transportation studies	$10,952			10,952				$-	$2,738	**$13,689**
ALI#	**FHWA Totals**			**$203,239**	**$-**	**$-**	**$203,239**	**$-**	**$-**	**$-**	**$-**	**$50,810**	**$254,049**
44.21.00	FTA	1.31	Transit / Multimodal Training & Professional Development			14,752	14,752			$1,844	1,844	1,844	**18,440**
44.21.00	FTA	1.50	Contracts & Grants			15,900	15,900			$1,988	1,988	1,988	**19,875**
44.21.00	FTA	1.60	Unified Planning Work Program			13,198	13,198			$1,650	1,650	1,649	**16,497**
44.21.00	FTA	2.20	Environmental Justice / Title VI			2,358	2,358			$295	295	295	**2,948**
44.23.01	FTA	4.14	Special Transit / Multimodal StudiesProjects			37,064	37,064			$4,633	4,633	4,633	**46,330**
44.24.00	FTA	4.20	Transit/Paratransit Planning			33,888	33,888			$4,236	4,236	4,236	**42,360**
	FTA Totals			**$-**	**$-**	**$117,160**	**$117,160**	**$-**	**$-**	**$14,645**	**$14,645**	**$14,645**	**$146,450**
	UPWP TOTALS			**$203,239**	**$-**	**$117,160**	**$320,399**	**$-**	**$-**	**$14,645**	**$14,645**	**$65,455**	**$400,499**

MACON MPO UPWP TASK SCHEDULE FY 2021



APPENDIX : Amendment Process

Statewide Transportation Improvement Program (STIP) and Transportation Improvement Program (TIP) Amendment Process

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) issued the Final Rule to revise the Statewide and Metropolitan Transportation Planning regulations incorporating changes from the Fixing America's Surface Transportation Act (FAST). The revised regulations clearly define administrative modifications and amendments as actions to update plans and programs. 23 Code of Federal Regulations (CFR) Part 450.104 defines administrative modifications and amendments as follows:

 Administrative modification "means a minor revision to a long-range statewide or metropolitan transportation plan, Transportation Improvement Program (TIP), or Statewide Transportation Improvement Program (STIP) that includes minor changes to project/project phase costs, minor changes to funding sources of previously-included projects, and minor changes to project/project phase initiation dates. Administrative Modification is a revision that does not require public review and comment, redemonstration of fiscal constraint, or a conformity determination (in nonattainment and maintenance areas)."

 Amendment "means a revision to a long-range statewide or metropolitan transportation plan, TIP, or STIP that involves a major change to a project included in a metropolitan transportation plan, TIP, or STIP, including the addition or deletion of a project or major change in project cost, project/project phase initiation dates, or a major change in design concept or design scope (e.g., changing project termini or the number of through traffic lanes). Changes to projects that are included only for illustrative purposes do not require an amendment. An amendment is a revision that requires public review and comment, redemonstration of fiscal constraint, or a conformity determination (for metropolitan transportation plans and TIPs involving "non-exempt" projects in nonattainment and maintenance areas). In the context of a long-range statewide transportation plan, an amendment is a revision approved by the State in accordance with its public involvement process."

The following procedures have been developed for processing administrative modifications and amendments to the STIP and Metropolitan Planning Organizations (MPOs) TIPs and Long Range Transportation Plans (LRTPs). Processes described below detail procedures that are to be used to update an existing approved STIP or TIP and associated plan, if applicable. A key element of the amendment process is to assure that funding balances are maintained.

Administrative Modifications for Initial Authorizations

The following actions are eligible as Administrative Modifications to the STIP/TIP/LRTP:
A. Revise a project description without changing the project scope, conflicting with the environmental document or changing the conformity finding in nonattainment and maintenance areas (less than 10% change in project termini). This change would not alter the original project intent.
B. Splitting or combining projects.
C. Federal funding category change.
D. Minor changes in expenditures for transit projects.
E. Roadway project phases may have a cost increase less than $2,000,000 or 20% of the amount to be authorized. (If the STIP amount is $10,000,000 or less, the cost may be increased up to

$2,000,000 or if the STIP amount is greater than $10,000,000, the cost may be increased by a maximum of 20%.)
F. Shifting projects within the 4-year STIP as long as the subsequent annual draft STIP was submitted prior to September 30.
G. Projects may be funded from lump sum banks as long as they are consistent with category definitions. An administrative modification can be processed in accordance with these procedures provided that:
1. It does not affect the air quality conformity determination.
2. It does not impact financial constraint.
3. It does not require public review and comment.

The administrative modification process consists of a monthly list of notifications from GDOT to all involved parties, with change summaries sent on a monthly basis to the FHWA and FTA by the GDOT. The GDOT will submit quarterly reports detailing projects drawn from each lump sum bank with remaining balance to the FHWA.

Amendments for Initial Authorizations
The following actions are eligible as Amendments to the STIP/TIP/LRTP:
A. Addition or deletion of a project.
B. Addition or deletion of a phase of a project.
C. Roadway project phases that increase in cost over the thresholds described in the Administrative Modification section.
D. Addition of an annual TIP.
E. Major change to scope of work of an existing project. A major change would be any change that alters the original intent i.e. a change in the number of through lanes, a change in termini of more than 10 percent.
F. Shifting projects within the 4-year STIP which require redemonstration of fiscal constraint or when the subsequent annual draft STIP was not submitted prior to September 30. (See Administrative Modification item F.)

Amendments to the STIP/TIP/LRTP will be developed in accordance with the provisions of 23 CFR Part 450. This requires public review and comment and responses to all comments, either individually or in summary form. For amendments in MPO areas, the public review process should be carried out in accordance with the procedures outlined in the Participation Plan. The GDOT will assure that the amendment process and the public involvement procedures have been followed. Cost changes made to the second, third and fourth years of the STIP will be balanced during the STIP yearly update process. All amendments should be approved by FHWA and/or FTA.

Notes:
1. The date a TIP becomes effective is when the Governor or his designee approves it. For nonattainment and maintenance areas, the effective date of the TIP is based on the date of U.S. Department of Transportation’s positive finding of conformity.
2. The date the STIP becomes effective is when FHWA and FTA approve it.
3. The STIP is developed on the state fiscal year which is July 1-June 30.
4. Funds for cost increases will come from those set aside in the STIP financial plan by the GDOT for modifications and cost increases. Fiscal Constraint will be maintained in the STIP at all times.

Unified Planning Work Program (UPWP)

The Unified Planning Work Program (UPWP) for the Macon Area Transportation Study (MATS) describes the transportation planning tasks and studies that will be conducted utilizing FHWA-PL and FTA 5303 planning funds. The implementation of the Unified Planning Work Program is the responsibility of the MPO. As earlier stated, the Commission staff works at the direction of the various Macon Area Transportation Study Committees structure composed of a Policy Committee consisting of local and state officials, a Technical Coordinating Committee consisting of government department heads and technical staff involved in transportation and a Citizen Advisory Committee consisting of interested citizens. Citizen participation is also encouraged through the public involvement process which provides opportunities for input into various planning tasks and project review. The MATS Policy Committee is responsible for adopting the Unified Planning Work Program.

Amendment Process

For alterations to a specific fiscal year UPWP related to the types of changes described in the TIP and LRTP process:

- Administrative modifications to the UPWP can be achieved by MPO staff coordinating with GDOT and the relevant Federal partner agency (i.e., FHWA or FTA);
- Full amendments to the UPWP must first be brought forward by MPO staff and approved by the MATS Policy Committee, then submitted to GDOT and the relevant Federal partner agency (i.e., FHWA or FTA) for final approval.

All planning documents are readily available to the public through the use of printed materials, newsletters and the Planning & Zoning website.

Public Participation Plan (PPP)

Amendment Process

If revisions to the Public Participation Process are needed, then the MATS Policy Committee must approve the changes. A public review period will be required for the subsequent revision to the Public Participation Plan. Public notice will be given for this comment period by publishing an advertisement in a newspaper(s) for general circulation at least forty-five (45) days before the final public participation process is approved by the Policy Committee. The public notice will be placed on the MPO website as well as other places of general interest. The public review notice will also be made available to other interested parties (i.e. public transit agencies, freight companies, and bike/ped users). In addition, the public review period notice will also be made available in minority publications and on public transit buses for minority and low income groups. The proposed Public Participation Plan will be made available to the public at the Macon-Bibb County Planning & Zoning Commission and on the Commission's website.

Public Comments: When significant written and oral comments are received on the draft transportation plan or TIP as a result of the public involvement process, a summary analysis and report on the deposition of comments will be made part of the final plan and TIP. Plan and/or TIP amendments and the resulting public comments will be made part of the Policy Committee minutes and will be kept on file in the MPO office. Amendments and comments also will be incorporated into copies of the Plan and TIP made available at central locations.