

MEMORANDUM of AGREEMENT
for
TRANSIT PLANNING COORDINATION AND COOPERATION
between
THE CHATTANOOGA AREA REGIONAL TRANSPORTATION AUTHORITY
and
THE CHATTANOOGA-HAMILTON COUNTY/NORTH GEORGIA TRANSPORTATION PLANNING
ORGANIZATION

The purpose of this document is to establish a written working Agreement between the Chattanooga-Hamilton County/North Georgia Transportation Planning Organization (TPO) and the Chattanooga Area Regional Transportation Authority (CARTA) to ensure a comprehensive, cooperative, and continuous regional transportation planning process. The Memorandum of Agreement (MOA) defines the processes for cooperation, communication, and exchanging information relative to that process. This MOA includes specific provisions for cooperatively developing and sharing of information related to development of the TPO's Regional Transportation Plan, the Transportation Improvement Program (TIP), and the annual listing of obligated projects.

The parties to this Memorandum of Agreement hereby agree to the following roles and responsibilities in the regional transportation process:

Article I.

CARTA, shall be responsible for the following:

1. Make available any records, documents or information necessary to accomplish the TPO's planning objectives and the development of the Regional Transportation Plan (RTP) and the Transportation Improvement Program (TIP), including, but not limited to, transit ridership data, budgets and other reports.
2. Assist the TPO in the development of the annual Unified Planning Work Program (UPWP) by identifying activities, schedules and budgets to be undertaken by CARTA.
 - 2.1. To include any planning activities funded under programs legislated by FTA.
3. Participate in the triennial certification review of the planning process of the TPO by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA).
4. Participate in and partner with other transportation providers in the development and/or update of the TPO's Public Transit-Human Services Transportation Coordinated Plan.
5. On annual basis, CARTA will participate in the development of a list of projects for which funds under 23 U.S.C. or 49 U.S.C. Chapter 53 were obligated in the preceding program year.
6. Be represented on the TPO Executive Board as a voting member and on the Technical Coordinating Committee and other TPO ad hoc committees.
7. Will rely on the TPO's public participation process to satisfy CARTA's public participation requirements for the Program of Projects (POP) unless specified that CARTA's local process is being followed.

8. Conduct long-range transit planning activities including, but not limited to, evaluation of feasibility and location of transit infrastructure and facilities.
9. Conduct short-range transit planning activities including, but not limited to, identification and development of transit markets with growth potential; studies related to operations and management planning; development and application of advanced public transportation systems; and monitor new and revised transit services.
10. Enter into the cooperative process with all participating agencies, when the need for a major metropolitan transportation investment study is identified, to determine the extent of the analyses and define each agency's role in the development of the study.
11. Provide technical support for activities including, but not limited to, transportation and air quality planning; travel surveys and models; subarea, corridor and intermodal studies; Intelligent Transportation Systems planning; congestion management planning; and bicycle and pedestrian planning.
12. Notify the TPO should CARTA allocate funds to other transportation providers under their administrative authority for other FTA-funded programs.
13. Include any transportation planning partners confirmed by an adopted memorandum of understanding/agreement, if applicable, in the above activities where appropriate.
14. Provide other assistance as mutually agreed upon.

Article II.

The TPO shall be responsible for the following:

1. Prepare and publish a fiscally balanced 20-year multi-modal transportation plan that leads to the development of an integrated intermodal transportation system that facilitates the efficient movement of people and goods in the planning area.
2. Prepare, publish and maintain a fiscally constrained four-year multi-modal Transportation Improvement Program.
3. Prepare a Unified Planning Work Program to document planning activities to be performed in the next fiscal year(s), in sufficient detail to indicate who will perform the work, the schedule for completion, associated budget and the outcomes that it will produce.
 - 3.1. To include any planning activities funded under programs legislated by FTA.
4. Assist CARTA, as the designated recipient of Federal Transit Administration 5307 funds, with public involvement activities related to the Program-of-Projects requirements of the Federal Transit Administration's Urbanized Area Formula Program.
5. Enter into the cooperative process with all participating agencies, when the need for a major metropolitan transportation investment study is identified, to determine the extent of the analyses and define each agency's role in the development of the study.
6. Provide technical assistance including, but not limited to, travel demand forecasting services and transportation and demographic data.
7. Provide other assistance as mutually agreed upon.

This MOA shall remain in effect until either party notifies the other in writing that the Agreement is no longer suitable. If or when this occurs, the parties agree to meet as soon as practicable to discuss possible modifications to this cooperative working Agreement.

Date: *Lisa Maragnano*
Lisa Maragnano, Executive Director
Chattanooga Area Regional
Transportation Authority
6-17-14

Date: *Todd Leamon*
Todd Leamon, Chair
Chattanooga-Hamilton County/North Georgia
Transportation Planning Organization
06/17/2014