



# **Hattiesburg-Petal-Forrest-Lamar Metropolitan Planning Organization**

## **2021-2022 Unified Planning Work Program**

**Prepared by HPFL-MPO Division Staff  
Department of Urban Development of  
The City of Hattiesburg  
In Cooperation with the  
City of Petal,  
Forrest County,  
Lamar County, and the  
Mississippi Department of Transportation**

*ASSURANCE OF NON-DISCRIMINATION*

*The Hattiesburg-Petal-Forrest Lamar Metropolitan Planning Organization, a recipient of federal funds through the Federal Highway Administration and the Federal Transit Administration, does not discriminate in its program, activities, or employment policies and procedures against qualified individuals because of race, sex, religion, age, national origin, or handicap*

*Section 601 of the Title VI of the Civil Rights Act of 1964 states:*

*No person in the United States shall, on the grounds of race, color, or national origin, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal assistance*



## RESOLUTION

**WHEREAS**, the Hattiesburg-Petal-Forrest-Lamar Metropolitan Planning Organization designated by the Governor of the State of Mississippi as the body responsible for urban transportation planning process of the Hattiesburg Urbanized Area; and

**WHEREAS**, the Fixing America's Surface Transportation (FAST) Act requires Metropolitan Planning Organization to carry the transportation planning process; and

**WHEREAS**, in an effort to implement the 3C transportation planning process the HPFL-MPO has prepared the Fiscal Year 2021-2022 Unified Planning Work Program (UPWP); and

**WHEREAS**, in order to support the elements of the 2021-2022 Unified Planning Work Program, the City of Hattiesburg Department of Federal and State Programs continues its role as the designated agency to work on behalf of the HPFL-MPO,

**NOW THEREFORE BE IT RESOLVED**, the Hattiesburg-Petal-Forrest-Lamar Metropolitan Planning Organization hereby approves the 2021-2022 Unified Planning Work Program;

**BE IT FURTHER RESOLVED**, the HPFL-MPO Policy Committee hereby authorizes and directs its Executive Director to execute and administer the Unified Planning Work Program (UPWP) in cooperation with the assistance of the HPFL-MPO Technical Committee.

*This resolution having been considered and approved on August 14, 2020.*

  
\_\_\_\_\_  
HPFL-MPO Executive Director

  
\_\_\_\_\_  
HPFL-MPO Policy Committee Chairman

Date 8/17/2020



# Hattiesburg-Petal-Forrest-Lamar Metropolitan Planning Organization

## Table of Contents

<b><i>Introduction</i></b>	<b>Page 5</b>
<b><i>Purpose of the Unified Planning Work Program</i></b>	<b>Page 5</b>
<b><i>Organization</i></b>	<b>Page 8</b>
<b><i>Planning Issues and Emphasis</i></b>	<b>Page 10</b>
<b><i>Financial Summary</i></b>	<b>Page 12</b>
<b><i>Unified Planning Work Program Tasks</i></b>	<b>Page 14</b>
Task 1.0      Administrative/Management	Page 15
Task 2.0      Data Development & Maintenance	Page 19
Task 3.0      Planning	Page 21
Task 4.0      Metropolitan Transportation Plan	Page 23
Task 5.0      Special Studies	Page 24
Task 6.0      Public Transportation	Page 26
<b><i>UPWP Amendment Process</i></b>	<b>Page 29</b>
<b>Figures</b>	
Figure 1	Urbanized Area Map
Figure 2	MPO Organization Chart
Figure 3	Task Schedule
Figure 4	Committee Member List



## Introduction

### **Introduction**

Every metropolitan area with a Census designated urbanized area population of more than 50,000 persons must have a designated Metropolitan Planning Organization (MPO) to qualify for federal highway or federal transit assistance. In 1980, the Hattiesburg Urbanized Area population reached over 50,000, at which time the Metropolitan Planning Organization was designated by the Governor of Mississippi.

The United States Department of Transportation (USDOT) relies on the MPO to ensure that highway, bicycle, pedestrian, and transit projects using federal funds are products of a continuing, cooperative and comprehensive planning process. The federal and state governments provide funding support through the Mississippi Department of Transportation (MDOT), the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA). The planning efforts are performed and funded through the City of Hattiesburg's Department of Urban Development which serves as the designated administrator of the Hattiesburg-Petal-Forrest-Lamar Metropolitan Planning Organization (HPFL-MPO).

### ***Purpose of the Unified Planning Work Program***

The Unified Planning Work Program (UPWP) is reviewed and approved by the Policy Committee of the Hattiesburg-Petal-Forrest-Lamar Metropolitan Planning Organization (HPFL-MPO). Pursuant to current transportation legislation, the HPFL-MPO's 2021-2022 UPWP identifies all transportation and related planning activities that will be undertaken by the HPFL-MPO during the next two fiscal years from October 1, 2020 to September 30, 2022. The UPWP helps to assure that planning resources are allocated according to regional needs as identified by the City of Hattiesburg, the City of Petal, Forrest County, Lamar County, and the Mississippi Department of Transportation (MDOT).

### **Legislative Guidance**

The 2021-2022 UPWP was developed in accordance with regulations set forth in the Fixing America's Surface Transportation (FAST) Act, adopted December 4, 2015. The MPO is responsible, together with the State of Mississippi, for carrying out the provisions of FAST Act under Title 23, United States Code, Section 134 (The Urban Transportation Planning Process), and further regulated by Title 23 Code of Federal Regulations 420 and 450.

The Scope of the Metropolitan Planning Process must include the following transportation planning factors:

- Support the economic vitality of the United States, the States, metropolitan areas, and nonmetropolitan areas, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety of the transportation system for motorized and non-motorized users;
- Increase the security of the transportation system for motorized and non-motorized users;
- Increase the accessibility and mobility of people and freight;

- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- Enhance the integration and connectivity of the transportation system, across and between modes throughout the State, for people and freight;
- Promote efficient system management and operation; and
- Emphasize the preservation of the existing transportation system.

The FAST Act expands the scope of consideration of the metropolitan planning process to include:

- Improving transportation system resiliency and reliability;
- Reducing (or mitigating) the stormwater impacts of surface transportation; and
- Enhancing travel and tourism. [23 U.S.C. 134(h)(1)(I) & (J)]

The tabled “Scope of the Metropolitan Planning Process” below shows how the Planning Tasks relate to each of the planning factors and FAST Act expansions listed above.

SCOPE OF THE METROPOLITAN PLANNING PROCESS							
TASKS	Program Administration	Data Collection, Maintenance & Analysis	Short-Range Planning	Long-Range Planning	Air Quality & Congestion Management Planning	Public Participation	Regional Public Transit Planning
Metropolitan Planning Factors							
Economic	✓	✓	✓	✓	✓		✓
Safety	✓	✓	✓	✓	✓	✓	✓
Security	✓	✓	✓	✓		✓	✓
Mobility Options	✓	✓	✓	✓	✓	✓	✓
Conserve Environment Energy	✓	✓	✓	✓	✓	✓	✓
Multi-Modal Integration	✓	✓	✓	✓	✓	✓	✓
Operations & Management	✓	✓	✓	✓	✓		✓
Preserve Existing System	✓	✓	✓	✓	✓		✓
FAST Act Expansion of Scope of Metropolitan Planning Process							
Resiliency & Reliability	✓	✓	✓	✓	✓		
Stormwater Impacts	✓	✓	✓	✓	✓		
Travel & Tourism	✓	✓	✓	✓	✓		

In compliance with the FAST Act the HPFL-MPO will identify, evaluate, and select performance measures to be utilized in the transportation planning process. National performance goals and measures identified by federal and state transportation agencies will be considered and utilized as required. Additional performance measures may be selected for use at the local level in determining the needs of the transportation system in an effort to improve the overall system performance within the HPFL-MPO planning area.

### **Public Involvement**

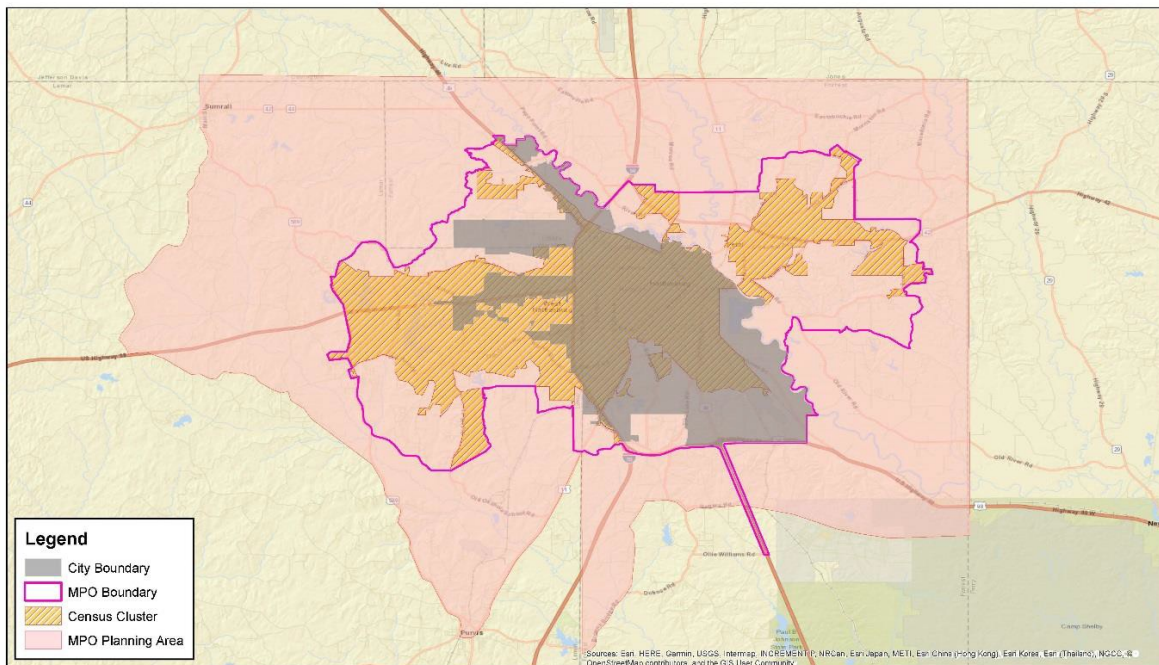
Public involvement is conducted in accordance with the adopted Public Participation Plan. Staff sends notification of all Technical Committee and Policy Committee meetings, Transportation Improvement Program (TIP), or Metropolitan Transportation Plan (MTP) meetings to a mailing (email) list comprised of citizens, businesses, federal, state, and local agencies related to or interested in transportation planning. Meeting notices are posted on the HPFL-MPO website and advertised in the local newspaper.

### **Definition of Area**

The Metropolitan Planning Area (MPA) of the HPFL-MPO consist of the jurisdictional boundary of the City of Hattiesburg, the City of Petal, a portion of Forrest and Lamar counties as depicted in Figure 1.

Figure 1

MPO Boundary and Planning Area





## Organization

### **Organization**

The HPFL-MPO Policy Committee is the governing and final decision-making body for the organization. It is comprised of the Mayors of the City of Hattiesburg and City of Petal, Presidents of the Forrest County and Lamar County Board of Supervisors or their designees, Executive Directors of the Mississippi Department of Transportation Federal Highway Administration and the Federal Transit Administration and the Executive Director of the MPO.

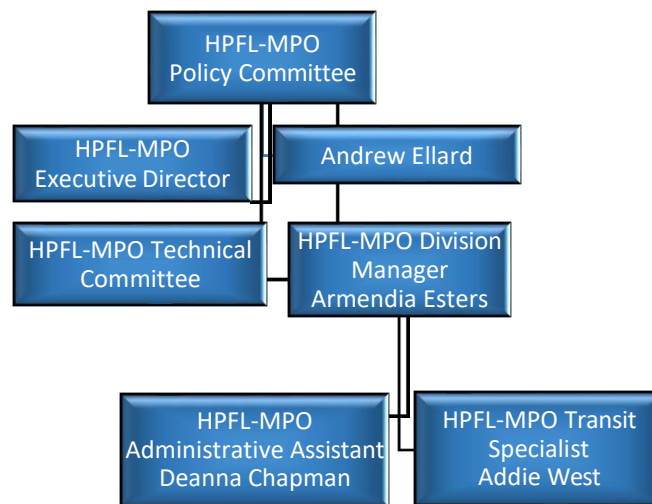
The HPFL-MPO Technical Committee (TC) is responsible for advising the Policy Committee on all urban transportation planning matters and to help guide the metropolitan transportation planning process. Additionally, this committee advises on issues of a technical nature and provides recommendations on HPFL-MPO policy issues. The TC is comprised of engineers, planners, technicians, city/county full-time staff and consultants, and staff of state and federal transportation agencies. A current list of Policy Committee and Technical Committee members is provided in Figure 4. Individuals are typically members by virtue of their role with an agency, organization or jurisdiction, which may change as entities experience staff turnover.

The MPO Staff and the Technical Committee assist MPO board with planning and recommendations. The HPFL-MPO currently operates with the following staff positions: Executive Director, MPO Division Manager, MPO Administrative Assistant and the MPO Transit Specialist (Figure 2).





Figure 2



As a small organization, the HPFL-MPO's effectiveness also depends on its ability to form collaborative partnerships with a variety of stakeholders, including community groups, health care professionals, school/college administrators, utility companies, the Chamber of Commerce, and economic development groups on programs, projects and initiatives.



## **Planning Issues & Emphasis**

### **Planning Issues & Emphasis**

Emphasis for the 2021 and 2022 fiscal years will include the following:

#### **2045 Metropolitan Transportation Plan (MTP)**

An important element of the current UPWP is maintenance of the 2040 MTP. This long-range plan focuses on developing a multimodal transportation system and serves as the guide to decision-making for the Policy Committee. Developing and implementing Performance-Based Planning, completion of data collection, data analysis, and system evaluation using the travel demand model, public outreach and technical writing will be done, for maintenance of the 2015-2040 MTP and in preparation for the update to the 20-2045 MTP.

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

The TIP is a four-year, fiscally constrained program that identifies which federally funded projects will be implemented. The TIP must be consistent with HPFL-MPO's adopted Metropolitan Transportation Plan (MTP). The 2021-2024 TIP will be developed, monitored and amended as necessary in compliance with federal regulations.

#### **Public Participation**

Improve public participation; utilize visualization tools to engage the public's interest; engage the traditionally underserved populations, using radio, interpreters or non-mainstream news sources; remain compliant with state and federal regulations for the Open Meetings Act, Americans with Disabilities Act (ADA), Title VI/Environmental Justice issues, Disadvantaged Business Enterprise (DBE Program) and Limited English Proficiency Plan (LEP).

#### **Transportation Model & GIS Development**

Work will include data collection, defining networks and zones, expanded GIS capabilities, and other activities needed to keep the transportation model updated for the MTP and other transportation analyses.

#### **Comprehensive Traffic Count and Studies Clearinghouse**

Traffic Count data collection and mapping database development, traffic study data collection and web-based clearinghouse development and web maintenance.

#### **Safety**

The HPFL-MPO will make every effort to support member agencies as they integrate safety considerations in all planning levels. This planning will include all modes of transportation, thereby developing a safe network for all travelers.

#### **Security**

The HPFL-MPO will make every effort to support member agencies as they integrate security considerations in all planning levels. This planning will include all modes of transportation, thereby developing a secure network for all users.

**Community Mobility**

Continue work in expanding public transit and all alternative modes. Complete a route and transit master plan and implement accordingly. The goal is to create a seamless network that increases the connectivity and accessibility of local facilities making non-motorized modes more convenient and safer and improving the efficiency and cost effectiveness of public transit.

**Public Transportation**

Provide public transportation planning, data, and management support for public transit.



## Financial Summary

The estimated funding available to the HPFL-MPO for 2021 and 2022, respectively, totals **\$1,739,388.00** in federal, state, and local funds. The Federal and Local funding will be available over the two year period. Please be aware that funding estimates are based upon prior years' authorizations; approvals are made contingent upon legislation for continued funding.

The Unified Planning Work Program currently addressed planning funds administered by the U.S. Department of Transportation under three programs.

- Federal Highway Administration Planning Funds (PL-Funds)
- Federal Transit Administration Flex Funding Program (5305 Funds)
- PL carryover funds have been reduced by paid invoices and pending invoices

The Mississippi Department of Transportation provides a share of the non-federal matched for the Flex Fund programs. The City of Hattiesburg provides local monies and in-kind services for PL-funds and transit funds.

ITEM	PL Funds	5305 FLEX Funds	MDOT Match	Local Match	TOTAL
Carryover	\$ 589,942.00	\$ 210,519.00	\$ 52,630.00	\$ 147,485.00	\$ 1,000,576.00
FY2021	\$ 234,040.00	\$ 58,559.00	\$ 14,640.00	\$ 58,510.00	\$ 365,749.00
FY 2022	\$ 238,721.00	\$ 59,730.00	\$ 14,932.00	\$ 59,680.00	\$ 373,063.00
<b>Total</b>	<b>\$ 1,062,703.00</b>	<b>\$ 328,808.00</b>	<b>\$ 82,202.00</b>	<b>\$ 265,675.00</b>	<b>\$ 1,739,388.00</b>
Task	PL	5305 FLEX	MDOT Match	Local Match	Total
1	\$ 340,515.00	\$ 201,100.00	\$ 50,275.00	\$ 85,129.00	\$ 677,019.00
2	\$ 173,780.00	\$ 68,369.00	\$ 17,091.00	\$ 43,445.00	\$ 302,685.00
3	\$ 157,853.00	\$ -	\$ -	\$ 39,464.00	\$ 197,317.00
4	\$ 27,575.00	\$ -	\$ -	\$ 6,894.00	\$ 34,469.00
5	\$ 362,980.00	\$ -	\$ -	\$ 90,745.00	\$ 453,725.00
6	0.00*	\$ 59,339.00	\$ 14,834.00	0.00*	\$ 74,173.00
<b>TOTAL</b>	<b>\$ 1,062,703.00</b>	<b>\$ 328,808.00</b>	<b>\$ 82,200.00</b>	<b>\$ 265,677.00</b>	<b>\$ 1,739,388.00</b>

\*The financial source for this item will be provided by the CARES Act, and will not include PL funds.

## FY 2021-2022 UNIFIED PLANNING WORK PROGRAM BUDGET

Work Task	Program/System	PL-Funds	MDOT 5305 Flex Funds	MDOT Match	LOCAL/in kind
<b>Task 1.0</b>	<b>Administration/Management</b>	<b>\$ 340,515.00</b>	<b>\$ 201,100.00</b>	<b>\$ 50,275.00</b>	<b>\$ 85,129.00</b>
1.1	Program Administration	\$ 253,900.00	\$ 201,100.00	\$ 50,275.00	\$ 63,475.00
1.2	Committee Support	\$ 37,121.00	\$ -	\$ -	\$ 9,280.00
1.3	Staff Travel and Training	\$ 19,797.00	\$ -	\$ -	\$ 4,949.00
1.4	Interagency Coordination	\$ 12,374.00	\$ -	\$ -	\$ 3,094.00
1.5	Public Participation	\$ 17,323.00	\$ -	\$ -	\$ 4,331.00
<b>Task 2.0</b>	<b>Data Development</b>	<b>\$ 173,780.00</b>	<b>\$ 68,369.00</b>	<b>\$ 17,091.00</b>	<b>\$ 43,445.00</b>
2.1	Transportation Data Collection	\$ 101,780.00	\$ 43,369.00	\$ 10,841.00	\$ 25,445.00
2.2	Technical Assistance	\$ 52,000.00	\$ 25,000.00	\$ 6,250.00	\$ 13,000.00
2.3	Training	\$ 20,000.00	\$ -		\$ 5,000.00
<b>Task 3.0</b>	<b>Planning</b>	<b>\$ 157,853.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 39,464.00</b>
3.1	Manage Program Documents	\$ 102,682.00	\$ -	\$ -	\$ 25,671.00
3.2	Coordination with Transit Service Providers	\$ 55,171.00	\$ -	\$ -	\$ 13,793.00
<b>Task 4.0</b>	<b>Metropolitan Transportation Plan</b>	<b>\$ 27,575.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,894.00</b>
4.1	(MTP) Management and Planning	\$ 27,575.00	\$ -	\$ -	\$ 6,894.00
<b>Task 5.0</b>	<b>Special Studies</b>	<b>\$ 362,980.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 90,745.00</b>
5.1	Major Corridor Studies	\$ 71,490.00	\$ -	\$ -	\$ 17,872.00
5.2	Drainage Study relative to potential future project	\$ 171,490.00	\$ -	\$ -	\$ 42,873.00
5.3	Pavement Management Planning	\$ 120,000.00	\$ -	\$ -	\$ 30,000.00
<b>Task 6.0</b>	<b>Public Transportation</b>	<b>\$ -</b>	<b>\$ 59,339.00</b>	<b>\$ 14,834.00</b>	<b>\$ -</b>
6.0	MPO Transit Specialist	\$ -	\$ 34,339.00	\$ 8,584.00	\$ -
6.1	Regional Transit Planning Study	0.00 **	\$ 25,000.00	\$ 6,250.00	0.00 **

\*FHWA AND FTA Planning funds are consolidated under the Consolidated Planning Grant (CPG)

\*\*The financial source for this item will be provided by the CARES Act, and will not include PL funds.



## *Unified Planning Work Program Tasks*



## **TASK 1.0 - ADMINISTRATION/MANAGEMENT**

Responsible Party and Contact Information:

Andrew Ellard  
Urban Development Department  
601-545-4609  
[aellard@hattiesburgms.com](mailto:aellard@hattiesburgms.com)

### **OBJECTIVE**

The objective of Task 1.0 is to ensure that the metropolitan transportation planning process is a continuing, comprehensive and coordinated (3C), regional transportation planning program conducted in compliance with applicable federal, state, and local laws and regulations in order to address the transportation needs within the Metropolitan Planning Boundary and ensure that all modes of transportation are considered as viable elements in the overall planning process.

**POLICY PURPOSE:** The MPO will maintain offices and staff for the purpose of administration operations of the MPO. The MPO administrative staff will maintain fiscal accountability in accordance with federal regulations for grant administration, including the in-kind program; project managers will monitor staff and/or consultant performance on work assignments as required accomplishing UPWP tasks

### **EXPECTED PRODUCTS**

Expected products from this task include the implementation of the metropolitan transportation planning process through:

- Program Administration/Management;
- Committee Support;
- Travel and Training;
- Interagency Coordination; and
- Public Participation

### **SUBTASKS**

#### **1.1 Program Administration**

Administer the program by:

- Accomplishing planning objectives and ensuring compliance with applicable federal, state, and local laws and regulations
- Carrying out accounting and records management
- Providing office space for HPFL-MPO staff. Managing HPFL-MPO staff, including assignment of tasks, oversight of responsibilities, performance evaluations, and administration of employees' leave;
- Implementing, maintaining and updating policy documents including the HPFL-MPO Bylaws, the Public Participation Plan and the Limited English Proficiency Plan;
- Developing and managing contracts necessary for carrying out the program;
- Participation in the Association of Metropolitan Planning Organizations (AMPO), and other organizations that enhance the planning process; and
- Monitor federal and state legislation related to or impacting transportation issues.

### **1.2 Committee Support**

Provide support to the Policy Committee (PC), Technical Committee (TC) and other designated subcommittees by:

- Preparing and distributing meeting schedules;
- Securing meeting locations and coordinating room arrangements;
- Advertising and posting meeting notices in accordance with the Public Participation Plan;
- Preparing and delivering committee packets and supporting information;
- Preparing resolutions supporting planning projects from member agencies; and
- Provide meeting minutes or notes, as appropriate, to committee members.

### **1.3 Staff Travel and Training**

Attend workshops, conferences, seminars, webinars and other events that support the work of the HPFL-MPO and further enhance staff knowledge, skills and abilities. Attendance at the following is anticipated, subject to prior approval from MDOT for all out-of-state travel:

- FHWA and MDOT Training Sessions
- MDOT Statewide MPO's Executive Committee, Subcommittee and Membership Meetings
- Association of MPO's (AMPO) Annual Conference
- ESRI National Conference
- Transportation Research Board (TRB) Innovations in Travel Modeling
- National Training Institute Training (NTI)
- Mississippi Automated Resource Information System (M.A.R.I.S.) Forums
- MDOT Statewide Transit Summit

### **1.4 Interagency Coordination**

Coordinate with agencies and community groups on transportation-related issues within the HPFL-MPO planning area.

These groups include, but are not limited to:

- MDOT State and District VI
- City of Hattiesburg
- City of Petal
- Forrest County
- Lamar County
- University of Southern Mississippi
- William Carey University
- Hattiesburg Laurel Regional Airport
- Railroad Agencies
- Forrest County Industrial Park Commission
- Bobby Chain Municipal Airport
- Area Development Partnership
- Southern Mississippi Planning and Development District
- Hattiesburg Convention & Visitors Bureau
- Hattiesburg Downtown
- Medical Centers
- Social Service Agencies
- Bicycling Advocacy Groups



### **1.5 Public Participation**

The HPFL-MPO will engage the public in accordance with the Public Participation Plan (3P) and will meet the requirements of U.S. Title I of the Civil Rights Act of 1964 by:

- Conducting appropriate public hearings, public meetings and community outreach activities;
- Maintaining a database of media contacts for dissemination of public participation materials and notices;
- Producing and distributing a quarterly newsletter;
- Extending HPFL-MPO's outreach using the HPFL-MPO website, surveys, electronic newsletters, visualization tools and appropriate innovative participation techniques;
- Complying with the FTA/MDOT directive to maintain a Limited English Proficiency Program (LEP), wherein information and documents will be made available to the public in other languages upon request, to facilitate participation in HPFL-MPO plans, programs and activities; and
- Attending and participating in local meetings addressing transportation issues or issues that impact transportation concerns.

### ***Previous Work***

- MPO Administration and Management
- Unified Planning Work Program (UPWP)
- Quarterly Transportation Policy Committee (TPC) and Technical Coordinating Committee (TCC) meetings
- MPO self-certification review
- Maintain interagency agreements
- MPO Planning and Technical Support
- Transportation Improvement Program (TIP)
- Professional Development for MPO Staff and MPO Members
- Functional Roadway Classifications
- Supervision of staff assigned to Transportation Planning and MPO tasks
- Participation and coordination of federal and state programs
- Memorandum of Understanding between HPFL-MPO and MDOT
- Invoice, Budget and Quarterly Reports
- Participate in federal and state meetings
- Annual Audit

TASK 1.0 - ADMINISTRATION/MANAGEMENT					
Task	PL	5305	MDOT Match	Local Match	Total
1	\$340,515.00	\$201,100.00	\$50,275.00	\$85,129.00	\$677,019.00



## **TASK 2.0 - DATA DEVELOPMENT & MAINTENANCE**

Responsible Party and Contact Information:

Andrew Ellard  
Urban Development Department  
601-545-4609  
[aellard@hattiesburgms.com](mailto:aellard@hattiesburgms.com)

The objective of Task 2.0 is to collect, update, analyze, model and maintain the basic data, inventories and tools necessary for use in implementing the HPFL-MPO transportation plans, programs and projects. Private sector professional services may be utilized in order to supplement staff efforts under this task.

### **EXPECTED PRODUCTS**

Expected products from this task include:

- Collection, analysis, and maintenance of transportation data;
- Maintain and update databases and inventories of transportation data and facilities;
- Maintain and update the travel demand model;
- Maintain and update the Geographic Information System (GIS).

### **PREVIOUS WORK**

- Provision of land use, socioeconomic, population data to be used by communities in long range transportation planning
- Provision of maps, traffic counts, inventory data and other technical information
- Continuous monitoring and surveillance of growth patterns and other factors (such as subdivision development) for effect on transportation
- Coordination of transportation planning process
- Technical assistance, including maps traffic statistics and planning data

### **SUBTASKS**

#### **2.1 Transportation Data Collection and Analysis**

HPFL-MPO staff, in cooperation with member agencies, will develop, analyze, update and maintain data relative to the transportation system. Socioeconomic data, transportation data, information services, travel demand modeling and analytical support will be developed and utilized in carrying out the transportation planning process, to the extent that resources allow, by:

- Collecting and maintaining population, employment, land use, and socio-economic data;
- Developing and maintaining maps and inventories of transportation system components;
- Collecting, updating and maintaining Geographic Information System (GIS) data for use in data retrieval, analysis, projections, mapping and the presentation of transportation planning products and activities in support of public participation and environmental justice programs;
- Establish an annual program for collecting traffic volume and turning movement counts.

## **2.2 Technical Assistance, including Maps, Traffic Statistics and Planning Data**

To provide technical assistance to the MPO entities in transportation planning and coordination of MPO plans, activities and policies in order to promote overall cooperation, long/short term planning and capital.

- Train staff on the GIS/TMS system, Arc View and TRANSCAD software.
- Provision of current land use, population, socioeconomic data.
- General monitoring and surveillance to assure the metropolitan urbanized area is in compliance with current land use, planning and transportation plans.
- Maintain current and accessible inventory of land use, zoning changes, traffic counts and additional planning data for transportation planning purposes.
- Update zoning maps with changes.
- Obtain digital aerial photography in order to verify land use by consulting current aerial photography and conducting field checks.
- Provide other technical assistance as requested. This assistance will include many functions required for proper daily operations of the MPO. This will include items such as surveying, researching legal documents, traffic counting, TMS/GIS maintenance, software updating and personnel scheduling.
- Purchase of GIS equipment and software for upgrade and implementing Transportation Management System (TMS).
- Purchase of capital equipment for transit system, including bus tracking and computer equipment and onboard data gathering equipment.
- Technical assistance in implementing tracking program for transit system.

## **2.3 Training**

Develop a training program to continually monitor, evaluate and identify priority projects and funding sources for projects to improve all components of transportation including safety and mobility. Continue MPO agency staff professional growth through participation in training courses, seminars and workshops that promote the 3C planning process and overall administrative techniques for continuation of MPO activities.

- Continue staff training on the GIS/TMS system, Arc View and TRANSCAD software
- Provide training for MPO members
- Staff training for transportation initiatives. (FTA, MPO, Federal and State)

TASK 2.0 – DATA DEVELOPMENT & MAINTENANCE					
Task	PL	5305	MDOT Match	Local Match	Total
2	\$173,780.00	\$68,369.00	\$17,091.00	\$43,445.00	\$302,686.00



## **TASK 3.0 - PLANNING**

Responsible Party and Contact Information:

Andrew Ellard  
Urban Development Department  
601-545-4609  
[aellard@hattiesburgms.com](mailto:aellard@hattiesburgms.com)

### **OBJECTIVE**

The objective of Task 3.0 is to implement and maintain short-term transportation planning activities associated with FY 2021-2022. To evaluate the existing transportation network and infrastructure in terms of operational efficiency and development of alternative strategies for reducing congestion, improving safety, and enhancing the mobility of people and goods. The HPFL-MPO does anticipate utilizing private sector professional services in this work task.

### **EXPECTED PRODUCTS**

Products expected from this task include:

- Management of the FY 2021-2024 Transportation Improvement Program (TIP);
- Implementation the 2021-2022 Unified Planning Work Program (UPWP);
- Development of the 2023-2026 TIP;
- Development of the 2023-2024 UPWP;
- Development and submittal to MDOT, FHWA, and FTA of the Self-Certification Statements and the Annual List of Projects (ALOP), as required;
- Coordination with transit service providers; and
- Monitoring the Regional Intelligent Transportation System (ITS) Architecture

### **PREVIOUS WORK**

- Develop and execute Unified Planning Work Program (UPWP)
- Develop and coordinate local Transportation Improvement Plan (TIP)
- Partnership and continued development of the Long Range Transportation Plan
- Conduct special studies (i.e. alternative truck route, corridor analysis, parking, access, etc.)
- Update of major thoroughfare plan
- Long-range planning, Short-range planning
- Develop and maintain project prioritization (construction) list

## SUBTASKS

### **3.1 Manage Program Documents**

- The following programmatic documents will be managed:
- Unified Planning Work Program (UPWP) - the 2021-2022 UPWP will be monitored and amended as necessary and the 2023-2024 UPWP will be developed;
- Transportation Improvement Program (TIP) – the 2021-2024 TIP will be monitored and amended as necessary and the 2023-2026 TIP will be developed. Changes that impact projects or available funding will be submitted to the HPFL-MPO staff by member agencies;
- Annual Listing of Obligated Projects (ALOP) – the 2017 ALOP and the 2018 ALOP will be developed and made available to the public by posting on the HPFL-MPO website; and
- Self-Certification Statement – the Self-Certification Statement will be prepared and included in the UPWP and the TIP documents (see Appendix F).

### **3.2 Coordination with Transit Service Providers**

The HPFL-MPO will coordinate with transit service providers, when requested and to the extent that HPFL-MPO resources allow, by:

- Providing assistance with planning projects for public transportation services in underserved areas within the HPFL-MPO planning area;
- Participating in efforts to maintain the Coordinated Regional Public Transportation Plan;
- Providing assistance for city level planning analyses in support of Environmental Justice/Title VI requirements to ensure compliance with FTA requirements;
- Participating in opportunities for transportation demand management;
- Participating in public education/awareness activities; and
- Supporting member agency applications for transit related grants and other funding sources.

TASK 3.0 – PLANNING					
Task	PL	5305	MDOT Match	Local Match	Total
3	\$157,853.00	\$0.00	\$0.00	\$39,464.00	\$197,317.00



## TASK 4.0 - METROPOLITAN TRANSPORTATION PLAN

Responsible Party and Contact Information:

Andrew Ellard  
Urban Development Department  
601-545-4609  
[aellard@hattiesburgms.com](mailto:aellard@hattiesburgms.com)

### OBJECTIVE

The objective of Task 4.0 is to implement, monitor and amend as necessary, the 2045 Metropolitan Transportation Plan (MTP) which identifies transportation needs for the region between 2020 and 2045.

Section 134 (i)(2), U.S.C., as amended by MAP-21 and the FAST ACT, A transportation plan --- shall contain, at a minimum, the following: C (2)(E) FINANCIAL PLAN: (i) A financial plan that (I) demonstrates how the adopted transportation plan can be implemented; (II) indicates resources from public and private sources that are reasonably expected to be made available to carry out the plan; and (III) recommends any additional financing strategies for needed projects and programs. (ii) The financial plan may include for illustrative purposes, additional projects that would be included in the adopted transportation plan if reasonable additional resources beyond those identified in the financial plan were available. (Note: These additional projects that may be included for illustrative purposes are usually referred to as vision projects.) Therefore, the purpose of this subtask is to produce a financial component for the MTP.

### EXPECTED PRODUCTS

- Management of the current MTP;
- Planning, development, and management of the 2045 Metropolitan Transportation Plan

### PREVIOUS WORK

- The 2040 MTP was adopted by the MPO in January 2016;
- The 2040 MTP included a Financial Plan that listed all proposed street and highway improvements for each stage of the plan; and
- The estimated cost was shown, and the funding source for each proposed improvement was identified.

### SUBTASKS

#### **4.1 Metropolitan Transportation Plan (MTP) Management and Planning**

The HPFL-MPO will implement the current MTP and continue to evaluate the impact of changes that occur in planning policy, project priority, available funding and federal legislation and amend the MTP as necessary.

TASK 4.0 – METROPOLITAN TRANSPORTATION PLAN					
Task	PL	5305	MDOT Match	Local Match	Total
4	\$27,575.00	\$0.00	\$0.00	\$6,894.00	\$34,469.00



## **TASK 5.0 - SPECIAL STUDIES**

Responsible Party and Contact Information:

Andrew Ellard  
Urban Development Department  
601-545-4609  
[aellard@hattiesburgms.com](mailto:aellard@hattiesburgms.com)

### **OBJECTIVE**

The objective of Task 5.0 is to further the goals and objectives of the transportation planning process through special studies undertaken by MPO staff and consultants in support of existing or projected national, statewide, and/or regional transportation related issues and needs.

### **EXPECTED PRODUCTS**

- Serve as project manager for consultant-led activities
- Coordinate and facilitate meetings, provide oversight of the project managers
- Conduct special studies (i.e. alternative truck route, corridor analysis, parking, access, etc.)
- Long-range planning, Short-range planning
- Develop transit related programs
- Development of major corridor studies

### **PREVIOUS WORK**

- Planning and management of public transportation system
- Development of Transit Studies

### **SUBTASKS**

#### **5.1 Major Corridor Studies**

The HPFL-MPO will develop a regional concept for corridor analysis that would address economic development, emergency evacuations, land use and increasing congestion. Leaders, staff and transportation stakeholders at the cities of Hattiesburg and Petal; the HPFL-MPO; Forrest and Lamar County; the MDOT; and the University of Southern Mississippi will be solicited for input to develop priorities to improve corridor development. Studies may be general, encompassing corridors in general or may be specific to jurisdictions, areas, or particular corridors.

#### **5.2 Drainage Study Relative to Potential Future Project**

The HPFL-MPO supports a study of the drainage area in the vicinity of Gordon's Creek, particularly as it pertains to potential impacts that future expansions or other projects along Lincoln Road – a significant East-West corridor – may have on the area.

#### **5.3 Pavement Management Planning**

The goal of the Pavement Management Plan is to provide each HPFL-MPO entity with an effective, data-driven approach toward active pavement maintenance. The intended outcome of this project is a planning document that complements the MPO's Long Range Transportation Plan (2015-2040) by way of specific attention to pavement maintenance, which local jurisdictions will find useful in planning and implementing future projects.



**Activities in support of the corridor studies include:**

- Contract management;
- Data Support for the Consultant;
- Webpage maintenance and Map production;
- Coordinating public participation activities related to the study;
- Meeting coordination and facilitation;
- Document review; and
- Invoice processing.

TASK 5.0 – SPECIAL STUDIES					
Task	PL	5305	MDOT Match	Local Match	Total
5	\$362,980.00	\$0.00	\$0.00	\$90,745.00	\$453,725.00



## **TASK 6.0 -- PUBLIC TRANSPORTATION**

Responsible Party and Contact Information:

Andrew Ellard  
Urban Development Department  
601-545-4609  
[aellard@hattiesburgms.com](mailto:aellard@hattiesburgms.com)

**OBJECTIVE:** To provide planning and grant management for Hub City Transit and to provide general operating assistance. The staff will work with Hub City Transit to support a coordinated transportation plan and engage them in the regional transportation planning process to include public involvement, Title VI compliance, and DBE Program implementation. The operation of an efficient transit system in the Hattiesburg Urbanized Area will include funding applications, finance management, marketing plans, planning for local and regional mobility infrastructure; activities identifying transportation projects and related improvements to reduce congestion, improve air quality and create economic and employment impacts.

### **EXPECTED PRODUCTS**

- Administrative Oversight of Transit Study to improve routes in the urbanized area.
- Transit System Performance Monitoring
- Service Expansion Planning
- Transit and Paratransit Planning Activities
- Administrative Oversight of Transit Study to improve routes in the urbanized area.
- Carry out public involvement activities related to transit and paratransit as needed.

### **SUBTASKS**

#### **6.1 Regional Transit Planning**

Facilitate regional transit planning among transit providers including local, state and regional providers. The MPO will monitor, as needed, data for Transit Quality Level of Service for transit services as the fixed-route system ITS components are brought fully on-line. Update the Hattiesburg Urbanized Area Regional Plan for urbanized area cities and Counties, manage the required minor update annually; and manage the required major update every five years, incorporating a 10-year planning horizon. Assist in implementation of the bus stop and shelter installation program to study best locations for future phases of shelter/bench installations while keeping in mind Title VI requirement.

**EXPECTED PRODUCTS**

- Financial Management Plan: Develop budget for operating expenses,
- Fiscal and managerial oversight of HCT Operating and Capital expenses
- Preparation of plans and studies needed to improve efficiency of HCT
- Transit System Performance Monitoring
- Service Expansion Planning
- Executing marketing activities: advertising, and public relations plan and strategy for communicating and promoting Hub City Transit.
- Passenger Waiting Facility Improvement Studies
- Identifying and prioritizing transportation projects for developing a multimodal transportation system.

TASK 6.0 – PUBLIC TRANSPORTATION					
Task	PL	5305	MDOT Match	Local Match	Total
6	\$0*	\$59,339.00	\$14,834.00	\$0*	\$74,173.00

\*The financial source for this item will be provided by the CARES Act, and will not include PL funds.



**Figure 3** Unified Planning Work Program for Fiscal Years 2021 and 2022 Tasks Schedule

TASK		Fiscal Year 2021												Fiscal Year 2022											
		Oct. 28	Nov. 25	Dec. 23	Jan. 27	Feb. 24	Mar. 24	Apr. 28	May 26	June 23	July 28	Aug. 25	Sept. 22	Oct. 27	Nov. 24	Dec. 22	Jan. 26	Feb. 23	Mar. 23	Apr. 27	May 25	June 22	July 20	Aug. 24	Sept. 28
<b>Task 1.0: Administration/Management</b>																									
1.1	Program Administration																								
1.2	Committee Support																								
1.3	Staff Travel and Training																								
1.4	Interagency Coordination																								
1.5	Public Participation																								
<b>Task 2.0: Data Development</b>																									
2.1	Transportation Data Collection																								
2.2	Technical Assistance																								
2.3	Training																								
<b>Task 3.0: Planning</b>																									
3.1	Manage Program Documents																								
3.2	Coordination with Transit Service Providers																								
<b>Task 4.0: Metropolitan Transportation Plan</b>																									
4.1	Metropolitan Transportation Plan (MTP) Management and Planning																								
<b>Task 5.0: Metropolitan Transportation Plan</b>																									
5.1	Major Corridor Studies																								
5.2	Drainage Study relative to potential future project																								
5.3	Pavement Management Planning																								
<b>Task 6.0: Public Transportation</b>																									
6.0	MPO Transit Specialist																								
6.1	Regional Transit Planning Study																								



## UPWP Amendment Process

After the adoption of the FY 2021/2022 UPWP, any major change in the document must go through an amendment process. Changes in the UPWP, such as tasks priorities, inclusions or exclusion of projects or availability of additional funds, will require an amendment, to the adopted FY 2021-2022 UPWP.

An amendment to the UPWP must be considered by the MPO's Technical Committee and approved and adopted by the HPFL-MPO Policy Committee.

Figure 4



## Hattiesburg-Petal-Forrest-Lamar Metropolitan Planning Organization Policy Committee Members

*Toby Barker, Mayor*

*City of Hattiesburg, Mississippi*

*Tony Ducker, Mayor*

*City of Petal, Mississippi*

*Warren Byrd, Board of Supervisors*

*Lamar County, Mississippi*

*Chris Bowen, Board of Supervisors*

*Forrest County, Mississippi*

*Brad White, Executive Director*

*Mississippi Department of Transportation  
Jackson, Mississippi*

*Don Davis, Division Administrator  
(Non-Voting Member)*

*Federal Highway Administration  
Jackson, Mississippi*

*Yvette Taylor  
(Non-Voting Member)*

*Federal Transit Administration  
Atlanta, Georgia*



## **Hattiesburg-Petal-Forrest-Lamar Metropolitan Planning Organization**

### ***Technical Committee Members***

Andrew Ellard	HPFL-MPO Executive Director
Alan Howe	City of Hattiesburg
Ginger M. Lowrey	City of Hattiesburg
Charles Paige	City of Hattiesburg
Perry Thomas	City of Hattiesburg
Maurice Sutton	City of Hattiesburg
Lamar Rutland	City of Hattiesburg
Shundreka R. Givan	Federal Highway Administration
Randy Jansen	Federal Highway Administration
Kelly Castleberry	MDOT District 6 Engineer
Evan Wright	Mississippi Department of Transportation
Sammy Holcomb	Mississippi Department of Transportation
Perry Brown	Mississippi Department of Transportation
Lee Frederick	Mississippi Department of Transportation
Mitchell Young	Mississippi Department of Transportation
David Seyfarth	MDOT District 6 LPA Coordinator
Chuck Starita	Mississippi Department of Transportation
Bob Taylor	Forrest County
Corey Proctor	Forrest County
Kyle Wallace	Forrest County
Nick Connolly, P.E.	Forrest County
Mike Slade	Forrest County
Burkett Ross	Forrest County
Amy Heath	City of Petal
John Weeks, P.E.	City of Petal
Don Walker, P.E.	Lamar County
Jason Lamb	Lamar County
Michael Hershman	Lamar County
Geoffrey Crosby, P.E.	Neel & Schaffer
Allison Hawkins	Southern Mississippi Planning and Development District
Callison Richardson	Area Development Partnership
Dr. Robert Blevins	William Carey College
Jacob Cochran	University of Southern Mississippi
Thomas Heanue	Hattiesburg-Laurel Regional Airport
Calvin Russell	Hub City Transit

### ***Staff***

Armendia Esters	MPO Division Manager
Deanna Chapman	MPO Administrative Assistant
Addie West	MPO Transit Specialist