

Grayson County Metropolitan Planning Organization (MPO)
POLICY BOARD
AGENDA

Wednesday, February 1, 2023 @ 8:00 am
City Council Chambers, Sherman City Hall
220 W Mulberry St, Sherman, TX 75090

Please visit our MPO website www.gcmppo.org for background materials under the “Committees/Meetings” link or under “News and Announcements” at our home page.

- I. Call to order
- II. Acknowledgment of Quorum by Chairman
- III. Public Comment Period
- IV. [Consider approval of the minutes of the MPO Policy Board meeting of December 7, 2022](#)
 Action Information
- V. [Review an Amendment to the 2045 Metropolitan Transportation Plan \(MTP\) and Approve a Resolution Adopting the Amendment to the 2045 MTP](#)
 Action Information
- VI. [Authorize Execution of a Professional Services Agreement between Grayson County MPO and Huitt-Zollars, Inc.](#)
 Action Information
- VII. Announcements
(*Informal Announcements, Future Agenda Items, and Next Meeting Date*)
 - TAC Next meeting date March 15, 2023
 - MPO Policy Board Next meeting date April 5, 2023
 - Freight Advisory Committee Next meeting date TBD
- VIII. Adjournment

PUBLIC COMMENT PERIOD - The MPO Policy Board (PB) will allow for a public comment period, not to exceed fifteen minutes, to receive public comment on any other matter that is under the jurisdiction of the PB. No action will be taken. Each speaker will be allowed a maximum of three minutes. The use of a single spokesperson to represent a group of people is encouraged. Where there are large numbers of persons who wish to address the PB on a single matter, the Chairman may decrease the amount of time available to each person who wishes to address the PB. Speakers must be signed up prior to the beginning of the public comment period.

All meetings of the Grayson County Metropolitan Planning Organization (MPO) are open to the public. The MPO is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal opportunity for effective communications will be provided upon request. Please contact Clay Barnett at (903) 813-4524 at least 24 hours in advance if accommodation is needed.

The above notice was posted at the Grayson County Courthouse in a place readily accessible to the public and made available to the Grayson County Clerk on or before January 27, 2023.

NOTE: The MPO Policy Board (PB) agenda/packet is only distributed digitally, no paper copies will be sent. If you need a printed copy please contact MPO staff.



Clay Barnett, P.E.

The MPO Policy Board may retire into **EXECUTIVE SESSION** pursuant to the Texas Government Code, Chapter 551, Subchapter D, to discuss any item posted on this agenda and take appropriate action as necessary.

1 Grayson County Metropolitan Planning Organization (MPO)
2 POLICY BOARD

3 Grayson County Courthouse

4 Commissioner Courtroom

5 Wednesday, December 7, 2022 at 8:00 am

6
7 **Board Members Present:**

8 Mayor David Plyler, Chairman	City of Sherman
9 Mayor Janet Gott, Vice Chairman	City of Denison
10 Mayor Jim Atchison	City of Van Alstyne
11 Noel Paramanatham, P.E.	TxDOT Paris District Engineer
12 Commissioner Jeff Whitmire	Grayson County

13
14 **Board Members Absent:**

15 None

16
17 **Ex-Officio Members Present:**

18 None

19
20 **Ex-Officio Members Absent:**

21 Shellie White	Texoma Area Paratransit System
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22
23 **Non-Voting Members Present:**

24 Barbara Maley	Federal Highway Administration (FHWA)
25 Mansour Shiraz	TxDOT TPP Division

26
27 **Non-Voting Members Absent:**

28 Lynn Hayes	FTA – Region 6 – Fort Worth
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29
30 **Technical Advisory Committee Members Present:**

31 None

32
33 **Staff Present:**

34 Clay Barnett, P.E.	Grayson County MPO
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35
36 **Guests Present:**

37 Melissa Mizell	Grayson County
38 John Ho	Huitt-Zollars
39 Nickie Harrison	Grayson County
40 Dallas Heston	TxDOT

41
42 **I. Call to Order**

43
44 Chairman Plyler called the meeting to order at 8:00 a.m.

45
46 **II. Acknowledgment of Quorum by Chair**

1 Chairman Plyler declared a quorum of the Policy Board present.

2
3 **III. Public Comment Period**

4
5 No Public Comments

6
7 **IV. Consider approval of the minutes of the MPO Policy Board meeting of September 14,**
8 **2022**

9
10 Motion to approve the minutes of the September 14, 2022 meeting was made by Mayor Gott and
11 seconded by Mayor Atchison. Motion carried.

12
13 **V. Election of a MPO Policy Board Vice-Chairman**

14
15 Mayor Janet Gott was nominated by Mayor Atchison, seconded by Commissioner Whitmire.
16 Motion carried.

17
18 **VI. Review of the Transit Asset Management (TAM) Plan for the Texoma Area**
19 **Paratransit System (TAPS) and Approve a Resolution Adopting the TAM Plan**

20
21 Mr. Barnett stated the TAPS Board of Directors reviewed and approved the plan on November 16,
22 2022. They were forwarded to the MPO for consideration. The TAC reviewed and recommend
23 approval to the Policy Board on November 30, 2022. Motion to approve the Resolution Adopting
24 the TAM plan was made by Mayor Gott, seconded by Commissioner Whitmire. Motion carried.

25
26 **VII. Review of the Public Transportation Agency Safety Plan (PTASP) for the Texoma**
27 **Area Paratransit System (TAPS) and Approve a Resolution Adopting the PTASP Plan**

28
29 Mr. Barnett stated that these are performance measures that TAP's has to adopt every year. They
30 outline safety improvements and how they will reduce the number of accidents. The Board of
31 Directors approved the plan on November 16, 2022 and TAC recommended approval on
32 November 30, 2022. Motion to approve the Resolution Adopting the PTASP was made by Mayor
33 Gott, seconded by Mayor Atchison. Motion carried.

34
35 **VIII. Review and Approve the FY 2022 Annual Performance and Expenditure Report**
36 **(APER)**

37
38 Mr. Barnett stated that every two years the MPO adopts a Unified Planning Work Program, which
39 is the two year budget for the MPO. At the end of each fiscal year the MPO must write an annual
40 Performance and Expenditure Report that outlines what activities we did through the year in order
41 to achieve the goals that are set in the Unified Planning Work Program. The APER was reviewed
42 and recommended for approval by the TAC on November 30, 2022. These activities include the
43 completion of the Grayson County Safety and Operations Plan, which is currently available on the
44 GCMPO website. That is the first step in the Safety Action Plan. We also completed the
45 demographics portion of the modeling update this year. TxDOT is going to complete the
46 modeling. Motion to approve the FY 2022 APER was made by Mayor Gott, seconded by

1 Commissioner Whitmire. Motion Carried.

2
3 **IX. Presentation from TxDot on the State Infrastructure Bank (SIB) Loan Program**

4
5 Mr. Teston gave a presentation about the State Infrastructure Bank (SIB), which is attached hereto
6 and incorporated herein.

7
8 **X. Pursuant to Tex. Gov't Code, Sec. 551.074, the Grayson County MPO Policy Board**
9 **reserves the right to convene in an executive session to discuss a personnel matter.**

10
11 The Chairman adjourned the meeting to hold an executive session at 8:25 a.m. The Policy Board
12 reconvened at 9:03 a.m.

13
14 **XI. Consider and take action on a matter discussed during executive session**

15
16 No action was taken from the executive session.

17
18 **XII. PUBLIC HEARING: Review and Approval of a Draft Amendment to the 2022-2023**
19 **Unified Planning Work Program (UPWP)**

20
21 Mr. Barnett stated that the UPWP is a two year budget for the MPO. TxDOT had informed him
22 that we did not qualify for State Planning and Research Funds (SPR) because we have too much
23 in reserves. Mr. Barnett stated that the revision adds funding from reserves to the MTP and some
24 for the Thoroughfare Plan.

25
26 Chairman Plyler opened the public hearing at 9:06 a.m.

27
28 There were no public comments.

29
30 Chairman Plyler closed the public hearing at 9:07 a.m.

31
32 Motion to approve the Amendment to the 2022-2023 UPWP was made by Mayor Gott, seconded
33 by Mayor Atchison. Motion carried.

34
35 **XIII. Announcements**

36
37 Mr. Barnett stated the next TAC meeting date is January 18, 2023. The next MPO Policy Board
38 meeting date is February 1, 2023.

39
40 **XIV. Adjournment**

41
42 Having no further business to discuss, Chairman Plyler adjourned the meeting at 9:08am.

43
44
45 _____
46 David Plyler, Chairman, GCMPO Policy Board



TxDOT State Infrastructure Bank

Presented by Dallas Teston, TxDOT, SIB Program Lead



SIB Loans



- Revolving fund - All repayments go back into the SIB
- Non-federal dollars

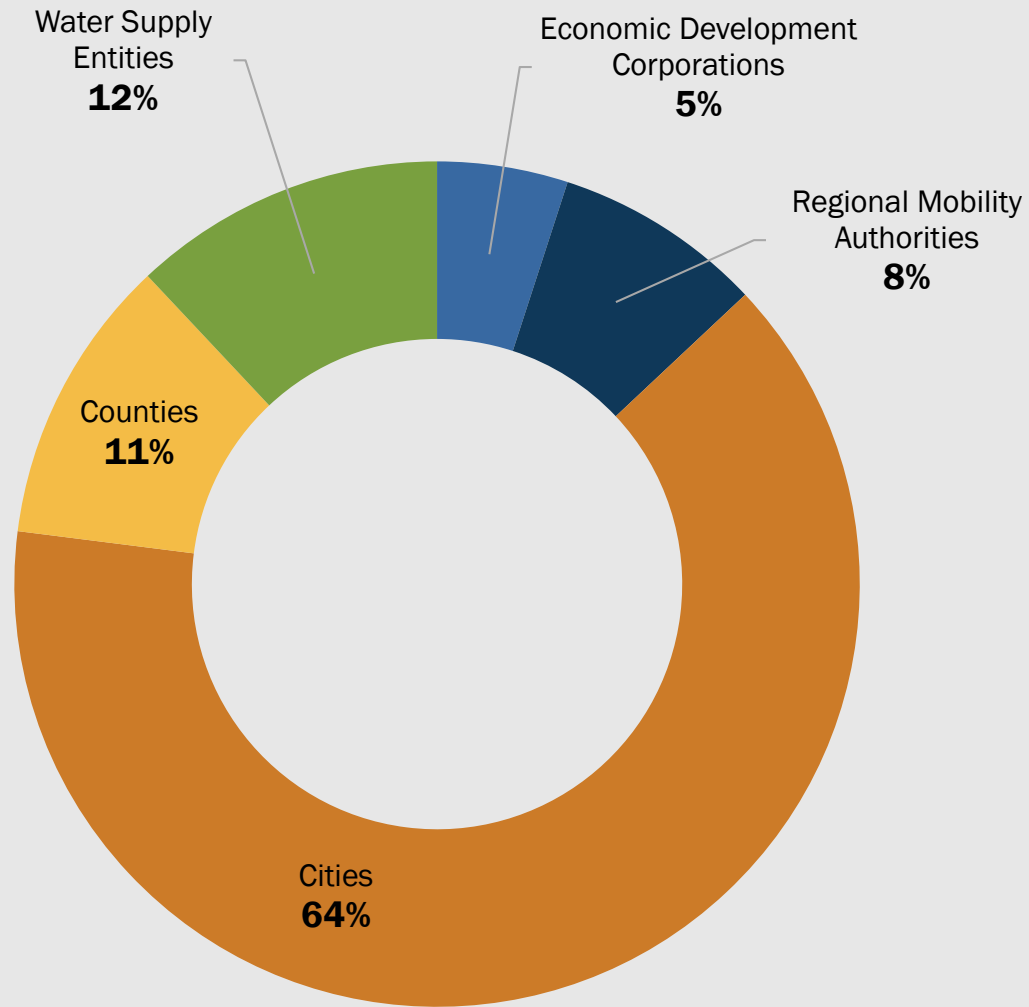
146 Loans – Since inception (1997)

- Loans have ranged from \$10,000 to \$42m
- Median loan amount approximately \$1m

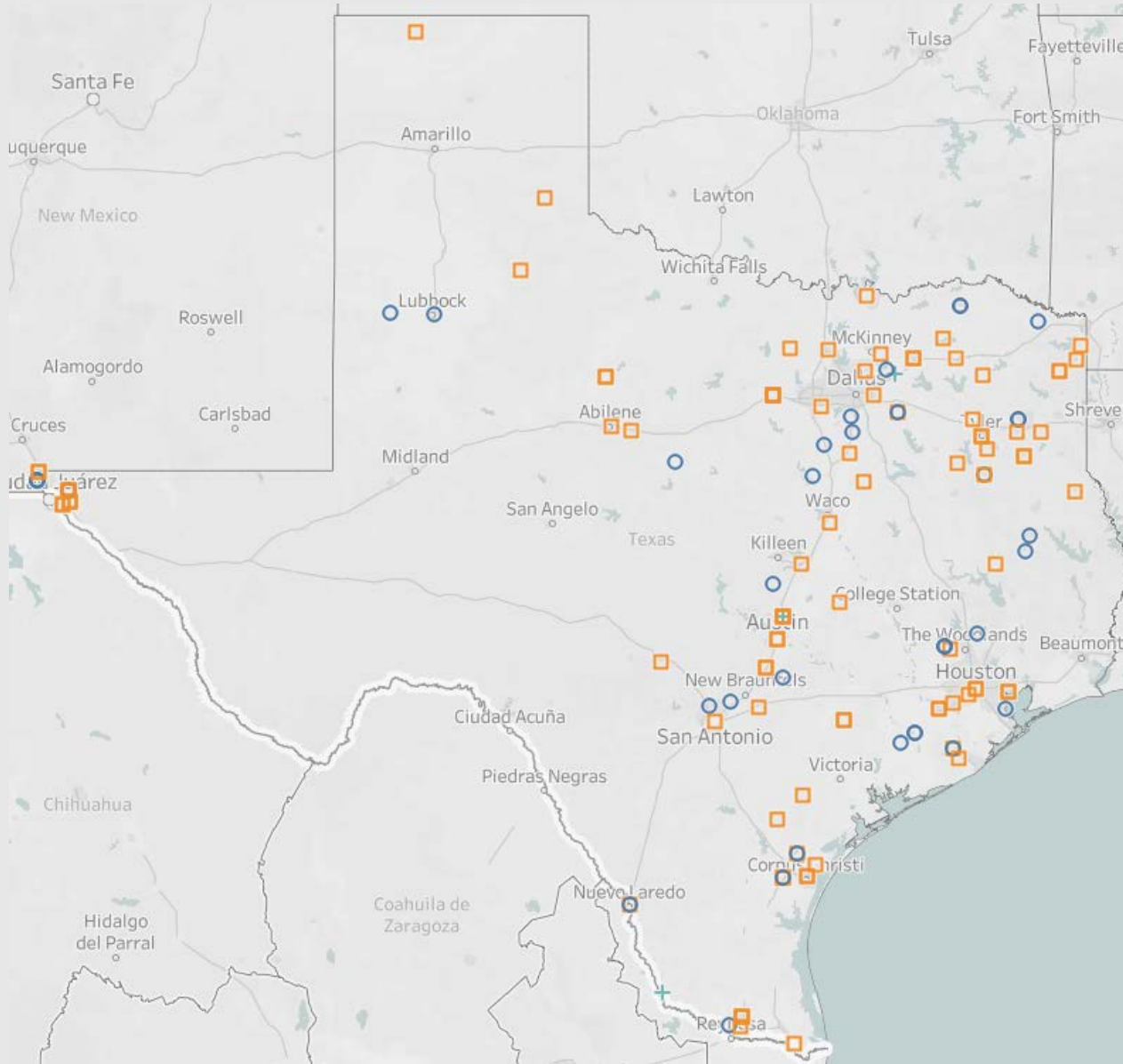
\$728 Million – In loans

\$482 Million – Repaid

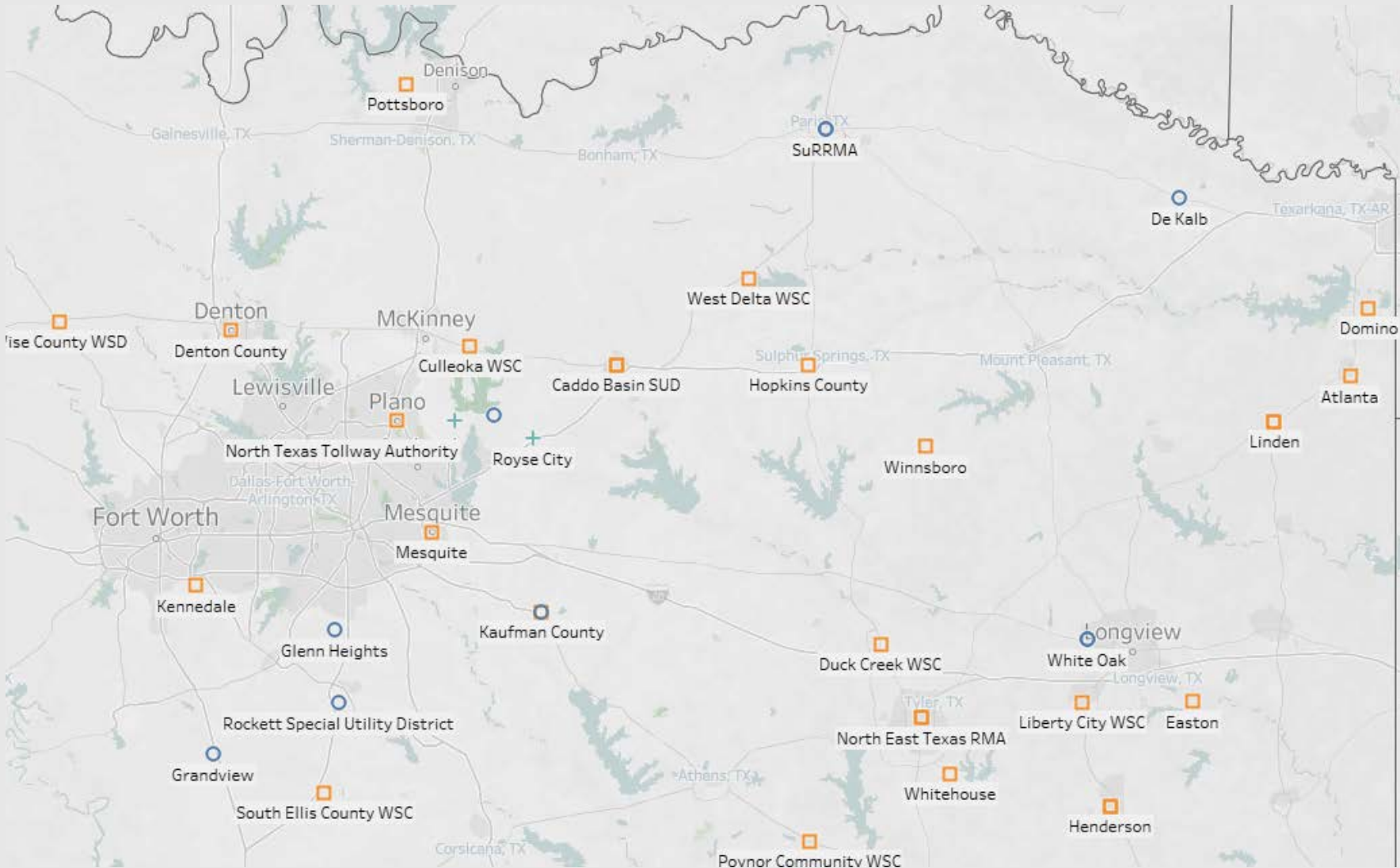
\$8 Billion – In Texas transportation projects



SIB loans around the state



Loans in the area





Eligible Projects

- Eligible under federal highway programs.
- On or off-system roadways can be eligible.
 - Must be functionally classified above a rural minor collector.
- Generally, projects eligible under Title 23.

Eligible Uses Include*

Construction or reconstruction

Contingency

Right of way acquisition

Utility relocation

Local match or joint bid

Financial & Legal advisory fees

*Funds cannot be used to reimburse costs



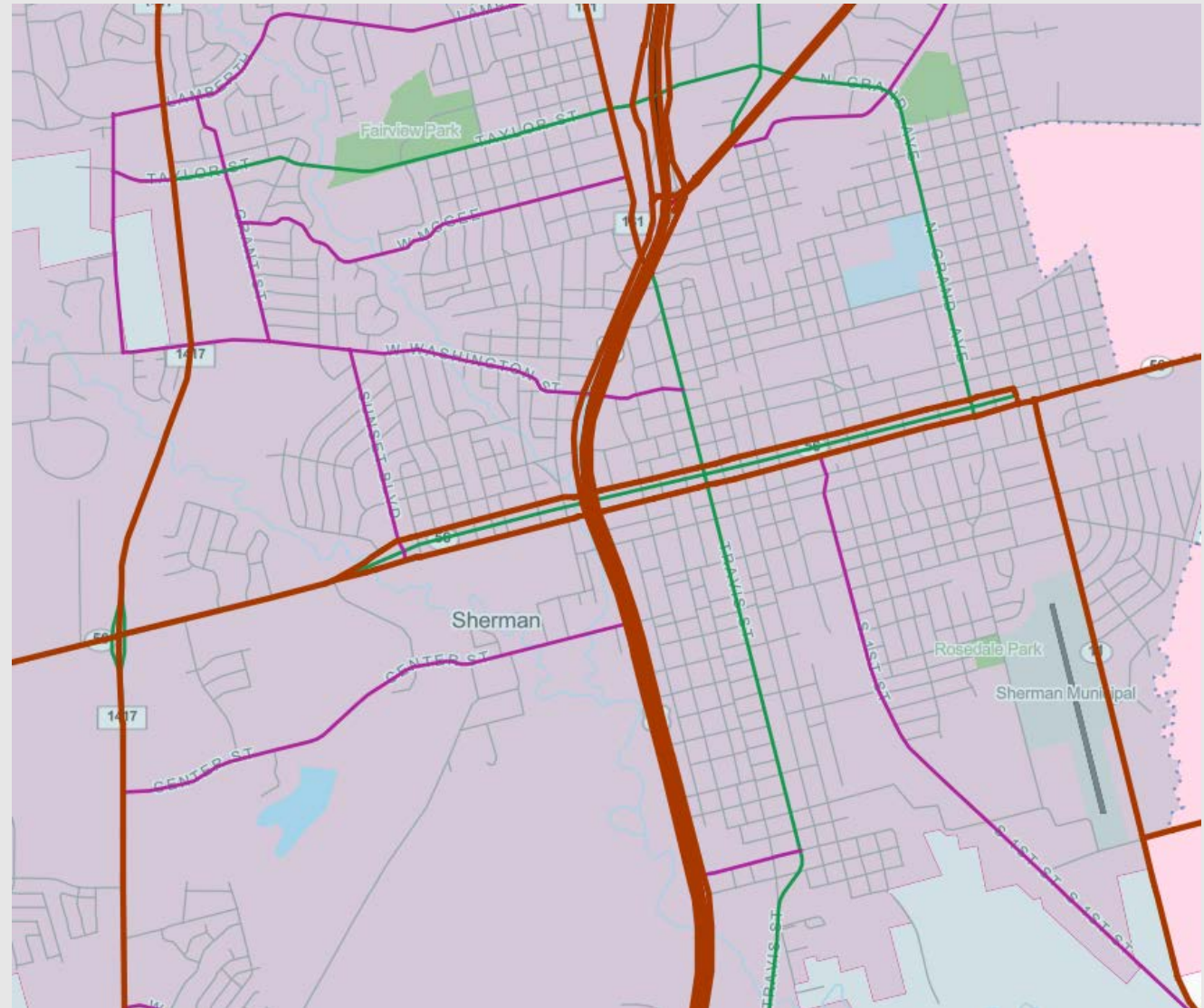
Legend

Orange – On-System

Roadways

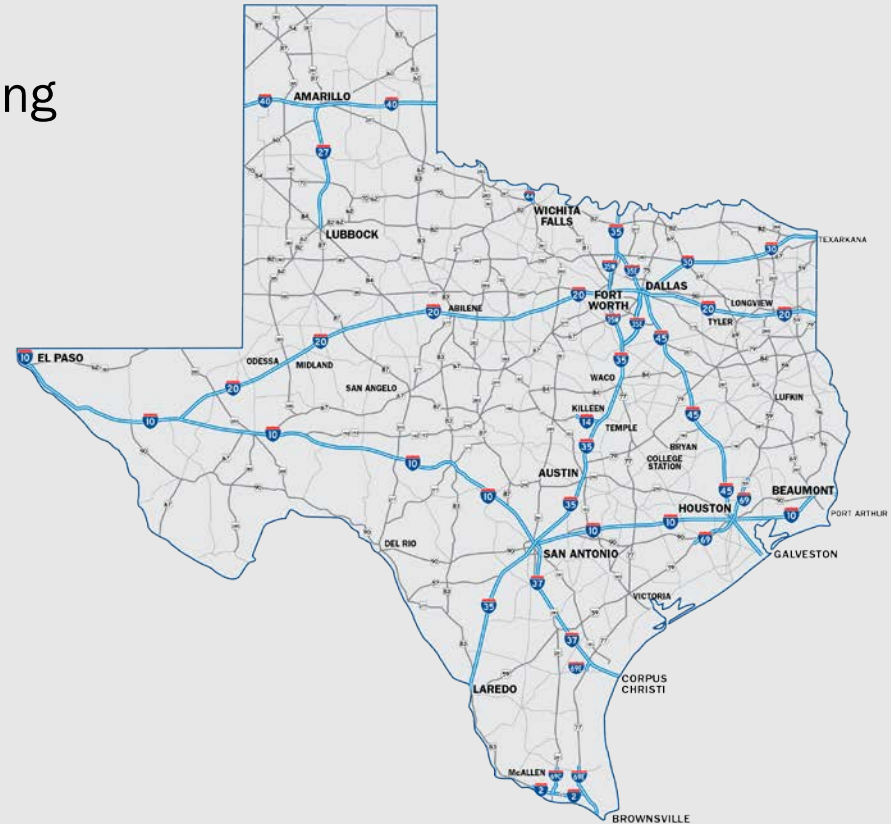
Green – Minor Arterial

Purple – Major Collector





- Low cost of borrowing
 - No fees for loan application or handling
 - Direct loan agreement
- Prepayments can be made at any time
- Flexibility for debt service pinch points
 - Principal and interest payment deferrals available
- Rate set at the time of application
- **At or Below Market Interest Rates**





*Market Rate Indications as of December 1, 2022, for A rated borrower.
Rates change weekly, shown for illustrative purposes only.*



2-4 months

1-2 months

Submit a **SIB Application** and **Resolution** to apply for loan

TxDOT **Divisions** will **review** applications

ENV approval must be obtained prior to final approval

Final TTC Approval*

SIB loan **agreement** is **negotiated** (i.e. loan amortization schedule)

SIB loan agreement must be **approved by the local government**



*If application is off-system or over \$10 million, additional Commission approval is required.



- SIB is a low-cost transportation financing tool.
- On or off system roads may be eligible.
- Interest rate is fixed at the time of application.
- Entire process takes approximately 4-6 months.
- Transportation Commission approval is required for all applications.



Contact information

Dallas Teston

512-463-9958

Dallas.Teston@txdot.gov

TXDOT.gov and search “State Infrastructure Bank”

- SIB Application
- General program information
 - Instructions to check eligibility
 - Informational flyers
 - Sample resolutions for the local entity

GRAYSON COUNTY METROPOLITAN PLANNING ORGANIZATION (MPO)
POLICY BOARD (PB)
AGENDA ITEM V
ACTION ITEM

February 1, 2023

Review an Amendment to the 2045 Metropolitan Transportation Plan (MTP) and Approve a Resolution Adopting the Amendment to the 2045 MTP

BACKGROUND:

The Amendment to the 2045 MTP was released for public comment on January 5, 2023 in accordance with the Grayson County MPO Public Participation Plan. Additionally, a public meeting was held on January 17, 2023 to receive comments on the proposed amendment. No public comments have been received by the posting of this agenda. Any public comments received after the posting of the agenda will be distributed to the Policy Board when the public comment period ends on January 27, 2023, and included in the public record.

This is the first amendment to the 2045 MTP and it replaces Pages 78-80 as was included in the original. The changes are necessary in order for the MTP to reflect the amendment to the 2023-2026 Transportation Improvement Program (TIP) that was approved by the Policy Board on December 9, 2022.

ACTION REQUESTED:

Approve the Amendment to the 2045 MTP as presented

ATTACHMENTS: *click underlined items for attachment*

- [Resolution 2023-01](#)

RESOLUTION NO. 2023-01

A RESOLUTION OF THE POLICY BOARD OF THE GRAYSON COUNTY METROPOLITAN PLANNING ORGANIZATION, ADOPTING AN AMENDMENT TO THE 2045 METROPOLITAN TRANSPORTATION PLAN

WHEREAS, 23 Code of Federal Regulations (CFR) Subpart C – Metropolitan Transportation Planning and Programming requires Metropolitan Planning Organizations (MPOs) to develop a Metropolitan Transportation Plan (MTP) that meets the requirements of 23 CFR part 450.322 related to the development and content of the MTP; and

WHEREAS, 43 Texas Administrative Code (TAC) Section 16.53 requires that the MTP be based on the funding assumptions and forecasts set forth in TAC §16.151 and §16.152 as well as reasonably expected local funding options and contingent state, federal, and local funding sources in accordance with federal regulations; and

WHEREAS, federal, state, regional, and local agencies and organizations concerned with transportation planning in the MPO boundary have cooperatively developed the MTP to satisfy all federal planning requirements; and

WHEREAS, a draft copy of the MTP was made available to the public for review and comment for at least 21 days in accordance with the MPO’s Public Participation Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE POLICY BOARD OF THE GRAYSON COUNTY METROPOLITAN PLANNING ORGANIZATION:

PART 1: That the Amendment to the 2045 Metropolitan Transportation Plan is hereby adopted in accordance with Exhibit “A” attached hereto and incorporated herein.

PART 2: That this Resolution shall take effect on February 1, 2023.

ADOPTED in Regular Session on this the 1st day of February, 2023.

GRAYSON COUNTY MPO

BY: _____
DAVID PLYLER, CHAIRMAN

I hereby certify that this resolution was adopted by the Policy Board of the Grayson County Metropolitan Planning Organization in regular session on February 1, 2023.

BY: _____
CLAY BARNETT, P.E., EXECUTIVE DIRECTOR

RESOLUTION NO. 2023-01
EXHIBIT "A"

Based on the prioritization results and projected available funding, the projects were then sorted in to the TIP, UTP and MTP which can be found in Tables 7, 8, and 9.

Table 7: SDMPO TIP Projects

FY	Highway	From	To	Description	Total Cost	MPO Cost
2020	US 75	FM 1417	SH 91	US 75 from FM 1417 to SH 91 (Called "The Gap") and the US 75/US 82 interchange; Does not include the \$26.4 million currently allocated for the FM 1417 projects	\$161,723,360	\$27,060,000
2020	VA	FM 121	Grayson County Line	Construct new 2 lane highway	\$8,000,000	\$4,000,000
2023	US 75	North Loy Lake Road	US 82	Widen from 4 lane to 6 lane	\$118,238,400	\$68,900,000

Table 8: SDMPO UTP Projects

FY	Highway	From	To	Description	Total Cost	MPO Cost
2020	US 75	FM 1417	SH 91	US 75 from FM 1417 to SH 91 (Called "The Gap") and the US 75/US 82 interchange; Does not include the \$26.4 million currently allocated for the FM 1417 projects	\$161,723,360	\$27,060,000
2020	VA	FM 121	Grayson County Line	Construct new 2 lane highway	\$8,000,000	\$4,000,000
2023	US 75	North Loy Lake Road	US 82	Widen from 4 lane to 6 lane	\$118,238,400	\$68,900,000
2025	US 75	FM 902	Collin County Line (MPO Boundary)	Widen from 4 lane to 6 lane	\$55,540,800	\$13,800,000
2026	US 75	FM 902	FM 1417	Widen from 4 lane to 6 lane	\$59,102,400	\$16,600,000
2027	US 82	US 377	Shawnee Trail	Construct Frontage Road from Shawnee Trail to US 377 and reverse ramps	\$2,464,000	\$937,200
2027	FM 902 Bypass	US 75	FM 902	Construct 2 lane segment of FM 902 Bypass	\$4,972,800	\$1,891,440
2027	FM 902 Bypass	Joe Bob Ln	SH 11	Construct 2 lane segment of FM 902 Bypass around Tom Bean	\$2,016,000	\$776,800
2030	FM 1417	SH 56	Travis/OB Groner	Reconstruct and widen from 2 lane to 4 lane	\$25,000,000	\$2,900,000
2030	FM 3133 Bypass	Chapman Road	US 75	Construct 2 lane segment of FM 3133 Bypass along County Line Road	\$8,100,000	\$3,100,000

Table 9: SDMPO MTP Projects

FY	Highway	From	To	Description	Total	MPO Cost
2020	US 75	FM 1417	SH 91	US 75 from FM 1417 to SH 91 (Called "The Gap") and the US 75/US 82 interchange; Does not include the \$26.4 million currently allocated for the FM 1417 projects	\$161,723,360	\$27,060,000
2020	VA	FM 121	Grayson County Line	Construct new 2 lane highway	\$8,000,000	\$4,000,000
2023	US 75	North Loy Lake Road	US 82	Widen from 4 lane to 6 lane	\$118,238,400	\$68,900,000
2025	US 75	FM 902	Collin County Line (MPO Boundary)	Widen from 4 lane to 6 lane	\$55,540,800	\$13,800,000
2026	US 75	FM 902	FM 1417	Widen from 4 lane to 6 lane	\$59,102,400	\$16,600,000
2027	US 82	US 377	Shawnee Trail	Construct Frontage Road from Shawnee Trail to US 377 and reverse ramps	\$2,464,000	\$937,200
2027	FM 902 Bypass	US 75	Bennett Road	Construct 2 lane segment of FM 902 Bypass	\$4,972,800	\$1,891,440
2027	FM 902 Bypass	Joe Bob Ln	SH 11	Construct 2 lane segment of FM 902 Bypass around Tom Bean	\$2,016,000	\$776,800
2030	FM 1417	SH 56	Travis/OB Groner	Reconstruct and widen from 2 lane to 4 lane	\$25,000,000	\$2,900,000
2030	FM 3133 Bypass	Chapman Rd	US 75	Construct 2 lane segment of FM 3133 Bypass along County Line Road	\$8,100,000	\$3,100,000
MTP	FM 691	SH 91	Theresa Drive	Reconstruct and widen from 2 lane to 4 lane	\$4,550,000	
MTP	FM 131	FM 691	Seymore Bradley	Reconstruct and widen from 2 lane to 4 lane	\$5,030,000	
MTP	SH 289	FM 120	Spur 316	Reconstruct and widen from 2 lane to 4 lane	\$3,480,000	
MTP	FM 121	Block Road	SH 289	Construct 2 lane segment of FM 121 Bypass	\$3,600,000	\$1,533,600
MTP	US 75	SH 91	Fallon Dr	Reconstruct and widen from 4 lane to 6 lane	\$49,500,000	\$12,000,000
MTP	US 75	Loy Lake Rd	FM 120	Reconstruct and widen from 4 lane to 6 lane	\$49,500,000	\$12,000,000
MTP	FM 1417	Travis/OB Groner	US 75	Reconstruct and widen from 2 lane to 4 lane	\$24,000,000	\$12,000,000
MTP	Spur 503	US 75	SH 91	Reconstruct and widen from 4 lane to 6 lane; remove service roads	\$13,600,000	\$12,000,000
MTP	US 82 Frontage Roads	FM 1417	SH 289	Construct Frontage Road and reverse ramps	\$19,347,000	\$6,000,000
MTP	Spur 503	SH 91	Acheson	Reconstruct and widen from 4 lane to 6 lane; remove service roads	\$18,100,000	\$12,000,000
MTP	SH 289	Spur 316	FM 406	Reconstruct and widen from 2 lane to 4 lane	\$11,810,000	\$11,810,000
MTP	US 82 Frontage Roads	US 377	SH 56	Construct Frontage Road and reverse ramps	\$4,400,000	\$4,400,000
MTP	SH 56	Friendship	Case	Reconstruct and widen from 2 lane to 4 lane	\$1,550,000	\$1,550,000
MTP	FM 121 Van Alstyne North Bypass	US 75	Hinton Ln	Construct 2 lane segment of FM 121 Bypass	\$4,400,000	\$4,400,000
MTP	FM 2729	SH 11		Construct 2 lane segment	\$1,500,000	\$1,500,000
MTP	FM 121 Gunter West Bypass	SH 289	FM 121	Construct 2 lane segment of FM 121 Bypass	\$6,200,000	\$6,000,000
MTP	FM 902 Bypass	Batey Rd	Jordan Creek	Construct 2 lane segment of FM 902 Bypass around Collinsville	\$7,320,000	\$3,000,000
MTP	FM 121 Bypass (Tioga)	Kardum Ln	FM 922	Construct 2 lane segment of FM 121 Bypass Along Airport Road around Tioga	\$8,780,000	\$3,000,000
MTP	GCT	Preston Road	US 75	Construct 2 lane segment of Dallas North Tollway	\$11,550,000	
MTP	GCT	SH 289	Preston Road	Construct 2 lane segment of Dallas North Tollway	\$8,800,000	
MTP	GCT	FM 902	US 82	Construct 2 lane segment of Dallas North Tollway	\$33,500,000	
MTP	GCT	FM 121	FM 902	Construct 2 lane segment of Dallas North Tollway	\$14,000,000	

GRAYSON COUNTY METROPOLITAN PLANNING ORGANIZATION (MPO)
POLICY BOARD (PB)
AGENDA ITEM VI
ACTION ITEM

February 1, 2023

Authorize Execution of a Professional Services Agreement between Grayson County MPO and Huitt-Zollars, Inc.

BACKGROUND:

The Grayson County MPO has many needs over the next two (2) year period. These include:

- An update to the 2045 Metropolitan Transportation Plan (MTP), which is required every 5 years (our current plan, the 2045 MTP, will expire on December 4, 2024);
- A Bicycle and Pedestrian Plan, which is included in the MTP;
- The fourth and final phase of the Grayson County Thoroughfare Plan Refinement, which will need to include public involvement and adoption by the cities and county; and
- Providing an executive director for the duration of this period.

Staff has worked with Huitt-Zollars, Inc., the Grayson County Purchasing Agent, the Assistant District Attorney, and TxDOT to develop a Professional Services Agreement that meets these needs.

ACTION REQUESTED:

Authorize Execution of the Professional Services Agreement between Grayson County MPO and Huitt-Zollars, Inc. as presented

ATTACHMENTS: *click underlined items for attachment*

- [Professional Services Agreement between Grayson County MPO and Huitt-Zollars, Inc.](#)

**Professional Services Agreement
Between Grayson County MPO and Huitt-Zollars, Inc.**

This Professional Services Agreement is made this ____ day of _____, 20____, by and between Grayson County MPO (“Company”) and Huitt-Zollars, Inc. (“Consultant”).

Consultant has experience and expertise in providing engineering and planning services the Company desires to have the Consultant provide on the terms and conditions contained herein.

Services to be provided under this agreement may be exempted from the competitive bidding process requirement in the Purchasing Act pursuant to the discretionary exemption for professional services. Texas Local Government Code, Section 262.024 (a) (4).

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Company and Consultant hereby agree as follows:

SCOPE OF SERVICES

In this Scope of Services, Consultant refers to the Team of Consultants with the Prime Consultant serving as the principal contact with the MPO. The scope of services to be provided by the Consultant involves developing the 2050 Metropolitan Transportation Plan, a Bicycle and Pedestrian Plan, refinement of the Grayson County Thoroughfare Plan and Indefinite Delivery, Indefinite Quantity assistance for the interim administration of the Grayson County MPO for the remainder of FY 2023 and FY 2024.

TASK 1 – PROJECT MANAGEMENT AND COORDINATION FOR TASKS 2, 3 & 4

The Consultant’s Project Manager will be responsible for directing and coordinating all activities associated with the Contract.

TASK 1.1 – PROGRESS REPORTS AND INVOICES

The Consultant will review the project schedule and prepare monthly progress reports for review by the County Auditor. Invoices for all work completed during the period will be submitted monthly for work performed by the Consultant. Monthly progress reports will include a summary of:

- Activities, ongoing or completed, during the reporting period;
- Activities planned for the following month;
- Problems encountered and actions to remedy them;
- Status, including a tabulation of percent complete by task, management schedule showing study progress, supporting documentation; and

- Summaries of stakeholder or public meetings held.

TASK 1.2 – SCHEDULING

At the beginning of the project the Consultant will prepare a project management plan that will demonstrated the schedule indicating tasks, milestones, and deliverables.

TASK 1.3 – QUALITY CONTROL/QUALITY ASSURANCE

The Consultant will provide continuous quality assurance and quality control throughout the life of this Contract.

Deliverables

- Project schedule
- Project management plan
- Monthly invoice and progress report

TASK 2 – 2050 METROPOLITAN TRANSPORTATION PLAN

In general, the Plan will look into the future to address a 25-year planning horizon to include both long and short-range strategies that will lead to the development of an integrated intermodal metropolitan transportation system.

TASK 2.1 – EXISTING PLANS/CONDITIONS REVIEW

The objective of the existing plans/conditions review is to take a comprehensive look at the studies the GCMPO has completed in the past and identify goals that have been achieved and needs that have not been met.

2.1.1 – Travel Demand Model

The Consultant will review the current socioeconomic forecasts and network inputs in the travel demand model. Any adjustment or testing of the model network or demographics based on feedback through the MTP Update process will be completed in Task 2.3.

2.1.2 – Bicycle and Pedestrian Facilities

The Consultant will review the current GCMPO Bicycle and Pedestrian Plan as well as the plans of Sherman and Denison and determine what planning, design, and/or construction efforts have been completed since the last update in 2019. The findings from this subtask will be included in the existing conditions portion of the MTP Update. Revisions to the Bicycle and Pedestrian Plan will be performed under Task 3.

2.1.3 – Grayson County Thoroughfare Plan

The Consultant will review the Grayson County Thoroughfare Plan and the proposed roadway capacity recommendations that are planned for the region. The recommendations in the Regional

Thoroughfare Plan will be considered in the analysis in Task 2.3 and improvements will be included in the non-fiscally constrained network. The findings from this subtask will be included in the existing conditions portion of the MTP Update. Revisions to the Grayson County Thoroughfare Plan will be performed under Task 4.

2.1.4 – Freight Plan

The Consultant will review the freight network and the efforts completed to date on the GCMPO Freight Corridor Study to be summarized in the existing conditions portion of the MTP Update. Relevant exhibits and text developed in the Freight Study can be used in the existing conditions portion of the MTP Update.

2.1.5 – Safety and Operations Strategic Plan

The Consultant will review the Safety and Operations Strategic Plan and the efforts completed to date will be summarized in the existing conditions portion of the MTP Update. Relevant exhibits and text developed in the Safety and Operations Strategic Plan can be used in the existing conditions portion of the MTP Update.

2.1.6 – Public Transportation Needs

The Consultant will review the existing public transportation network for providers of public transportation services and private providers of transportation. The analysis will include a summary of the availability and connectivity of these services, identify service gaps and discuss opportunities for improvements. The findings from this subtask will be included in the existing conditions portion of the MTP Update.

2.1.7 – Environmental

The Consultant will provide an environmental analysis covering all Infrastructure Investment and Jobs Act (IIJA) mandated areas (e.g. air quality, storm water mitigation, energy conservation, performance measures, etc.) and provide a summary identifying needs and opportunities for improvements.

Deliverables

- Existing conditions chapter to be included in the MTP Update documentation
- PDF copies of all maps to be used in the report and public engagement efforts
- GIS data related to all maps and exhibits

TASK 2.2 – PUBLIC INVOLVEMENT

The importance of public outreach as a means to inform, educate, and involve citizens in the transportation decision-making processes that impact their daily lives cannot be underestimated. By involving the public in ways that are meaningful and measurable, transportation planners are better able to ensure that the plans and programs developed reflect community values and benefit all segments of the population equally.

2.2.1 – Public Involvement Plan

The Consultant is expected to utilize a range of stakeholder involvement methods to reach and engage the entities to maximize input throughout the plan development. Immediately following the project kickoff meeting, the Consultant will prepare a Public Involvement Plan that explains in detail the target audiences, methods of engagement, timeline for activities, and performance goals.

2.2.2 – Stakeholder/Agency Outreach

The Consultant will work with the MPO to identify key stakeholders and MPO partners that are required to be included in the transportation planning process. These stakeholders/agencies may include: local governments, freight companies, transportation providers, and representatives for pedestrians, bicyclists and the disabled. The consultant will create an engagement strategy for these entities that satisfies Federal requirements.

2.2.3 – Public Meetings

The Consultant will provide personnel, documents and visual aids for two (2) meetings with the Public. One meeting will be at the beginning of the study to inform the public of the project and its objectives. The second meeting will be at the end of the study to report and receive input on finding and outcomes. The meetings will be compliant with the GCMPO's adopted Public Participation Plan (PPP).

2.2.4 – Online Engagement

The Consultant will engage the public utilizing digital means which may include, but is not limited to: design, creation and launch of an on-line website with citizen survey, survey equipment, virtual public meeting or open house, interactive techniques during public meetings and other public outreach activities.

Deliverables

- Public Involvement Plan
- Chapter in the MTP Update summarizing the public engagement efforts
- Responses to questionnaires and comment forms

TASK 2.3 – DEVELOPING GUIDING PRINCIPLES

It is imperative that the inputs into the MTP include not only the needs of the region, but also insure that those needs are met in a responsible manner. This includes developing guiding principles to insure that the plan: 1) does not negatively impact disadvantaged populations, 2) serves the population in 2050, 3) assists the MPO in meeting or exceeding all federally mandated performance measures, and 4) is fiscally constrained.

2.3.1 – Land Use/Environment/Environmental Justice

The Consultant will analyze current land use, environmental, and environmental justice conditions using data provided by the U.S. Census, the U.S. Environmental Protection Agency (EPA), and the Grayson County Appraisal District. This data will be used to ensure that planning recommendations are not impacting environmentally sensitive areas or disadvantaged populations.

2.3.2 – Demographics

The Consultant will examine the future demographics projected for 2050 and determine if alternative scenarios need to be identified for further analysis. Scenario Planning is an optional task in the legislation. It can be used to assist in evaluating the impacts or benefits of different land use decisions in the region.

2.3.3 – Maintaining Federal Compliance

In accordance with the mandates of the IJJA, the MTP must include a description of the federally required performance measures and performance targets used in assessing the performance of the transportation system. The Consultant will provide a brief memo demonstrating how the MTP is compliant with the provisions of the IJJA and how performance based planning has been incorporated into the MTP process. The Consultant will also create a system performance report evaluating the condition and performance of the transportation system with respect to the federally required performance targets including progress achieved by the MPO toward the performance targets.

2.3.4 – Revenue and Expenditure Projections

In accordance with the mandates of the IJJA, the MTP recommendations must be fiscally constrained. The Consultant will prepare an assessment of the estimated funding availability which can reasonably be expected to be available from all sources during the plan period. The calculations will include a rate of growth factor which will be agreed upon in consultation with the MPO and TxDOT.

Deliverables

- A brief memorandum demonstrating IJJA compliance
- Outline of how performance based planning has been incorporated into the MTP process
- Assessment of the estimated funding

TASK 2.4 – COMPLETE STREETS ASSESSMENT

The transportation system includes not only facilities for automobiles, it includes options for other modes of transportation, such as bicycles and pedestrians. In order to insure that there are safe and accessible options for multiple travel modes for people of all ages and abilities, a complete streets assessment will be conducted.

2.4.1 – Assessment of Existing Conditions and Needs

The Consultant will compile data and information on active transportation and evaluate the active transportation system to understand system performance needs to identify regional activities. This information will be shared during the public involvement process along with working with other interested parties to advance and improve the program. Opportunities will be sought to support and align statewide and regional active transportation strategies and actions.

2.4.2 – Identify Funding Opportunities

Look for and document innovative ways to optimize funding for active transportation projects.

Deliverables

- The Complete Streets Assessment will be included as a chapter the MTP Update documentation
- PDF copies of all maps to be used in the report and public engagement efforts
- GIS data related to all maps and exhibits

TASK 2.5 – PLAN DEVELOPMENT AND RECOMMENDATIONS

The full report will include a comprehensive collection the activities and information developed in Task 2 above.

2.5.1 – Report Contents

The Consultant will deliver a final report which addresses all Federal transportation planning requirements and reasonably satisfies all comments made during the public involvement phase of the project. The report will include a description of the public engagement and contain a summary of how the feedback was incorporated into the decision making process.

2.5.2 – Plan Recommendations

The Consultant will use the financial assessment of the anticipated costs and revenues to prepare a realistic list of projects for construction based on the anticipated funding levels. Identified projects which cannot reasonably be forecasted to have available funds by 2050 will be grouped as non-constrained/un-funded projects. The Decision Lens software will be used to assist in the project prioritization process.

In addition to the projects list, the Consultant will propose policies and actions to address system deficiencies and opportunities.

2.5.3 – Draft Plan

The Consultant will develop a draft plan for consideration by the public, stakeholders and policy makers and make revisions to the draft based on this feedback. All outreach will be compliant with the MPO's Public Participation Plan.

Deliverables:

- One (1) digital copy of the report and exhibits in Adobe PDF format
- One (1) digital copy of the report in an editable format such as MS Word or other common program
- PDF copies of all system map(s) in the report sized to their original aspect ratio

TASK 3 – BICYCLE AND PEDESTRIAN PLAN UPDATE

Bicycle and pedestrian facilities are vital components in a community's transportation infrastructure. Not only do they reduce traffic congestion and pollution by providing alternate means of vehicular travel, they also provide recreational opportunities which encourage healthy lifestyles and thus enhance the quality of life within a community.

TASK 3.1 – UPDATE THE EXISTING SHERMAN-DENISON BICYCLE AND PEDESTRIAN PLAN

The Consultant will update the existing Sherman-Denison Bicycle and Pedestrian Plan based on planning efforts that have occurred since the last update in 2019. Recommendations from comprehensive planning efforts in each of the cities in the MPO boundaries will be included in the plan update.

TASK 3.2 – ASSESSMENT OF INTER-REGIONAL BICYCLE AND PEDESTRIAN FACILITIES

An analysis will take place to examine potential inter-regional bicycle and pedestrian trails within the MPO that connect to areas outside of the region. Rail corridors in the County will be examined to determine the viability of trail implementation. Strategies will be defined in this subtask to position the region to receive additional funds through the Transportation Alternatives funding source.

Deliverables:

- Standalone version of the Grayson County Bicycle and Pedestrian Plan
- The Grayson County Bicycle and Pedestrian Plan will be included as a chapter within the MTP Update
- PDF copies of all maps to be used in the report and public engagement efforts
- GIS data related to all maps and exhibits

TASK 4 – GRAYSON COUNTY THOROUGHFARE PLAN REFINEMENT, PHASE 4

This phase of the Grayson County Thoroughfare Plan shall present findings and recommendations of a technical study designed for the refinement of the thoroughfare plan in Precincts 2 and 4 of Grayson County through the years 2050, and ultimate growth.

TASK 4.1 – DATA COLLECTION

The Consultant will work with Grayson County GIS staff to acquire the necessary GIS information needed for the update. This data includes the following GIS layers:

- Thoroughfare plan (current);
- Commissioner precincts;
- City limits and ETJ boundaries;
- Lake Ray Roberts and North Texas Regional Airport Zoning Layers;
- Parcels;
- Floodplain;
- Existing road centerlines; and
- Any and all available aerial topographic information.

TASK 4.2 – THOROUGHFARE PLAN REFINEMENT

The Thoroughfare Plan will be refined in Grayson County Precincts 2 and 4, including delineation of functional classes of existing and proposed thoroughfares. The rationale for development of the update to the Thoroughfare Plan will include traffic service, system relationship, network continuity, land access, growth potential, multimodal transportation needs, development constraints, maximizing use of the existing street network, and community values. The Thoroughfare Plan will address not only the foreseeable transportation improvement needs over the 40 year planning period (2010 to 2050) but also include consideration of requirements for preservation of rights-of-way over a longer term. This right-of-way preservation function of the thoroughfare plan is an important consideration in subdivision platting in order to avoid short sighted development decisions which overlook the opportunity to preserve future rights-of-way needed to accommodate the longer-term development of the region's arterial and collector thoroughfare system.

Deliverables:

- An ArcGIS Storymap will be developed for use in the Stakeholder Involvement Process

TASK 4.3 – STAKEHOLDER INVOLVEMENT PROCESS

The Consultant will conduct early outreach to City and County stakeholders in stakeholder workshop meetings to verify assumptions and findings, resolve conflicts among the plans and better understand each community's vision for growth. Based on the plan analysis and community feedback, develop a data-based and technically justified consensus on the County land use development scenario and demographic forecast that describe the anticipated development patterns, likely land use scenarios and general demographic patterns for the planning horizon year (2050), and ultimate development scenario within the context of the community character and stated goals of each community.

4.3.1 – Stakeholder Meetings

The Consultant will attend and participate in the meetings listed below:

- Technical Advisory Committee (TAC) meetings – Consultant will coordinate with and facilitate meetings of a steering committee for the Thoroughfare Plan comprised of the TAC and representatives of municipalities within Grayson County. The Consultant will participate in up to two (2) TAC meetings to present information about the Thoroughfare Plan Update.
- Stakeholder Workshops – Two (2) stakeholder workshops will be conducted to examine and receive input and review the draft Thoroughfare Plan. The stakeholder workshops will inform and engage the participants in developing recommendations that will shape the Thoroughfare Plan. Workshop participants will include representatives of cities and towns within the county, representatives of groups interested in transportation and related issues, and interested citizens. The MPO Technical Advisor Committee and Policy Board will be invited to participate in the stakeholder workshops.
- Agency Coordination Meetings – Meetings will be held with representatives of the local municipalities and with GCRMA and TxDOT Paris District, near the completion of the plan development. Where possible, meetings may be combined to include multiple agencies. All municipalities and agencies will be invited to attend to inform them about the project and obtain their input, and individual follow-up meetings or conference calls will be conducted with each municipality or agency on a selective basis. A total of up to twelve (12) meetings are anticipated as part of this task.

If additional meetings need to be added to the number included in the scope, they will be provided based on hourly costs and expenses, and approved by the Policy Board. The Consultant will prepare the draft public notice and will provide agendas, displays, handouts, and meeting summaries as required.

Deliverables:

- Summary of the Stake Holder Involvement Process

TASK 4.4 – DEVELOP FINAL DELIVERABLES

The Thoroughfare Plan Map shall communicate relevant information in a graphic, uncluttered manner. The final presentation shall be in a cost-effective form that is easily and inexpensively reproduced. The map shall be sized for clear communication, containing the information outlined herein, with consideration for ease of handling. Maps and necessary graphics included in the Thoroughfare Plan shall be produced in GIS format, Arc/INFO Export digital file format, for transfer into the MPO’s system, which is hosted by the County.

Deliverables:

- One (1) digital copy of the Grayson County Thoroughfare Plan in Adobe PDF format
- Revised thoroughfare plan GIS layers

TASK 5 – INDEFINITE DELIVERABLES

The Executive Director of the Grayson County MPO has resigned effective January 13, 2022. The Policy Board desires to utilize the Consultant to provide services as needed to complete Tasks 1, 2, 3, 5.1 and 5.4 as identified in the 2022-2023 Unified Planning Work Program as amended. Services on these tasks will be rendered on a time and materials basis not to exceed \$100,000 per fiscal year without prior authorization from the Policy Board.

FEE SCHEDULE

Task	Total Fee
Task 1 – Project Management And Coordination For Tasks 2, 3 & 4	\$12,000
Task 2 – 2050 Metropolitan Transportation Plan	
Task 2.1 – Existing Plans/Conditions Review	\$25,300
Task 2.2 – Public Involvement	\$36,600
Task 2.3 – Developing Guiding Principles	\$35,300
Task 2.4 – Complete Streets Assessment	\$7,600
Task 2.5 – Plan Development And Recommendations	\$14,200
Task 2 Project Total:	\$119,000
Task 3 – Bicycle And Pedestrian Plan Update	\$24,000
Task 4 – Grayson County Thoroughfare Plan Refinement, Phase 4	
Task 4.1 – Data Collection	\$3,800
Task 4.2 – Thoroughfare Plan Refinement	\$22,700
Task 4.3 – Stakeholder Involvement Process	\$23,000
Task 4.4 – Develop Final Deliverables	\$7,500
Task 4 Project Total:	\$57,000
Fixed Fee Total	\$212,000
Task 5 – Indefinite Deliverables	\$200,000

DURATION

The duration of the contract is from execution until September 30, 2024. This covers the remainder of FY 2023 and all of FY 2024. Half of the fee for Tasks 1, 2 and 3 will be billed in FY 2023 and the remainder in FY 2024. Milestones will be developed in Task 1 to insure that Tasks 2 and 3 are 50% complete by the conclusion of FY 2023. The work product for Tasks 2 and 3 is anticipated to be approved by the Policy Board on August 7, 2024. Task 4 will be complete in FY 2023. Task 5 is on an hourly basis not to exceed \$100,000 per year without prior authorization from the Policy Board.

FUNDING

Funds for payment have been provided through the Grayson County MPO budget approved by the Policy Board for this fiscal year only. State of Texas statutes prohibit the obligation and expenditure of public funds beyond the fiscal year for which a budget has been approved. Therefore, anticipated orders or other obligations that may arise past the end of the current Grayson County fiscal year shall be subject to budget approval.

TERMINATION

Either party may terminate this Agreement at any time without cause by providing written notice of sixty (60) days to the other party. Notice in writing shall be mailed to the correspondence addresses below.

INDEMNITIES AND LIMITATIONS OF LIABILITY

Company's total liability to Consultant under this agreement shall be limited to payment of approved invoices.

Consultant shall defend, indemnify and save harmless the Company and all its officers, agents and employees and all entities, their officers, agents and employees who are participating in this contract from all suits, claims, actions, damages (including personal injury and or property damages), or demands of any character, name and description, (including attorneys' fees, expenses and other defense costs of any nature) brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of Consultant's breach of the contract arising from an award, and/or any negligent act, error, omission or fault of the Consultant, or of any agent, employee, subcontractor or supplier of Consultant in the execution of, or performance under, any contract which may result from an award.

Consultant shall pay in full any judgment with costs, including attorneys' fees and expenses which are rendered against the Company /or participating entities arising out of such breach, act, error, omission and/or fault.

INSURANCE REQUIREMENTS

Before commencing work, the vendor shall be required, at its own expense, to furnish the Grayson County Purchasing Agent with certified copies of all insurance certificate(s) indicating the coverage to remain in force throughout the term of this contract.

Commercial General Liability insurance including but not limited to the coverage indicated below. Coverage shall not exclude or limit Products/Completed Operations, Contractual Liability, or Cross Liability. Coverage must be written on occurrence form.

- Each Occurrence: \$1,000,000
- Personal Injury & Adv Injury: \$1,000,000
- Products/Completed Operation Aggregate: \$2,000,000
- General Aggregate: \$2,000,000

Workers Compensation insurance as required by the laws of Texas, and Employers' Liability.

Employers' Liability

- Liability, Each Accident: \$500,000
- Disease-Each Employee: \$500,000
- Disease – Policy Limit: \$500,000

Commercial Automobile Liability insurance which includes any automobile (owned, non-owned, and hired vehicles) used in connection with the contract.

- Combined Single Limit – Each Accident: \$1,000,000

Umbrella/Excess Liability insurance.

- Each Occurrence/Aggregate: \$1,000,000

With reference to the foregoing insurance requirement, the vendor shall endorse applicable insurance policies as follows:

- A waiver of subrogation in favor of Grayson County, its officials, employees, volunteers and officers shall be provided for General Liability, Commercial Automobile Liability and Workers' Compensation.
- The vendor's insurance coverage shall name Grayson County as additional insured under the General Liability policy.
- All insurance policies shall be endorsed to require the insurer to immediately notify Grayson County of any decrease in the insurance coverage limits.
- All insurance policies shall be endorsed to the effect that Grayson County will receive at least thirty (30) days notice prior to cancellation, non-renewal or termination of the policy.
- All copies of Certificates of Insurance shall reference the project/contract number.
- All insurance shall be purchased from an insurance company that meets the following requirements:
 - a financial rating of A-VII or higher as assigned by the BEST Rating Company or equivalent.
 - Certificates of Insurance shall be prepared and executed by the insurance company or its authorized agent, and shall contain provisions representing and warranting the following:
 - Sets forth all endorsements and insurance coverages according to requirements and instructions contained herein.
 - Sets forth the notice of cancellation or termination to Grayson

MISCELLANEOUS PROVISIONS

This Agreement shall be governed by and construed in accordance with the laws of the State of Texas, and the parties hereto commit to the jurisdiction and venue of the courts of Grayson County, Texas.

The Contractor is an independent contractor and nothing in this Agreement shall create or imply an agency relationship between the parties, nor shall the Agreement be deemed to constitute a joint venture or partnership between the parties. Except as provided in this Agreement, neither party shall have the authority to bind or otherwise obligate the other in any manner whatsoever.

Neither party may assign this Agreement, or any of its rights or obligations whether by operation of law nor otherwise without the prior written consent of the other party which the other party may grant or withhold in its sole discretion.

Modifications, amendments, supplements to, or waivers of this Agreement shall be in writing and be duly executed by the parties hereto and approved by Grayson County MPO Policy Board.

This Agreement constitutes the entire agreement of the parties and supersedes all previous agreements, promises, representations, understandings, and negotiations between the parties, whether written or oral, with respect to the subject matter hereof.

The background, enumerations, and headings contained in this Agreement are for convenience of reference only and are not intended to have any substantive significance in interpreting this Agreement.

CERTIFICATE OF INTERESTED PARTIES

Your firm/company are required to submit Texas Ethics Commission Form 1295 (Certificate of Interested Parties). The certificate shall be entered in electronic form, printed, signed and notarized as prescribed at the Texas Ethics Commission web site; (https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm)

Some examples of Interested Parties are officials of your firm that are related to a County Official who will have influence over the award or supervision of the contract, or County Officials who own an interest in your firm or who draw a salary or gifts from your firm. Refer to the above website for complete definitions.

The law states that a governmental entity may not enter into certain contracts with a nonexempt business entity unless the business entity submits a disclosure of interested parties to the governmental entity. By submitting a Bid in response to this solicitation, the Bidder agrees to comply with HB 1295, Government Code 2252.908. Bidder agrees to provide Grayson County Purchasing Agent, and/or requesting department, the "Certificate of Interested Parties," Form 1295 as required, within **ten (10)** business days from notification of pending award, renewal, amended or extended contract.

<https://www.ethics.state.tx.us/filinginfo/1295/>

FOREIGN AFFAIRS

To sell Grayson County goods, services or supplies, you as a contractor affirms that it is not: Engaged in business with Iran, Sudan, or foreign terrorist organizations or is listed on the Comptroller's list of companies known to have contracts with or provide supplies or services to a foreign terrorist organization under Government Code Section 2252, Subchapter F.

By accepting a purchase order/contract, the Contractor (Professional or other applicable term defining the contracting party) verifies that it does not Boycott Israel, and agrees that during the term of this Agreement (Contract as applicable) will not Boycott Israel as that term is defined in Texas Government Code Section 808.001, as amended.

IN WITNESS WHEREOF, the parties hereto, intending to be legally bound, have executed this Agreement under seal as of the day and year first above written.

Grayson County MPO

Huitt-Zollars, Inc.

By: _____

Signature

By: _____

Printed Name

Date: _____

By:  _____

Signature

By: **John Anthony Sosebee, P.E.**
Sr. Vice President / *Principal*

Printed Name

Date: 12/30/2022