

Unified Planning Work Program in Transportation Planning

Fiscal Year 2021-2022

Lafayette Parish and portions of Acadia, Iberia, St. Landry,
St. Martin and Vermilion Parishes

Prepared by:

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Effective: July 1, 2021

Preface

The 2021-2022 Unified Planning Work Program (UPWP) is compiled by the Acadiana Metropolitan Planning Organization (MPO). The UPWP identifies transportation related planning tasks scheduled during the period July 1, 2021 to June 30, 2022 within the Acadiana MPO Transportation Management Area (TMA). The UPWP is a contractual document that describes the transportation-planning program to be undertaken within the Acadiana Metropolitan Planning Area. This document includes information relating to: a description of each area of study; the functional (agency) responsibilities for completing each planning activity; a budget for each planning activity; and the time line and corresponding products expected with project completion. The adoption process is documented in **Table 1**.

The UPWP plays a central role in the MPO's federally-mandated responsibilities as the state designated MPO to ensure a comprehensive, coordinated and continuing transportation planning process for the Acadiana Metropolitan Planning Area (MPA). [federal law [\(23 CFR 450.334 \(a\)\)](#) and [23 CFR 450.308 \(c\)](#)] To this end, the UPWP has been assembled in consultation with local, state and federal agencies involved in supporting the area's multi-modal transportation system. The projects identified in the work program foster comprehensive planning and lend support in evaluating local alternatives for improving mobility and access.

TABLE 1 - RECORD OF ADOPTION AND AMENDMENT

Public Comment Period		May 1st, 2021 to May 15th, 2022
Transportation Committee	Technical	May 5th, 2021 – Adoption
Transportation Committee	Policy	May 19th, 2021 – Adoption

COMMITTEE STRUCTURE

TRANSPORTATION POLICY COMMITTEE (TPC)

<u>Primary Delegate</u>	<u>Position</u>	<u>Jurisdiction</u>
Don Chauvin	City Manager, City of Carencro	City of Carencro
Scott Saunier	CAO, Iberia Parish	Iberia Parish
Larry Richard	President, Iberia Parish	Iberia Parish Government
Vacant	Police Jury, Acadia Parish	Acadia Parish Government
Ricky Calais	Mayor, City of Breaux Bridge	City of Breaux Bridge
Calder Hebert	CAO, St. Martin Parish	St. Martin Parish Government
Kasey Courville	Public Works Director	St. Martin Parish Government
Craig Prosper	Councilman, City of St. Martinville	City of St. Martinville
Jessie Bellard	Interim President, St. Landry Parish	St. Landry Parish Government
Doyle Boudreaux	Scott Comprehensive Plan Facilitator	City of Scott
Clint Simoneaux	Planning Director, City of Youngsville	City of Youngsville
Ben Theriot	Code Enforcement, City of Broussard	City of Broussard
Keith Roy	Administrator, Vermilion Parish	Vermilion Parish
Jane Braud	Director of Planning and Zoning	City of New Iberia
Joenathan Livingston	Public Works Director	City of New Iberia
Nanette Cook	Councilmember, LCG	Lafayette City-Parish Government
Andy Naquin	Appointee, LCG	Lafayette City-Parish Government
AB Rubin	LCG	Lafayette City-Parish Government
Roddy Bergeron	Appointee, LCG	Lafayette City-Parish Government
Kevin Normand	Appointee, LCG	Lafayette City-Parish Government
Brett Mellington	Appointee, LCG	Lafayette City-Parish Government
Josh Guillory	LCG	Lafayette City-Parish Government
Kevin Naquin	Councilman, LCG	Lafayette City-Parish Government
Patrick Lewis	Councilman, LCG	Lafayette City-Parish Government
Patrick Trahan	Appointee, LCG	Lafayette City-Parish Government
Michael Mitchell	Transit & Parking Manager, LCG	Lafayette Transit System
Michael DeSelle	DOTD District Administrator, District 03	DOTD
Carlos McCloud	Designee (non-voting)	FHWA

TRANSPORTATION TECHNICAL COMMITTEE (TTC)

LCG, Public Works	Jessica Cornay
LCG, Planning	Neil Lebouef
LCG, Traffic Engineer	Warren Abadie
City of Scott	Anna Doucet
City of Youngsville	Pamela Gonzales-Granger
City of Carencro	Luke Sonnier
City of St. Martinville	Jerry Trumps
St. Landry	Karl Aucoin
Vermilion Parish	Parish Appointee
Acadia Parish	Michael Schexnider
City of Breaux Bridge	Chris Richard
City of Broussard	Ben Theriot
St. Martin Parish	Kasey Courville
New Iberia	Vincent Palumbo
Iberia Parish	Joe Williams
Iberia Parish	Dexter Miguez
Lafayette Regional Airport	Steven Picou
ULL Transportation Office	Stuart Glaeser
Bike & Pedestrian Engineer or Planner	Lucius Broussard
Lafayette Transit System	Terry Hurd
DOTD District 3	Steve Draughon
DOTD Multimodal Planning (primary)	Dawn Sholmire
FHWA	Carlos McCloud
FTA & State Transit: LA DOTD Public Transportation	Casey Lewis

ACADIANA MPO STAFF

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INTRODUCTION

The Unified Planning Work Program (UPWP) is a contractual document that describes the coordinated transportation-planning program to be undertaken within the Acadiana Metro Planning Area. These planning activities are the joint responsibility of the Louisiana Department of Transportation and Development and the Acadiana Metropolitan Planning Organization (AMPO). The adoption process is documented in **Table 1** at the front of the UPWP.

Under Federal planning guidelines the MPO is required to submit a work program that highlights transportation planning projects into broadly categorized planning activities and explains the funding for each activity for a fiscal year. This is done through a document called the UPWP. The funding is provided through the State of Louisiana (LaDOTD) from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). FHWA funds are provided at an 80/20 match ratio, with 80% of the total funds provided by Federal funds and 20% provided by Local. The FTA funds are provided at an 80/20 ratio with 80% being Federal and 20% being Local.

The financial support for these planning activities is provided by the Federal Highway Administration, the Federal Transit Administration, the Louisiana Department of Transportation and Development, and member entities of the Acadiana MPO. The member entities of the Acadiana MPO are Acadia Parish, Iberia Parish, Lafayette Parish, St. Landry Parish, St. Martin Parish, and Vermilion Parish, the Cities of Carencro, Scott, Broussard, St. Martinville, Youngsville, Lafayette, and Breaux Bridge. One of the key components of preparing the UPWP is actively cooperating and assisting

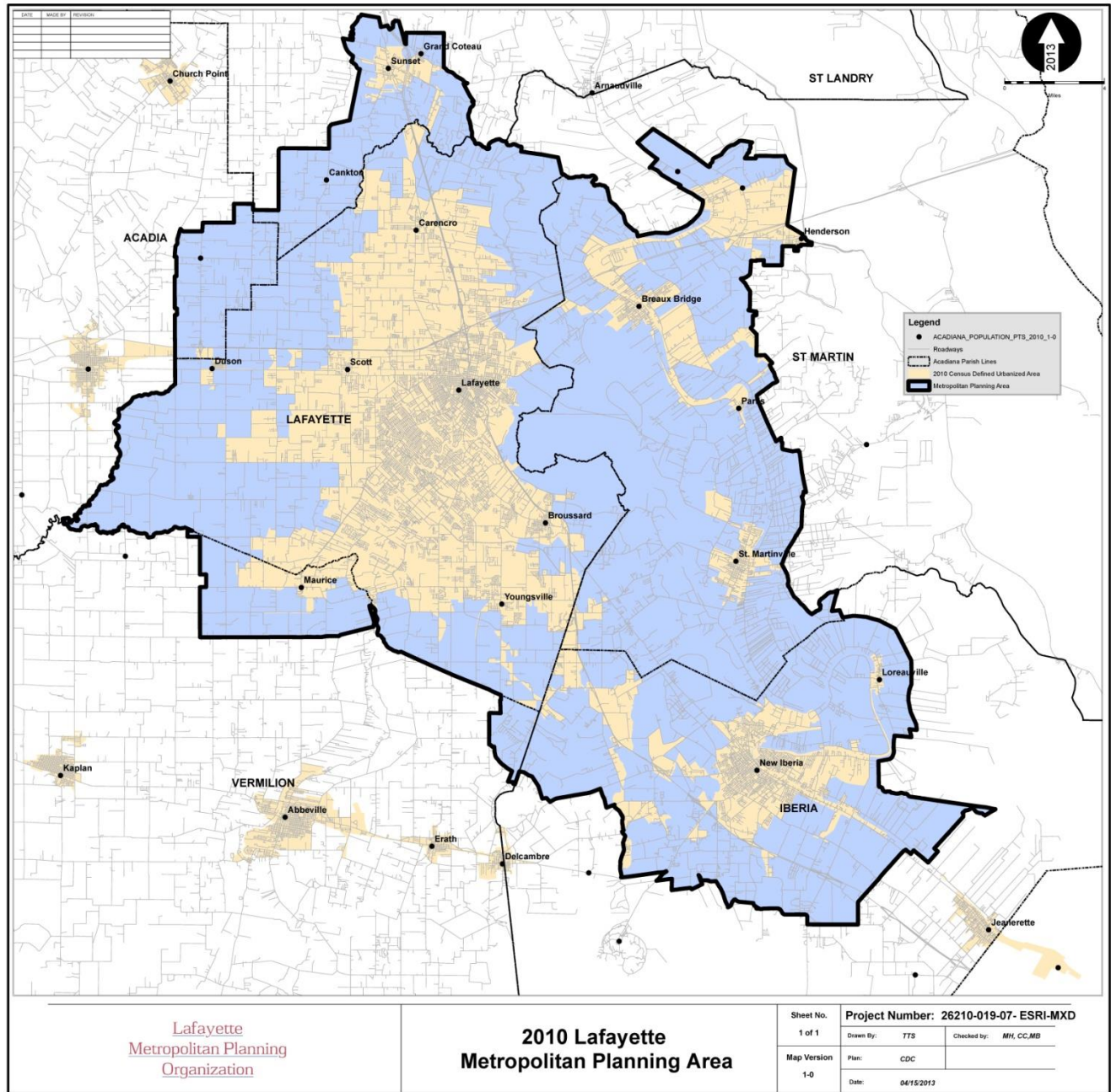
with local planning. The development and implementation of the Unified Planning Work Program is required under federal law (23 CFR 450.334 (a) and 23 CFR 450.308 (c)) for urbanized areas with populations greater than 50,000.

The 2010 Census expanded the Urbanized Area for the Acadiana MPO and in October of 2012 the Acadiana MPO was designated as a Transportation Management Area (TMA). The expanded Urbanized Area, as shown in **Figure 1**, includes the City of New Iberia as well as portions of Acadia, Iberia, St. Landry, St. Martin and Vermilion Parishes. Part of the work identified in the Unified Planning Work Program will include transitioning to a TMA as well as the transition to the expanded study area.

The Acadiana MPO will continue to promote regional coordination by participating in local, regional and state organizations. These include but are not limited to the Louisiana Planning Council, Louisiana Department of Transportation and Development, Federal Highways Administration, Federal Transit Administration, the cities of Breaux Bridge, Broussard, Carencro, Duson, Henderson, Lafayette, Loreauville, Maurice, New Iberia, Parks, Scott, St. Martinville, and Youngsville, the parishes of Lafayette, Acadia, Iberia, St. Martin, St. Landry and Vermilion and other agencies that discuss transportation issues.

Fixing America's Surface Transportation (FAST) Act was signed into law on December 4, 2015. Funding surface transportation programs for fiscal years (FY) 2016 thru 2021, through a continuing resolution. The UPWP was established using the guidelines enacted by the FAST Act. MPO staff will continue to monitor activities and directives related to the FAST Act.

MPO TRANSPORTATION STUDY AREA



X:\26210_MPO_TRANS_MODEL\019_MPO_model_update_2010\2010_Transportation_Area\ESRI\MXD\2010_Transportation_Area_working\version_5-1_TSA_COLOR.mxd

Figure 1 – Lafayette MPO Transportation Study Area

KEY ELEMENTS

The FAST Act identifies plans and procedures that must be included in MPO operations and identified in the annual Unified Planning Work Program (UPWP).

TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

The *Transportation Improvement Program (TIP)* is the document used to program federal, state and local transportation funds for projects within the Acadiana MPA. MPO staff will continue to amend and develop the TIP for submission to the Louisiana Department of Transportation and inclusion in the State Transportation Improvement Program (STIP). A web based TIP is available in PDF format on the Acadiana MPO website <http://mpo.planacadiana.org/mpo-core-functions/tip-information/>

LONG-RANGE TRANSPORTATION PLAN (LRTP)

In an effort to align long range plans on a regional basis, the MPO began the development of the 2040 Metropolitan Transportation Plan in FY 11. The MPO staff coordinated plan development with DOTD, the TPC and local governments. The MPO was updated throughout the process at various milestones. The Plan was adopted in April 2012. The 2040 MTP Update was adopted by the MPO Committees in 2017 to reflect the expanded MPO Study Area and TMA designation. The MPO will continue its efforts to align long range plans on a regional basis.

SPECIAL PROJECT PLANNING

Beginning with the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFTEA-LU) and continuing with the (FAST) act, the Federal Transit Administration (FTA) requires that projects selected under the New Freedom (5317), Elderly Individuals and Individuals with Disabilities (5310), and Job Access Reverse Commute (JARC) (5316) programs be “derived from a locally developed, coordinated public transit-human services transportation plan.” In addition, FTA regulations on the Rural Transportation Program (5311) require that these projects also be selected from a coordinated plan. According to these regulations, the coordinated plan should be “developed through a process that includes representatives of public, private, and nonprofit transportation and

human services providers and participation by the public.”

To fulfill this requirement, Acadiana MPO holds regular public meetings to coordinate the local human services transit service. The service providers are invited to attend to provide their input. In addition, the providers are asked to offer an assessment of their current services and procedures for providing service. Agency coordination will be pursued on an on-going basis to further program goals.

PUBLIC INVOLVEMENT

Legislation such as the Clean Air Act Amendments of 1990, the Americans with Disabilities Act, and the more recent FAST Act, have not only placed new demands on local governments, but have also given them new outlets for development. One outlet is an enhanced community involvement role in the planning process. The nation's Metropolitan Planning Organizations (MPO) have been charged with enriching the transportation planning process with greater public awareness and involvement. The Acadiana MPO is the designated MPO for the Lafayette Urbanized Area.

The *Citizen Involvement and Participation Plan (CIPP)* of the Acadiana Metropolitan Planning Organization will be used for the transportation planning activities for the Acadiana MPA. The program provides opportunities for citizens to contribute ideas and voice opinions during preparation of draft plans and programs. Of utmost importance to our *Citizen Involvement and Participation Plan* is that it offers information, education and participation to the citizens affected by MPO planning efforts.

Because regional planning is enhanced by increased public involvement, a strong communication channel is necessary between the public and the decision-makers. The FAST Act underlines the need for an increase in the public's ability to affect what decisions are being made in their community. By increasing the dialogue between the decision-makers and the public, better plans, which include the citizens as stakeholders, will be produced. The Acadiana Metropolitan Planning Organization seeks to enhance the role of the public as partners in transportation planning. Early knowledge about transportation changes is a goal of the Acadiana Metropolitan Planning Organization.

The *Citizen Involvement and Participation Plan* of the Acadiana Metropolitan Planning Organization includes three major components: Community Dialogue, Public Meetings, and Review and Comment.

Community Dialogue

Every opportunity is taken to distribute information to the public. Plans and information are distributed to the media and local interest groups via website (<http://mpo.planacadiana.org/>) fact sheets, brochures, press releases, and social media. Notices for upcoming meetings and public involvement activities are published on the Acadiana MPO website and social media. The Metropolitan Planning Organization staff maintains a list of interested parties who wish to be notified of any upcoming events or actions regarding the transportation planning process.

Presentations to neighborhood groups, civic organizations, governmental meetings, and other special interest groups to discuss transportation activities within the Acadiana Metropolitan Planning Area are made on an as requested basis. Interested organizations should contact the Acadiana Metropolitan Planning Organization located in the Lafayette Consolidated Government offices and allow ample time for the staff to make arrangements to attend.

Information is provided to the public through technical assistance and access to publications. Official copies of MPO plans are available for public viewing at the MPO office (101 Jefferson Street, Lafayette, La.) and on the internet at <http://mpo.planacadiana.org/>

Public Meetings

The Acadiana MPO formal adoption process includes a public hearing and public comment period before adoption by the Transportation Policy Committee. In addition, all MPO committee meetings include opportunities for public comment. This process is followed for the development of various plans within the Acadiana MPA.

Major amendments to MPO plans shall require a public meeting, a public review period and comment period. Major amendments shall include any addition or deletion of projects deemed to be regionally significant with the following exceptions:

- Minor revisions to document text or project descriptions;
- Revisions to project timing within the MTP or TIP time frame; or
- Projects or project groupings that are specifically exempted from the public participation process such as projects defined as “Administration Change Processes”. This is to allow more discretionary decision making.

Every effort will be made to accommodate traditionally under-served audiences including low income and minority households and persons with disabilities. Public meetings, public hearings and open houses are held at wheelchair and transit accessible locations. Persons with disabilities who have special communication or accommodation needs and who plan to attend the meetings may contact the Acadiana MPO. Requests for special needs are to be emailed to <http://mpo.planacadiana.org/> or mailed in writing and received at least two working days prior to the meeting. Every reasonable effort will be made to accommodate these needs. For further information please call the MPO office at (337) 806-9370.

The address is:

101 Jefferson St., Suite 201
Lafayette, LA 70501-7007

Public meetings will be announced in the Lafayette Daily Advertiser and posted on the MPO website (<http://mpo.planacadiana.org/about-2/committees/mpo-committee-schedule-agendas-and-minutes/>). Persons or organizations maintained on the interested parties list will be notified of public meetings. Also, every effort will be made to ensure that stakeholders in the transportation planning process are invited to participate. These stakeholders will include, but not be limited to; persons or organizations involved in traffic operations, transportation safety and enforcement, airports and port authorities, and appropriate private transportation providers.

Review and Comment

Prior to adoption of the MPO plans, major amendments to the documents will require the public be given adequate review time. A notice will be published in the Lafayette Daily Advertiser at least one week prior to any public participation meeting and notices will be sent to

all interested parties. Copies of the draft documents or proposed amendments will be available for public review on the Acadiana MPO website and at the Acadiana MPO office. A comment and response summary will be included within the final plan.

The *Citizen Involvement and Participation Plan (CIPP)* will be continually reviewed by the Acadiana Metropolitan Planning Organization for effectiveness. Any changes to this CIPP document will require a 45-day public comment period.

SYSTEMS PLANNING

The 2021-2022 UPWP addresses a number of interrelated transportation issues aimed at maintaining a continuing, cooperative, and comprehensive planning process in the Acadiana MPA. The FAST Act creates a streamlined, performance-based, and multimodal program to address the many challenges facing the U.S. transportation system. These challenges include improving safety, maintaining infrastructure condition, reducing traffic congestion, improving efficiency of the system and freight movement, protecting the environment, and reducing delays in project delivery. Of major emphasis in these pieces of legislation is to provide states and local governments more flexibility in determining transportation solutions, whether transit or highways, and to provide enhanced planning and management system tools to guide them in the decision making process.

FAST Act Compliance and Planning Factors

In 2015, the federal government enacted the FAST Act. The planning factors identified in the FAST Act are addressed throughout this UPWP in various tasks. The MPO will work cooperatively with FHWA, FTA and the DOTD to ensure all requirements of the FAST Act are being implemented and followed. As a whole, the FY 21 – FY 22 UPWP addresses all Fast Act factors; however, each task varies in the number of factors it addresses.

The MPO has the continued responsibility of preparing and maintaining the long-range Metropolitan Transportation Plan, the Transportation Improvement Program, Congestion Management Process and the Unified Planning Work Program. This year's work program represents a continuation of the strategic planning process outlined with last year's work program. The focus continues to be on maintaining,

improving, and utilizing the information resources collected by the MPO in the day-to-day transportation decision-making process. This MPO shall annually certify to the FHWA and the FTA that the planning process is addressing the major issues facing the area and being conducted in accordance with applicable requirements described in 23 CFR 450.308 and 23 CFR 450 Part 334 (a). In addition, the UPWP will address the required planning factors identified in FAST. TABLE 2

Performance Measures

The FAST ACT mandated that MPOs and State DOTs establish performance targets on Highway Safety, Pavement and Bridge Condition, Transit Asset Management, and System Performance. The MPO staff will work with DOTD and Lafayette Transit System to evaluate existing targets and propose and adopt revised targets on an annual basis.

Public Review/Title VI

For the development of this UPWP, timely coordination and solicitation from other agencies and the public were included. The UPWP draft was made available to the TPC and TTC at meetings in March of 2020. The MPO agendas were distributed to entities within the Acadiana's MPA and posted for the public to review. The MPO meetings were held in a public venue. The opportunity for public comment was offered at the Acadia Parish Library in Crowley; the Iberia Parish Library in New Iberia; the Lafayette Parish Library in Lafayette; the South St. Landry Library in Sunset; the St. Martin Parish Library in St. Martinville; and the Vermilion Parish Library in Abbeville. The public comments are always also offered on the internet via <http://mpo.planacadiana.org/>. All comments received were addressed and revisions were made where appropriate. In general, all agency plans and programs comply with the public involvement provisions of Title VI of the Civil Rights Act of 1964, which states: "No persons in the United States shall, on grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

Level of Planning Effort

The tasks and projects outlined in this UPWP respond to Acadiana MPA's need for transportation planning services that provide continuing, cooperative and comprehensive planning services. The various UPWP tasks provide planning for all modes of travel including vehicle, transit, bicycle and pedestrian. The objectives of the various local government comprehensive plans are considered and incorporated into the overall transportation system. Work products will be produced not only by MPO staff but through consultant services as

needed and support from the Parishes, local governments, DOTD, FHWA, FTA and other agencies.

Air Quality Planning

The Acadiana MPO is currently identified as an ozone attainment area. Ozone attainment status will continue to be monitored in FY 21 and FY 22. Should the Acadiana MPA area be designated as a non-attainment area, the UPWP will be amended to reflect activities related to meeting conformity guidelines.

PLANNING FACTORS

TABLE 2 – PLANNING FACTORS

		1	2	3	4	5	6	7	8	9	10
		Economic Vitality	Safety	Security	Accessibility & Mobility	Protect and promote the environment, energy conservation, planned growth, economic development patterns, quality of life	Intermodal / Multimodal	Management and Operation	Preservation of Existing System	Enhance Travel and Tourism	System Resiliency and Reliability
Task	Planning Factors - FTA Element										
1.0 - 41.11.00	Long Range Planning and Plan Implementation	✓	✓	✓	✓	✓	✓	✓		✓	✓
1.1 - 41.12.00	Human Services Coordination	✓	✓	✓	✓		✓	✓			✓
1.2 - 41.13.00	Short Range Transit Planning	✓	✓	✓	✓	✓	✓				
1.3 - 41.14.00	Transportation Improvement Program - Transit	✓			✓		✓	✓			✓
1.4 - 41.15.00	Clean Air Planning	✓			✓	✓					
1.5 - 41.16.00	Implementation of Americans with Disabilities Act	✓	✓	✓	✓	✓					
Task	Planning Factors - FHWA Element										
PL-1	Citizen Participation and Public Outreach							✓			
PL-2	Regional Coordination and Metropolitan Transportation Plan				✓	✓	✓	✓	✓	✓	✓
PL-3	Traffic Analysis and Congestion Management	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
PL-4	Transportation Improvement Program (TIP)	✓	✓		✓	✓	✓	✓	✓	✓	✓
PL-5	Technical Assistance	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
PL-6	ITS and Environmental	✓	✓		✓	✓	✓	✓	✓	✓	✓
PL-7	Plan Implementation and Administration					✓	✓	✓	✓		✓
SS-1	H.014342 Acadiana MPO Planning Services 2021-2022	✓	✓		✓	✓	✓			✓	✓
SS-2	2045 Metropolitan Transportation Plan Update	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
SS-3	Travel Demand Management	✓			✓			✓		✓	
SS-4	Transportation Safety - Regional Coalition Coordination	✓	✓	✓		✓		✓			✓

ORGANIZATION AND MANAGEMENT

The 2010 Census expanded the Urbanized Area for the Acadiana MPO, and in October of 2012 the Acadiana MPO was designated as a Transportation Management Area (TMA) and at the time named the Lafayette MPO. The expanded Urbanized Area, as shown in [Figure 1](#), includes the City of New Iberia and portions of Acadia, Iberia, St. Landry, St. Martin and Vermilion Parishes. In 2013 the parishes and municipalities in the Acadiana MPA were provided information on the MPO through multiple meetings and presentations and were invited to join the MPO. Members opting to join the Acadiana MPO are Lafayette Consolidated Government, the parishes of St. Landry and Vermilion, the cities of Carencro, Scott, St. Martinville, and Youngsville, the Town of Duson and the Village of Loreauville. Member entities provide matching funds for MPO planning funds and have representation on the various MPO committees. On November 5, 2013, Lafayette City-Parish Council Resolution O-199-2013 transferred governing authority of the MPO from the Lafayette City-Parish Council to a Transportation Policy Committee (TPC). In 2015 talks began to again restructure the organization and on July 1st 2015, the Lafayette MPO officially became part of the Acadiana Planning Commission and renamed to the Acadiana MPO. Under this MPO restructuring, the City of Broussard, Parish of St. Martin, Parish of Iberia, Parish of Acadia, and the City of New Iberia became part of the Acadiana MPO.

AGREEMENTS

Planning and funding assistance is provided by the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA) and the Louisiana Department of Transportation and Development (DOTD). Acadiana MPO member entities provide local matching funds. An Intergovernmental Agreement establishing the Acadiana MPO with an expanded membership and Planning Area was signed by the Governor on July 9, 2015. The MPO has executed agreements with state and local government and agencies to promote a comprehensive, continuous, coordinated planning process. Contracts have been authorized by the MPO to provide services in support of MPO operations.

ADMINISTRATION

The Acadiana Planning Commission functions as the host agency and fiscal agent for the MPO. Its primary function is to facilitate the operation of the MPO through its Planning Division. This includes providing staff and administrative support and legal responsibility for execution of the grant contracts as outlined in Table 3, Staff Support Services.

TABLE 3: STAFF SUPPORT SERVICE

Transportation Planning	Finance and Administration
MPO Administration	Unified Planning Work Program
Long Range Transportation Plan	Contract Administration
Transportation Improvement Program	Office Administration
Congestion Management	Web Design
GIS/Mapping	Newsletters/Annual Reports
Public Involvement	Public Involvement
Project Coordination	Committees Coordination
Transportation Safety Planning	
Coordination In Human Services Transit Planning	Office/Clerk Services
Public Involvement	Meeting Agendas and Minutes
Committee Coordination	File/Database Management
	Public Involvement

The agreement that designates the MPO specifies that a committee structure shall be established that will be responsible for the overall technical and policy guidance of the MPO. The Agreement specifies that the Transportation Technical and Transportation Policy Committees will be designated to fulfill this responsibility.

TRANSPORTATION POLICY COMMITTEE

Under the MPO designation agreement between the State of Louisiana (and local governments), the [Transportation Policy Committee \(TPC\)](#) and its membership is the governing authority of the MPO, serves as the final authority for the MPO and retains responsibility and authority related to funding and conducting transportation planning activities under the authority of the MPO. According to its adopted by-laws, "the Transportation Policy Committee is charged with serving as the principal body for transportation policy decision-making in the Acadiana MPA and direction for the development, coordination and implementation of a multi-modal transportation system serving the Acadiana MPA". The TPC is the policy determining body on all transportation infrastructure decisions involving the use of state and federal highway funds. The membership of the Transportation Policy Committee (TPC) is designated by the Intergovernmental Agreement establishing the Acadiana MPO. The membership is based on proportional representation among member entities, with seats based on population. TPC membership is evaluated annually based on entity participation.

The Transportation Policy Committee shall consist of decision makers of general purpose local government (e.g. mayors, councilmembers, or their delegates, etc.) as well as a representative from the local transit agency, the Louisiana Department of Transportation and Development (LaDOTD), and a non-voting representative from the Federal Highway Administration (FHWA), as required by Title 23, Section 134 of the U.S. Code and as determined by the Intergovernmental Agreement By and Between the State of Louisiana, Acadia Parish, Iberia Parish, Lafayette City-Parish Consolidated Government, St. Landry Parish, St. Martin Parish, Vermilion Parish, the City of Breaux Bridge, the City of Broussard, the City of Carencro, the City of St. Martinville, the City of Scott, and the City of Youngsville.

TRANSPORTATION TECHNICAL COMMITTEE

The purpose of the [Transportation Technical Committee \(TTC\)](#) is to provide technical guidance (in the form of recommendations) to policy and decision makers relative to all modes of transportation in the metropolitan area. Specifically, the TTC provides technical advice to the Transportation Policy Committee and provides technical guidance to the MPO and its staff. The TTC receives items initiated from the staff level, CAC, or will review technical issues at the request of the Transportation Policy Committee. Recommendations from the TTC go to the Transportation Policy Committee for deliberation.

TTC membership is comprised of a maximum of 27 lead technical personnel from various organizations within the Acadiana MPA.

EVALUATION SUBCOMMITTEE

The Evaluation Subcommittee was established in July of 2016 to serve as a working advisory subcommittee for the TTC and TPC. The subcommittee includes members of both the TTC and TPC. Recommendations of the Subcommittee are forwarded to the TTC for their consideration and then forwarded to the TPC for their action.

OVERVIEW OF THE WORK PROGRAM

The work described in each section will be primarily accomplished during the period from July 1, 2021 to June 30, 2022. Contracts are administered by the Louisiana Department of Transportation and Development (LADOTD), with the work period coinciding with LADOTD's fiscal year which extends from July 1, 2021 to June 30, 2022.

The work will be a cooperative effort between government agencies at the local, regional, state, and federal levels. Each sponsoring unit of government is responsible for a portion of the necessary funding for this program. This Work Program is prepared with requests, guidance, and cooperation from the principal local agencies in the area to assure that the efforts included meet their needs and are consistent with their interests. The efforts are oriented to address the issues and concerns described in Section II of this Work Program as well as concerns identified by the federal sponsors.

The transportation planning process is a collection of resources that can be called upon by local governments to assist and supplement their capabilities whenever necessary to meet needs for solving increasingly more complex transportation problems. The UPWP reflects our goals to meet the MPO planning requirements and guidelines as established by FAST to aid in the implementation of projects contained in the UPWP through an efficient, cost effective, and equitable system of project programming and prioritization in the Transportation Improvement Program (TIP); to continue to support area wide efforts to improve air quality; and to assist local governments and transportation providers with various transportation planning activities. Monitoring and researching of new techniques and data/information collection will continue to provide the most efficient and effective solutions available for meeting our area's transportation needs.

All products produced by the Acadiana MPO will be compatible with LaDOTD District and LaDOTD Headquarters efforts and products.

PROPOSED BUDGET

This section summarizes the budget for the UPWP. Financial support for the program is provided from three primary sources: matching funds provided by local government, federal funds obtained from the U.S. Department of Transportation, and state funds obtained from the LA DOTD.

LOCAL FUNDS

Local funds listed here are provided by the MPO member entities. Matching funds for State Planning & Research (SPR) projects are provided by the State of Louisiana (see Federal and State Funds, below).

FEDERAL AND STATE FUNDS

The U.S. Department of Transportation provides funds through programs of the Federal Highway Administration and the Federal Transit Administration. Both FHWA "PL" and FTA "Section 5303" funds are provided annually to Metropolitan Planning Organizations to support MPO based transportation planning activities based on an eighty percent (80%) federal and a required local match contribution of twenty percent (20%). For the FHWA "PL" contribution to the UPWP is \$534,457 plus the required 20% local match of \$133,614, resulting in a total appropriation of \$668,071. An additional \$41,752 has also been programmed by DOTD for a regional Travel Demand Management Program.

The Federal Transit Administration (FTA) has advised that Section 5303 funding for the planning program will be \$60,764. The Section 5303 funds will require a 20% local match of \$15,191, resulting in a total appropriation of \$75,955. FTA will also make available an additional allocation \$15,000 to assist in coordinating the Coordinated Regional Human Services Transportation Plan.

As part of Louisiana's Strategic Highway Safety Plan (SHSP), the Louisiana Department of Transportation and Development has allocated \$197,693 for a regional safety coalition coordinator and to perform a local road crash analysis for parish safety plans. This will provide an avenue for implementation of transportation safety plan elements on a regional and local level.

In addition, Urban Systems funding is being utilized for continued work on the Interstate 49 Connector Action Plan and implementation of the 2040 Transportation Plan.

2020 - 2021 ACCOMPLISHMENTS

The Acadiana MPO had a successful year in transportation planning for 2020-2021, despite the challenges of the pandemic restrictions. The MPO developed a process for holding public meetings with a high level of community involvement, while still ensuring that the meetings were simultaneously following COVID safety measures and Louisiana Revised Statutes dictating public meeting procedures. The MPO was able to hold ten meetings under these challenges.

While developing these new procedures for virtual involvement, the MPO updated and adopted a new public participation plan. This plan provided for pioneering public engagement for plan public comment and meeting participation by utilizing social media and online meeting platforms. These virtual engagement tools will be carried on ensuring that all community members are able to view, comment, and participate in meetings, all from the comfort of their home or through a portable smart phone device.

The MPO developed a new Pedestrian Plan to include existing and planned facilities, land use planning policy guides, and funded projects from the 2020 MPO area

boundaries. The plan also employed innovative virtual participation tools such as ESRI's StoryMaps to provide an easily accessible document for local governments to utilize when developing pedestrian region.

Public transit staff accomplishments for the year include the ongoing promotion of regional transit and human services transit to the greater Acadiana region and assisting the Lafayette Transit System in planning of its routes and stops. The Regional Public Transit Plan for the Acadiana MPO area was completed in late 2020. This plan will guide the development of regional public transit throughout the greater Acadiana area.

The MPO continues to be a leader nationwide in local road safety project development and data analysis. MPO staff presented at the 2020 National Association of Metropolitan Planning Organizations conference on its continued initiative in maintaining and updating local roadway data.

ACTIVITY SCHEDULE

The work outlined in the UPWP is continuous throughout the year, with much work performed at the request of local governments according to their needs. Factors considered in establishing the proposed work schedules for each task include project length, project due date and availability and expertise of the assigned staff.

SECTION 1: FEDERAL TRANSIT ADMINISTRATION (FTA)

SUMMARY OF FEDERAL TRANSIT ADMINISTRATION GRANT EXPENDITURES*

Task	Description	FTA (\$)	Local Match (\$)	Total (\$)
41.11.00	Long Range Planning and Plan Implementation	\$12,124	\$3,031	\$15,155
41.12.00	Coordinated Human Services	\$15,000		\$15,000
41.13.00	Short-Range Transit Planning	\$12,120	\$3,030	\$15,150
41.14.00	Transportation Improvement Program - Transit	\$12,120	\$3,030	\$15,150
41.15.00	Clean Air Planning	\$12,200	\$3,050	\$15,250
41.16.00	Implementation of ADA	\$12,200	\$3,050	\$15,250
	Total	\$75,764	\$15,191	\$90,955

* EXPENDITURE TOTALS INCLUDE INDIRECT COSTS

1.0 (41.11.00) LONG RANGE PLANNING AND PLAN IMPLEMENTATION

UPWP TASK: 41.11.00	FUNDING SOURCES											
TASK TITLE: LONG RANGE PLANNING AND PLAN IMPLEMENTATION RESPONSIBLE AGENCY: ACADIANA MPO STAFFING: AMPO – 100%							FY 21-22		Total			
	FTA (80%)						\$12,124		\$12,124			
	LOCAL (20%)						\$3,031		\$3,031			
	TOTAL						\$15,155		\$15,155			
WORK TASK TIMELINE	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	2021						2022					

PURPOSE:

The purpose of this work task is to provide overall management and administrative support to the transit planning programs and coordinate long-range transit planning initiatives in the MPO area. Support tasks include facilitating the comprehensive long-range planning of facility and capital equipment purchases for the transit system, ensuring adequate capital equipment and facilities necessary to operate the system at projected demand levels, and investigating the potential for other transit alternatives

PREVIOUS WORK:

- Prepared the UPWP, prepared and managed the newly implemented coordination in Human Services Transit Plan (HSTP).
- Prepared monthly financial reports, requisitions, and progress reports.
- Attended state and federally-sponsored workshops.
- Coordination of the Technical Advisory and Transportation Policy Committee meetings.
- General administrative duties resulting in the orderly continuation of the transit planning process.

WORK PRODUCT:

- Processes necessary to carry out the work program in a timely and efficient manner.
- A planning process, including UPWP, MTP and TIP, which meet the requirements of Section 134 (Title 23, U.S. Code) and Section 5303 (Title 49, U.S. Code).
- Perform needed duties required to effectively administer the work program – such as general administration, fiscal management, personnel management, audit requirements, etc.
- Comply with FTA/LADOTD contracts; prepare written work task progress reports and financial status reports.
- Attend appropriate Acadiana MPO committee meetings and federal/local workshops for the purpose of improving supervisory, management and technical planning skills.
- Prepare needed certification documentation requested by state/federal agencies – such as Title VI, Joint Certification Determination, etc.
- Meet with FTA, LA DOTD, and local officials to discuss planning programs and activities
- Identification of route development necessary to meet shifts in future transit needs.
- Identification of future transit needs throughout the planning area.
- Assess current area developments for impacts on system routes.
- Investigate the potential for other transit alternatives in the urbanized and surrounding area.

1.1 (41.12.00) COORDINATED HUMAN SERVICES

UPWP TASK: 41.12.00	FUNDING SOURCES											
TASK TITLE: COORDINATED HUMAN SERVICES RESPONSIBLE AGENCY: ACADIANA MPO STAFFING: AMPO – 100%							FY 21-22		Total			
	FTA (100%)						\$15,000		\$15,000			
	LOCAL											
	TOTAL						\$15,000		\$15,000			
WORK TASK TIMELINE	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	2021						2022					

PURPOSE:

The purpose of this work task is to provide comprehensive long-range planning needs for the transit system as outlined in the Coordinated Human Services Transportation Plan to ensure continuous service, meet future transit demands, and provide financial resources.

PREVIOUS WORK:

- Developed long-range planning variables to assist in future decision- making.
- Continued management of the newly implemented HSTP (coordination in Human Services Transit Plan) with supplemental funding provided by DOTD.
- Held one meeting each quarter for 2020.

WORK PRODUCT:

- Locally derived information base, including detailed studies, indicating the direction of growth most suitable for the transit system.
- Utilize GIS database to project population distribution and growth areas.
- Identify population centers requiring additional transportation.
- Review and update demographic and employment forecasts, paying attention to environmental justice issues.
- Facilitate quarterly meetings for service providers in the Acadiana MPO area.
- Develop an implementation plan for a regional transit plan integrating service providers in the Acadiana region of south Louisiana.

1.2 (41.13.00) SHORT RANGE TRANSIT PLANNING

UPWP TASK: 41.13.00	FUNDING SOURCES											
TASK TITLE: SHORT RANGE TRANSIT PLANNING RESPONSIBLE AGENCY: ACADIANA MPO STAFFING: AMPO – 100%												
							FY 21-22		Total			
	FTA (80%)						\$12,120		\$12,120			
	LOCAL (20%)						\$3,030		\$3,030			
	TOTAL						\$15,150		\$15,150			
WORK TASK TIMELINE	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	2021						2022					

PURPOSE:

The purpose of this work task is to respond to immediate needs in route development and changes to service and to coordinate transit planning activities with Lafayette Transit Authority to ensure options beyond current LTS service delivery area are considered.

PREVIOUS WORK:

- Continued system route assessment.
- Developed a GIS map integrating bus route inventory data.

WORK PRODUCT:

- Route restructuring and time changes to allow for new or changing demand.
- Accurate picture of transit service centers of activities.
- Respond to requests for service change and new demand requests with recommendations to transit management.
- Re-survey operations of each route for current service delivery.
- Conduct inventory of all existing bus routes, bus stop shelters, bus stop benches and bus stop signage.
- Develop a GIS map integrating bus route inventory data.
- Coordinate transit services with other transit providers in the region.
- Development and maintenance of Transit Asset Management plan.

1.3 (41.14.00) TRANSPORTATION IMPROVEMENT PROGRAM - TRANSIT

UPWP TASK: 41.14.00	FUNDING SOURCES											
TASK TITLE: TRANSPORTATION IMPROVEMENT PROGRAM - TRANSIT RESPONSIBLE AGENCY: ACADIANA MPO STAFFING: AMPO – 100%							FY 21-22			Total		
	FTA (80%)						\$12,120			\$12,120		
	LOCAL (20%)						\$3,030			\$3,030		
	TOTAL						\$15,150			\$15,150		
WORK TASK TIMELINE	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	2021						2022					

PURPOSE:

The purpose of this work task is to ensure the obligation of federal funds and to continue the operation of the transit system and to provide project development for future implementation.

PREVIOUS WORK:

- Continued transit element update of the TIP for operations and capital expenditures.

WORK PRODUCT:

- Implementation of the transit system operations without disruption.
- Compliance with applicable federal requirements for financial accountability.
- Coordination of planning activities with LTS by convening monthly strategy sessions designed to integrate regional transit considerations with existing localized transit activities.
- Coordination with highway related activities associated with the Transportation Improvement Plan.
- Develop transit elements of the TIP for approval by the Technical Advisory and Transportation Policy Committees.
- Provide administrative duties necessary to change the TIP when new or changing financial decisions are made at the local level.

1.4 (41.15.00) CLEAN AIR PLANNING

UPWP TASK: 41.15.00	FUNDING SOURCES											
TASK TITLE: CLEAN AIR PLANNING RESPONSIBLE AGENCY: ACADIANA MPO STAFFING: AMPO – 100%							FY 21-22		Total			
	FTA (80%)						\$12,200		\$12,200			
	LOCAL (20%)						\$3,050		\$3,050			
	TOTAL						\$15,250		\$15,250			
WORK TASK TIMELINE	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	2021						2022					

PURPOSE:

The purpose of this work task is to ensure the compliance of transit properties with the Clean Air Act Amendments of 1990, and to mitigate the impacts of the transit system on air quality. Currently, the MPO is classified as an attainment area.

PREVIOUS WORK:

- Continued monitoring of EPA regulations and implementation of necessary compliance measures to ensure the transit system meets the requirements of the CAAA.

WORK PRODUCT:

- A transit system more sensitive to environmental concerns.
- Coordination with highway related activities associated with requirements of the Clean Air Act Amendments of 1990.
- Staff will continue work with LTS and LCG to convert transit buses and LCG fleet to Electric vehicles.
- Development of staff knowledge in the area of conformity and air quality related regulations promulgated by EPA.
- Identification of possible opportunities for reductions in local emissions due to transit.
- Continued dialogue with EPA, FTA, LADOTD, FHWA and DEQ officials in an effort to ensure compliance with all aspects of the CAAA.

1.5 (41.16.00) IMPLEMENTATION OF AMERICANS WITH DISABILITIES ACT

UPWP TASK: 41.16.00	FUNDING SOURCES											
TASK TITLE: IMPEMENATION OF AMERICANS WITH DISABILITIES ACT RESPONSIBLE AGENCY: ACADIANA MPO STAFFING: AMPO – 100%							FY 21-22		Total			
	FTA (80%)						\$12,200		\$12,200			
	LOCAL (20%)						\$3,050		\$3,050			
	TOTAL						\$15,250		\$15,250			
WORK TASK TIMELINE	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	2021						2022					

PURPOSE:

The purpose of this work task is to ensure an accessible and reliable transit and para-transit system to meet the needs of the mobility impaired.

PREVIOUS WORK:

- Continued monitoring of the implementation of the local Para-transit Plan.

WORK PRODUCT:

- An accessible and reliable transit and para-transit service.
- Participation in the development and amendment of future para-transit plans and programs.
- Review of current implementation to ensure compliance and a reasonable level of service.
- Results and/or Products: An accessible and reliable transit and para-transit service.

SECTION 2: FEDERAL HIGHWAY ADMINISTRATION (FHWA)

SUMMARY OF FEDERAL HIGHWAY ADMINISTRATION GRANT EXPENDITURES*

Task	Description	FHWA-PL (\$)	SPR (\$)	STP>200K \$	STP FLEX \$	HSIPPEN (\$)	Local Match (\$)	Total (\$)
PL - 1	Citizen Participation and Public Outreach	\$118,492					\$29,623	\$148,115
PL - 2	Regional Coordination and Metropolitan Transportation Plan (MTP)	\$94,492					\$23,623	\$118,115
PL - 3	Traffic Analysis and Congestion Management	\$30,492					\$7,623	\$38,115
PL - 4	Transportation Improvement Program (TIP)	\$134,492					\$33,623	\$168,115
PL - 5	Technical Assistance	\$95,502					\$23,876	\$119,378
PL - 6	ITS and Environmental	\$14,494					\$3,624	\$18,118
PL - 7	Plan Implementation and Administration	\$46,492					\$11,623	\$58,115
SS - 1	H.014342 Acadiana MPO Planning Services 2021-2022		\$87,500	\$70,000			\$17,500	\$175,000
SS - 2	2045 Metropolitan Transportation Plan Update			\$225,000			\$25,000	\$250,000
SS - 3	Travel Demand Management				\$41,752			\$41,752
SS - 4	Transportation Safety – Regional Coalition Coordination					\$197,693		\$197,693
	Total	\$534,456	\$87,500	\$295,000	\$41,752	\$197,693	\$176,115	\$1,332,516

* EXPENDITURE TOTALS INCLUDE INDIRECT COSTS

PL-1 CITIZEN PARTICIPATION AND PUBLIC OUTREACH

UPWP TASK: PL-1	FUNDING SOURCES											
TASK TITLE: CITIZEN PARTICIPATION AND PUBLIC OUTREACH RESPONSIBLE AGENCY: ACADIANA MPO STAFFING: AMPO – 100%							FY 21-22		Total			
	PL-FHWA (80%)						\$118,492		\$118,492			
	LOCAL (20%)						\$29,623		\$29,623			
	TOTAL						\$148,115		\$148,115			
WORK TASK TIMELINE	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	2021						2022					

PURPOSE:

The purpose of this task is to encompass and satisfy all public facilitation and in requirements, implement public outreach, complete all work with the MPO committees. The Federal requirements are satisfied through the Citizens Information and Participation Plan (CIPP), Title VI Plan and ADA. The MPO will also implement ADA policies through this task. A large part of the MPO's work is completed through public outreach via media communications, public meetings, and social media advertisements.

PREVIOUS WORK:

- Adopted Public Participation Plan
- Adopted Title VI plan
- Held MPO meetings on a bimonthly basis:
 - Five Policy Committee Meetings
 - Five Technical Committee Meetings
- Satisfied all public meeting requirements via advertisements on social media and other means, public comments, website updates, and other forms of public information distribution
- Multiple TV Appearances on MPO projects and initiatives
- Social media and website postings on MPO projects and initiatives
- Updated Public Participation Plan to reflect innovating virtual participation methodologies

WORK PRODUCT:

- MPO Committee Meetings
 - Prep for TTC and TPC meetings
 - Call and email delegates for quorum
 - Post notices for Committee meetings on website and social media and solicit public comment on MPO documents
 - Transcribe meeting minutes
 - Write and manage resolutions for committee approval
 - Update members on project developments
 - Meeting preparation
 - Committee communication
 - Prepare minutes, social media and information postings
- Public Comment Coordination
 - Meetings with public groups and citizens
 - Presentations to member entities and public organizations
 - Public meeting participation
 - Media communications on MPO activities and projects

- Public Participation Plan Review and Revision
- Title VI Plan
- TV Appearances on MPO Projects and Initiatives
- Social Media postings on MPO Projects and Initiatives

ANTICIPATED DIRECT COSTS:

- Meals for meetings - \$ 2,500
- Printing/Advertisements - \$ 1,000

PL-2 REGIONAL COORDINATION AND METROPOLITAN TRANSPORTATION PLAN

UPWP TASK: PL-2	FUNDING SOURCES											
TASK TITLE: REGIONAL COORDINATION AND METROPOLITAN TRANSPORTATION PLAN RESPONSIBLE AGENCY: ACADIANA MPO STAFFING: AMPO – 100%							FY 21-22		Total			
	PL-FHWA (80%)						\$94,492		\$94,492			
	LOCAL (20%)						\$23,623		\$23,623			
	TOTAL						\$118,115		\$118,115			
WORK TASK TIMELINE	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	2021						2022					

PURPOSE:

The purpose of this task is to utilize performance-based planning to research, develop and implement plans and programs that will benefit the future transportation needs of the Acadiana Metropolitan Study Area. Projected arterial, transit, pedestrian and intermodal transportation improvements are under this work task, planned and incorporated into the long-range build-out scenario for the area. The objective of this task is to employ data driven techniques to identify potential projects and programs that address the transportation needs of the Metropolitan Planning Area. This includes developing and implementing analytical methods to identify gaps in the connectivity of the transportation system and developing infrastructure and operational solutions that provide the public with access to services. This task also includes the development and management of the federally required performance measures. Performance measures must be developed and adopted on an annual basis and amended into the MTP.

PREVIOUS WORK:

- Regional Planning
- Bike and Pedestrian Planning
- Coordination with Local Public Agencies to develop pedestrian projects
- New Pedestrian Plan featuring regional projects and pedestrian best practices in land use planning
- Coordination with local public agencies in regional projects and plans
- Collection of local development plans and land use forecasts

WORK PRODUCT:

- Development and management of Performance Measures
- Transportation Performance Management
- Collection of land use plans and development processes from jurisdictional partners
- Development of land use forecasting models
- Development of model land use assessment for jurisdictional partners
- Coordination of affordable housing initiatives
- Staged Improvement Projects
- Bike Plan
- Pedestrian Plan
- Freight Plan
- Complete Streets Policy
- General work tasks to go with every plan/policy
 - Mapping
 - Research
 - Development of plan

- Data collection
- Meetings

PL-3 TRAFFIC ANALYSIS AND CONGESTION MANAGEMENT

UPWP TASK: PL-3	FUNDING SOURCES												
TASK TITLE: TRAFFIC ANALYSIS AND CONGESTION MANAGEMENT RESPONSIBLE AGENCY: ACADIANA MPO STAFFING: AMPO – 100%							FY 21-22			Total			
	PL-FHWA (80%)						\$30,492			\$30,492			
	LOCAL (20%)						\$7,623			\$7,623			
	TOTAL						\$38,115			\$38,115			
WORK TASK TIMELINE													
	2021						2022						

PURPOSE:

The purpose of this task is to monitor and evaluate environmental and other issues required to meet FAST guidelines. This includes the monitoring and evaluating of the Congestion Management Process.

PREVIOUS WORK:

- Developed Congestion Management Process
- Provided Travel Demand Model runs to jurisdictions with the MPA
- Update Congestion Management Process
- Procure Travel Time Data for CMP
- Perform Travel Time Runs for CMP

WORK PRODUCT:

- Monitoring of Congestion Management Process
- Monitoring of Congestion Management Process
- Traffic and Data Analysis
- Traffic Counting
- Traffic Model Management
- Travel Demand Modeling by request from entities/consultants/regionally significant projects
- Visualization of Traffic Modeling for Planning Purposes
- Traffic Analysis for Project Coordination
- Traffic Analysis for Project Facilitation
- Functional Classification Work
- Roadway Network Development

PL-4 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

UPWP TASK: PL-4	FUNDING SOURCES											
TASK TITLE: TRANSPORTATION IMPROVEMENT PROGRAM (TIP) RESPONSIBLE AGENCY: ACADIANA MPO STAFFING: AMPO – 100%							FY 21-22		Total			
	PL-FHWA (80%)						\$134,492		\$134,492			
	LOCAL (20%)						\$33,623		\$33,623			
	TOTAL						\$168,115		\$168,115			
WORK TASK TIMELINE	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	2021						2022					

PURPOSE:

The purpose of this work is to facilitate the Project Selection Process through the STP>200K funding source and manage project delivery for STP>200k projects. In recent years, the MPO has adopted numerous policy guidelines for accelerating project delivery and moving funding from dormant projects into productive use. All tasks associated with developing and managing STP>200k projects are in this item.

PREVIOUS WORK:

- Amended TIP
- Maintained TIP modifications
- Development of new TIP document format and process

WORK PRODUCT:

- TIP Modification, Amendment and Development
- Project Selection Process
 - Tracking Projects
 - Processing
 - Review Agreements
 - Meetings
 - Stage 0 checklists
 - Local Public Agency assistance
 - Selection and Grading process
- Checklists and associated work for programming of STP>200K Projects
- Meetings with entities/solicitation for Project Selection Process Projects
- Selection/grading and presentation of Project Selection Process Projects
- Programming Project Selection Process Projects on TIP
- Project Coordination /Facilitation with Local Entities and DOTD-District 03 and DOTD-Headquarters
- Project Development
- Project Management
- Development and Visualization of Annual Listing of Obligated Projects

PL-5 TECHNICAL ASSISTANCE

UPWP TASK: PL-5	FUNDING SOURCES											
TASK TITLE: TECHNICAL ASSISTANCE RESPONSIBLE AGENCY: ACADIANA MPO STAFFING: AMPO – 100%												
							FY 21-22			Total		
	PL-FHWA (80%)						\$89,010			\$89,010		
	LOCAL (20%)						\$22,253			\$22,253		
	TOTAL						\$111,263			\$111,263		
WORK TASK TIMELINE	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	2021						2022					

PURPOSE:

The purpose of this task is for the MPO to provide technical assistance to entities and within the organization itself. This includes but is not limited to crash analysis and GIS assistance to regional entities.

PREVIOUS WORK:

- Continued the crash location tracking system
- Provided crash analysis for roundabouts, intersections, and high potential for safety improvement locations
- Integrated high potential safety improvement locations with STP funded projects
- Integrated GIS applications through online services

WORK PRODUCT:

- Funding Sources/Grant Application Assistance
 - Crash Data Mapping and Analysis and Project Development
 - Utilize crash data to identify areas of concern and develop countermeasures for implementation
- Technical Research
 - Data Collection Digital
 - Data Collection in situ
- Visualization for Project Development
- Census data collection and urban boundary development
- Socioeconomic data collection
- Land use collection and mapping
- Employment data collection and mapping
- Data Analysis for Project Coordination
- Data Analysis for Project Facilitation
- Coordination of Freight Projects
- Technical Assistance for Freight Project development

All products produced will be compatible with LaDOTD efforts and products.

PL-6 ITS AND ENVIRONMENTAL

UPWP TASK: PL-6	FUNDING SOURCES											
TASK TITLE: ITS AND ENVIRONMENTAL RESPONSIBLE AGENCY: ACADIANA MPO STAFFING: AMPO – 100%							FY 21-22		Total			
	PL-FHWA (80%)						\$14,494		\$14,494			
	LOCAL (20%)						\$3,624		\$3,624			
	TOTAL						\$18,118		\$18,118			
WORK TASK TIMELINE	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	2021						2022					

PURPOSE:

The purpose of this work item is to ensure Environmental concerns are addressed as required within the MPA. Intelligent Transportation Systems (ITS) has an established regional framework within the MPA and work is performed on a yearly basis to monitor and expand the framework.

PREVIOUS WORK:

- Ozone Attainment monitoring
- Initiated coordination efforts with the Acadiana Brownfields program
- Coordination of STP funded projects with environmental reviews
- Reviewed and provided documentation for Solicitation of View requests

WORK PRODUCT:

- Monitor air quality status through work with EPA and Louisiana DEQ
- Attend meetings/training on environmental issues
- Work with DOTD and local entities to continue expanding and updating the ITS framework
- Coordinate MPO planning efforts into initiatives such as the Acadiana Brownfields program

PL-7 PLAN IMPLEMENTATION AND ADMINISTRATION

UPWP TASK: PL-7	FUNDING SOURCES											
TASK TITLE: Plan Implementation and Administration RESPONSIBLE AGENCY: ACADIANA MPO STAFFING: AMPO – 100%							FY 21-20			Total		
	PL-FHWA (80%)						\$46,492			\$46,492		
	LOCAL (20%)						\$11,623			\$11,623		
	TOTAL						\$58,115			\$58,115		
WORK TASK TIMELINE	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	2021						2022					

PURPOSE:

The purpose of this work task is to provide overall management and administrative support to planning programs and coordinate long-range planning initiatives in the MPO area. Support tasks include facilitating the comprehensive long-range planning for the transportation system, managing project outputs and planning objectives, and coordinating the implementation of planning products.

PREVIOUS WORK:

- Updated and maintained 2020-2021 UPWP
- Prepared monthly financial reports, requisitions, and progress reports.
- Attended state and federally-sponsored workshops
- General administrative duties resulting in the orderly continuation of the transportation planning process

WORK PRODUCT:

- 2021-2022 UPWP
- Coordination of MTP goals and objectives with local public agencies
- Implementation of MPO plans
- Processes necessary to carry out the work program in a timely and efficient manner.
- A planning process, including UPWP, MTP and TIP, which meet the requirements of Section 134 (Title 23, U.S. Code) and Section 5303 (Title 49, U.S. Code)
- Perform needed duties required to effectively administer the work program – such as general administration, fiscal management, personnel management, audit requirements, etc.
- Comply with FHWA/LADOTD contracts; prepare written work task progress reports and financial status reports
- Attend appropriate and federal/local workshops and trainings for the purpose of improving supervisory, management and technical planning skills
- Prepare needed certification documentation requested by state/federal agencies

ANTICIPATED DIRECT COSTS:

- Mileage - \$ 2,500
- Travel - \$ 4,000
- Training/Conference - \$ 3,500

SS-1 H.014342 ACADIANA MPO PLANNING SERVICES 2021-2022

PWP TASK: SS-1	FUNDING SOURCES											
TASK TITLE: I-49 ACTION PLAN AND ACADIANA MPO SUPPLEMENTAL PLANNING SERVICES RESPONSIBLE AGENCY: ACADIANA MPO STAFFING: AMPO – 100%							FY 21-22		Total			
	SPR (50%) STP>200K (40%)						\$157,500		\$315,000			
	LOCAL (10%)						\$17,500		\$35,000			
	TOTAL						\$175,000		\$350,000			
WORK TASK TIMELINE	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	2021						2022					

PURPOSE:

The primary purpose of this project is on supplemental planning tasks for the Acadiana MPO. These tasks include assisting DOTD efforts to complete I-49 through the MPO area, preliminary work to establish the Major Thoroughfare Network, creation a new traffic count website, integration of resiliency planning efforts, development of preliminary asset management plans as well as coordination with local public agencies. This project will also continue coordination efforts with local public agencies on the local and state roadway centerline project in the Acadiana MPO region. Within the public outreach component Value Capture techniques will be communicated to the jurisdictions within the MPA.

PREVIOUS WORK:

- Data collection of transportation network from local public agencies
- Meetings with local agencies to develop land use forecasts and development guidance

METHODOLOGY:

- Coordinate with local government staff to collect and maintain local roadway characteristic data
- Collect traffic counts from area governments
- Develop a new traffic count website for MPA
- Develop a Major Thoroughfare Network for MPA
- Coordinate with local government staff and consultants to integrate transportation plans into regional GIS and watershed planning efforts
- To continue support for the I-49 DOTD design process project development
- Facilitate Value Capture techniques with transportation projects in the MPA

WORK PRODUCT:

- Traffic Count website for MPO
- Meetings for I-49 Corridor: Technical Advisory, Community Work Group, Executive Committee
- Travel Demand Modeling/Review of I-49 Traffic considerations
- Integration of local roadway characteristic data into DOTD GIS system
- Integration of MPO plans and activities into regional Watershed efforts
- Integration of Value Capture techniques into regional transportation projects

SS-2 2045 METROPOLITAN TRANSPORTATION PLAN UPDATE

PWP TASK: SS-2	FUNDING SOURCES											
TASK TITLE: 2045 METROPOLITAN TRANSPORTATION PLAN UPDATE RESPONSIBLE AGENCY: ACADIANA MPO STAFFING: AMPO – 80% (\$320,000) CONSULTANT – 20% (\$80,000)							FY 21-22			Total		
	STP >200K (80%)						\$225,000			\$225,000		
	LOCAL (20%)						\$25,000			\$25,000		
	TOTAL						\$250,000			\$250,000		
WORK TASK TIMELINE	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	2021						2022					

PURPOSE:

The purpose of this contract is to provide planning services for the development of a Metropolitan Transportation Plan (MTP) for the Acadiana Urbanized Area. The short-range portion of the transportation plan shall be comprised of transportation measures which have already been developed by local agencies; they shall be integrated into the plan. The long-range plan will determine transportation system needs through the year 2045, with the plan delineated in three stages (i.e., 2020-2030, 2031-2040, 2041-2045).

PREVIOUS WORK:

- 2040 Acadiana MPO Metropolitan Transportation Plan
- Meetings with local public agencies on long term goals and projects
- Data integration from local public agencies on projects and land use forecasts
- Public participation solicitation for MTP – survey development and roll out, public hearings across MPO area for in-person engagement, presentation to local councils on MTP development

METHODOLOGY:

- Establish goals and criteria for MTP update
- Facilitate Visioning Process to obtain public input on transportation needs for the region
- Update street and highway networks to 2020 base year
- Collect traffic counts around urbanized area
- Update demographic data
- Develop updated traffic model
- Model and evaluate projects for Staged Improvement Plan
- Integrate Performance Measures into MTP

WORK PRODUCT:

- 2045 Metropolitan Transportation Plan
 - Short Range Transportation Plan
 - 2045 Staged Improvement Plan
- 2045 Demographic Plan
- Updated traffic model for MPA
- Performance Measures for MPO

SS-3 TRAVEL DEMAND MANAGEMENT

UPWP TASK: SS-3	FUNDING SOURCES											
TASK TITLE: TRAVEL DEMAND MANAGEMENT RESPONSIBLE AGENCY: ACADIANA MPO STAFFING: AMPO – 100%												
							FY 21-22			Total		
	STP FLEX (100%)						\$41,752			\$41,752		
	LOCAL											
TOTAL						\$41,752			\$41,752			
WORK TASK TIMELINE	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	2021						2022					

PURPOSE:

Transportation demand management is the application of strategies and policies to reduce motorist travel demand, or to redistribute this demand to other routes, destinations, to times, or modes experiencing less demand. The cost of fuel and its availability, environmental concerns, and increasing congestion may imply such techniques have the potential to benefit both individuals and large groups.

PREVIOUS WORK:

- The Travel Demand Management program was instituted as a new program in the MPO in 2011-2012
- Implemented Alternative work schedule for employees of local government
- Started developing a rideshare program
- Continue to focus on Vanpool/Carpool efforts in a general effort
- Let Contract to Trip spark for 3 years of website carpooling effort

METHODOLOGY:

- Identify employees and their work schedules/policies in the MPO area.
- Identify areas of congestion with regards to location and time of day.
- Assess existing procedures for addressing traffic congestion and travel demand.
- Identify travel demand management strategies applicable to the MPO area.
- Provide public outreach related to Travel Demand Management

WORK PRODUCT:

- Continued development of a Travel Demand Management program for the MPO area.
- Coordinate Travel Demand Management programs.
- Community outreach and education on Travel Demand Management issues.
- Development of Trip Spark in community (Travel Demand Management matching software)

ANTICIPATED DIRECT COSTS:

- TDM App - \$ 10,000
- Trip Spark - \$10,536
- TDM Promotional Items - \$ 1,000

SS-4 TRANSPORTATION SAFETY REGIONAL COALITION COORDINATION

UPWP TASK: SS-4	FUNDING SOURCES											
TASK TITLE: TRANSPORTATION SAFETY REGIONAL COALITION COORDINATION RESPONSIBLE AGENCY: ACADIANA MPO STAFFING: AMPO – 100%							FY 21-22		Total			
	HSIPPEN (100%)						\$197,693		\$197,693			
	LOCAL											
	TOTAL						\$197,693		\$197,693			
WORK TASK TIMELINE	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
	2021						2022					

PURPOSE:

Louisiana's Strategic Highway Safety Plan (SHSP) is a plan to reduce traffic fatalities and injuries on Louisiana's roadways through widespread collaboration and an integrated 4E approach: engineering, education, enforcement and emergency services. Louisiana's two-pronged approach for implementation of the SHSP includes efforts at the state level as well as the establishment of regional coalitions to develop and implement action plans on a local level. A regional safety coalition coordinator is a critical component of implementation of the SHSP at the local level.

PREVIOUS WORK:

- Established the Acadiana Regional Transportation Safety Coalition (ARTSC)
- Developed and adopted the Acadiana Regional Transportation Safety Plan
- Developed eight Local Road Safety Plans for Acadiana region
- Initiated Local Road Safety Program projects for all parishes in the Acadiana region

WORK TASK:

- Track regional safety plan implementation activities
- Conduct regional coalition meetings on a regular basis
- Implementation of the Acadiana Regional Transportation Safety Plan
- To develop and maintain an action plan to support the Strategic Highway Safety Plan
- Maintain a regional steering committee, the Acadiana Transportation Safety Coalition (ATSC)
- Compile and analyze crash data, provide maps and graphics for entities and agencies in the study area for problem identification and meetings.
- Develop partnerships with LADOTD, LHSC, LSP, local law enforcement agencies, parishes, emergency services, school board officials, elected officials and other safety advocates to promote the SHSP and seek out safety related activities in the region
- Conduct education and outreach efforts to inform the public about safety
- Collaborate with local and state agencies on projects and public awareness campaigns, especially those related to the SHSP
- Participate in statewide emphasis area team meetings, MPO and Parish and City Council meetings

ACRONYMS AND ABBREVIATIONS

Acronym	Full Name
ADA	Americans with Disabilities Act
ADT	Average Daily Traffic
AMPO	Association of Metropolitan Planning Organizations
CAAA	Clean Air Act Amendments of 1990
CAC	Citizen Advisory Committee
CMAQ	Congestion Mitigation and Air Quality
DOTD	Louisiana Department of Transportation and Development
EIS	Environmental Impact Statement
EPA	Environmental Protection Agency
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year
GIS	Geographical Information System
GPC	General Planning Consulting Services
HSTP	Coordination in Human Service Transit Plan
ITS	Intelligent Transportation System
L RTP	Long Range Transportation Plan
LS	Louisiana Statute
MAP-21	Moving Ahead for Progress in the 21st Century
MPO	Metropolitan Planning Organization
MTP	Metropolitan Transportation Plan
PIP	Public Involvement Plan
CIPP	Citizen Involvement and Participation Plan
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
SR	State Road
S RTP	Short Range Transit Plan
STIP	State Transportation Improvement Plan
TBD	To Be Determined
TIP	Transportation Improvement Program
TPC	Transportation Policy Committee
TDM	Transportation Demand Management
TMA	Transportation Management Area
TSM	Transportation System Management
TTC	Transportation Technical Committee
UPWP	Unified Planning Work Program
VMT	Vehicle Miles Traveled
YTD	Year to Date

APPENDIX I
Staffing Matrix

Task	Description	Chief Executive Officer	Transportation Director	Director of Community Development	Planner III	Planner II	Planner II	Planner II	Planner I	Planner I	GIS Specialist	Safety Coordinator	Administrative Assistant	Accountant	Accounting Assistant
PL - 1	Citizen Participation and Public Outreach	5%	20%		5%	20%			10%				50%		
PL - 2	Regional Coordination and Metropolitan Transportation Plan (MTP)		5%	10%	10%	5%		20%	20%						
PL - 3	Traffic Analysis and Congestion Management				40%	5%									
PL - 4	Transportation Improvement Program (TIP)	5%	15%		40%	15%									
PL - 5	Technical Assistance		5%		5%	10%		20%	10%		75%				
PL - 6	ITS and Environmental		5%			5%	5%		5%						
PL - 7	Plan Implementation and Administration	10%	5%										45%	5%	95%
SS - 1	I-49 Action Plan and Acadiana MPO Supplemental Planning Services	20%	5%		5%	10%	5%			5%	15%				
SS - 2	2045 Metropolitan Transportation Plan Update		5%			10%			5%		5%				
SS - 3	Travel Demand Management	5%	10%				5%			15%					
SS - 4	Transportation Safety – Regional Coalition Coordination					20%			5%			100%	5%	5%	5%
	Transit	10%	5%	25%			5%			80%	5%				

APPENDIX II

Transportation Policy Committee Resolution

**ACADIANA METROPOLITAN PLANNING ORGANIZATION
TRANSPORTATION POLICY COMMITTEE
RESOLUTION NO. 7-2021**

**APPROVING AND ADOPTING THE 2021-2022 UNIFIED PLANNING WORK PROGRAM
(UPWP) FOR THE ACADIANA METROPOLITAN STUDY AREA, LOUISIANA**

WHEREAS, the Transportation Policy Committee is the decision-making body for the Acadiana Metropolitan Planning Organization; **AND**

WHEREAS, the Acadiana Metropolitan Planning Organization (AMPO) is responsible for transportation planning in the Acadiana Metropolitan Planning Area; **AND**

WHEREAS, the AMPO annually prepares a defined schedule of work tasks for the twelve-month period beginning July 1st that supports the comprehensive, coordinated and cooperative plans, policies, programs and objectives of the Acadiana Metropolitan Planning Organization; **AND**

WHEREAS, the 2021-2022 Unified Planning Work Program (UPWP) in Transportation Planning is the document that encompasses, describes, details and contracts the planning operations of the Acadiana MPO; **AND**

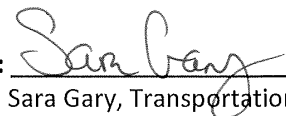
WHEREAS, Acadiana MPO Transportation Policy Committee has given thorough review and consideration to the 2021-2022 Unified Planning Work Program (UPWP) in Transportation Planning;

NOW THEREFORE BE IT RESOLVED, the Transportation Policy Committee for the Acadiana Metropolitan Planning Organization does hereby adopt the 2021-2022 Unified Planning Work Program (UPWP) in Transportation Planning, which is attached hereto and made a part of this resolution.

THIS RESOLUTION BEING VOTED ON AND ADOPTED ON THE NINETEENTH DAY OF MAY IN THE YEAR TWO THOUSAND AND TWENTY ONE.


Brett Melington, Chair
AMPO
Transportation Policy Committee

ATTEST:


Sara Gary, Transportation Director
AMPO

APPENDIX III


Self-Certification

Self-Certification

**Joint Certification of the Metropolitan
Transportation Planning Process**

In accordance with the federal legislation, 23 Code of Federal Regulations 450.336 and the Fixing America's Surface Transportation (FAST) Act, the Louisiana Department of Transportation and Development (LADOTD), and the Acadiana Metropolitan Planning Organization for the Lafayette urbanized area hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

1. 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart;
2. In acquisition and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d) and 40 CFR part 93;
3. Title VI of the Civil Rights Act of 1964 as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
4. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
5. Section 1101(b) of the FAST Act (Pub. L. 114-357) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in DOT funded projects;
6. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
7. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
8. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
9. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

For 
Shawn Wilson, Secretary
Louisiana Department of
Transportation and Development

9/7/18
DATE


Bill Fontenot, Chair
Acadiana MPO Policy Committee

7-18-18
DATE

APPENDIX IV

Indirect Cost Allocation Plan