

**FY 2024 and FY 2025**

**UNIFIED PLANNING WORK PROGRAM (UPWP)**

**ALAMO AREA METROPOLITAN PLANNING ORGANIZATION**



***Transportation Management Area (TMA)***  
**AIR QUALITY STATUS: *Nonattainment***

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**Transportation Policy Board Amendment 1: January 22, 2024 Federal Approval: August 20, 2024**  
**Transportation Policy Board Amendment 2: April 22, 2024 Federal Approval: September 20, 2024**  
**Transportation Policy Board Amendment 3: September 23, 2024 Federal Approval: November 8, 2024**  
**Transportation Policy Board Amendment 4: January 27, 2025 Federal Approval: PENDING**  
**Transportation Policy Board Amendment 5: January 27, 2025 Federal Approval: PENDING**

### *Suburban Cities*

The Greater Bexar County Council of Cities assists in ensuring appropriate transportation planning for the incorporated cities (other than San Antonio) as part of the study area's overall multimodal planning efforts.

### *Public/Private Partnerships*

AAMPO actively pursues various partnerships with entities established to advance and improve the area's transportation infrastructure. This includes partnerships with the area's Advanced Transportation District, the Alamo Regional Mobility Authority and the San Antonio Mobility Coalition.

## **D. PRIVATE SECTOR INVOLVEMENT** **Amendment 4**

Members and organizations on AAMPO committees representing the private sector include:

- TAC: One member representing local private transportation providers;
- ATAC: Two bicycling organizations, one organization representing people with disabilities, two pedestrian or walking organizations (with at least one from a group representing vulnerable road users), one professional organization, and one shared micromobility provider; and
- TDM: Two representatives from local chambers of commerce and one private employer.

In addition, consultants have been and will continue to be used on an as-needed basis for certain plans and programs. AAMPO has used private consultants for various services ranging from legal [services and professional services related to human resources](#) to assisting with the Metropolitan Transportation Plan development.

## **E. PLANNING ISSUES AND EMPHASIS AREAS**

The Federal Highway Administration and Federal Transit Administration have jointly issued Planning Emphasis Areas (PEAs). The PEAs are planning topics for metropolitan planning organizations and state DOTs to develop, identify, and ultimately support associated work tasks. The PEAs include:

### **Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future**

Federal Highway Administration (FHWA) divisions and Federal Transit Administration (FTA) regional offices should work with metropolitan planning organizations (MPO) to ensure transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change. MPOs are encouraged to use the transportation planning process to accelerate the transition toward electric and other alternative-fueled vehicles, plan for a sustainable infrastructure system that works for all users, and undertake actions to prepare for and adapt to the impacts of climate change. Appropriate Unified Planning Work Program work tasks could include identifying the barriers to and opportunities for deployment of fueling and charging infrastructure; evaluating opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips and increasing access to public transportation, shifting to lower emission modes of transportation; and identifying transportation system vulnerabilities to climate change impacts and evaluating potential

## II. TASK 1.0 – ADMINISTRATION AND MANAGEMENT

### A. OBJECTIVE

To deliver, continually, the plans and programs necessary to administer Federal transportation planning grants and maintain the cooperative, comprehensive, and continuous (3C) planning process in and for the Alamo Area Metropolitan Planning Organization.

### B. EXPECTED PRODUCTS

Products from this task include the day-to-day activities of AAMPO's operations to accomplish the certified transportation planning process and deliver appropriate documents and reports.

### C. PREVIOUS WORK

Previous work included ongoing efforts to accomplish the certified transportation planning process and delivery of other appropriate documents and reports.

### D. SUBTASK 1.1 Program Support

The primary activities which will take place under Program Support include the following:

#### Subtask 1.1.1: General Administration **Amendment 4**

This activity includes developing and implementing those policies and guidelines necessary to carry out and maintain the 3C planning process; coordinating transportation planning activities; budgeting and managing transportation planning funds; sponsoring and conducting meetings, including providing support to policy and advisory committees; and coordinating and working with other agencies and organizations involved in planning, programming, and implementing transportation projects. For FY 2025 only, this subtask may utilize up to \$50,000 for procuring executive recruiting services.

#### Subtask 1.1.2: Public Participation

This activity supports AAMPO's staff's implementation of the Public Participation Plan to include the execution of community outreach and public meetings/hearings, as needed, with emphasis on Environmental Justice (EJ) populations and the development/review processes of the TIP, MTP, Transportation Conformity Determination, and other planning products; development and use of questionnaires, newsletters, and other participation techniques; development and redeployment of website updates; and creation of bilingual materials as appropriate.

#### Subtask 1.1.3: Title VI Civil Rights/Environmental Justice/Justice40 Activities

This activity supports monitoring, evaluating, and implementing Title VI, EJ, and Justice40 compliance, guidance, and requirements for plans and programs; continuing to collect and analyze data related to disadvantaged communities, minority or low-income populations and the effect of the transportation programs and system on these populations; identifying ways to mitigate impacts of the system and programs on the identified populations; expanding the database of citizens and businesses in low-income or minority areas to facilitate effective outreach to and engagement with these populations.

#### Subtask 1.1.4: Travel and Training

This activity supports staff development in the technical activities associated with the transportation planning process through travel to and attendance at appropriate conferences, courses, seminars, and workshops. Tuition reimbursement is available to AAMPO employees. For out-of-state travel, AAMPO will seek prior TxDOT approval.

#### Subtask 1.1.5: Equipment/Software<sup>1</sup>

This activity is for the upgrade/addition of general/special purpose equipment or other capital expenditures, such as computer hardware, and software to ensure organizational needs. In accordance with the 2 CFR § 200.439, a description of any equipment or software purchases with a unit cost of \$5,000 or more will be submitted to the TxDOT for approval prior to acquisition.

#### Subtask 1.1.6: Building Maintenance, Repairs, and Moving Costs

This activity includes using planning funds for routine and non-routine building maintenance and repairs, as well as the potential costs for moving office locations.

Responsible Agency:	Alamo Area Metropolitan Planning Organization
Funding Requirement:	<del>\$2,389,160</del> <u>\$ 2,151,368.42<sup>2</sup></u> ( <del>\$1,188,970 budgeted</del> <u>951,178.42 expended</u> in FY 2024; \$1,200,190 budgeted for FY 2025)
Product(s):	Certified planning process; reports on fiscal expenditures and work completed, as required; forum for cooperative decision-making by principal elected officials of general-purpose local governments; and effective coordination of transportation planning activities.

#### **E. SUBTASK 1.2: Legal and Professional Costs<sup>3</sup> Amendment 4**

This activity is for legal and professional services that effectively foster the 3C transportation planning process. Legal and professional services will be approved by the Federal Highway Administration prior to the expenditure of funds. This contract expires in 2026.

Responsible Agency:	Alamo Area Metropolitan Planning Organization
Funding Requirement:	<del>\$80,000</del> <u>98,516.84<sup>4</sup></u> ( <del>\$40,000 budgeted</del> <u>8,516.84 expended</u> in FY 2024 <u>→ balances are not carried over;</u> \$40,000 budgeted for FY 2025 <u>with \$50,000 added for professional services related to human resources activities only.</u> )

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1 Amended by the AAMPO Transportation Policy Board on April 22, 2024

2 Amended by the AAMPO Transportation Policy Board on January 27, 2025

3 Amended by the AAMPO Transportation Policy Board on January 27, 2025

4 Amended by the AAMPO Transportation Policy Board on January 27, 2025

**F. FUNDING SUMMARY**

Task 1.0 – 2-Year Funding Summary Table

FY 2024 and FY 2025<sup>5</sup>

Subtask	Responsible Agency	Transportation Planning Funds (TPF) <sup>1</sup>		FTA Section 5307 Funds		Local Funds		Total Funds	
		FY 2024	FY 2025	FY 2024	FY 2025	FY 2024	FY 2025	FY 2024	FY 2025
1.1	AAMPO	<del>\$1,188,970</del> <u>951,178.42</u>	\$1,200,190					<del>\$1,188,970</del> <u>951,178.42</u>	\$1,200,190
1.2	AAMPO	<del>\$40,000</del> <u>8,516.84</u>	<del>\$40,000</del> <u>90,000</u>					<del>\$40,000</del> <u>8,516.84</u>	<del>\$40,000</del> <u>90,000</u>
<b>Total</b>		<del>\$1,228,970</del> <u>959,695.26</u>	<del>\$1,240,190</del> <u>1,290,190</u>					<del>\$1,228,970</del> <u>959,695.26</u>	<del>\$1,240,190</del> <u>1,290,190</u>

<sup>1</sup>TPF – This includes both FHWA PL-112 and FTA Section 5303 Funds. TxDOT will apply transportation development credits sufficient to provide the match for TPF. As the credits reflect neither cash nor work hours, they are not reflected in the funding tables.