

# **HATTIESBURG-PETAL-FORREST-LAMAR**

## **2023-2024 UNIFIED PLANNING WORK PROGRAM**



Prepared by HPFL-MPO 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

Amended July 7, 2023

## HPFL-MPO 2023-2024 UNIFIED PLANNING WORK PROGRAM

### 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*

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**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 Infrastructure Investment and Jobs Act (IIJA) and 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 2023-2024 Unified Planning Work Program (UPWP); and

**WHEREAS**, in order to support the elements of the 2023-2024 Unified Planning Work Program, the City of Hattiesburg Department of Federal & 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 2023-2024 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 July 27, 2022.

  
HPFL-MPO Executive Director

  
HPFL-MPO Policy Committee Chairperson

Date August 12, 2022

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## 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 Federal & State Programs 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 2023-2024 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, 2022 to September 30, 2024. 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 2023-2024 UPWP was developed in accordance with regulations set forth in the Infrastructure Investment and Jobs Act (IIJA) adopted November 15, 2021. The MPO is responsible for carrying out the provisions of the IIJA Act under Title 49, United States Code, Section 5303 (Metropolitan Transportation Planning).

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;

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- 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.
- Improving transportation system resiliency and reliability;

Further emphasis will be placed on:

- Planning for a sustainable infrastructure system that works for all users, and undertake actions to prepare for and adapt to the impacts of climate change
- Advancing racial equity and support for underserved and disadvantaged communities
- Including provisions for safety in future transportation infrastructure
- Increasing meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices
- Addressing infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands
- Establishing a collaborative and integrated approach to transportation decision-making that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform the environmental review process
- Addressing the emerging topic areas of data sharing, needs and analytics

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

SCOPE OF THE METROPOLITAN PLANNING PROCESS							
TASKS	Program Administration	Data Collection, Maintenance & Analysis	Short-Range Planning	Long-Range Planning	Special Studies	Public Participation	Regional Public Transit Planning
Metropolitan Planning Factors							
Economic Vitality		✓	✓	✓			✓
Safety-motorized & non-motorized users		✓	✓	✓	✓	✓	✓
Security-motorized & non-motorized users		✓	✓	✓		✓	✓
Increase Access & Mobility of People and Freight		✓	✓	✓	✓	✓	✓
Promote Energy Conservation	✓	✓	✓	✓	✓	✓	✓
Promote integration and Connectivity Across Transportation Modes		✓	✓	✓	✓		✓
Promote efficient system management & operation	✓	✓					✓
Emphasize the preservation of the existing transportation system	✓	✓	✓	✓	✓	✓	✓
Reduce or Mitigate Stormwater impacts of Surface Transportation		✓	✓	✓	✓		✓
Enhance Travel & Tourism	✓	✓	✓	✓	✓	✓	✓

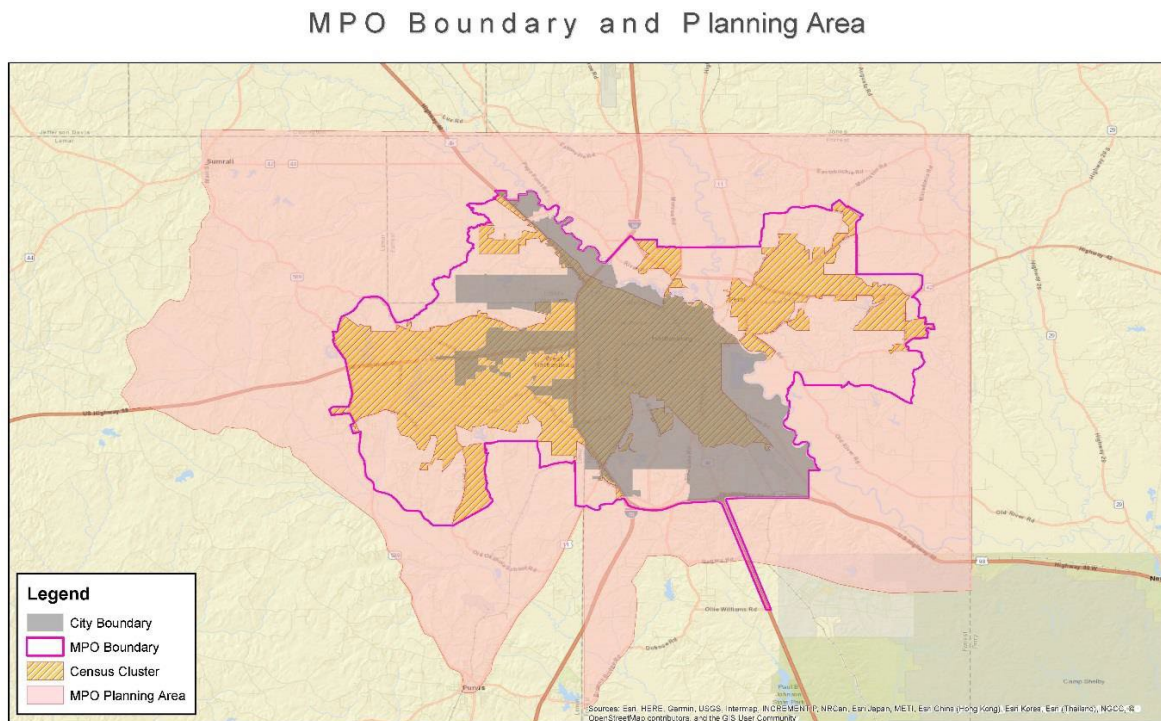
### Public Involvement

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**







## Organization

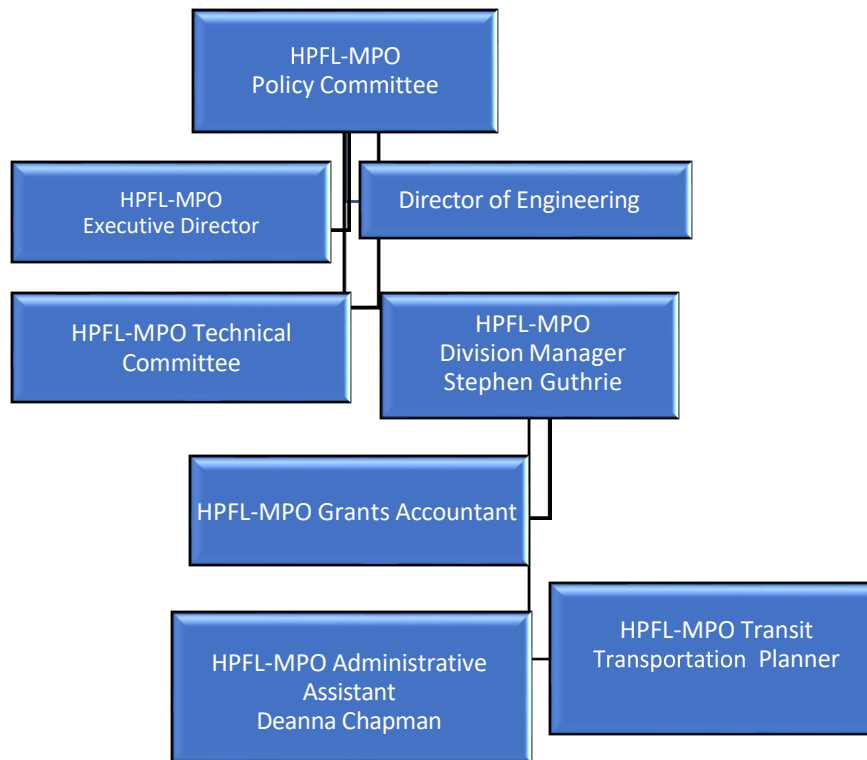
### Organization

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 representatives, 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, MPO Grants Accountant and the MPO Transportation Planner. (Figure 2)

**Figure 2**





## **Planning Issues & Emphases**

### **Planning Issues & Emphases**

Emphases for the 2023 and 2024 fiscal years will include the following:

#### **Transitioning to Clean Energy**

An important element of the new UPWP is inclusion of the participation of the Electric Vehicle Corridor development in the urbanized area, with an emphasis of inclusion of equitable access to charging stations.

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

There will be a continuing emphasis and developing and improving the 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 2023-2026 TIP will be developed, monitored and amended as necessary in compliance with federal regulations.

#### **Public Participation**

An emphasis on public participation from a diverse collection of residents will continue in the new UPWP; the MPO staff will 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). The staff will develop a Community Engagement Plan (CEP) to create a network of involved neighborhoods from locations that are predominantly comprised of underserved populations.

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

This area of 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 Data Sharing**

There will be a new emphasis on completing a Traffic Count, data collection and mapping database development, traffic study data collection and web-based clearinghouse development and web maintenance with applications in equity analyses, mobility services, and safety.

#### **Complete Streets & Safety**

The HPFL-MPO will make every effort to support member agencies as they integrate safety considerations in all planning levels and will develop a Comprehensive Safety Action Plan (CSAP) in fiscal year 2024. This safety plan will include all modes of transportation, including those modes outside of automobiles, thereby developing complete streets for all roadway users. Special consideration will be given to the Proven Safety Countermeasures of the Federal Highway Administration in the development of local transportation infrastructure.

#### **Equity and Justice<sup>40</sup>**

The HPFL-MPO will make every effort to ensure racial equity and support in transportation services and transportation construction projects for the underserved and disadvantage communities in the Hattiesburg-Petal-Forrest-Lamar planning area through the use of strategies recommended by the U.S. Department of Transportation in accordance with Executive Order 13985 (Advancing Racial Equity and Support for Underserved Communities).

**Security and the Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination**

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. In addition, the MPO staff will engage in education on the STRAHNET to LPA members, in addition to conducting coordinating activities with MDOT and military organizations in the area.

**Federal Land Management Agency (FLMA) Coordination**

The HPFL-MPO will include the concern of connectivity of transportation infrastructure and services to Federal Lands in project programming, with the guidance of MDOT.

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## Financial Summary

The total estimated funding available to the HPFL-MPO for FY 2023 and FY 2024 is \$2,189,554 in federal, state, and local funds. 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	PL-SATO Funds	5305 FLEX Funds	MDOT Match	Local Match	TOTAL
Estimated Carryover	\$ 780,000.00	\$ 5,499.00	\$ 264,826.00	\$ 66,207.00	\$ 195,000.00	\$ 1,311,532.00
<b>FY2023</b>	\$ 269,352.00	\$ 5,609.00	\$ 72,226.00	\$ 18,057.00	\$ 67,338.00	\$ 432,581.00
<b>FY 2024</b>	\$ 274,739.00	\$ 5,721.00	\$ 73,671.00	\$ 18,418.00	\$ 68,685.00	\$ 441,234.00
<b>Total</b>	\$ 1,324,091.00	\$ 16,829.00	\$ 410,723.00	\$ 102,681.00	\$ 331,022.00	\$ 2,185,347.00
Task	PL	PL-SATO	5305 FLEX	MDOT Match	Local Match	Total
<b>1</b>	\$ 417,415.00		\$ 206,920.00	\$ 51,730.00	\$ 104,355.00	\$ 780,420.00
<b>2</b>	\$ 295,378.00		\$ -	\$ -	\$ 73,844.00	\$ 369,222.00
<b>3</b>	\$ 205,000.00		\$ -	\$ -	\$ 51,250.00	\$ 256,250.00
<b>4</b>	\$ 60,000.00		\$ -	\$ -	\$ 15,000.00	\$ 75,000.00
<b>5</b>	\$ 346,298.00	\$ 16,829.00	\$ -	\$ -	\$ 86,574.00	\$ 449,703.00
<b>6</b>	\$ -		\$ 203,803.00	\$ 50,951.00	\$ -	\$ 254,754.00
<b>TOTAL</b>	\$ 1,324,091.00	\$ 16,829.00	\$ 410,723.00	\$ 102,681.00	\$ 331,022.00	\$ 2,185,347.00

## FY 2023-2024 UNIFIED PLANNING WORK PROGRAM BUDGET

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

Work Task	Program/System	PL-Funds	PL -SATO	5305 Flex Funds	MDOT Match	LOCAL/in kind
<b>Task 1.0</b>	<b>Administration/Management</b>	<b>\$ 417,415.00</b>		<b>\$ 206,920.00</b>	<b>\$ 51,730.00</b>	<b>\$ 104,355.00</b>
1.1	Program Administration	\$ 192,299.00		\$ 128,920.00	\$ 32,230.00	\$ 48,075.00
1.2	MPO Staff: Manager and Admin. Asst.	\$ 154,116.00		\$ -	\$ -	\$ 38,530.00
1.3	MPO Staff: Accountant & Planner	\$ -		\$ 78,000.00	\$ 19,500.00	\$ -
1.4	Committee Support	\$ 30,000.00		\$ -	\$ -	\$ 7,500.00
1.5	Staff Travel and Training	\$ 12,000.00		\$ -	\$ -	\$ 3,000.00
1.6	Interagency Coordination	\$ 12,000.00		\$ -	\$ -	\$ 3,000.00
1.7	Public Participation	\$ 10,000.00				\$ 2,500.00
1.8	Community Engagement Plan	\$ 7,000.00		\$ -	\$ -	\$ 1,750.00
<b>Task 2.0</b>	<b>Data Development</b>	<b>\$ 295,378.00</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$73,844.00</b>
2.1	Transportation Data Collection	\$ 130,000.00		\$ -	\$ -	\$ 32,500.00
2.2	Traffic Study Project FY24	\$ 136,598.00				\$ 34,149.00
2.3	Technical Assistance	\$ 18,780.00		\$ -	\$ -	\$ 4,695.00
2.4	Training	\$ 10,000.00		\$ -	\$ -	\$ 2,500.00
<b>Task 3.0</b>	<b>Planning</b>	<b>\$ 205,000.00</b>				<b>\$51,250.00</b>
3.1	Manage Program Documents	\$ 110,000.00		\$ -	\$ -	\$ 27,500.00
3.2	Coordination with Transit Service Providers	\$ 10,000.00				\$ 2,500.00
3.3	Electric Vehicle Support Program	\$ 80,000.00			\$ -	\$ 20,000.00
3.4	Strategic Highway Participation	\$ 5,000.00		\$ -	\$ -	\$ 1,250.00
<b>Task 4.0</b>	<b>Metropolitan Transportation Plan</b>	<b>\$ 60,000.00</b>				<b>\$15,000.00</b>
4.1	MTP Management and Planning	\$ 30,000.00				\$ 7,500.00
4.2	MTP 2050 Development	\$ 30,000.00		\$ -	\$ -	\$ 7,500.00
<b>Task 5.0</b>	<b>Special Studies</b>	<b>\$ 346,298.00</b>	<b>\$16,829.00</b>			<b>\$86,574.00</b>
5.1	Transportation Safety Plan (TSP)	\$ 116,298.00	\$ 16,829.00	\$ -	\$ -	\$ 29,074.00
5.2	Active Transportation Master Plan Blue Ways and Pathways	\$ 230,000.00				\$ 57,500.00
<b>Task 6.0</b>	<b>Public Transportation</b>	<b>\$ -</b>		<b>\$203,803.00</b>	<b>\$ 50,951.00</b>	<b>\$ -</b>
6.1	Transit Program Support			\$ 77,613.00	\$ 19,403.00	
6.3	Human Services Coordinated Public Transportation Plan (PTP)	\$ -		\$ 126,190.00	\$ 31,548.00	\$ -



## *Unified Planning Work Program Tasks*



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

Responsible Party and Contact Information:

Stephen Guthrie  
MPO Division Manager  
601-554-1008  
[sguthrie@hattiesburgms.com](mailto:sguthrie@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 Activities
- Equity and Justice40 compliance reporting

## **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, the Community Engagement 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), the Mississippi Public Transit Association, and other organizations that enhance the planning process; and
- Monitor federal and state legislation related to or impacting transportation issues.
- Establishing a new format for the 2023-2026 Transportation Improvement Plan (TIP).
- Continue Community Engagement Plan (CEP) development.

### **1.2 MPO Administration**

Provide leadership and also increased support for the expanding scope of work and planning emphases in fiscal year 2023-2024.

- MPO Division Manager
- MPO Administrative Assistant

### **1.3 MPO Federal and State Reporting Compliance**

Assist the MPO Division Manager to ensure accurate and timely reports to MDOT, FTA, and FHWA

- MPO Transportation (Transit) Planner
- MPO Grants Accountant

### **1.4 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.

### **1.5 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
- National Training Institute Training (NTI)
- Mississippi Automated Resource Information System (M.A.R.I.S.) Forums
- MDOT Statewide Transit Summit
- Mississippi Public Transit Association

### **1.6 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
- U.S. Department of Defense
- 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



### **1.7 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;
- Extending HPFL-MPO's outreach using the HPFL-MPO website, surveys, Virtual Public Involvement Tools (VPI) 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.

### **1.8 Community Engagement Plan**

The HPFL-MPO will develop a Community Engagement Plan to facilitate the public involvement of the underserved populations of the planning area that have had a history of low participation in transportation planning. Numerous strategies will be utilized in the Plan to increase public participation, including the incorporation of software and other tools for Virtual Public Involvement (VPI), neighborhood association networking, and targeted advertising.

#### ***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	\$ 417,415.00	\$ 206,920.00	\$ 51,730.00	\$ 104,355.00	\$ 780,420.00



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

Responsible Party and Contact Information:

Stephen Guthrie  
MPO Division Manager  
601-554-1008  
[sguthrie@hatterburgms.com](mailto:sguthrie@hatterburgms.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 a two-year program for collecting traffic volume and turning movement counts.

#### **2.2 Traffic Study**

Conduct a traffic study project, including environmental factors and concerns, in fiscal year 2024

### **2.3 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 software.
- Provision of current land use, population, socioeconomic data.
- General monitoring and surveillance to assure the metropolitan urbanized area complies 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 50 percent 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.

### **2.4 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 software
- Provide training for MPO members
- Staff training for transportation initiatives. (FTA, MPO, Federal and State)

<b>TASK 2.0 – DATA DEVELOPMENT AND MAINTENANCE</b>					
<b>Task</b>	<b>PL</b>	<b>5305</b>	<b>MDOT Match</b>	<b>Local Match</b>	<b>Total</b>
<b>2</b>	<b>\$ 295,378.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 73,844.00</b>	<b>\$ 369,222.00</b>



### TASK 3.0 - PLANNING

Responsible Party and Contact Information:

Stephen Guthrie  
MPO Division Manager  
601-554-1008  
[sguthrie@hattiesburgms.com](mailto:sguthrie@hattiesburgms.com)

#### OBJECTIVE

The objective of Task 3.0 is to implement and maintain short-term transportation planning activities associated with FY 2023-2026. 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 2023-2026 Transportation Improvement Program (TIP);
- Implementation of the FY 2023-2024 Unified Planning Work Program (UPWP);
- Development of the FY 2025-2028 TIP;
- Development of the FY 2025-2026 UPWP;
- Development of a Comprehensive Safety Action Plan
- Development of an Electrical Vehicle Support Program
- 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 2023-2024 UPWP will be monitored and amended as necessary and the 2025-2026 UPWP will be developed;
- Transportation Improvement Program (TIP) – the 2023-2026 TIP will be monitored and amended as necessary and the 2025-2028 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 2022 ALOP will be developed and made available to the public by posting on the HPFL-MPO website

### **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:

- Assisting 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;
- Assisting in 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.

### **3.3 Electric Vehicle Support Program**

- Executing a study of requirements for new locations for Electric Vehicle infrastructure in the Urbanized area
- Creating a local EV infrastructure development policy and plan that complies with new State parameters for EV corridor designation -with emphasis on equity in access to such infrastructure

### **3.4 Strategic Highway Network Participation**

- Fulfilling strategic highway network participation through research and education for the Policy Committee, and
- Completing coordination activities under the guidance of MDOT

TASK 3.0 - PLANNING					
Task	PL	5305	MDOT Match	Local Match	Total
3	\$ 205,000.00	\$ -	\$ -	\$ 51,250.00	\$ 256,250.00



## TASK 4.0 - METROPOLITAN TRANSPORTATION PLAN

### Responsible Party and Contact Information:

Stephen Guthrie  
MPO Division Manager  
601-554-1008  
[sguthrie@hattiesburgms.com](mailto:sguthrie@hattiesburgms.com)

### OBJECTIVE

The objective of Task 4.0 is to implement, monitor and amend as necessary, the 2050 Metropolitan Transportation Plan (MTP) which identifies transportation needs for the region between 2025 and 2050.

Title 23 CFR, §450.324 (a), Development and content of the metropolitan transportation plan states: *The metropolitan transportation planning process shall include the development of a transportation plan addressing no less than a 20-year planning horizon as of the effective date. In formulating the transportation plan, the MPO shall consider factors described in § 450.306 as the factors relate to a minimum 20-year forecast period. In nonattainment and maintenance areas, the effective date of the transportation plan shall be the date of a conformity determination issued by the FHWA and the FTA. In attainment areas, the effective date of the transportation plan shall be its date of adoption by the MPO.*

### EXPECTED PRODUCTS

- Management of the current MTP;
- Planning, development, and management of the 2050 Metropolitan Transportation Plan

### PREVIOUS WORK

- The 2045 MTP was adopted by the MPO in December 2020;
- The 2045 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.

#### **4.2 Metropolitan Transportation Plan (MTP) 2050 development**

The HPFL-MPO will begin to develop the MTP 2050 in Fiscal Year 2024 with an emphasis on early public engagement with use of new software for database management, Virtual Public Involvement, and other tools for public participation.

TASK 4.0 – METROPOLITAN TRANSPORTATION PLAN					
Task	PL	5305	MDOT Match	Local Match	Total
4	\$ 60,000.00	\$ -	\$ -	\$ 15,000.00	\$ 75,000.00



## **TASK 5.0 - SPECIAL STUDIES**

Responsible Party and Contact Information:

Stephen Guthrie  
MPO Division Manager  
601-554-1008  
[sguthrie@hattiesburgms.com](mailto:sguthrie@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
- Active Transportation plans

### **SUBTASKS**

#### **5.1 Comprehensive Safety Action Plan**

The HPFL-MPO will develop a Comprehensive Safety Action Plan (CSAP) that will address the needs of Vulnerable Road Users (VRU) and prioritize future projects for complete streets that are safe for non-motorized users. The plan will also establish a local roadway safety plan, incorporating the Federal Highway Administration's Proven Safety Countermeasures.

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 this master plan.

#### **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.

#### **5.2 Active Transportation Master Plan**

*The Active Transportation Plan-Blueways and Pathways Appendix* will integrate the designs for all modes of non-motorized transportation within the City of Hattiesburg, as well as other participating Local Public Agencies in the Hattiesburg Urbanized Area. The plan will include the appending to the Hattiesburg Area Pathways Master Plan and will incorporate the streams, creeks, and rivers within Hattiesburg

**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	PL-SATO	5305	MDOT Match	Local Match	Total
5	\$ 346,298.00	\$16,829.00	\$ -	\$ -	\$ 86,574.00	\$ 449,703.00



**TASK 6.0 -- PUBLIC TRANSPORTATION**

Responsible Party and Contact Information:

Stephen Guthrie  
MPO Division Manager  
601-554-1008  
[sguthrie@hattiesburgms.com](mailto:sguthrie@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, FTA Procurement 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 the implementation of the Transit Study plan to improve routes in the urbanized area.
- Administration and implementation of the Agency Safety Plan
- Transit System Performance Monitoring
- Service Expansion Planning
- Transit and Paratransit Planning Activities, including the development of a human services coordinated public transportation plan (PTP)
- 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 Transit Program Support**

Process and manage higher levels of procurement and grant revenue administration for Hub City Transit; Perform daily coordinating tasks and annual review for the Public Transportation Agency Safety Plan (PTASP); continue transit project progress reporting to the Federal Transit Administration.

### **6.2 Human Services Coordinated Public Transportation Plan (PTP)**

Develop a PTP in fiscal year 2024 for the purpose of establishing new service for senior citizens, as well as transportation services for the underserved community through access to Section 5310 funding.

TASK 6.0 – PUBLIC TRANSPORTATION					
Task	PL	5305	MDOT Match	Local Match	Total
6	\$ -	\$ 203,803.00	\$ 50,951.00	\$ -	\$ 254,754.00

Figure 3

### Unified Planning Work Program for Fiscal Years 2023-2024 Tasks Schedule

Task 1	Oct-Dec 2022	Jan-March 2023	April-June 2023	July-September 2023	Oct-Dec 2024	Jan-March 2024	April-June 2024	July-September 2024
1.1 Program Admin								
1.2								
1.3								
1.4								
1.5								
1.6								
1.7								
1.8								
Task 2								
2.1								
2.2								
2.3								
2.4								
Task 3								
3.1								
3.2								
3.3								
3.4								
Task 4								
4.1								

## HPFL-MPO 2023-2024 UNIFIED PLANNING WORK PROGRAM

4.2								
<b>Task 5</b>								
5.1								
5.2								
<b>Task 6</b>								
6.1								
6.2								



### UPWP Amendment Process

After the adoption of the FY 2023-2024 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 2023-2024 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***

<i>Toby Barker, Mayor</i>	<i>City of Hattiesburg, Mississippi</i>
<i>Tony Ducker, Mayor</i>	<i>City of Petal, Mississippi</i>
<i>Warren Byrd, Board of Supervisors</i>	<i>Lamar County, Mississippi</i>
<i>Chris Bowen, Board of Supervisors</i>	<i>Forrest County, Mississippi</i>
<i>Brad White</i>	<i>Mississippi Department of Transportation Jackson, Mississippi</i>
<i>Don Davis (Non-Voting Member)</i>	<i>Federal Highway Administration Jackson, Mississippi</i>
<i>Yvette Taylor (Non-Voting Member)</i>	<i>Federal Transit Administration Atlanta, Georgia</i>



**Hattiesburg-Petal-Forrest-Lamar Metropolitan Planning Organization**  
*Technical Committee Members*

Director of Engineering, City of Hattiesburg	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
Kim Thurman	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

## HPFL-MPO 2023-2024 UNIFIED PLANNING WORK PROGRAM

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
Emlyn Jackson	Southern Mississippi Planning and Development District
Colby Bennett	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*

Stephen Guthrie	MPO Division Manager
Deanna Chapman	MPO Administrative Assistant
_____	MPO Transportation Planner
_____	MPO Grants Accountant