

**TECHNICAL ADVISORY COMMITTEE (TAC)**  
**SCHEDULED MEETING AGENDA PACKET**

**9:00 A.M., Thursday, January 17, 2019**  
**Corpus Christi Regional Transportation Authority (CCRTA)**  
**Staples Street Center, 2nd Floor Boardroom**  
**602 N. Staples St., Suite 210, Corpus Christi, Texas 78401**

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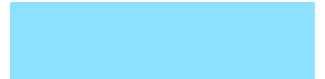
TAC Meeting Agenda – January 17, 2019

**ATTACHMENTS**

November 15, 2018 – TAC Meeting Notes



ITEM #4B – Safety Performance Targets



ITEM #5A – TxDOT Regional Freight Plan Scoping



**CORPUS CHRISTI METROPOLITAN PLANNING ORGANIZATION (MPO)**

602 N. Staples Street Center, Suite 300, Corpus Christi, Texas 78401 Telephone: (361) 884-0687

**TECHNICAL ADVISORY COMMITTEE (TAC) MEETING AGENDA**

**9:00 a.m., Thursday, January 17, 2019**

**Corpus Christi Regional Transportation Authority (RTA)  
602 N. Staples Street, 2nd Floor Boardroom, Corpus Christi, Texas 78401**

**1. Call to Order and Quorum determination**

**2. Introduction of visiting agency officials**

Ms. Sarah Munoz, P.E., is new City of Corpus Christi representative due to the departure of Dr. Raymond Chong.

**3. Public Comments on Agenda Items**

Opportunity for public comment on TAC agenda items within the Committee's jurisdiction (except in matters related to pending litigation) is available. Proceedings are recorded. We ask that remarks be limited to three minutes, that you identify yourself, and give your address.

**4. Discussion and Possible Action**

**A. Discussion and action to elect officials for the Technical Advisory Committee.**

The MPO by-laws indicate that the Technical Advisory Committee shall elect a Chairperson and a Vice Chairperson from among its voting members during the first meeting of each calendar year. Such election shall be done by a majority vote of that voting membership.

**B. Safety Performance Targets**

Staff brief the TAC on the progress to date of the establishment of safety performance targets under Performance Measure Rule 1 (PM1) as required by the Federal Highway Administration (FHWA).

**Staff is seeking action in the form of recommendation to the Transportation Policy Committee (TPC) to adopt the state's performance targets for measures outlined under PM1.**

**5. Freight Topics**

**A. TxDOT Regional Freight Plan Scoping**

Our region has been selected for development of one of only three (statewide) Regional Freight Plans by TxDOT. This study provides a unique and timely opportunity to capture the movement of freight from origin (Permian) to destination (PCCA export terminal) in the regional freight planning process. TxDOT provided their planning scope and is requesting input from the Coastal Bend region.

**6. Member Agency Project Update (Project Tracker)**

**7. Staff Briefing**

**A. MPO Director Recruitment Status**

**B. Federal Certification Review**

**C. Federal Highway Administration (FHWA) Resiliency Grant Peer Exchange: December 13 and 14, 2018**

**D. Fiscal Year (FY) 2019 Member Contributions**

**E. Transportation Policy Committee Meeting: February 7, 2019**

**8. TAC Committee Members' Comments and Concerns**

**9. Adjourn**

All MPO Committee meetings are public meetings and open to the public. Any persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact the MPO at 884-0687 at least 48 hours in advance so that appropriate arrangements can be made.

If you would like us to explain this information, or you would like it in Spanish, please call us at (361) 884-0687 or contact us by email at [ccmpo@cctxmpo.us](mailto:ccmpo@cctxmpo.us). We are located at 602 N. Staples Street, Suite 300, Corpus Christi, TX 78401. Copies available upon request.

Información en Español: Si usted desea esta información en Español o si desea explicación sobre el contenido, por favor llámenos al teléfono (361) 884-0687 o comuníquese con nosotros mediante correo electrónico a [ccmpo@cctxmpo.us](mailto:ccmpo@cctxmpo.us). Nuestras oficinas están ubicadas en el 602 N. Staples Street, Suite 300, Corpus Christi, TX 78401. Copias se proveerán a petición.



**ATTACHMENT**

November 15, 2018 TAC Meeting Notes

**CORPUS CHRISTI METROPOLITAN PLANNING ORGANIZATION (MPO)  
TECHNICAL ADVISORY COMMITTEE (TAC) MEETING NOTES  
Thursday, November 15, 2018**

**1. Call to Order and Quorum determination**

Mr. Brian DeLatte called the meeting to order at 9:00 a.m.

Present: Brian DeLatte, P.E., City of Portland, Jefferey Edmonds, P.E., City of Corpus Christi, Jeff Pollack, AICP, Port of Corpus Christi; Gordon Robinson, Corpus Christi RTA; Paula Sales-Evans, P.E., TxDOT- Corpus Christi District; Juan Pimentel, P.E., Nueces County;

Richard Bullock, Coastal Bend Council of Government (9:04 a.m.)

Staff Present: Daniel Carrizales, Victor Mendieta, Elena Buentello and Yoshiko Boulan.

**2. Introduction of visiting agency officials**

Mr. Carrizales introduced Ms. Sharon Montez, Managing Director of Capital Programs, Mr. Robert Saldana, Managing Director of Administration, and Ms. Christina Perez, DBE/EEO Compliance Officer from RTA.

**3. Public Comments on Agenda Items**

Mr. DeLatte asked for public comments on agenda items; no public comments were offered.

**4. Discussion and Possible Action**

**A. Corpus Christi Regional Transportation Authority (RTA) Transit Assets Management (TAM) Plan**

Federal Transit Administration (FTA) requires all transit agencies who provide public transportation and receive federal financial assistance to develop a TAM plan.

Ms. Montez presented RTA's TAM Plan. The TAM Plan's purpose is to achieve and maintain a State of Good Repair (the condition of a capital asset as operable at a full level of performance) for RTA's assets to deliver the performance-based service. RTA is required to have (1) an inventory of assets, (2) a condition assessment of inventoried assets, (3) documentation for the use of the decision support tool, and (4) a prioritization of investments in the TAM Plan. RTA uses the useful life, asset age, and vehicle mileage/age for the condition assessment. RTA's TAM assets encompass equipment \$50,000 or greater, non-revenue vehicles, rolling stock/buses, and facilities. RTA's 35 non-revenue vehicles have an average life of 3.5 years compared to FTA's useful life benchmark of 8 years; RTA's 13 facilities have an average life of 10.5 year compared to the benchmark ranges of 15 to 40 years; and RTA's 132 rolling stock have an average age of 7.5 years compared to the benchmark of 14 years. RTA's current overall asset condition is very good. RTA uses risk management, maintenance strategy, overhaul strategy, disposal strategy, and acquisition and renewal strategy to prioritize investment and prepare five-year capital replacements. The 2019 Capital Investments Plan for the next five years was adopted by the RTA Board on November 7, 2018.

Mr. Robinson made a motion to recommend supporting RTA's TAM plan which Mr. Pollack seconded; motion passed unanimously. This recommendation will be submitted to the Transportation Policy Committee (TPC) on December 6, 2018.

**B. RTA Transit Projects Amendment to the FY 2019-2022 Transportation Improvement Program (TIP) and 2015-2040 Metropolitan Transportation Plan (MTP).**

RTA presents the proposed amendment to the TIP and MTP as part of the quarterly amendment cycle.

Ms. Perez presented the proposed amendment to the FY 2019-2022 TIP based on the Capital Investment Plan and routine purchase/maintenance of assets. Thirteen projects are programmed in FY 2019 and nine projects are programmed in FY 2020. RTA is planning to purchase ten to fifteen Paratransit vehicles in FY 2019 and 2020 to replace the current vehicles based on the asset condition with estimated cost of \$7.5M. Three major facility projects: Del Mar South Campus Transfer Station, Port/Ayers Renovation, and Bear Lane Bus Parking Lot improvement are programmed in FY 2020. Port/Ayers Station Renovation project's estimated project cost is \$4,939,642 and the project is expected to complete within 18 months. Del Mar South Campus Transfer Station on Yorktown Boulevard and Rodd Field Road's estimated project cost is

\$2,432,787 and expected to complete within 12 months in two phases. Bear lane Bus Parking Lot improvement project's estimated cost is \$875,000 and expected to complete within 9 months. In FY 2021, there are routine Bus Stop Improvements, Mobile Bus Lift, and Section 5310 (Enhanced Mobility of Seniors & Individuals with Disabilities) fund projects, and other than the routine Bus Stop Shelter Amenities and Section 5310 projects, the Westside Station near Del Mar College is programmed in FY 2022. The Westside Station is still under the concept development phase and the project detail will be presented after the concept is finalized.

Mr. Pollack inquired about the two Del Mar College Stations if there are any considerations for size and capacities on real roadway projection were given to the routes to connect these two campuses.

Ms. Montez answered that the RTA discussed with Del Mar College staff and the design will be based on their survey results and enrollment projection, as well as their final campus design.

Mr. DeLatte asked if there are any capital changes such as facilities and routes due to the new Carroll High School building which may be built within the four years with the passage of Corpus Christi Independent School District (CCISD) Bond.

Ms. Perez answered currently no capital change is planned.

Ms. Sales-Evans verified if these changes would be reflected in 2015-2040 MTP, and it is confirmed.

Mr. Pollack made a motion to recommend the proposed amendment, Mr. Robinson seconded; motion passed unanimously, and this recommendation will be submitted to the Transportation Policy Committee (TPC) on December 6<sup>th</sup>, 2018.

## **5. Discussion Only**

### **A. TxDOT's Safe Route to School (SRTS) Funding Opportunity**

Mr. Carrizales reported on the SRTS funding opportunity. The original program was eliminated under Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) and Fixing America's Surface Transportation Act (FAST Act), instead Transportation Alternatives (TA) program has been used for the construction of SRTS infrastructure since 2012. This new opportunity can be used for (1) infrastructure and (2) non-infrastructure and it will be awarded to the projects that meet the specific criteria and are selected by TxDOT evaluation committees. No local-match is required. Call for projects will open in November 2018 and close in January 2019.

Mr. Pollack is serving on both the TxDOT Bike Advisory Committee and City of Corpus Christi's Bike and Pedestrian Advisory Subcommittee and he had an advanced access to this funding opportunity information. Non-infrastructure solicitation for exclusively state-wide, nonprofit activities has been open in November 2018. The infrastructure funding Call for Project will be released in February 2019. The application format is two phased; the preliminary design or notice of intent should be submitted in April, then TxDOT Austin will contact the applicants and local TxDOT district to weigh-in the project concepts and design for execution in early summer. The requirements are that any project must be within two miles from K-8 institutions (not to include high schools), and directly connected to the institution or filling the gap in the network that has the direct connection to the institution. Some projects within two miles of K-8 institutions in MPO's Bike Mobility Plan that accommodates both bikes and pedestrians satisfies the requirements. MPO staff has already identified several projects that meet the criteria, and City of Corpus Christi's Transportation Advisory Commission (TAC) has started the discussion to select the potential projects.

Mr. DeLatte asked about the amount and method of this funding; Mr. Pollack answered that approximately \$8M for infrastructure projects state-wide. Mr. Pollack thought the project selection would be a competitive-process, not formula allocation and there is no cap at the district level based on the available funding amount.

Ms. Sales-Evans asked if there is a timeframe to use the funding; some of projects may allow the right of way acquisition if the project is incorporated in the existing right of way width. Mr. Pollack stated that this would be fall into the coordination between applicants and local TxDOT districts during the first and second

phases of application process, but this funding may not be for right of way acquisition based on the available funding amount.

## **6. Freight Topics**

### **A. Texas Mobility Summit**

TAC member reports on the Texas Mobility Summit held by Texas Innovation Alliance from October 28<sup>th</sup> to 30<sup>th</sup>, 2018. Representatives from the Port, City of Corpus Christi, RTA, and Texas A&M University – Corpus Christi attended the summit. The Coastal Bend Region was well represented, and Mr. Pollack participated in the panel discussion of the Port's Truck Queuing System.

Mr. Pollack stated that this third summit focused more on commercialization – connecting the public sectors' needs and the private sectors' technology solution, and how technology can solve the mobility challenges.

Mr. Carrizales shared a video of the City of Arlington's autonomous shuttle as one of the highlights of the Summit.

### **B. TxDOT Regional Freight Plan**

Corpus Christi region was one of three regions selected by TxDOT for their Statewide Freight Plan to capture the origin to destination of freight movement. The scoping of this study will start in February 2019. Mr. Casey Wells, TxDOT Freight Planner will work with the Port, TxDOT-CRP, and the MPO for developing the Regional Freight Plan.

### **C. Union Pacific Railroad meeting**

Mr. Carrizales reported on the meeting with Union Pacific Railroad (UP) representatives, Mr. Moeller, Mr. Zientek, and Ms. Ringwald and agreed to have quarterly meetings to exchange project updates. The UP will provide their Freight 101 presentation in TAC in early 2019.

### **D. TxDOT's Texas Statewide Truck Parking Study & Freight Infrastructure Design Considerations Workshop: December 18, 2018**

Reminder to TAC members to sign up and attend the Truck Parking Study & Freight Infrastructure Design Consideration Workshop for Corpus Christi on December 18, 2018. The location is Solomon P. Ortiz Center and the workshop starts at 8:30 a.m.

## **7. Staff Briefing**

### **A. MPO Director recruitment status**

Mr. Carrizales informed that the MPO Director position has been posted by Nueces County on November 5, 2018, and advertised on the MPO, Texas MPO Association (TEMPO), American MPO Association (AMPO) websites, Caller.com, and Indeed.com. The ad-hoc committee has not yet met, but they will present their recommendations of the director's salary range at the December 6, 2018 Transportation Policy Committee (TPC) meeting. The Request for Qualification (RFQ) draft was sent for recruiting agencies and it will be closed on November 29<sup>th</sup>, 2018.

### **B. Corpus Christi MPO Project Tracker**

Mr. Mendieta showed the TAC members MPO's project tracker on the MPO website. The orange line indicates the project will be started within four years and is in the TIP, the blue line indicates the project is in the planning phase, and the red line indicates the project is under construction. The detailed project description can be seen by clicking the project. The project selector (P icon at the bottom) allows the user to select the specific project from the dropdown list. MPO will update the tracker with the partner agencies' most current status information.

### **C. MPO Holiday Office Closures (November 22-23, 2018)**

Mr. Carrizales informed that the MPO Office will be closed on November 22 - 23, 2018 for Thanksgiving Holiday.

**D. Transportation Policy Committee Meeting – December 6, 2018**

Mr. Carrizales reminded TAC members of the next TPC meeting and encouraged members to follow up with their TPC delegates regarding their actions during TAC's meeting. There are action items and a quorum is required.

**8. TAC Committee Member's Comments and Concern**

The next TAC meeting is scheduled on December 20, 2018. The MPO will inform the Chair if there are any action items, and discuss if the meeting is cancelled.

**9. Future Agenda Items**

- A.** Discussion and action to elect officials for the Technical Advisory Committee 2019 calendar year. MPO by-laws indicate that the Technical Advisory Committee shall elect a Chair and a Vice Chair from among its voting members during the first meeting of each calendar year. Such election shall be by a majority vote of that voting membership.
- B.** Discussion and action on Performance Targets. Staff will seek action from TAC in the form of a recommendation to the Transportation Policy Committee (TPC) to assume the state's new 2019 performance targets for Safety Performance Measure Final Rule (PM1) to meet the February deadline.

**10. Adjourn**

The meeting adjourned at 9:41 pm.





**ATTACHMENT ITEM #4B**  
Safety Performance Targets



## MEMORANDUM

**TO:** Technical Advisory Committee (TAC)  
**FROM:** Daniel Carrizales, Interim Director of Transportation Planning  
**SUBJECT:** TAC Agenda Item #4B – Safety Performance Targets  
**DATE:** January 11, 2019

### BACKGROUND:

Moving Ahead in the 21<sup>st</sup> Century (MAP-21) directs the U.S. Secretary of Transportation to promulgate rules to establish performance measures and standards for the National Highway System (NHS) (including the Interstate System), the Highway Safety Improvement Program (HSIP), the Congestion Mitigation and Air Quality Program, and national freight movement on the Interstate System. It also requires States to:

- Establish performance targets for the new **six national measures**
- Report on the condition and performance of the NHS
- Show progress in achieving performance targets

Performance goal areas in MAP-21 were affirmed by the Fixing America's Surface Transportation (FAST) Act. Safety Performance Management (Safety PM) is part of the overall Transportation Performance Management (TPM) program, which Federal Highway Administration (FHWA) defines as a strategic approach that uses system information to make investment and policy decision to achieve national performance goals. The Safety PM also establishes the process for State Departments of Transportation (DOTs) and MPOs to establish and report their safety targets.

### SPECIFIC REQUIREMENTS:

Safety Performance Measure Rule 1 (PM1) establishes five performance measures as the 5-year rolling averages to include:

1. Number of Fatalities
2. Rate of Fatalities per 100 million Vehicle Miles Traveled (VMT)
3. Number of Serious Injuries
4. Rate of Serious Injuries per 100 million VMT
5. Number of Non-motorized Fatalities and Non-motorized Serious Injuries

The Safety PM Rulemaking requires MPOs to establish safety targets for each of the five measures within 180 days after the State DOT reports its targets. MPOs have two options when setting targets for each measure:

1. Establish a numerical target for any or all of the performance measure specific to the MPO planning area
2. Agree to support the State DOT targets

### TxDOT Established Safety Performance Targets for 2019

Year	Number of Fatalities	Rate of Fatalities	Number of Serious Injuries	Rate of Serious Injuries	Number of Non-Motorized Fatalities and Serious Injuries
2015	3,582	1.39	17,110	6.63	2,036
2016	3,776	1.39	17,602	6.49	2,301
2017	3,726	1.36	17,546	6.39	2,148
2018	3,891	1.46	18,130	6.64	2,309
2019	3,980	1.47	18,367	6.60	2,394
2019 Target as a 5-year Average:	3,791	1.414	17,751	6.550	2,237.6

By supporting the State target, MPOs agree to plan and program projects to contribute toward achieving the State target and report targets to the State. State HSIP targets are assessed annually for significant progress toward meeting targets; MPO targets are not assessed.

Regardless of which method the MPO selects, the Metropolitan Transportation Plan (MTP) must include a **systems performance report** evaluating the condition and performance of the transportation system with respect to the safety performance targets described in the MTP, including progress achieved.

Staff recommends that the MPO agrees to support the performance targets established by the state for each of the five measures that are part of PM1 with the understanding that we may opt to define our own targets for some or all of these measures at a later date.

**Staff is seeking action from the TAC in the form of a recommendation to the Transportation Policy Committee (TPC) to assume the state’s performance targets for these five measures.**



**ATTACHMENT ITEM #5A**  
TxDOT Regional Freight Plan Scoping

# Corpus Christi Regional Freight Plan

## Scope of Work

### Task 1: Project Management

The Engineer shall ensure coordination with the State and MPO for the duration of the development of the Corpus Christi Regional Freight Mobility Plan. The project will be managed from contract execution to completion of contract within budget and on schedule. Specific work items include:

Develop Project Management Plan – In coordination with the State and MPO, the Engineer shall develop a Project Management Plan that includes the following components:

- Work authorization overview
  - Project description
  - Purpose
  - Origin and relationship to Texas Freight Mobility Plan 2017 (TFMP)
- Goals and objectives of the project
- Scope of work and task assignments
- Methodology including study area and study time horizon
- Data acquisition strategy identifying data types, sources, uses and partners and their role
- Overview of stakeholder engagement plan (developed as part of Task 2)
- Project schedule and milestones – The Engineer shall develop and maintain a master Project Schedule. The schedule will be reviewed and approved by the State and MPO. This schedule will outline Tasks and Sub-tasks with critical dates, milestones, deliverables and State and MPO reviews. The schedule will be monitored in accordance with the contract and will be updated as necessary. The Engineer shall notify the State upon making revisions (regardless of level of impact) to the schedule. Progress will be reviewed by the Engineer during coordination meetings and, should reviews indicate a substantial change in progress, the schedule will be updated as necessary. Any issues that need resolution or action items will be identified in the monthly Progress Report(s).
- Project team roles and responsibilities
- Project staff contact list
- Communications and correspondence plan
- Quality Assurance / Quality Control Plan – The Engineer will adhere to the approved contract QA/QC plan for this work authorization.
- Project closeout procedures

Conduct Progress Meetings - The Engineer, in coordination with the State and MPO, shall meet monthly throughout the project either in person or via phone to review and discuss the progress of the project. The time and location of these meetings will be coordinated between the Engineer, the MPO and the State and will be attended by all key team members.

Submit Progress Reports - The Engineer shall prepare and electronically submit monthly progress reports. Each progress report shall specify, for each task, the following:

- Any deliverables that were completed during that month
- Physical and financial percent complete for that work and total project
- The precise nature of work that was done that did not result in a deliverable
- Whether the work is on schedule for timely delivery or not
- Any issues that may delay the work in the future

- Any actions by the State or other remedial actions that are required
- The anticipated work that will be performed in the following month and the deliverables that will be submitted

Submit Invoicing - The Engineer shall submit monthly invoices in accordance with the State's current invoicing procedures. Each invoice shall also include a copy of the progress report or reports for the period covered by the invoice.

### **Task 1 Deliverables**

1. Project Management Plan (*electronic (word and pdf) copies only*)
2. Project Schedule (updated and delivered when revisions are made)
3. Correspondence, Meeting Agendas, and Meeting Minutes
4. Monthly Progress Report (1 submitted with invoice, 1 to State PM)
5. Monthly Invoices (format as required)

### **Task 2: Regional Stakeholder Engagement Plan**

The Engineer shall develop and implement specific outreach plans for this project. The Engineer shall perform the following work elements:

Develop Outreach Plan - The Engineer shall develop a regional freight stakeholder engagement plan specific to this effort. The engagement plan will include interaction with the region's public and private sector, metropolitan and rural planning agencies (MPO/RPO), any MPO/RPO level freight advisory committees, stakeholder workshops, and focus groups.

Conduct Regional Workshops - The Engineer shall plan, coordinate, and conduct four regional workshops to inform and engage stakeholders regarding the status of the Regional Freight Plan, the importance of freight mobility to state and regional economic competitiveness, regional multi-modal priority issues, and how regional freight mobility can be enhanced.

Workshops shall include (but are not limited to) presentations, informational materials, discussion sessions, and interactive activities designed to gather input on regional freight planning goals and objectives, corridors and facilities, performance measures, needs, challenges, opportunities, and freight project prioritization.

The Engineer shall attend each regional workshop to oversee setup and to staff and help conduct the event. The Engineer shall attend up to two preparatory meetings and regular team check-in calls with the State and MPO prior to each round of workshops.

The Engineer shall prepare and administer a brief end of workshop stakeholder satisfaction survey to benchmark level of stakeholder attendee satisfaction of meeting format, information presented, and any recommendations to improve future workshops.

The Engineer shall provide a current stakeholder contact list for each workshop and oversee workshop notifications and invitations to contacts within the freight stakeholder database. Notification may include emails, phone calls and printed materials if requested by the State. The Engineer shall handle workshop logistics including securing facilities for each workshop, and coordinating audio and video equipment if needed.

The Engineer shall develop workshop materials for State and MPO approval prior to each workshop including:

- Presentation materials
- Sign-in sheets
- Exhibits and large maps (as appropriate)
- Informational handouts
- Other materials as required for each workshop.

The Engineer shall make up to two rounds of revisions on all workshop materials. The Engineer shall obtain the State's and MPO's approval on all materials prior to production. The agenda, location, presentation materials, and specifics for each workshop will be provided by the Engineer, approved by the State and MPO, and finalized no less than 10 business days prior to each workshop.

Conduct Stakeholder Interviews – The Engineer shall conduct up to 20 interviews with freight stakeholders in the region. Interviewees shall include representatives from all freight modes and shall include stakeholders in the energy sector, plastics and resins sector, shippers, carriers, logistics service providers, freight facility operators, and economic development officials. The Engineer, in coordination with the State, MPO, and the Regional Freight Advisory Committee shall identify potential stakeholders to be interviewed, develop interview guides to be approved by the State prior to the interviews, and arrange the logistics for the interviews. The interviews shall be conducted in-person or via phone.

The Engineer shall provide a quarterly profile brief from regional stakeholder interviews and workshops to highlight key local industries, regional multi-modal trends, issues, industry impacts and opportunities and importance to the region of implementing the Texas Freight Mobility Plan through collaboration with the State.

Coordination with MPO Committees and Board – In coordination with the State and MPO, the Engineer shall prepare and deliver presentations for up to three Technical Advisory Committee (TAC) meetings and up to three Policy Board meetings. The Engineer shall prepare all draft and final presentation materials for approval by the State, attend the meetings, and provide sign-in sheets to document attendees.

Regional Freight Advisory Committee – The Engineer shall assist the MPO in convening a Regional Freight Advisory Committee (FAC) and conducting up to three meetings during the course of the study. This includes assistance with developing a list of potential committee candidates; advising the MPO on committee membership, roles, and responsibilities; developing meeting material including agendas, presentations, and other materials; and convening the meetings. The MPO will be responsible for invitation, meeting location and meeting supplies with the exception of presentation and handout materials which the Engineer shall provide. The Engineer shall compile draft and final meeting summaries. At least three of the FAC meetings will be scheduled in conjunction with the TAC and/or Policy Board meetings to minimize travel related expenses.

## **Task 2 Deliverables**

1. Regional freight stakeholder outreach plan
2. Stakeholder list for each workshop
3. Notification and reminder emails (and printed notifications, if requested by the State)
4. Materials for each workshop, including presentations, exhibits, activities, informational handouts, and sign-in sheets
5. Meeting notes from each workshop, including all comments received (may include maps) and categorized as appropriate
6. Presentations at MPO TCC, Policy Committee and Board meetings
7. Regional Freight Advisory Committee candidate lists, meeting materials and meeting summaries for up to five meetings
8. Comprehensive summary report for all workshops, documenting attendance, methods used to invite stakeholders, proceedings of each workshop, and categorized comments received (in Word and PDF format)

9. List of stakeholder contacts for interviews
10. Interview guide
11. A draft and final Stakeholder Consultation technical memo, to include a tabulation of interview dates, time and duration of interviews, names of interviewees, and notes from discussion; a summary of FAC meetings; a summary of stakeholder workshops; and a summary of MPO committee interaction
12. Quarterly profile brief from regional stakeholder interviews and workshops

### Task 3: Regional Goals and Objectives

The 2017 TFMP outlines a set of freight-specific goals and objectives that articulate TxDOT's freight investment priorities, help define freight system investment needs, and identify the desired future performance of the Texas Multimodal Freight Network. The Engineer shall seek input from regional stakeholder (including the Regional FAC, MPO, Port of Corpus Christi, and State district office) interviews to develop draft region-specific freight goals and objectives that align with those in the most recently completed TFMP. Upon approval from the State, draft goals and objectives shall be presented by the Engineer to the regional FAC during the first meeting for review and comment. Using input received, the goals and objectives shall be finalized by the Engineer. The Engineer shall develop a draft and final memo summarizing the regional freight goals and objectives.

#### Task 3 Deliverables

1. Draft and final memo regarding regional freight goals and objectives

### Task 4: Regional Data Collection, Inventory, and Analysis

The Engineer shall review the 2017 TFMP (including the Freight Investment Plan), Metropolitan Transportation Plan (MTP), previous regional freight studies including the regional freight facilities study, the MPO's Travel Demand Model and other relevant regional and statewide transportation plans, studies, data analysis efforts, and data sources, including but not limited to freight, modal, and corridor studies and plans. The Engineer shall first provide a list of proposed materials to be included in the review. This list will be reviewed and refined by the MPO, Regional FAC, and State prior to beginning the review.

As directed by the State, the Engineer shall coordinate with the Regional FAC, MPO and State to develop a resource inventory and assessment of key data, analysis, resources, and findings relevant to the regional freight plan. The inventory and assessment will include an inventory of data, regional, state and federal plans and studies, models and tools (such as travel demand models), stakeholders and key regional freight issues, opportunities, and commodities. The Engineer shall use the resource assessment to conduct a gap analysis of required and desired resources and to summarize the key actions and analyses to be undertaken for developing the regional freight plan. The Engineer shall meet with the State to review the draft resource assessment and finalize it based on input received.

The Engineer shall undertake necessary steps to obtain and analyze the data and resources identified in the inventory and gaps assessment. This shall include (but not be limited to) stakeholder interviews from Task 2, posting regional maps in local trucking and shipping facilities to solicit input directly from drivers, and developing processes for scaling sample data on local freight trip generation and field observations. The data and information shall be assembled by the Engineer into a regional version of the GIS-based freight analysis tool developed for the 2017 TFMP. The regional tool ultimately will be used to assemble, analyze, and display regional freight networks, conditions, needs and projects. The tool shall be developed by the Engineer using State and Regional shape files and data layers with necessary edits.



#### **Task 4 Deliverables**

1. Freight Data and Materials Assessment Table (in Excel and PDF format)
2. Regional GIS Freight Analysis Tool and User Guide based on state level tool updated to accommodate local data and conditions

#### **Task 5: Regional Freight Corridor and Network Identification**

The Engineer shall identify a Regional Multimodal Freight Network including candidates for Intermodal Connectors and critical urban and rural freight corridors. The Regional Freight Network shall be multimodal and include the freight facilities and corridors critical to key local industries and economic centers as well as those important to the broader region and the state as a whole. This includes but is not limited to highways, railroads, ports, airports, pipelines, freight terminals, as well as industrial, warehousing, and distribution facilities. The starting point of the Regional Freight Network shall be the Texas Multimodal Freight Network (TMFN). Additional network components will be identified and added based upon local stakeholder input, local commodity and traffic flow data, supply chains, industry siting and forecasts of local future freight development and activity. The network shall be developed by the Engineer in coordination with the regional stakeholders and the State as well as Task 6, Task 7, and Task 8. The following work steps shall be undertaken by the Engineer:

- Step 1 – Using the data and local version of the Freight Analysis Tool, the Engineer shall develop maps of the current regional multimodal network. The Engineer shall use the latest GIS layers for the State's and region's multimodal transportation network to include roadways, railroads, ports, airports, pipelines (active, inactive, or planned, as available) and key freight activity centers such as manufacturing plants, warehousing and distribution facilities, cargo staging sites, etc., coordinating with regional stakeholders to ensure the most up-to-date data is obtained. The Engineer shall edit the data layers as necessary to capture the most up to date information.
- Step 2 – The Engineer shall overlay the locations of the region's top industry sectors in terms of employment, job growth, and tonnage and value of associated commodities, including but not limited to plastics, resins, oil, gas, and equipment and materials associated with oil, natural gas and hydrocarbons extraction, gathering systems, salt water disposal wells, pipeline transportation, active drilling rigs, producing wells, gas plants, and solar or wind power generation.
- Step 3 – The Engineer shall develop a classification of multimodal network facilities based on the industry mapping and data from all sources, identifying highway, non-highway, and multimodal facilities playing a critical role for one or more industry sector. This shall include identifying three tiers of facilities with Tier 1 being the most significant from both a regional and statewide perspective, Tier 2 being regionally significant freight facilities, and Tier 3 being local freight facilities.
- Step 4 – The Engineer shall compile the draft Regional Multimodal Freight Network based on the information gleaned from the first 3 steps.
- Step 5 – The Engineer shall present the draft Regional Multimodal Freight Network to the MPO, regional FAC, and the State for review and comment. The network will be updated based on the initial feedback and presented at the regional workshops discussed in Task 2. At the completion of the first three workshops and in coordination with the State and MPO, the Engineer shall finalize the network.

#### **Task 5 Deliverables**

1. Draft and Final Regional Multimodal Freight Network (GIS files and PDF maps)
2. Candidates for Intermodal Connectors and Critical Rural and Urban Freight Corridors

### 3. Draft and Final Regional Multimodal Freight Network Tech Memo

#### Task 6: Existing Regional Needs Identification and Assessment

The Engineer shall undertake the identification and assessment of existing freight conditions, issues, and needs in the region by conducting the following work elements:

*Regional Freight Needs Assessment* - The Engineer, in coordination with the State, MPO, and Regional FAC shall develop or identify a set of criteria, a screening process, and data and tools for analyzing areas of needs involving or impacting local and regional freight movements. This shall be a customization by the Engineer of the process undertaken in the 2017 TFMP and shall consist of applying data and tools to validate and update previous findings from other efforts. Specific analytical steps include:

- Step 1 – The Engineer shall process and analyze National Performance Management Research Data Set (NPMRDS), INRIX and any relevant local GPS data to develop maps depicting average speeds, travel time indices, and buffer time indices in both the urban and rural areas within the study boundary. Specific locations displaying unreliable travel times or significant congestion (defined based on level of service, volume to capacity ratio and stakeholder input) shall be identified and investigated. This shall be supplemented with information gained through stakeholder outreach on local, non-traditional freight moves not captured by these sources.
- Step 2 – The Engineer shall use the latest traffic count and travel demand model (either the MPO travel demand model or the Statewide Analysis Model (SAM)) combined with local traffic data not captured in the State level data to analyze truck volumes, percentages, and overall volume to capacity ratios. The Engineer shall use SAM or the MPO travel demand model to flow the regionally enhanced commodity data on the network to analyze freight volumes by commodity on the regional network. A special focus shall be on project and oversize cargo as well as liquid bulk cargo (since these are not fully captured in TRANSEARCH data). This will result in a regional network planning tool that will allow for the adding of additional local freight flows identified in Task 3 to gain a better representation of actual freight traffic. In addition, the Engineer shall utilize the most recent rail capacity analysis completed for the State's Rail Division to identify freight rail bottlenecks and needs, including locations where rail crossings are considered dangerous. Coordinating with appropriate State offices and regional stakeholders, similar analyses will be conducted for maritime, air freight, pipeline, and cross border freight transportation as appropriate.
- Step 3 – The Engineer shall assemble and analyze the data for this task in the customized regional GIS based freight analysis system from Task 3 to assess the performance and conditions and identify needs on the regional multimodal freight network identified in Task 4. This includes infrastructure needs such as safety, asset preservation, access and connectivity, technology, rural and urban infrastructure, and freight bottlenecks. Using this tool, the Engineer shall develop a series of maps, tables, and graphics.
- Step 4 – The Engineer shall combine the findings from the technical analysis with stakeholder input from Task 3 to compile an updated inventory of facilities with freight mobility, safety, asset preservation, rural connectivity, and access and goods delivery issues within the region. The Engineer shall organize the facilities with freight needs and issues based on jurisdictional responsibility, classification of bottlenecks, and needs by source and type. Attention will be given to first and last mile connections to major freight facilities and generators, connections to trade gateways and goods delivery in the urbanized and commercial areas of the region. In addition to the physical and operational needs and deficiencies, the Engineer shall also identify policy and

institutional issues and constraints in several areas, including financing, multijurisdictional coordination, and regulatory constraints.

Regional Freight Commodity Flow Profile - The Engineer shall use TRANSEARCH data supplied by the State to develop a regional commodity flow profile for current freight moving into, out of, within and through the region for each of the modes represented in the region. The commodity flow profile shall be used by the Engineer to establish the demand for freight transportation by mode, by commodity and by corridor. The TRANSEARCH data shall be supplemented by the Engineer with the regional data collected and analyzed in Task 3 including local truck moves generated by the commodities not fully captured in TRANSEARCH.

The Engineer shall develop a draft and final technical memo depicting the data, methodology, maps, and findings from the regional freight profile and needs assessment.

#### **Task 6 Deliverables**

1. Draft and Final Tech memo that includes:
  - a. Regional Freight Profile (Existing Conditions)
  - b. Regional Freight Needs Assessment

#### **Task 7: Regional Freight Forecasting**

Using the TRANSEARCH database as a starting point, the Engineer shall develop freight forecasts in 10-year increments through 2050. The baseline forecasts from TRANSEARCH shall be supplemented and revised by the Engineer based on regional data and trends and the port forecast. Trends shall be presented, discussed and analyzed by the Engineer with regards to their impact on future freight flows and needs at the stakeholder workshops from Task 2. The input from the workshops shall be combined by the Engineer with projections of local and regional developments to develop future forecasts of freight by commodity, direction, and mode.

Once developed and approved by the State and MPO, the Engineer will shall the freight forecasts to conduct an assessment of future freight flows across the regional freight network. The Engineer shall develop future volume to capacity ratios and identify future infrastructure constraints, deficiencies, and needs.

#### **Task 7 Deliverables**

1. Regional freight forecasts in 10-year increments to 2050
2. Draft and Final Tech Memo on Freight Forecasts and Future Deficiencies and Needs

#### **Task 8: Regional Economic Analysis**

Regional Economic Profile - The Engineer shall collect the socioeconomic data including population, employment, labor force, Gross Regional Product (GRP), business establishment data, domestic and international trade, and other data that provides insight into freight demand in the region. The Engineer shall profile key freight intensive industry sectors and supply chains in the region. This shall include identifying the location, growth trend, and needs of freight dependent industries in the region as well as same for linkages to other regions in the state.

The Engineer shall identify, quantify, and document the importance of the region's freight and economic activity in relation and connection to the nation, state, and other regions within the state. This includes identifying the employment, income, GRP and tax revenue generated by freight intensive industries and the freight transportation sector including trucking, railroad, air cargo, pipeline, warehousing, and distribution employment. The analysis will include the quantification of direct, indirect, and induced impacts of freight related activity in the state. The impacts shall be evaluated at the regional, state, and national levels. The Engineer shall also assess the potential economic implication of failing to meet the growing freight needs in the region.

As directed by the State, the Engineer shall assess, through data analysis, interviews, and stakeholder feedback, the region's connection to other regions in the state. Relevant findings shall be documented in the Regional Economic Profile through maps, graphics, and text narrative.

### **Task 8 Deliverables**

1. Regional Economic Profile
2. Draft and Final Summary Memo
3. Fact Sheets on Economic Significance of Regional Freight Movement aimed at a lay audience with infographics.

### **Task 9: Regional Land Use and Community Impacts**

This subtask will be closely coordinated with Tasks 6 and 7. The Engineer shall identify clusters of freight intensive activity using appropriate data sources, including but not limited to the latest Texas Establishment Database from the Texas Workforce Commission, industrial site development locations, and maps of logistics service providers, to quantify the relative importance of freight locations in the region. The location of the region's freight clusters will be profiled to assess freight land use compatibility based on the following factors:

- Adequacy of transportation infrastructure and relationship to the network identified in Task 5 and bottlenecks identified in Task 6
- Current and planned residential growth areas
- Current and future commercial and industrial development

The Engineer shall identify locations where current and future land uses have the potential to adversely and positively impact the community through economic competitiveness, freight mobility, safety, and quality of life. Focus shall be placed on lands adjacent to key freight generators such as the port, rail terminals, and industrial sites. This shall include an assessment of the community and environmental justice concerns related to freight intensive activity and transportation. This task shall be coordinated with the examination of regulatory factors impacting freight movement such as local ordinances and land uses.

### **Task 9 Deliverables**

1. Draft and Final Tech Memo on Regional Freight Land Use and Community Impacts

### **Task 10: Regional Project Identification and Prioritization**

The Engineer shall identify and develop projects and solutions for enhancing the consideration of freight in the existing regional processes by completing the following work elements.

*Develop Regional Freight Solutions.* The Engineer shall develop multimodal solution packages that address the freight needs and deficiencies identified in the previous tasks. The Engineer shall develop short, medium, and long term strategies for addressing critical freight needs and deficiencies while mitigating potential community impacts. This shall include linking the proposed strategies to state and regional multimodal freight goals and objectives. The strategies shall include policies, programs, and operational and planning solutions including innovative technologies and infrastructure investments. The Engineer shall pay specific attention to freight facilities supporting key supply chains in the region and the state as a whole, such as manufacturing and energy sector cargo, to identify improvements that could improve connectivity to other regions of the state, other modes of freight transportation, and reduce or impede the deterioration caused by heavy trucks traveling these facilities. The Engineer shall pay special attention to strategies to address key freight bottlenecks, especially those on the regional multimodal freight network. The Engineer shall import the projects into the GIS-based Freight Analysis Tool and generate regional and local maps depicting freight projects and the needs being addressed.

*Prioritize Regional Freight Solutions* - The Engineer shall develop a set of project prioritization criteria using the goals and objectives defined in Task 2. The prioritization factors shall build off of the criteria developed and used in the 2017 TFMP and be customized for the region. The Engineer shall develop an initial set of recommended freight project prioritization factors and processes in coordination with the State, MPO, and Regional FAC. The criteria will be finalized using input from stakeholder workshops. Using the agreed upon prioritization criteria, the Engineer shall develop the prioritized list and maps of regional freight projects, policies, and programs.

*Develop Regional Freight Performance Measures* - The Engineer shall develop freight performance measures in a way that allows for easy integration within the region's and State's existing transportation planning and programming processes and can be supported by existing freight data collection and modeling activities. This can help ensure that freight issues become mainstreamed within the region's planning activities in the future and allow freight projects to compete more effectively in the regional and district level prioritization and funding processes. The Engineer shall undertake the following steps:

- Step 1 - Review existing plans (including the 2017 TFMP, the most recent Unified Transportation Plan, and the most recent Transportation Improvement Program) and policies to identify potential freight performance measures and modify as appropriate (this will be accomplished as part of Task 3).
- Step 2 - Review draft measures with the Regional FAC and the State.
- Step 3 - Set performance targets based on recent trends and develop reporting structure and schedule.

#### **Task 10 Deliverables**

1. Prioritized regional freight projects, programs, and policies depicted in lists and maps
2. Summary memo on Regional freight performance measures and targets to be used as input for the Regional Freight Improvement and Implementation Plan Tech Memo to be delivered in Task 12.

#### **Task 11: Regional Recommendations/Investment Plan**

The Engineer, in conjunction with the Regional FAC, MPO, and State, shall develop a Regional Freight Investment Plan and Implementation Program that includes a list of policies, programs, and projects. Specifically:

- The Engineer shall identify projects in the most recent TFMP and/or Unified Transportation Plan (UTP) that address regional freight needs and priorities. These projects will include planned projects.
- The Engineer shall include additional regional freight projects and priorities identified in Task 10. These projects will consist of planned and unplanned projects.
- The Engineer shall develop a draft Regional Freight Investment Plan consisting of planned and unplanned projects for vetting by the MPO, State, and Regional FAC.
- The Engineer shall develop draft recommendations for regional freight programs and policies based on stakeholder input, analysis, and best practices for vetting with the State, Regional FAC, and MPO.
- The Engineer shall develop a final Regional Freight Investment Plan and Recommendations for regional freight programs and policies based on feedback on the draft plan.

## **Task 11 Deliverables**

1. Draft and final Regional Freight Investment Plan
2. Draft and final Regional Freight Recommendations for regional freight programs and policies
3. Input for the Regional Freight Improvement and Implementation Plan Tech Memo to be delivered in Task 11

## **Task 12: Implementation Plan**

In order for the prioritized projects and recommendations from Task 10 to become reality, an implementation plan that lays out timeframe, responsible parties, and funding options shall be developed by the Engineer in coordination with the State, MPO, and regional FAC. The Engineer shall develop an implementation plan for freight improvements by completing the following steps:

*Develop Regional Transportation Plan Development and Implementation Strategies* - The Engineer shall develop recommendations for specific projects to be included in the MPO Transportation Improvement Plan and to develop a freight chapter for the next MPO long range plan update. For each recommended strategy, the Engineer shall outline implementation guidance to define roles and responsibilities, barriers and obstacles, and phasing and dependent projects. To assist in tracking implementation of different strategies, the Engineer shall develop a tracking process to assist the MPO and State in managing and monitoring implementation of recommendations.

*Integrate Freight into the Regional Project Identification and Programming Process* - It is anticipated that not all of the identified projects from Task 11 will be in the current regional Transportation Improvement Program so the Engineer shall develop recommendations for integrating freight considerations into the on-going development process. Using this process, the Engineer shall conduct an assessment of how the Transportation Improvement Program may change going forward with regards to the number of freight projects that could be added or advanced.

## **Task 12 Deliverables**

1. Draft and Final Implementation Plan with specific actions to be undertaken within defined timeframes
2. Draft and Final Regional Freight Improvement and Implementation Plan Tech Memo and guidelines that summarize the project and recommendations identification and prioritization, regional freight investment and improvement plan and regional freight implementation plan

## **Task 13: Final Plan Documents**

The Engineer shall develop an outline, to be approved by the State and MPO, early on in the process to guide future activities. As tasks are completed, the Engineer shall incorporate material as agreed upon in the outline. The ultimate result of this effort will be a comprehensive Corpus Christi Regional Freight Plan document, identifying the regional freight network, conditions, issues, needs, opportunities, performance measures, policies, programs, projects, and implementation plan. Following the development of the Plan, the Engineer shall develop a full color brochure type executive summary. The Engineer shall summarize the results of analysis in presentation materials for delivery and presentation to the MPO and Regional FAC.

## **Task 13 Deliverables**

1. Final plan outline
2. Draft and Final Regional Freight Plan
3. Draft and Final Executive Summary
4. Draft and Final Presentation Materials