

Notice to proceed: 6-16-25

Ending Date: 06-30-2027



LEBANON COUNTY

METROPOLITAN PLANNING ORGANIZATION

(LEBCO MPO)

UNIFIED PLANNING WORK PROGRAM

FISCAL YEARS

2025-2026 & 2026-2027

ACTIONS AND PROCEDURES

Prepared by the

Lebanon County Planning Department

Approved: February 28th, 2025

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**Work Program
2025-2027**

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2025-2027 UPWP Update and Development Process Timeline:

- Meeting with Lebanon Transit staff to discuss projects and initiatives, July 9th, 2024
- Meeting with N. Lebanon Twp. to discuss projects, July 12th, 2024
- Received emails from Mr. Mark Tobin, Director of Center for Program Development and Management with Program Guidance on July 16th, 2024 and July 30th, 2024.
- Meeting with Lebanon County Commissioners to discuss transportation projects, July 17th, 2024
- Meeting with PennDOT 8-0 staff to discuss various transportation project efforts, July 24th, 2024
- Meeting with Cornwall Borough Manager to discuss transportation projects, July 30th, 2024
- Meeting with Jonestown Borough President to discuss community needs, August 6th, 2024.
- Meeting with Lebanon Transit staff to discuss project and activities, August 28th, 2024.
- Meeting with Cleona Borough Manager to discuss transportation concerns on US 422, September 6th, 2024
- Meeting with S. Londonderry Twp. residents to discuss transportation safety concerns, September 10th, 2024.
- Meeting with Annville Township Manager to discuss transportation issues, September, 24th, 2024.
- Meeting with Heidelberg Twp. staff to discuss transportation safety concerns, October 30th, 2024.
- Meeting with Cornwall Borough Manager to discuss safety concerns, November 1st, 2024
- Held MPO Technical Committee on November 19th, 2024 to review MPO related updates and materials with Committee members.
- Participated in State Rail Plan Roundtable discussion with PennDOT staff, November 20th, 2024.
- Attended meeting with Lebanon Transit to discuss projects and activities, November 26th, 2024
- Attended District 8-0 Planning Partners call to discuss transportation planning activities and efforts, December 18th, 2024

- Held MPO Policy Board Meeting on December 19th, 2024 to review MPO related updates and materials with board members.
- Participated in HSIP/HSM Support meeting for 2nd Region on December 20th, 2024
- Participated in 2025 TIP Biannual review meeting with PennDOT staff @ County Planning, January 29th, 2025.

Purpose/ Introduction & Work Program Prospectus

I. Purpose

The Unified Planning Work Program (UPWP) for the Lebanon County Metropolitan Planning Organization (MPO) is the formal documentation which lays out the transportation planning and programming activities for Lebanon County effectuate for the period of July 1, 2025 through June 30, 2027. It is the responsibility of the Lebanon County Planning Department staff, in collaboration with Pennsylvania Department of Transportation (PennDOT), Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), to accomplish these federally-mandated goals using continuing, cooperative, and comprehensive planning strategies—or the “3C transportation planning process”.

This document serves as a statement of work which outlines not only the tangible products the MPO will deliver, but also the timeframe of work, the estimated costs of each task item, and what parties have responsibility in the administration and completion of the program. The 2025-2027 UPWP is a continuous document to previous UPWP update cycles in that it has become a more specific, practical document compared to prior program update years. However, unanticipated circumstances do occur and have the potential to postpone or augment the timelines/priorities set forth in this document. However, the Lebanon County Planning Department, as the steward of this document is committed to the full execution of all tasks and activities set forth. Because the department receives federal planning funds from FHWA and FTA, they must comply with particular regulations specific to planning and programming [23 CFR 450.308(b)].

II. Introduction

MPOs are required to represent localities in all urbanized areas with populations over 50,000 according to data provided by the U.S. Census. In 2002, the Lebanon County Metropolitan Planning Organization, transitioned from an independent County to a Metropolitan Planning Organization (MPO) when the Lebanon County Urbanized area exceeded that population threshold as a result of population changes that occurred as part of the 2000 Census. Although a portion of the Harrisburg Urbanized Area extends into Lebanon County, there is a Memorandum of Understanding established between LEBCO MPO and the Harrisburg Area Transportation Study Metropolitan Planning Organization (HATS MPO) that outlines the utilization of Surface Transportation- Urban (STU) Designated Funds for this portion of the HATS urbanized area that bleeds into portions of Palmyra Borough, North Londonderry and South Londonderry Townships.

The Fiscal Year 2025-2027 Unified Planning Work Program (UPWP) for Lebanon County, Pennsylvania includes all transportation planning and programming activities for the Lebanon County Metropolitan Planning Organization (MPO) for the period beginning July 1, 2025 through June 30, 2027. It also includes budget tables for July 1, 2025 through June 30, 2027, as per PennDOT guidance issued on July 29th, 2024. Staff from the Lebanon County Planning Department, Lebanon Transit, the City of Lebanon, other municipalities, consultants, Commuter Services of PA and/or others will be assigned to carry out the UPWP activities.

The Priorities for the current UPWP will include the update to the 2027 Transportation Improvement Program (TIP) anticipated to be completed by mid- 2026. The update of the LEBCO MPO LRTP (Long Range Transportation Plan) anticipated to be adopted by June 16th, 2028. The 2025-2027 UPWP will focus heavily on advancing the priorities and recommendations of the recently adopted 2024 Lebanon Track 2044 LRTP working with FHWA, FTA, and PennDOT to advance programming of shared priorities.

Continuing to support PennDOT Connects outreach/implementation will be a key priority that will be an ongoing activity by having MPO/Planning Department staff attend meetings, coordination with PennDOT District and municipalities, and key stakeholder staffs. The MPO staff will also continue to work to focus on the building of additional GIS data layers that can be utilized to provide consolidated source of key local data that can be used in concert with existing PennDOT data sources to inform project planning activities early in the development process.

Additionally, the MPO/County Planning Department staff will continue to have a high priority working with the Lebanon Valley Rails to Trails (LVRT) staff to advance Phases 6c, 6d, 8, 10A, 10B, and completion of the John E. Wengert Memorial Park, which encompasses continuation of work to close very important regional trail gap sections of the regional trail and additional priorities. The LEBCO MPO staff will work to continue implementation of the recommendations of the LVRT Asset Management Study completed in June of 2020 and will focus activities on advancing those recommendations. The staff will also continue to utilize and implement, as required the GIS data and recommendations of the recently developed Southcentral Regional Demographic Analysis Study. The MPO staff will continue to utilize EJ data in future project evaluations and identification, as part of the 2028 Long Range Transportation Plan (LRTP) and the 2027 Transportation Improvement Plan update (TIP).

Pennsylvania FFY 2025-2028 STIP Federal Planning Finding

This is the documented Federal Planning Finding (FPF) for the Pennsylvania FFY 2025-2028 Statewide Transportation Improvement Program (STIP) and all incorporated Transportation Improvement Programs (TIPs). This FPF is issued by the Federal Highway Administration (FHWA) Pennsylvania Division and the Federal Transit Administration (FTA) Region III for Statewide, metropolitan, and nonmetropolitan transportation planning and programming processes.

The FHWA and FTA find that the Pennsylvania FFY 2025-2028 STIP substantially meets the requirements of 23 United States Code (U.S.C.) 134, 135; 49 U.S.C. 5303-5305; 23 Code of Federal Regulations (CFR) part 450, and 49 CFR part 613.

The FPF includes 3 Commendations where the Pennsylvania Department of Transportation (PennDOT) and Planning Partners have demonstrated excellence in the planning process and 5 Recommendations for continued improvement. There are no Corrective Actions. Please see the Findings beginning on page 3 for details.

FHWA and FTA are committed to assisting PennDOT and the Planning Partners to review and address the Recommendations identified in the FPF. FHWA and FTA request the opportunity to meet with PennDOT to discuss the FPF and develop an Action Plan to address the Recommendations within 90 days of the STIP approval date.

What is the Federal Planning Finding (FPF)?

The FPF is a formal action taken by FHWA and FTA to evaluate and ensure that STIPs and TIPs are developed according to Statewide, metropolitan, and nonmetropolitan transportation planning processes consistent with 23 U.S.C. 134 and 135, 49 U.S.C. 5303 and 5304, 23 CFR part 450 and 500, and 49 CFR part 613.

The FPF is a formal opportunity to highlight what works well and opportunities for improvement in the Statewide, metropolitan, or nonmetropolitan transportation planning process.

The FPF applies to both PennDOT and the Planning Partners.

The FPF is a required prerequisite to FHWA's and FTA's joint approval of the STIP.

What are the statutory and regulatory requirements for the FPF?

- The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU, Pub. L. 109-59) contained statutory requirements, codified in Title 23 and Title 49, that the Secretary determine, at least every four years, whether the transportation planning process through which Statewide transportation plans and programs are developed is consistent with 23 U.S.C. 134-135 and 49 U.S.C. 5303-5304.
- The Moving Ahead for Progress in the 21st Century Act (MAP-21, Pub. L. 112-141), the Fixing America's Surface Transportation Act (FAST Act, Pub. L. 114-94), and the Infrastructure Investment and Jobs Act (IIJA) (Pub. L. 117-58, also known as the "Bipartisan Infrastructure Law" or BIL) maintain this requirement.
- A FPF is required for the approval of a STIP [23 U.S.C. 135(g)(7) and 49 U.S.C. 5304(g)(7)].

The FHWA and FTA adopted joint implementing regulations for these requirements, found in 23 CFR part 450. Pursuant to the regulations, the requirement for the FPF applies to both the STIP (23 CFR 400.220(b)) and TIPs (23 CFR 450.330(a)).

How are the findings identified and tracked?

FHWA and FTA work collaboratively to identify potential observations to include in the FPF. These observations are identified through each agency's involvement, stewardship, and oversight activities with PennDOT, Metropolitan and Rural Planning Organizations (MPOs/RPOs), Transit agencies, and key stakeholders. FHWA and FTA use several opportunities and methods to assess the quality of the Statewide and regional metropolitan transportation planning process, compliance with applicable statutes and regulations, and the level and type of technical assistance needed to enhance the effectiveness of the planning process. In addition to the STIP/TIP review, this involvement includes the Unified Planning Work Program (UPWP) approval, Long Range Transportation Plan (LRTP) coordination, and Air Quality (AQ) conformity determinations (in nonattainment and maintenance areas), as well as a range of other activities.

There are three finding categories:

- 1) **Corrective Actions:** Items identified where the activity does not meet statutory and regulatory requirements. Each Corrective Action requires action by the State and/or MPOs and the FPF provides a date to complete the Corrective Action(s).

- 2) **Recommendations:** Items that meet the statutory and regulatory requirements but may represent opportunities to improve one or more elements of the transportation planning process. Recommendations could include enhancements to planning processes, planning emphasis areas, emerging technologies, and agency initiatives.
- 3) **Commendations:** Activities or initiatives that demonstrate innovative, highly effective, and well thought out procedures for implementing the planning requirements or represent a national model for implementation that can be cited as a good practice example for others.

Findings:

The following Commendations of the Statewide, metropolitan, and nonmetropolitan transportation planning processes have been identified:

1. BIL Implementation

FHWA and FTA commend PennDOT and the Planning Partners on their efforts to support implementation of the BIL/IIJA new formula funding programs and discretionary grant opportunities. Notable achievements include:

- PennDOT has completed three rounds of National Electric Vehicle Infrastructure (NEVI) project awards, has 91 active projects as of August 15, 2024, and has successfully completed their first operational charging stations.
- PennDOT has updated their Design Manual (DM2) to incorporate a chapter on resilience and is currently working on developing a Resilience Improvement Plan (RIP).
- PennDOT's cooperative development of their State Carbon Reduction Strategy (CRS) with input from the Planning Partners, their creation of an eligibility resource guide for potential Carbon Reduction Program (CRP) projects, and their utilization of CRP funding for their Transportation Systems Management & Operations (TSMO) Funding Initiative program have been key elements in the implementation of the CRP in Pennsylvania.
- Regional efforts by the Planning Partners to educate the public and local officials on new formula funding programs, promote discretionary grant opportunities, establish new regional CRP project selection processes, and increase efforts to consider impartiality in planning.

PennDOT's IIJA website provides resources, current grant alerts, and a listing of projects that have received discretionary grant awards, which is a great resource for both the Planning Partners and other transportation stakeholders in Pennsylvania. PennDOT's assistance to local grant recipients has supported successful project delivery. Through these efforts, PennDOT has continued their focus on exploring and implementing funding solutions for the needs of the Commonwealth's transportation network.

Finally, FHWA and FTA commend PennDOT on their continued use of August redistribution as another tool to effectively deliver the transportation program in Pennsylvania. PennDOT has applied for additional annual obligation limitation on a consistent basis and has utilized the available obligation authority to the maximum extent possible. This is especially notable given the large increase in August redistribution levels in recent years, which has presented a challenge for PennDOT to obligate larger amounts in a short period of time.

2. Planning and Environmental Linkages Process

FHWA and FTA would like to commend PennDOT on their effective use of the Planning and Environment Linkages (PEL) process to improve project development and lead to better decision-making. PEL studies have been particularly valuable for the US 219-Section 050 and State College Area Connector projects, which the project teams have been able to utilize to initiate Environmental Impact Statements (EISs). A PEL is also in-process for the particularly complex Skinners Falls Bridge project. The use of PELs demonstrates PennDOT's commitment to early consideration of project Purpose and Needs, preliminary alternatives, potential impacts, and public and agency feedback to improve project delivery on large, complex projects, while also providing additional input to inform and improve the National Environmental Policy Act (NEPA) process.

3. Unified Planning Work Program

FHWA and FTA commend PennDOT and the Planning Partners on their ongoing efforts to improve UPWP invoice procedures and address the findings from the Tier 2 Invoicing Procedures and Internal Controls Review. PennDOT's development of internal procedures, external and internal handbooks, training, and a Management Plan has helped to roll out the new internal controls and invoicing process. FHWA looks forward to working with PennDOT to build on this progress and assist them with the completion of the initial testing of the invoice sampling plan.

FHWA and FTA also wish to recognize PennDOT's efforts to update the State Planning and Research (SPR) Memorandum of Understanding (MOU), which outlines procedures for the administration of the SPR Work Program in the Commonwealth of Pennsylvania, as well as PennDOT's coordination on updates to the UPWP Guidance following the administration of a 1- year Work Program to separate Pennsylvania's TIP and UPWP development cycles.

The following Recommendations for the Statewide, metropolitan, and nonmetropolitan transportation planning processes have been identified:

1. Safety Planning, Programming and Project Delivery

Improving safety is the top priority for FHWA, FTA and PennDOT. However, Pennsylvania has not met or made significant progress towards meeting the Safety Performance Measures under 23 CFR Part 490 for the last five reporting periods [Calendar Year (CY) 2018 through CY 2022]. Historically, since Federal Fiscal Year (FFY) 2017, PennDOT has obligated on average less than 85% of their full Highway Safety Improvement Program (HSIP) annual apportionment, which diminishes Pennsylvania's capacity to deliver important safety projects.

To reduce fatalities and serious injuries, PennDOT needs to take a comprehensive approach to safety by proactively identifying safety projects, utilizing the full HSIP annual apportionment, and integrating safety into projects. This finding is being carried over from the 2023 FPF.

FHWA and FTA recognize that there has been a concerted effort by PennDOT to improve the HSIP obligation process over the last few years, including achieving a larger percentage of obligation occurring earlier in the FFY and obligating more than the minimum required in FFY 2024. In addition, beginning in CY 2025, around April 15 each year PennDOT plans

to move current fiscal year HSIP funding remaining in regional line items and not assigned to projects to the Statewide line item for redistribution to other projects that are ready to obligate. FHWA and FTA support this proactive approach to improve HSIP utilization rates. FHWA and FTA request that PennDOT continue to schedule regular coordination meetings and bring the Planning Partners into the conversation to discuss ongoing funding challenges and identify further opportunities to improve safety planning, programming, and project delivery.

2. Integration of Asset Management (AM) and Transportation Performance Management (TPM)

FHWA and FTA recognize that PennDOT has long maintained a preservation-first focus and has made considerable progress in identifying investment needs by developing and improving their Bridge and Pavement Asset Management Systems (AMS) and now beginning development on Asset Fox. However, based on the Pennsylvania Transportation Asset Management Plan (TAMP) consistency determination, TIP submissions, and feedback, it still appears that PennDOT's AMS are not being widely used to guide investment priorities and drive project selection to achieve optimal performance. This finding is being carried over from the 2023 FPF.

Through the 2025 TIP development process, FHWA and FTA observed continuing challenges to PennDOT and the Planning Partners on fully utilizing the AMS outputs, including the timing of AMS outputs, competing project priorities, and technical training needs on how to effectively use the data outputs in the planning process. PennDOT did not evaluate the expected performance outcomes of the draft 2025 STIP during the STIP development process.

FHWA and FIA request that PennDOT work with the Planning Partners towards greater consistency between the TAMP, the STIP/Twelve-Year Program (TYP), and regional MPO/RPO LRTPs. To do this, PennDOT should continue holding monthly coordination meetings with FHWA, PennDOT AMS technical experts and the PennDOT Program Center. The purpose of these meetings should be to discuss asset management challenges, identify opportunities for improvement, and monitor progress in implementing the required changes needed for PennDOT to successfully integrate their AMS more fully into project selection.

3. LRTP Development Process

Since the 2019 FPF, progress has been made in many areas to improve the LRTP update process, including the development of PennDOT's updated Regional LRTP Guidance (Pub. 575). However, FHWA and FTA continue to observe issues with LRTP updates, including rushed development of plans, late agency coordination, a lack of awareness about air quality conformity requirements, limited review time for FHWA and FTA prior to plan public comment periods or plan adoptions, and potential for plan expirations. These continuing issues demonstrate there is still a need for further improvement and greater focus by the Planning Partners and PennDOT on the LRTP development process. This finding is being carried over from the 2023 FPF.

To address the issues outlined above, FHWA and FTA continue to emphasize the importance of the Planning Partner scheduling a LRTP kickoff meeting early in the update process. For LRTP updates, FHWA and FTA recommend that the Planning Partners work

with PennDOT, FHWA, and FTA to jointly develop reasonable update schedules with key milestones identified. FHWA and FTA also recommend that PennDOT consider ways they can further promote the LRTP Guidance to increase awareness and use of this resource, such as webinars and the sharing of effective practices.

4. Metropolitan Planning Agreements (MOUs/MOAs)

As required by 23 CFR 450.314, each Metropolitan Planning Area (MPA) must have a written agreement among the MPO, the State(s), and the providers of public transportation which identifies their mutual responsibilities in carrying out the metropolitan transportation planning process. In several recent Certification Reviews, FHWA and FTA have identified outdated agreements and missing requirements in the written provisions between PennDOT, the MPO, and the Transit provider(s), which have resulted in Corrective Actions. FHWA and FTA recommend that PennDOT, the Planning Partners, and the Transit agencies evaluate their Memorandums of Understanding/Memorandums of Agreement (MOUs/MOAs) as needed to ensure that the current documents include all required parties as signatories and identify the mutual responsibilities of all required parties in carrying out the metropolitan planning process in each region.

As part of fully meeting the requirements found in 23 CFR 450.314, planning agreements between PennDOT, the Planning Partner(s), and the Transit provider(s) must also include specific provisions for the development of financial plans that support the LRTP and TIP, the development of the annual listing of obligated projects for both highway/bridge and transit, and written provisions on meeting performance measure requirements (if not documented elsewhere). The Planning Partners, PennDOT, and the providers of public transportation should periodically review and update these agreements, as appropriate, to reflect and account for changes in transportation planning requirements.

5. Transit Coordination

FTA and FHWA recommend that PennDOT, the Planning Partners, and Transit providers identify ways to strengthen multimodal planning, communication, and collaboration. Stronger coordination between different stakeholders, inclusive of Public Transportation, is necessary to meet the federal planning requirements and PennDOT plays a crucial role in leading and modeling that across Pennsylvania.

PennDOT has undertaken large efforts to update planning guidance, like Pub. 575, but has often not fully incorporated FTA requirements in these documents. In addition, when comments have been provided by FTA or BPT, they have not been addressed. This has resulted in guidance documents and materials that are incomplete and missing information on federal requirements. Furthermore, during the review of the FY2025-2028 TIPs, FTA and FHWA identified several inconsistencies within the TIPs in how Transit projects are included, how fiscal constraint is demonstrated together with the transit financial capacity analysis, and how the projects meet performance-based planning and programming requirements.

FTA and FHWA recommend that PennDOT evaluate and develop internal procedures for how the Department will coordinate reviews between the Bureau of Public Transit (BPT) and the Center for Program Development & Management (CPDM-Program Center) when addressing federal planning requirements. In addition, PennDOT should take actions to clarify and strengthen procedures to ensure adequate transit coordination between PennDOT CPDM, BPT, Districts, and the Planning Partners.

Furthermore, Planning Partners and Transit providers should, with assistance from PennDOT, evaluate their procedures for addressing how transit activities are correctly recorded and reflected in the TIPs and STIP, LRTP System Performance Reports, UPWPs and other planning documents. The selection of projects for inclusion in the Annual Listing of Obligated Projects, UPWP amendments, the programming of transit planning projects with non-PL funds, and the inclusion of transit performance measures and reporting are all aspects that should be considered. To provide additional assistance to the Planning Partners, PennDOT may explore additional measures at their discretion, including supplementing General and Procedural Guidance and other guidance documents with FTA- specific details.

The LEBCO MPO Committees and staff will continue to work with its partners at PennDOT, FHWA, and FTA to implement the outlined recommendations provided by FHWA and FTA as part of the STIP finding and support the required process changes as needed. The LEBCO MPO will also work with PennDOT, FHWA, and FTA to utilize new tools, systems, and resources available, such as the State Long Range Transportation Plan (SLRTP), Transit Asset Management Plan (TAMP), Regional Operations Plans (ROPs), Transportation Revenue Options Commission (TROC) and Pathways initiatives etc. at a state and regional level to help guide and ensure coordinated planning of projects and priorities.

III. Committee and Agency Responsibilities

Lebanon County will pursue its work program as a “Metropolitan Planning Organization (MPO)” under the name “Lebanon County Metropolitan Planning Organization (LEBCO MPO).”

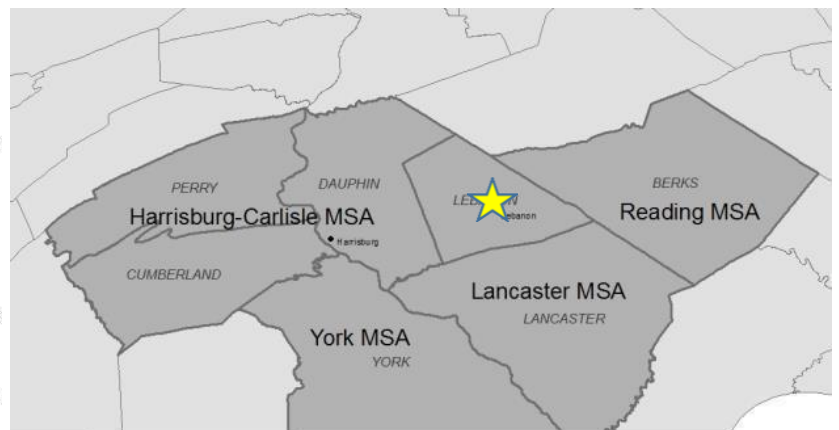
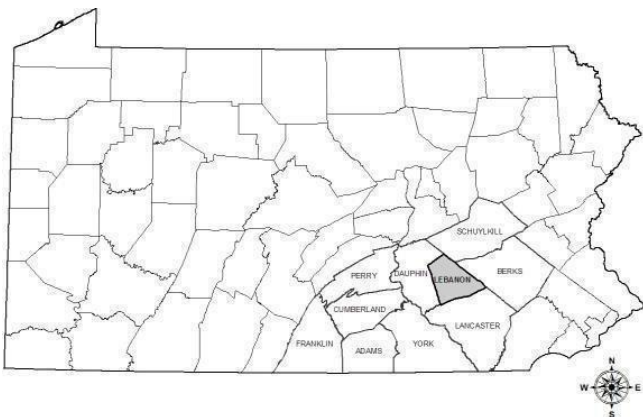
The LEBCO MPO Policy Board is made up of representatives from the Lebanon County Commissioners (3 votes), City of Lebanon (1 vote), Lebanon Transit (LT) (formerly County of Lebanon Transit or COLT) (1 vote), Lebanon Valley Chamber of Commerce (1 vote), PennDOT Central Office (1 vote), PennDOT District 8-0 (1 vote), and the Lebanon County Townships and Boroughs (2 votes).

LEBCO MPO Policy Board (ex officio) non-voting members include the Federal Highway Administration (1 member), the Environmental Protection Agency (1 member) and the Federal Transit Administration (1 member).

The LEBCO MPO Technical Planning Committee makes recommendations to the Policy Board and is described later in this document.

The role of the LEBCO MPO and other supporting agencies is to promote transportation policies, programs and projects consistent with a locally adopted long range transportation plan (LRTP) and a transportation improvement program (TIP) that are in accord with (1) state Act 120, (2) BIL/IIJA, (3) the federal Clean Air Act as amended, and (4) all other related state and federal legislation and rulemaking/guidance. The Program will incorporate all modes of transportation, including highway, transit, aviation, rail, and intermodal/multimodal coordination as appropriate. The LEBCO MPO will also work to promote Title VI mandates, including community demographic analysis activities, and they will work to ensure that everyone, especially low income and minority groups, is provided an opportunity to participate in the transportation planning and programming process.

The vision and goals of the program as stated in the current adopted 2024 MPO Long Range Transportation Plan (LRTP) ***“The transportation system of Lebanon County will safely, efficiently, and effectively serve the mobility, access, and travel needs of all current and future users.”***



(MOU) MEMORANDUM OF UNDERSTANDING
METROPOLITAN PLANNING ORGANIZATION
LEBANON COUNTY

This agreement is entered into this 19th day of December, 2002 by and between the County of Lebanon, the City of Lebanon, the Pennsylvania Department of Transportation (PennDOT), and the Governor of Pennsylvania through his designee, the Secretary of Transportation.

W I T N E S S E T H

WHEREAS, the United States Bureau of the Census has designated Lebanon County and its environs as an urbanized area; and

WHEREAS, transportation of people and goods is vital to the economic and social well-being of the Lebanon County urbanized area; and

WHEREAS, general purpose local governments of the area, the state of Pennsylvania and local, regional, state, and federal agencies have a strong common interest in coordinating and cooperating in performing transportation planning to meet local, regional, state, and federal goals and objectives; and

WHEREAS, the transportation, land use and economic planning and development activities of public and private agencies within the area are of such magnitude and complexity and of such potential degrees of mutual impact, as to make necessary a formal, coordinated, comprehensive and continuing transportation planning process carried on cooperatively by local governments and agencies and the state; and

WHEREAS, Title 23 of the United States Code and Section 8 of the Federal Transit Act require such a transportation planning and programming process for the urbanized area; and

WHEREAS, the parties to this Memorandum of Understanding have agreed to join together to form the Lebanon County Metropolitan Planning Organization (LEBCO MPO) Policy Board as an appropriate and effective forum to address comprehensive transportation planning and to promote cooperative transportation decision-making within their respective jurisdiction by principle elected officials of general purpose local governments and local, regional, and state transportation agencies; and

WHEREAS, pursuant to federal regulations, the LEBCO MPO Policy Board is hereby designated by agreement among the units of general purpose local government and the Governor as the MPO responsible for developing and carrying out the urban transportation planning process specified in Title 23 of the United States Code and Section 8 of the Federal Transit Act; and

WHEREAS, it is the purpose of this Memorandum of Understanding to delineate the roles and responsibilities of the various parties to this agreement for the Policy Board to carry out

transportation planning and programming to continue the Lebanon County Urbanized Area's qualification for federal transportation assistance and to exercise their respective authority in transportation matters in a manner consistent with plans and programs of the Policy Board;

NOW, *THEREFORE*, The parties do hereby agree to the following:

I. Policy Board Membership

The Lebanon County MPO Policy Board shall have ten primary (10) members: three (3) Lebanon County Commissioners, Mayor of the City of Lebanon, and two (2) representatives from PennDOT, one (1) from Lebanon Transit (formerly the County of Lebanon Transit Authority (COLT)), one (1) from the Chamber of Commerce, and two (2) from Lebanon County local municipal (township or borough) government. Other agencies or individuals may be added to the Policy Board at the discretion of the primary members. Advisory (non-voting) membership on the Policy Board shall include the Federal Highway Administration, the Federal Transit Administration, EPA and other agencies or individuals as the Policy Board may decide. Members of the Policy Board may be represented by designated substitutes. Such designation shall be in writing to the Chairperson. The attached Policies, Procedures & Bylaws form the basis of the membership of the LEBCO MPO as it will be initiated.

II. Officers

The LEBCO MPO Policy Board shall elect a Chairperson, Vice-chairperson and Secretary. Only a Lebanon County Commissioner or the Mayor of Lebanon shall be eligible to serve as Board Chairperson. Board members eligible for Vice-chairperson or Secretary shall be limited to any other Lebanon County, City or municipal (township or borough) representatives. The Lebanon County Planning Department (LCPD) shall provide administrative assistance as needed to the officers of the Policy Board.

III. Agreement to Act by Consensus

All actions taken by the Policy Board shall be by the majority of its voting members. A simple majority is defined to be fifty percent plus one of members present and eligible to vote. Affected parties shall include Lebanon County, the City of Lebanon, PennDOT, and other voting members. The Chairperson shall declare majority votes or the lack thereof.

IV. Technical Planning Committee

The Policy Board shall establish a Technical Planning Committee to be composed of eleven (11) primary members: three (3) representatives of Lebanon County government, one (1) representative of City government, two (2) representatives of PennDOT, one representative (1) of the business community, two (2) representatives of local municipal (township or borough) government, one (1) representative of the

local transit authority and one (1) representative from a township who also represents the aviation community. There is a 12th voting member from the Lebanon County Community Action Partnership (CAP) who only votes on para-transit related action items. Additional professional/technical, non-voting representatives may participate as necessary for proper technical input to specific issues.

The Technical Planning Committee shall be responsible for overseeing the day-to-day operations of the LEBCO MPO, including the following activities:

1. Monitoring and coordinating progress of the Unified Planning Work Program (UPWP) to assure timely completion of the work program and adherence to budgets and consistency with federal regulations and local, state and federal objectives.
2. Minor revisions to budgets and other aspects of the work program as necessary during the program year.
3. Major modifications (Amendments) and minor modifications (Administrative Actions) to the Long-Range Plan and the Transportation Improvement Program (TIP) as necessary during the program year.

The Technical Planning Committee shall annually develop a draft UPWP, and biennially develop a draft TIP for recommendation to the Policy Board for endorsement.

V. Staff

Staff needed to accomplish area wide transportation planning and programming and to perform administrative, technical, and other services required by the Policy Board shall be provided by Lebanon County Planning Department and the City of Lebanon Public Works Department. The staff shall be accountable to the Policy Board for results of that portion of the planning program assigned to it.

Transportation planning staff will be hosted by Lebanon County. This is solely an administrative rather than a reporting arrangement. Staff is responsible and accountable to the Policy Board for its activities and undertakes tasks as defined in the UPWP. Changes to task and priorities must have prior approval by the Technical Planning Committee and/or Policy Board before being undertaken by staff.

The staff is selected by the respective County and City agencies. Staffing plan, qualifications and salary schedule are established by the Policy Board. Fringe benefits will be those of the agency(ies) that perform the work activities in the UPWP.

An annual agreement or multi-year agreement will be established between the host agency and PennDOT. This agreement will detail administrative procedures,

accounting, record-keeping requirements, and other applicable federal and state regulations.

The agency(ies) will provide suitable office space. Reasonable rent, as agreed by the Policy Board, can be charged. The host(s) will be required to pay in the first instance all staff charges and then apply for reimbursement from PennDOT. All requests for reimbursement will require detailed documentation of all costs. The operation of the staff and equipment shall be separate, clear and auditable and in conformance with OMB Circular A-128 and applicable state and federal regulations.

For more information contact the LEBCO MPO/Planning Staff:

- **Lebanon County Planning Department
Room 206, Lebanon County Courthouse
400 South 8th Street
Lebanon, PA 17042**
- Ms. Julie L. Cheyney, Executive Director, Lebanon County Planning Department, julie.cheyney@lebanoncountypa.gov or 717- 228-4444
- Mr. Jonathan W. Fitzkee, Assistant Director/Senior Transportation Planner, Lebanon County Planning Department, jon.fitzkee@lebanoncountypa.gov or 717-228-4444
- Mr. Song Kim, Transportation Planner, Lebanon County Planning Department, song.kim@lebanoncountypa.gov or 717-228-4444
- Ms. Jamie George, Land Use/Transportation Planner, Lebanon County Planning Department, jamie.george@lebanoncountypa.gov or 717- 228-4444
- **Lebanon County Planning Department and LEBCO Website:**

<https://www.lebanoncountypa.gov/departments/planning>
- **Lebanon County MPO Website:**
<https://www.lebanoncountypa.gov/departments/planning/lebc-mpo>

VI. Transportation Plans and Programs

The staff shall be responsible for drafting the following documents:

- Unified Planning Work Program (UPWP)
- Long Range Transportation Plan (LRTP)
- Transportation Improvement Program (TIP)

The UPWP shall be drafted biennial, consistent with the requirements of Title 23 and the Federal Transit Act, for recommendation to the Policy Board for endorsement. The UPWP describes all the transportation-related planning activities anticipated to be carried out within the area during the next two state fiscal years. It delineates responsibilities and procedures for carrying out a cooperative transportation planning process.

The Long-Range Transportation Plan (LRTP) shall be drafted consistent with national and state policies and requirements and area wide transportation goals and objectives. It must:

- Identify all transportation facilities that should function as an integrated metropolitan transportation system;
- Include a financial plan that demonstrates how the long-range plan can be implemented;
- Assess capital investments and other measures necessary to preserve the existing transportation system and to make the most efficient use of existing transportation facilities to relieve congestion;
- Indicate appropriate transportation enhancement activities.

The TIP shall be drafted in cooperation with the state and transit operator(s). The TIP shall include all projects to be funded under Title 23 and the Federal Transit Act. There must be reasonable opportunity for public comment prior to approval. The TIP must include a priority list of projects to be carried out after initial adoption of the TIP and a financial plan that demonstrates how it can be implemented. It must be consistent with funding reasonably expected to be available during the relevant period, and projects in the TIP must be consistent with the long-range plan and meet air quality conformity requirements, if applicable.

Timelines of LEBCO MPO Required Documentation

Product	Update Cycle	Current	Next	
		Adoption/Completion	Required Adoption	Targeted Completion
<u>Transportation Planning Documents:</u>				
Unified Planning Work Program (UPWP)	2 Years	February, 2024	January, 2027	January, 2027
Long Range Transportation Plan (LRTP)	4 Years	June, 2024	June, 2028	April, 2028
Transportation Improvement Program (TIP)	2 Years	June, 2024	June, 2026	April, 2026
Demographic Analysis and Potential Impacts of Transportation Projects on Community	As Needed	June, 2024	June, 2026	April, 2026
Public Participation Plan (PPP)	As Needed	June, 2018	June, 2026	April, 2026
Title VI Policy and Procedures	As Needed	June, 2018	June, 2026	April, 2026
Limited English Proficiency (LEP)	As Needed	June, 2018	June, 2026	April, 2026
Local Technical Assistance Program (LTAP) Annual Report	Annual	August 31st, 2024	August, 31st, 2026	August 31st, 2026
Air Quality Conformity Report	As Needed	May, 2024	May, 2026	May, 2026
Annual Listing of Obligated projects	Annual	January 1, 2024	December 31,, 2025	December 31,, 2025
MPO Congestion Management Processes (CMP) Plan	As Needed	June 20th, 2008	N/A	As Needed
PM-1 Targets	Annual	December, 2024	February, 2027	June, 2027
PM-2 Targets	2 Years	June, 2023	June, 2025	June 2027
PM-3 Targets	2 Years	June, 2023	June, 2025	June, 2027
<u>General Planning Documents:</u>				

VII. Policy Board Responsibility

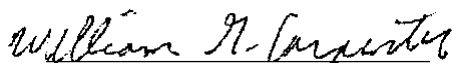
The Policy Board shall meet as necessary and shall review, update, and approve the technical documents prepared by the staff.

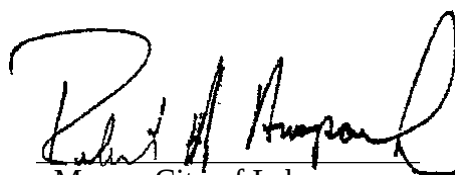
VIII. Federal Transportation Planning Funds

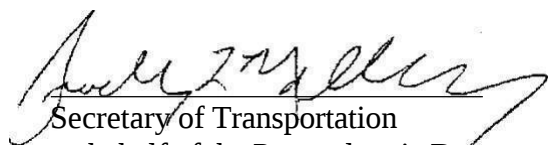
PennDOT shall make application annually to the Federal Transit Administration, on behalf of the Policy Board, for Metropolitan Planning Program (MPP) funds to support the Policy Board's planning program. These funds, as well as Planning (PL) funds received from the Federal Highway Administration and other federal funds for transportation planning purposes, shall be approved by the Policy Board to enable the MPO to fulfill federal and state MPO planning requirements. These decisions are to be defined annually in the UPWP.

IX. Operating Procedures (Bylaws)

The staff shall prepare for Policy Board adoption a set of Policies, Procedures and Bylaws specifying how the various Policy Board activities shall be conducted. Activities included in these operating procedures may include, but are not limited to, policies and procedures dealing with decision-making, membership, public participation, media coverage, parliamentary procedure, and any other matters which may be agreed to by the Policy Board. The Policies, Procedures and Bylaws shall be formally adopted by the Policy Board prior to their implementation. A working set of such procedures is attached and will be used to initiate the Lebanon County MPO Planning and Programming Process.


Chair, Lebanon County
Board of Commissioners


Mayor, City of Lebanon


Secretary of Transportation
on behalf of the Pennsylvania Department of Transportation
and
as Designee of the Governor of Pennsylvania

METROPOLITAN PLANNING ORGANIZATION

LEBANON COUNTY

POLICIES, PROCEDURES AND BYLAWS

Name: Lebanon County Metropolitan Planning Organization (LEBCO MPO)

Purpose: The LEBCO MPO has been established to conduct a continuing, comprehensive and cooperative process for transportation planning, programming and decision-making. Activities to be undertaken include developing a unified planning work program, preparing a long-range transportation plan, approving a short-range program (Transportation Improvement Program), carrying out an effective public involvement process, collecting and analyzing data, conducting needs and feasibility studies, and more.

Committees: As an MPO, Lebanon County is required to have two committees at a minimum, a Policy Board and a Technical Planning Committee. Over time, the county may choose to establish other committees to enhance its operations. Examples of other committees include a citizens committee, a goods movement committee, and a congestion management system committee.

Policy Board Membership:

The LEBCO MPO Policy Board will consist of the following ten (10) voting members:

- 3 voting members from the Lebanon County Board of Commissioners
- 1 voting member – Mayor of the City of Lebanon
- 1 voting member from Lebanon Transit (formerly the County of Lebanon Transit (COLT)) Authority Board member
- 1 voting member – the President of the Lebanon Valley Chamber of Commerce
- 2 voting members from PennDOT (one from the central office and one from District 8-0)
- 1 voting member – western Lebanon County government representative (old Harrisburg MPO portion of Lebanon County)
- 1 voting member – Township/Borough government representative

Ex officio, non-voting members will include representatives from the FHWA Division Office in Harrisburg, PA, the FTA Regional Office in Philadelphia, PA,

the EPA Regional Office in Philadelphia, PA. Individuals representing these agencies shall have a voice at all meetings, but not a vote.

The Board shall have a Chairperson, Vice-chairperson and Secretary, elected as stipulated below in “Policy Board Officers,” to conduct the business of the Board.

Attendance by majority of the voting members of the Policy Board shall constitute a quorum. A quorum is required to conduct meetings and to vote. Votes needed at meetings to pass measures will be by simple majority. The Chairperson shall only vote in the event of a tie.

Term of Policy Board Membership:

The term of voting members shall be two (2) years, after which the Board may reappoint them or select new members. Members may designate, in writing to the Board, alternates to represent them in their absence. Alternates for the voting members will have “voice and vote” privileges at all Policy Board meetings.

Policy Board Officers:

At the first meeting in each calendar year, the general membership shall elect the following executive officers: a Chairperson, Vice-chairperson, and Secretary. Only a Lebanon County Commissioner or the Mayor of Lebanon shall be eligible to serve as Board Chairperson. Board members eligible for Vice-chairperson or Secretary shall be limited to any other Lebanon County, City or municipal (township or borough) representative. Board members may only hold one executive position. The Chairperson, Vice-chairperson, and Secretary may be elected to serve for more than one term. The Chairperson shall serve as the official spokesperson for the Policy Board and will respond to the public and media as necessary.

The Lebanon County Planning Department (LCPD) shall provide administrative assistance as needed to the officers of the Policy Board.

Policy Board Meetings:

At a minimum, the Policy Board shall meet quarterly, or more often if needed. To encourage public involvement, the meeting locations may move around the county and will be advertised in the media. Meetings shall be open and accessible to the general public, including persons with disabilities. The meeting will be advertised in a newspaper of general circulation 72 hours prior to being held.

Meeting notices and related materials shall be provided to the voting and non-voting members of the Policy Board not less than five working days prior to all

meetings. Draft meeting minutes will be distributed for review and comment within 15 working days after each meeting.

Policy Board Voting:

No vote shall be taken at a Policy Board meeting unless a quorum of voting members is present, either in person or through his/her alternate. An abstention shall not be counted as a negative vote. The Chairperson, working with the Lebanon County Planning Department, may also conduct telephone, fax or e-mail ballots to expedite decision-making; these matters will be reaffirmed by the Policy Board at its next regularly scheduled meeting.

Technical Planning Committee Membership:

The Lebanon County Technical Planning Committee will consist of the following twelve (12) voting members and will be appointed by the Policy Board:

- 3 voting members from County government – the County Administrator, the Assistant Director of the LCPD and the Transportation Planner from the LCPD
- 1 voting member from the City – Director of Public Works/City Engineer
- 1 voting member from Lebanon Transit – Manager
- 1 voting member – President of the Lebanon Valley Economic Development Corp.
- 2 voting members from PennDOT (one from the central office and one from District 8-0)
- 1 voting member - Borough government representative
- 1 voting member – Township government representative
- 1 voting member – Township government representative who also represents Lebanon County airports
- 1 voting member – Administrator for the Lebanon County Community Action Partnership only for Section 5310, Job Access Reverse Commute (JARC), New Freedoms and Welfare to Work (W2W) funding matters

The chairperson shall always be elected from the County or City voting members and will only vote in the event of a tie.

A quorum will consist of a majority of the voting members of the Technical Planning Committee. A simple majority shall pass measures introduced at meetings.

Ex officio, members will include representatives from the following agencies:

- FHWA Division Office in Harrisburg, PA
- FTA Regional Office in Philadelphia, PA
- EPA Regional Office in Philadelphia, PA
- Lebanon City-County GIS Office

Lebanon County Department of Emergency Services (DES)
 Lebanon Valley Agricultural Community
 Lebanon Valley Tourist Bureau
 Community of Lebanon Association
 Lebanon Valley Rails to Trails, Inc.
 PennDOT, Bureau of Municipal Services
 PennDOT, Lebanon County Maintenance Office
 Lebanon Valley Bicycle Coalition
 City of Lebanon Authority

Individuals representing these agencies shall have a voice at all meetings, but will not have a vote on measures.

Term of Technical Planning Committee Membership:

The term of voting members shall be two (2) years, after which the Policy Board may reappoint them or select new members. Members may designate alternates, in writing, to represent them in their absence. Alternates for the voting members will have “voice and vote” privileges at all Technical Planning Committee meetings.

Technical Planning Committee Officers:

At the first meeting in each calendar year, the Technical Planning Committee will elect from its voting members from the County and City representatives a Chairperson and a Vice-chairperson. A Secretary shall also be elected from the Lebanon County Department of Planning representatives. The Chairperson and Vice-chairperson can serve more than one term. The Chairperson shall serve as the official spokesperson for the committee and will respond to the public and media as necessary.

Technical Planning Committee Meetings:

At a minimum, the Technical Planning Committee will meet quarterly, or more often if needed. To encourage public involvement, the meeting locations may move around the county; they will be advertised in the media; and they will be accessible to the general public, including persons with disabilities. The meeting will be advertised in a newspaper of general circulation 72 hours prior to being held.

Meeting notices and related materials will be provided to the voting and non-voting members of the Technical Planning Committee not less than five working days prior to all meetings. Draft meeting minutes will be distributed for review and comment within 15 working days after each meeting.

Technical Planning Committee Voting:

No vote shall be taken at a Technical Planning Committee meeting unless a quorum of voting members is present, either in person or through his/her alternate. An abstention shall not be counted as a negative vote. The Chairperson, working with the Lebanon County Department of Planning, may also conduct telephone, fax or e-mail ballots to expedite decision-making; these matters will be reaffirmed by the Technical Planning Committee at its next regularly scheduled meeting.

2024

LEBCO MPO POLICY BOARD		
Jurisdiction	Agency	Position
County	County Government	County Commissioner - Robert Phillips(Vice Chairman)
County	County Government	County Commissioner - Michael J. Kuhn
County	County Government	County Commissioner -Jo Ellen Litz(Secretary)
City	City Government	Mayor - Sherry Capello (Chairwoman)
City/county	Transit	Executive Director - Angie Lucioti
Business	Lebanon Valley Chamber of Commerce	President – CEO Karen Groh
State	PENNDOT - Central Office	Division Manager- Jim Mosca Transportation Planning Mgr. – Ray Green (Alt.) Transportation Planning Specialist- Ted Sheehe (Alt.)
State	PENNDOT - District 8-0	District Executive (Acting)- Kevin Keefe Assistant District Executive for Design - Rich Reisinger (Alt.) Trans. Planning and Prog. Mgr. - Carey Mullins (Alt.)
Municipal	Township Representative	Supervisor - Paul Fetter (Heidelberg)
Municipal	Greater Palmyra Area Representative	Township Manager- Mike Booth (North Lond. Twp.)

LEBCO MPO POLICY BOARD – NON-VOTING MEMBERS		
Jurisdiction	Agency	Position
Federal	Federal Highway Admin.	Division Office Rep. – Ronnique Bishop
Federal	U. S. EPA	Regional Office Rep. - Asrah Khadr
Federal	Federal Transit Administration	Regional Office Rep. - Mark Wolanski

LEBCO MPO TECHNICAL PLANNING COMMITTEE

Jurisdiction	Agency	Position
County	County Government	County Administrator - Jamie Wolgemuth (Chairman)
County	Lebanon County Planning Dept.	Executive Director - Julie Cheyney
County	Lebanon County Planning Dept.	Assistant Director/Sr. Trans Planner - Jon Fitzkee (Secretary)
City	City Government	Director of Public Works - Chad Yeagley (Vice-Chairman)
City/County	Transit	Manager of Operations - Michael Curry- Lebanon Transit (LT)
Business	Leb. Valley Economic Development Corp.	President - Susan Eberly
State	PENNDOT - Central Office	Transportation Planning Specialist- Ted Sheehe Transportation Planning Mgr. – Ray Green (Alt.)
State	PENNDOT - District 8-0	Tran. Planning and Prog. Mgr.- Carey Mullins ADE-Design-Rich Reisinger (Alt.)
Municipal	Lebanon County Township	Supervisor - Edward Brensinger (N. Lebanon)
Municipal	Lebanon County Borough	Public Works Superintendent - Thomas Smith (Cornwall)
County	Aviation	Owner- Clyde Deck, Air-Deck Airport

LEBCO MPO TECHNICAL PLANNING COMMITTEE – NON-VOTING MEMBERS

Jurisdiction	Agency	Position
Federal	Federal Highway Admin.	Division Office Rep. – Ronnique Bishop
Federal	U. S. EPA	Regional Office Rep. - Asrah Khadr
Federal	Federal Transit Administration	Regional Office Rep. - Mark Wolanski
City/County	Lebanon City/County GIS	Director of GIS - Cherie Prentice-Brown
County	Agricultural Community	Leb. County Farm Bureau-
County	Leb. Valley Expo Center/ Tourism	CEO - Patrick Kerwin
County	BikeLebanon	Member - Ron Birch
Business-City	Community of Lebanon Assoc.	Member- Vacant
County	Lebanon Valley Rails To Trails	President - John Wengert
County	Lebanon County Community Action Partnership	Administrator- Ryan Wertz
City	City of Lebanon Water Authority	Director of Planning and Engineering- Bob Sentz
County	Lebanon County DES	Planning Officer- Jason Weikel

Actions and Procedures
Lebanon County Planning Department
 SFY 2025-2027
BASE FUNDED ACTIVITIES

I. Work Program Administration, Coordination, and Public Involvement

Task Description: The focus of this task is primarily on activities of the LEBCO MPO/Planning Department staff that relate to aspects of managing and coordinating key planning, programming, or other supplemental projects activities that further the goals, objectives, or outcomes of the transportation planning process.

- A. Adopt the SFY 2025-2027 Unified Planning Work Program (UPWP) by January 31st, 2025. Submit all documents required for contract execution by January 2024. Adopt the SFY 2027-2029 UPWP by late January of 2027. Submit all needed documentation / exhibits to PennDOT by mid-March of 2027. **(Year 1& 2)**
- B. Submit progress reports and invoices to PennDOT no later than 30 days following the reporting period. Process bills through the county and handle various county budgeting requirements. **(Year 1& 2)**
- C. Provide meeting notices/materials not less than five working days prior to meetings and distribute the meeting minutes in a timely manner as well. Consider using electronic distribution of materials to LEBCO MPO membership and meeting attendees and posting on the LEBCO MPO website. **(Year 1& 2)**
- D. Secure equipment/supplies for improved transportation planning & programming. If cost-effective, consider buying these items from certified DBEs. **(Ongoing)**
- E. Ensure that the LEBCO MPO staff has access to PennDOT's SharePoint website and all required sites (ECMS, RAS, EPS, MPMS, DotGrants, etc.) to advance local projects **(Ongoing)**
- F. Provide general information and technical assistance to local municipalities, the Department, other transportation providers, Title VI and EJ communities and the general public as necessary. Do more and better public outreach, information sharing and education, including the use of social media where appropriate. **(Ongoing)**
- G. Use the Lebanon County Solicitor or other designated local attorneys to address Title VI, ADA, any legal matters on behalf of the LEBCO MPO. **(Ongoing)**
- H. Continue to expand Title VI and community demographic analysis activities utilizing recently developed EJ data from PennDOT to ensure that all of the public has the opportunity to become involved in the MPO transportation planning process. Perform a Potential Impacts of Transportation Projects on Community Analysis during LRTP and TIP update cycles and

make any adjustments to the plan/program to insure fairness. Participate in project level community demographic analysis activities as appropriate. Document these federal requirements. **(Ongoing)**

- I. Update the LEBCO MPO Public Participation Plan as needed. **(Ongoing)**
- J. Update and ensure the LEBCO MPO's Title VI Policy and Procedures are in compliance with PennDOT, FTA, and FHWA current Title VI requirements. Ensure that LEBCO MPO has developed and updated its consolidated Title VI document to ensure compliance with FTA's Title VI Circular 4702.1B and approved by the LEBCO MPO Policy Board as a PennDOT Funding Subrecipient. **(Year 1&2)**
- K. Participate in state training on the Small Business Procurement Initiative (SBPI) and Small Diverse Business Program (SDBP) effort. **(Ongoing)**
- L. Work with FHWA and PennDOT as appropriate to implement new OMB Super Circular requirements 2 *CFR 200*, which went into effect December 26, 2014. The New Super Circular addresses new requirements for monitoring contractors and sub-recipients, allowable costs, Indirect Cost Allocation Plans (ICAP), etc. **(Ongoing)**
- M. Continue to implement the recommendations from the FHWA Planning Process Review issued on October 27, 2015 for the LEBCO MPO. **(Ongoing)**
- N. Comply with all of the new transportation planning and programming requirements in Fixing America's Surface Transportation (FAST) Act of 2015 and the transition into the new requirements of the Infrastructure Investment and Jobs Act (IIJA) of 2021 and all future Federal Transportation Bills **(Ongoing)**

Completed Deliverables: (SFY 2024-2025 UPWP):

- *Approved and adopted updated 2025-2027 UPWP (Year 1)*
- *Provided Quarterly Invoices (Year 1)*
- *Participated in PennDOT's Innovation Week (Year 1)*
- *Provided administrative services and other support to Commuter Services of PA as required. (Year 1)*
- *Worked with County Solicitor and N. Cornwall Township, will review LVRT Phase 6A,6B,6C, and 6D ROW and easement agreements. (Year 1)*
- *Maintained, Updated, and expanded LEBCO MPO new web page, to include any new links to PennDOT's PA One Map. (Ongoing)*
- *Attended PennDOT Planners Virtual Conference Spring and Fall. (Year 1)*
- *Participated in monthly Traffic Incident Management meetings with Tri-County. (Year 1)*
- *Participated in FFY 2025 TIP Development Bridge and Pavement Candidates Discussion. (Year 1)*
- *Participated in TA Set Aside Guidance Webinar (Year 1)*

- *Attended LTAP yearly Planning Conference. (Year 1)*
- *Participated Eastern PA Freight Alliance calls. (Year 1)*
- *Attended Commuter Services Quarterly Meeting. (Year 1)*

Planned Deliverables: (SFY 2025-2027 UPWP):

- Submit Quarterly Invoices and Progress Reports **(Year 1&2)**
- Attend regularly offered ECMS update training **(Year 1&2)**
- Participate in all PennDOT Planning Partners Calls **(Year 1&2)**
- Attend PennDOT Spring and Fall Planning Partners meetings. **(Year 1&2)**
- Attend Annual PSATS meeting. **(Year 1&2)**
- Attend Annual PennDOT Legislative Briefing. **(Year 1&2)**
- Attend PennDOT Innovation Week **(Year 1&2)**
- Attend Annual Transportation Engineering and Safety Conference **(Year 1&2)**
- Attend Monthly Traffic Incident Management Meetings. **(Year 1&2)**
- Attend Quarterly PennTIME meetings **(Year 1&2)**
- Attend annual LTAP Planning Meeting **(Year 1&2)**
- Attend Lehigh, Berks Freight Sharing calls. **(Ongoing)**
- Attend SRTP/Commuter Services Quarterly Meetings. **(Year 1&2)**
- Attend PennDOT I-81 Improvement Strategy Meetings -Phase 2. **(Year 1&2)**
- Conduct formal review and update of the LEBCO MPO's Title VI Policies and Procedures document ensuring compliance with all current PennDOT, FHWA, and FTA requirements. **(Year 1&2)**
-

Responsible Agency:

Lebanon County Planning Department/LEBCO MPO (Primary)
PennDOT Central Office (secondary)
FHWA (secondary)

Estimated Cost: (SFY 2025-2026, Year 1)

Federal Highway Administration	\$ 38,000
Federal Transit Administration	\$ 17,000
Pennsylvania Department of Transportation	\$ 5,000
Local	\$ 8,750
TOTAL	\$ 68,750

Estimated Cost: (SFY 2026-2027, Year 1)

Federal Highway Administration	\$ 38,000
Federal Transit Administration	\$ 17,000
Pennsylvania Department of Transportation	\$ 5,000
Local	\$ 8,750
TOTAL	\$ 68,750

Goals and Planning Factors Supported by this Task:

Federal Planning Factors: 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10.

II. Long Range Planning & Short Range Programming

Task Description: The focus of this task will be the LEBCO MPO/Planning Department staff efforts to work with key stakeholders to conduct activities that support the larger development of long-range planning efforts such as the update of the LRTP and County Comprehensive Plan, etc. that are needed to support the development of more detailed shorter range programmatic efforts and funding decisions.

- A. Continue to implement updated LebanON Track 2044 LRTP and ensure required plan update is completed by late June of 2028 that satisfies all federal and state requirements. Widely distribute copies of the approved plan and TIP. Use new visualization techniques to better explain the LRTP and TIP to the public. Ensure that Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) have an opportunity to participate in the Long-Range planning process and to review and comment on the draft plan. **(Ongoing)**
- B. Continue to implement the FFY 2025 - 2028 Transportation Improvement Program (TIP) through September 30, 2027. Assist with all administrative actions and amendments to the 2025 - 2028 TIP. Maintain fiscal constraint in the TIP and LRTP. Coordinate with and/or assist PennDOT, Lebanon Transit and others on the monitoring and implementation of all 2025 - 2028 TIP projects. **(Year 1&2)**
- C. Adopt the draft 2027 - 2030 TIP as per current program update guidance and the TIP Checklist. Assist with all administrative actions and amendments to the 2027 - 2030 TIP. Maintain fiscal constraint in the TIP and LRTP. Coordinate with PennDOT and the ICG for the 2027-2030 TIP as well as any TIP amendments that include air quality significant projects. **(Year 1&2)**
- D. Continue to evaluate plans and programs that address the implementation of the provisions included in federal and state laws and key federal and state documents. **(Ongoing)**
- E. Evaluate candidate LRTP and TIP projects based upon quantitative and qualitative measures that are supported by key documents and systems such as PennDOT's Scorecard of Influence, PA Strategic Highway Safety Plan, PennDOT's Asset Management tools, County Comp Plan, etc. **(Ongoing)**
- F. Work with PennDOT 8-0 in the continued implementation of recommendations of PennDOT's PA Strategic Highway Safety Plan. Reach agreement with PennDOT

on the use of Highway Safety Improvement Program (HSIP) Funds and support required statewide safety targets strategy as required by prior FAST Act and current BIL/IIJA Act through coordination with PennDOT District 8-0 CMP/HSIP Task Force. **(Year 1 &2)**

- G. Continue working with and support the Center for Traffic Safety in York, Pa and coordinate activities/projects that support their safety efforts. **(Year 1&2)**
- H. Continue to assess the need and appropriateness of Intelligent Transportation Systems (ITS) and Transportation System Maintenance and Operations (TSMO) project/activities through the Long-Range Transportation Plan (LRTP) and the Transportation Improvement Program (TIP). **(Ongoing)**
- I. Coordinate with the neighboring MPO's and RPO's regional initiatives like corridor planning, goods movement / freight planning and transit express bus service planning. **(Ongoing)**
- J. Utilize PennDOT management and monitoring system data, local transit data, local highway/bridge data (including local bridges less than 20 feet in length and locally owned, non-federal aid roadways, where applicable), freight facilities, bike/ped. facilities, signs and/or municipal traffic signal data in a GIS platform to better plan for future investments, via asset management techniques. **(Ongoing)**
- K. Coordinate with the three municipalities (Palmyra Borough, N. and S. Londonderry Townships) and identify eligible candidate STU fund projects for inclusion on the LRTP and TIP. **(Ongoing)**
- L. Participate in the implementation of the transportation-related elements of the 2023 Lebanon County Hazard Mitigation Plan and required annual updates to help address MS-4/stormwater impacts that affect surface transportation. **(Year 1&2)**
- M. Assist with the planning and implementation of PennDOT-approved projects that may use funding sources like Statewide Transportation Alternatives (TA) Set Aside Funds, Transportation Infrastructure Investment Funds (TIIF), Multimodal Transportation Funds (MTF)), Pennsylvania (PA) Department of Conservation and Natural Resources (DCNR) trails funds, Pennsylvania (PA) Department of Community and Economic Development (DCED) MTF, PA WalkWorks, etc. **(Year 1&2)**
- N. Continue to utilize the most recent updated version of the LEBCO MPO's Congestion Management Processes (CMP) Plan ("Lebanon County Moves") to inform project decision-making and evaluation. **(Ongoing)**
- O. Work with PennDOT, PA Turnpike, PEMA, Lebanon Department of Emergency Management, local first responders to support development and implementation of Traffic Incident Management System (TIMS) teams, training, facilities, and initiatives for our region that help to support improved system reliability, communications, operations, and safety. **(Year 1&2)**

- P. Work with PennDOT, Federal Highway Administration (FHWA), and Federal Transit Administration (FTA) to develop and post on the LEBCO MPO website the Annual Listing of Obligated Projects for our region as required. **(Annually)**
- Q. Work with PennDOT and Lebanon Transit (LT) to have the LEBCOMPO adopt necessary Transit Asset Management and Transit Safety Targets. **(Year 1&2)**

Completed Deliverables: (SFY 2024-2025 UPWP):

- *Worked with District 8-0 to advance road safety audit (RSA) Rt. 934 Road Safety Audit (RSA) project from Royal Road in S. Annville Twp. to Harrison Drive in N. Annville Township. (Ongoing)*
- *Used Crash Data Access and Retrieval Tool (CDART) data, Highway Screening Manual (HSM) Tool and PennDOT's Pennsylvania Crash Information Tool (PCIT) from PennDOT to support HSIP funding decisions. Ongoing*
- *Participated in the PennDOT CMP/HSIP Task Force Committee Meetings (Year 1)*
- *Participated in District 8-0 Regional Operations Plan (ROP) meetings. (Ongoing)*
- *Participated in regular Lebanon County Stormwater Consortium Meetings (Year 1)*
- *Participated and attended Quarterly PennTIME meetings hosted by PA Turnpike staff. (Year 1)*
- *Attended annual TSA Transit Security training hosted by Lebanon Transit (LT) (Year 1)*
- *Worked with the 2021-2022 Transportation Alternatives (TA) Program set-aside applicants Lebanon Valley Rails to Trail for Phase 6A, B, and C. and Jonestown Borough staff on TASA application for Market Street improvements. (Year 1)*
- *Continued to review and monitor ongoing land development impacts to the County's CMP's six key "Corridors of Concern". (Ongoing)*
- *Attended annual PennDOT Legislative Briefing @ PennDOT District 8-0 (Year 1)*
- *Coordinated with and/or assisted PennDOT, Lebanon Transit, and others on the monitoring and implementation of the 2021 TIP and 2023 TIP projects. (Year 1)*
- *Posted required Annual List of Obligated Projects on the LEBCO MPO's webpage in coordination with PennDOT, FHWA, and FTA. (Year 1)*
- *Participated in TA Set Aside Guidance Webinar (Year 1)*
- *Attended LTAP yearly Planning Conference. (Year 1)*
- *Participated in Eastern PA Freight Alliance calls. (Year 1)*
- *Attended Commuter Services Quarterly Meeting. (Year 1)*
- *Participated periodic in I-81 Improvement Strategy follow-on Meetings. (Year 1)*

Planned Deliverables: (SFY 2025-2027 UPWP)

- *Continue to work with FHWA, PennDOT, Franklin and HATS MPOs on the development and implementation of the I-81 Strategy Project recommendations. (Ongoing)*
- *Continue to work with the City of Lebanon staff on the implementation of 4 Phase Roadway Improvement Project for US 422 West (Cumberland St.) and East (Walnut St.) and Rt. 72 North (9th Street) and Rt. 72 South (10th Street). (Ongoing)*
- *Work with WSP staff to evaluate the option of submitting request to PennDOT for special planning funding to update key transportation elements of the Lebanon County Comprehensive Plan last done in 2007 of which the MPO's LRTP is a component. (Ongoing)*
- *Continue work to implement recommendations from completed Rt. 934 Road Safety Audit (RSA) project from Royal Road in S. Annville Twp. to Harrison Drive in N. Annville Township. (Year 1&2)*

- Coordinate and support continued efforts with Palmyra Borough, South and North Londonderry Townships to advance the Lingle Avenue Drainage Improvement Project. **(Ongoing)**
- Continue to work with Lebanon County Commissioners office to advance and develop County Bridge Asset Management Plan and priorities with Lebanon County's Bridge Engineer. **(Year 1&2)**
- Coordinate with Lebanon County GIS staff to develop push notification system/mapping that could support TIMS efforts to alert key stakeholders to construction and maintenance work to improve communications and reduce impacts from projects. **(Ongoing)**
- Update and keep current the Lebanon County Bike Map. **(Ongoing)**
- Attend all County MS-4 Consortium Meetings. **(Year 1&2)**
- Attend all Local TIMs Team meetings. **(Year 1&2)**
- Attend all PennTIME meetings. **(Year 1&2)**
- Attend all PennDOT HSIP/CMP meetings. **(Year 1&2)**
- Work with Lebanon Transit to pursue efforts to advance Phase 2 Shelter and Sign Location Project. **(Ongoing)**
- Work with HATS MPO and their consultant to develop local area TIM Teams. **(Year 1&2)**
- Work with PennDOT District 8-0, N. Lebanon, S. Lebanon Twps. and the City of Lebanon staffs to advance programming of 2 RSAs for US 422 from Rt. 897 (5th Ave. to Prescott Road) and Rt. 343 from Maple Street to Heffelfinger Road. **(Year 1&2)**
- Work with Lebanon County Commissioners, PennDOT District 8-0 and West Lebanon Township to conduct traffic study of 16th and Lehman Streets and 22nd and Lehman Street intersections to address traffic concerns related to Lebanon Rails Business Park. **(Ongoing)**
- Conduct minimum annual meeting with PennDOT Maintenance staff to understand local county maintenance needs and concerns. **(Year 1&2)**
- Work with PennDOT District 8-0 and WSP staff to advance forward the Cornwall Rd. and Rt. 72 Corridor Planning Study. **(Year 1 &2)**
- Work with PennDOT/PSATS to pursue hosting of a local ECMS training for educating municipalities that need instruction to pursue funding and advance local projects. **(Ongoing)**
- Work with Lebanon County Commissioners, Lebanon County Municipalities and C.M. High (Municipal Traffic Signal Service Provider) to understand traffic signal asset needs and work to identify priorities and expand local multi-municipal agreement to enhance existing corridor-wide operations and support future enhancements **(Ongoing)**
- Continue to review and monitor ongoing land development impacts to the County's CMP's six key "Corridors of Concern". **(Ongoing)**
- Continue to review TSAMS, BAM, TAMS, and PAMS PennDOT data systems to remain updated on current condition needs for Lebanon County for planning purposes. **(Ongoing)**
- Participate in District 8-0 Regional Operations Plan (ROP) meetings. **(Ongoing)**
- Work with Heidelberg Township Supervisors and PennDOT 8-0 to program funding to support RSA evaluation of traffic safety improvements for Main Street in Schaefferstown, PA with limits from Rt. 419 to Square in Schaefferstown, PA **(Ongoing)**
- Post required Annual List of Obligated Projects on the LEBCO MPO's webpage in coordination with PennDOT, FHWA, and FTA. **(Year 1)**
- Adopt necessary Transit Asset Management and Transit Safety Targets. **(Year 1)**

Responsible Agency:

Lebanon County Planning Department/LEBCO MPO (Primary)
 Lebanon Transit (Secondary)
 Center for Traffic Safety (Secondary)
 Consultant (Secondary)
 PennDOT County Maintenance (Secondary)
 Lebanon Valley Bicycle Coalition (Secondary)
 Lebanon Water Authority (Secondary)
 Lebanon County GIS Department (Secondary)
 Lebanon County EMA (Secondary)
 Lebanon County Commissioners (Secondary)

Estimated Cost: (SFY 2025-2026, Year 1)

Federal Highway Administration	\$ 30,000
Federal Transit Administration	\$ 15,000
Pennsylvania Department of Transportation	\$ 3,750
Local	\$ 7,500

TOTAL	\$ 56,250
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Estimated Cost: (SFY 2026-2027, Year 2)

Federal Highway Administration	\$ 30,000
Federal Transit Administration	\$ 15,000
Pennsylvania Department of Transportation	\$ 3,750
Local	\$ 7,500

TOTAL	\$ 56,250
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Goals and Planning Factors Supported by this Task:

Federal Planning Factors: 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10.

III. **Data Collection and Analysis**

Task Description: The focus of this task item will be on the support of the LEBCO MPO/ Planning Department staff with its key stakeholders in all data collection and development activities that will assist in greater analysis tools and resources to support project planning, programming, and development in Lebanon County.

- A. Verify and update roadway inventory and performance measures on 52 Highway Performance Monitoring System (HPMS) sample sections, in accordance with HPMS manual specifications by the first Friday in December in each calendar year. **(Year 1&2)**
- B. In support of A above, appropriate Lebanon County Planning Department (LCPD) staff will attend one HPMS workshop sponsored by PennDOT. Purchase supplies and safety equipment as needed. Separate the charges on all invoices for HPMS sample reviews to enable the Department to distinguish the cost of this activity. **(Year 1&2)**
- C. Collect/purchase and analyze other appropriate data and information on local and/or state roads and bridges or on transit routes to support other work program activities and the Lebanon City Authority/County Geographic Information System (GIS). **(Ongoing)**
- D. Collect traffic count data as requested to aid evaluation of local transportation concerns within cooperation with local municipal support. **(as requested)**
- E. Support new aerial photography for the County in 2026 or 2027 to aid in development of mapping/GIS tools to better manage project priorities. **(Year 1&2)**
- F. Perform reviews of the next federal functional classification system for highways on the federal system including the National Highway System with the 2020 Census urban area boundary changes and/or as required or every ten years at a minimum. **(Ongoing)**

Completed Deliverables: (SEY 2024-2025 UPWP)

- *Collected and verified all required 52 HPMS sample sections to PennDOT staff as required and submitted all updates to PennDOT by December 4th, 2022. **(Year 1)***
- *Collected and verified all required 52 HPMS sample sections to PennDOT staff as required and submitted all updates to PennDOT by December 3rd, 2023. **(Year 1)***
- *Attended annual PennDOT HPMS Workshop. **(Year 1)***
- *Updated County GIS Aerial Photography with new flight data. **(Year 1)***
- *Collected local traffic count data in cooperation of with municipalities. **(As requested)***
- *Worked with Lebanon Transit staff on updates to Lebanon Transit Route Map. **(as requested)***
- *Reviewed and provided feedback on updated 2018 FEMA Flood map materials and updated GIS layers. **(Ongoing)***
- *Attended regional GIS Conference. **(Year 1)***

Planned Deliverables: (SFY 2025-2027 UPWP)

- Collect and verify all required 52 HPMS sample sections to PennDOT staff as required and submit all updates to PennDOT by November 30th. **(Year 1&2)**
- Update County GIS Aerial Photography with new flight data. **(Year 1&2)**
- Work with Lebanon Valley Bicycle Coalition (LVBC) to make needed updates to County's Bike map **(as requested)**
- Attend all local and regional GIS Conferences **(Year 1&2)**
- Work with the City of Lebanon to pursue funding to develop Sign and Roadway Marking plan and develop GIS data layer. **(Ongoing)**
- Work with City of Lebanon and other municipalities to identify sidewalk gaps and develop GIS Layer to be incorporated with existing GIS Layers to support future planning efforts. **(Ongoing)**
- Coordinate with N. Lebanon Township to evaluate improvements associated with Lebanon Rails Business Park to include conducting traffic count analysis and to look at improvements to enhance access via Tunnel Hill Road. **(Ongoing)**
- Work with LVRT Inc. to collect trail user data for all sections of the trail and identify locations to place additional trail counters. **(Ongoing)**
- Continue to develop and add additional GIS data layer to County GIS mapping to include new items like EJ populations, CMP corridors, etc. **(Ongoing)**
- Continue to Coordinate with Tri County, uploading Lebanon County data for Regional Planning. **(Ongoing)**
- Continue to use Penn Share data files and download to City/County GIS. **(Year 1&2)**
- Work with Lebanon County Department of Emergency Services to utilize their drone to conduct data collection, document recent transportation improvements, bridge inspections, etc. **(Year 1&2)**

Responsible Agency:

Lebanon County Planning Department/LEBCO MPO (Primary)
Consultant (Primary)

Estimated Cost: (SFY 2025-2026, Year 1)

Federal Highway Administration	\$ 20,000
Federal Transit Administration	\$ 000
Pennsylvania Department of Transportation	\$ 2,500
Local	\$ 2,500
Total	\$ 25,000

Estimated Cost: (SFY 2026-2027, Year 2)

Federal Highway Administration	\$ 20,000
Federal Transit Administration	\$ 000
Pennsylvania Department of Transportation	\$ 2,500
Local	\$ 2,500
TOTAL	\$ 25,000

Goals and Planning Factors Supported by this Task:

Federal Planning Factors: 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10.

IV. **Intermodal Planning / Local Project Delivery**

Task Description: The focus of this task item will be the LEBCO MPO/Planning Department staff support of the coordinated planning and development of intermodal planning across the County that will include but not be limited to non-motorized (bike/ped), transit, aviation, freight, etc. projects and activities. Additionally, the task activities will include staff support of key local project delivery efforts that focus on projects such as development of the LVRT and other high priority local projects/initiatives focused on intramodality.

- A. Work with Lebanon Valley Rails to Trails, Inc. members and other multimodal advocates and stakeholders to continue the development of primary Lebanon Valley Rail-Trail (LVRT) projects and possibly new projects that will tie into the Lebanon Valley Rail-Trail (LVRT) and other multimodal infrastructure and key communities in Lebanon County. **(Year 1&2)**
- B. Work with the Lebanon Valley Bicycle Coalition to support continued identification of candidate projects and resources that will improve bicycling and safe bicycling by supporting on-road and shoulder improvement projects, where appropriate, with planned transportation projects. **(Year 1&2)**
- C. Continue to implement the recommendations from the LVRT Phase 6 and 8 Planning Study and LVRT Northern Trail Feasibility Study, by identifying projects for inclusion in the LRTP/TIP utilizing available funding Statewide Transportation Alternatives Set Aside Program (TAP) Funds, Multimodal Transportation Funds (MTF), DCNR rail-trail funds and/or DCED CFA funds. **(Year 1&2)**
- D. Continue to participate in the Susquehanna Regional Transportation Partnership (SRTP) Board and support the Commuter Services of Pennsylvania program initiatives and projects. **(Year 1&2)**
- E. Assist PennDOT with the planning for the implementation of multi-modal Core Pennsylvania Transportation System projects. **(Ongoing)**
- F. Assist FHWA and PennDOT in updating the statewide inventory of intermodal facilities and the National Highway System (NHS) intermodal connectors. **(Ongoing)**
- G. Continue to support Lebanon Transit (LT) in establishing and expanding formal bus shelter locations throughout Lebanon County as part of the County Subdivision & Land Development process. **(Year 1&2)**
- H. Continue to support Lebanon Transit (LT) in pursuing implementation of recommendations of completed 2023 Transit Development Plan Study to identify current and future enhancements needed to support LT's operation. **(Year 1&2)**

- I. Assist the municipalities adjacent to general aviation airports with technical input in development of supportive land use and transportation plans. Encourage the development and adoption of airport hazard zoning where needed to satisfy Act 164 of 1984. **(Ongoing)**
- J. Coordinate with PennDOT District 8-0 and PennDOT county maintenance office and interested municipalities to identify low cost operational and maintenance candidate projects that can be completed with non-traditional sources of funding. **(Year 1&2)**
- K. Support creative and innovative ways to implement transportation projects, programs and services, especially those providing public/private partnership (P3) support.
- L. Continue to identify Lebanon County Asset Management priorities for the 13 County owned bridge structures. **(Ongoing)**
- M. Encourage the use of the Pennsylvania State Transportation Innovation Council (STIC) project and programs to improve local project delivery. **(Ongoing)**
- N. Assist and advise PennDOT with TIP project delivery by utilizing the County's engineers where appropriate for information sharing and non-engineering activities, especially for local projects on the TIP or projects associated with a national discretionary program. **(As needed)**

Completed Deliverables: (SFY 2024-2025 UPWP)

- Supported development of LVRT Phases, 6A, 6B, 6C, 6D, 8, and 10 **(Year 1)**
- Managed and processed all LVRT project reimbursement agreements, invoice, and related materials on behalf of the County. **(Year 1)**
- Attended regular SRTP Board meetings **(Year 1)**
- Attended Quarterly LVRT Stakeholder Meetings. **(Year 1)**
- Met at a minimum annually with PennDOT maintenance staff to stay informed of planned PennDOT maintenance activities. **(Ongoing)**
- Managed all County Liquid Fuels Aid Project Allocation materials for local transportation projects activities, which included support of US 422 Multi-municipal Signal System and all Lebanon County Bridges NBIS activities. **(Year 1)**
- Worked with the City of Lebanon to advance efforts to establish PA Walks Works routes throughout the City. **(Year 1)**
- Worked with the City to plan and develop Union Canal Drive Trail Connector from LVRT to Coleman's Park. **(Year 1)**
- Worked on Special Studies, using special funding to establish LVRT Asset Management Plan. **(Year 1)**

- *Continued work on Special Studies, using special funding to establish Lebanon County SALDO and Storm water Ordinance Update. (Year 1)*
- *Worked on Special Studies, using special funding for 2023 Cleona Boro US 422 Complete Streets Study and Lebanon Transit Services Study. (Year 1)*
- *Attended all Quarterly Lebanon Transit Advisory Committee meetings. (Year 1)*
- *Attended DCNR Recreation and Trails Conference (Year 1)*

Planned Deliverables: (SFY 2025-2027 UPWP)

- Continue to manage all County Liquid Fuels Aid Project Allocation materials for local transportation projects activities, which included support of US 422 Multi-municipal Signal System and all Lebanon County Bridges NBIS activities. **(Year 1&2)**
- Support development of LVRT Phases, 6A, 6B, 6C, 6D, 8, 10A & 10B **(Ongoing)**
- Attend regular SRTP Board meetings **(Year 1&2)**
- Attend Quarterly LVRT Stakeholder Meetings. **(Year 1&2)**
- Meet at a minimum annually with PennDOT maintenance staff to stay informed of planned PennDOT maintenance activities. **(Year 1&2)**
- Work with the City of Lebanon to advance efforts to establish PA Walks Works routes throughout the City. **(Year 1&2)**
- Work with the City of Lebanon and Penn State Health Reach program to develop LVRT spur connections. **(Year 1&2)**
- Work with the City to plan and develop Union Canal Drive Trail Connector from LVRT to Coleman's Park **(Year 1&2)**
- Work to implement the recommendations of LVRT Asset Management Plan. **(Year 1&2)**
- Advise LVRT staff on process to pursue special planning funding to evaluate LVRT Phase 8 route **(Year 1&2)**
- Advise and coordinate with South Lebanon Township, City of Lebanon, and Lebanon Community Health Council to plan improvement and pursue funding to advance sidewalk enhancements from the City of Lebanon to South Hills Park. **(Year 1&2)**
- Work with South Lebanon to plan and develop Phase 2 of the S. Lebanon Township Trail. **(Year 1 &2)**
- Attend all Quarterly Lebanon Transit Advisory Committee meetings. **(Year 1&2)**
- Attend Annual DCNR Recreation and Trails Conference **(Year 1&2)**
- Coordinate with DCNR staff on rail trail project updates that need to be added to DCNR's Explore PA Trails site. **(Ongoing)**
- Work with members of the LEBCO MPO newly established Multi-modal committee to look as way to identify viable projects or planning efforts that can be advanced or incorporated to existing planned transportation projects. **(Year 1 &2)**

Responsible Agency:

Lebanon County Planning Department/LEBCO MPO (Primary)
 PennDOT District 8-0 (Secondary)
 City of Lebanon and other Municipalities (Secondary) Lebanon
 Valley Rail-Trail Corporation (Secondary)
 Lebanon Transit and General Aviation Airports (Secondary)
 Lebanon Valley Bicycle Coalition (Secondary)
 PennDOT Lebanon County Maintenance Office (Secondary)
 S. Lebanon Township (Secondary)
 Lebanon Community Health Council (Secondary)
 DCNR (Secondary)

Estimated Cost: (SFY 2025-2026, Year 1)

Federal Highway Administration	\$ 42,000
Federal Transit Administration	\$ 14,000
Pennsylvania Department of Transportation	\$ 5,250
Local	\$ 8,750
TOTAL	\$ 70,000

Estimated Cost: (SFY 2026-2027, Year 2)

Federal Highway Administration	\$ 42,000
Federal Transit Administration	\$ 14,000
Pennsylvania Department of Transportation	\$ 5,250
Local	\$ 8,750
TOTAL	\$ 70,000

Goals and Planning Factors Supported by this Task:

***Federal Planning Factors:** 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10.*

V. **Land Use and Transportation**

Task Description: The focus of this task is to support the efforts of the LEBCO MPO/Planning Department staff to coordinate and communicate with key local stakeholders on the very critical relationship between local land use development and its larger impact on the development and operation of Lebanon County's Transportation network.

- A. Continue to utilize county and municipal land use planning to inform decision-making in the development and implementation of the LEBCO MPO's Long Range Transportation Plan (LRTP). **(Ongoing)**
- B. Work with local municipalities to encourage small town revitalization projects in conjunction with new development, redevelopment and/or transportation improvements. **(Ongoing)**
- C. Provide county expertise and input to County and municipalities as to how best to amend zoning/subdivision regulations to better support transportation planning and project development. **(Ongoing)**
- D. Support multimodal opportunities to implement key recommendations from the Lebanon County Comprehensive Plan that will enhance the transportation system. **(Ongoing)**
- E. Continue to work with the municipalities associated with past and ongoing MPO studies such as the Rt. 419 Modified Corridor Management Plan, Jonestown Market Street Study, Palmyra Main Street Study, Cornwall Center Multimodal Study, etc. to continue to implement key transportation planning recommendations. **(Ongoing)**
- F. Provide staff support for the PA Route 72 CCIP (Congested Corridor Improvement Program) Study that will evaluate this roadway and Cornwall Road (SR 2001) when all of the new traffic signals and intersection improvements are in place. **(Year 1&2)**
- G. Identify livability, sustainability, and resiliency planning strategies to tie the quality and location of transportation facilities and services to broader opportunities such as, access to employment opportunities, affordable housing, quality schools, safe streets, economic development, social equity, and environment conservation. **(Ongoing)**
- H. Work to develop intergovernmental planning processes for multi-municipal, corridor-focused land-use/transportation assessments for targeted geographic areas. Areas targeted should be reflective of place-based circumstances, including but not limited to population growth or decline, shifts in human and economic resources, and other regional trends identified in regional Long-Range Plans and should precede the identification of specific TIP projects. **(Ongoing)**

Completed Deliverables: (SFY 2024-2025 UPWP)

- Participated in PennDOT 8-0-required Transportation Impact Studies (TISs) or Transportation Impact Assessments (TIAs), county/municipal required Traffic Impact Studies (TISs) and/or PennDOT-required Highway Occupancy Permits (HOPs). **(Ongoing)**
- Continued to work with municipalities on the implementation of Rt. 419 Byway Modified Corridor Management Plan recommendations. **(Year 1)**
- Continued to work with Jonestown Borough to implement the Market Street Feasibility Study recommendations. **(Year 1)**
- Continued to participate in PennDOT's Wilhelm Ave meetings with Township and Consultants. **(Ongoing)**
- Attended Spring Planners Partners Meeting. **(Year 1)**
- Participated in the MPMS 111396; LVRT PH 6A/B - Chestnut Street/16th Street Signal Review. **(Ongoing)**
- Attended TA Set Aside Guidance Webinar. **(Year 1)**
- Participated in LT Homeland Security discussion. **(Year 1)**
- Attended the LVEDC Board Meeting. **(Ongoing)**
- Participated in PennDOT's CMP/HSIP Joint Task Force Meeting. **(Year 1)**
- Continued to have discussion with Annville Township Manager to advance safety improvements on SR 934. **(Ongoing)**
- Continued to attend MS-4 Consortium Meeting to discuss restoration of stream in North Cornwall Twp. **(Ongoing)**
- Participated in FHWA Truck Parking meeting. **(Year 1)**
- Participated in the Eastern PA Freight Alliance calls **(Year 1)**
- Participated in the Agency Engagement in Planning MPO/RPO Meeting via Teams. **(Ongoing)**
- Continued to look for opportunities to integrate land use and transportation in existing or blighted communities or where redevelopment is a better answer than development on a new site. **(Ongoing)**

Planned Deliverables: (SFY 2025-2027 UPWP)

- Participate in review of all Highway Occupancy Permit (HOP) review, complete and work with PennDOT and local municipalities in addressing county transportation safety issues resulting in new land development projects. **(Ongoing)**
- Continue to work with key municipalities on the implementation of Rt. 419 Byway Modified Corridor Management Plan recommendations. **(Ongoing)**
- Continue to work with Jonestown Borough to implement the Market Street Feasibility Study recommendations. **(Ongoing)**
- Participate in PennDOT 8-0-required Transportation Impact Studies (TISs) or Transportation Impact Assessments (TIAs), county/municipal required Traffic Impact Studies (TISs) and/or PennDOT-required Highway Occupancy Permits (HOPs). **(Ongoing)**

- Continue to support implementation of the recommendations of the Fort Indiantown Gap Joint Land Use and Transportation Study and work with PennDOT and local municipalities on security and access changes related to Ft. Indiantown Gap Base Improvements **(Ongoing)**
- Work with Lebanon Valley Expo Center and Farm Show to evaluate access concerns to their site via Rocherty Cornwall Roads and facilitate discussion with PennDOT District 8-0 on possible options to improve access for special events. **(Ongoing)**
- Work with North Cornwall Commons Developer to evaluate the impacts from Phases 3, 4 & 5 to Cornwall Road and Rt. 72 corridors. **(Ongoing)**
- Continue to have discussions with North Annville, South Annville, and Annville Townships to discuss implementation of safety improvements on SR 934 as a result of the recently completed RSA. **(Ongoing)**

Responsible Agency:

Lebanon County Planning Department/LEBCO MPO (Primary)
 Various municipalities and developers (Secondary)
 Lebanon Transit (Secondary)

Estimated Cost: (SFY 2025-2026, Year 1)

Federal Highway Administration	\$ 36,000
Federal Transit Administration	\$ 17,000
Pennsylvania Department of Transportation	\$ 4,500
Local	\$ 8,750*
TOTAL	\$ 66,250

Estimated Cost: (SFY 2026-2027, Year 2)

Federal Highway Administration	
Federal Transit Administration	\$ 36,000
Pennsylvania Department of Transportation	\$ 17,000
Local	\$ 4,500
	\$ 8,750*
TOTAL	\$ 66,250

* could include in-kind services

Goals and Planning Factors Supported by this Task:

Federal Planning Factors: 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10.

VI. **PennDOT Connects / Asset Management**

Task Description: The focus of this task is aimed at the Lebanon County Metropolitan Planning Organization (LEBCO MPO)/Planning Department staff support of the PennDOT Connects and Performance Based Planning and Programming and Asset Planning efforts of all locally driven and PennDOT programmed projects and related activities as supported by the 3C process of continuing, cooperative, and comprehensive approach to developing plans and programs.

- A. Assist with the implementation of the PennDOT Connects (formerly Linking Planning and NEPA) process to improve the efficiency of project implementation and to make the best use of available transportation funds during transportation planning/programming or project development for roads and bridges now and for transit projects in the future. **(Ongoing)**
- B. Initiate PennDOT Connects Project Initiation Forms (PIF) for new TIP projects. Continue implementing PennDOT Connects process (formerly Linking Planning and NEPA) for the 2027 - 2030 TIP update cycle and continue to work with PennDOT District staff on the coordination via PennDOT Connects process for all current programmed projects for the 2025-2028 TIP. Cooperate with PennDOT District Office 8-0 and the Program Center to ensure that implementation is successful and that projects with the best scopes and costs are advanced and adhere to this new process. **(Ongoing)**
- C. Emphasize project communication with municipal officials, make project “right sizing” a priority and link transportation planning, programming, and project development activities with land use decision making and sustainable economic development/redevelopment as supported by PennDOT Connects. **(Ongoing)**
- D. Work closely with PennDOT and agree upon the key state and local transportation assets that need to be inventoried, including but not limited to pavement, local bridges (including structures under 20 feet), traffic signals, retaining walls, guiderail, drainage systems, signage, ITS, transit rolling stock, etc. Utilize available and accessible data systems like TSAMS, PAMS, BAMS, TAMS, etc. **(Ongoing)**

Completed Deliverables: (SFY 2024-2025 UPWP)

- *Participated in all required PennDOT Connects Municipal Stakeholders Meetings. (Year 1)*
- *Promoted innovative financing mechanisms like the PA Infrastructure Bank (PIB) to deliver projects in a more timely fashion. (Ongoing)*
- *Completed the development with support from LVRT Inc. a basic asset management plan for existing trail facilities to ensure required maintenance and repair of key structures/facilities, signage, crossings, kiosks, etc. Received Special Planning Study*

funding in June of 2019 and completion of the LVRT Asset Mgmt. Plan Study by June 30th, 2020, continued work to implement recommended asset management improvements for the LVRT(Year 1)

- *Worked with County Bridge Engineer and Lebanon County Commissioners office to begin process for identification and development of a County owned bridge maintenance and repair strategy. (Year 1)*

Planned Deliverables: (SFY 2025-2027 UPWP)

- Develop facilities map GIS layer for existing non-motorized facilities and identify existing gaps as they relate to planned local land use and planned LRTP/TIP projects and how they align with identified local non-motorized needs. **(Year 1&2)**
- Implement Recommendations of the local Lebanon County Bridge Asset Management Study and work with PennDOT staff to program eligible County Bridge repairs. **(Year 1&2)**
- Attend all PennDOT Connects Project meetings as required **(Year 1&2)**
- Work with PennDOT Central Office and District 8-0, Lebanon Transit (LT), municipalities, and other key stakeholders to communicate and coordinate on asset management priorities and projects. **(Ongoing)**

Responsible Agency:

Lebanon County Planning Department/LEBCO MPO (Primary)
 Consultant (Primary)
 PennDOT Central Office (Secondary)
 PennDOT District 8-0 (Secondary)
 Lebanon Transit (Secondary)
 Other Municipalities and Key Agencies (Secondary)
 Lebanon Valley Rails to Trails (LVRT) (Secondary)

Estimated Cost: (2025-2026, Year 1)

Federal Highway Administration	\$ 20,000
Federal Transit Administration	\$ 000
Pennsylvania Department of Transportation	\$ 2,500
Local	\$ 2,500
TOTAL	\$ 25,000

Estimated Cost: (2026-2027, Year 2)

Federal Highway Administration	\$ 20,000
Federal Transit Administration	\$ 000
Pennsylvania Department of Transportation	\$ 2,500
Local	\$ 2,500
TOTAL	\$ 25,000

Goals and Planning Factors Supported by this Task:

***Federal Planning Factors:** 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10.*

Actions and Procedures

Lebanon County Planning Department

SFY 2025-2027

SUPPLEMENTAL FUNDED ACTIVITIES

VII. **LTAP Program (SFY 2025-2026, Year 1, SFY 2026-2027, Year 2)**

Task Description: This task item focuses solely on the outreach and development efforts of the LTAP program in Lebanon County by the Lebanon County Metropolitan Planning Organization (LEBCO MPO)/Planning Dept staff through receiving and evaluating feedback from local municipalities and key stakeholder agencies (i.e., Lebanon Water Authority, Lebanon Transit, etc.) to coordinate regular or specialty training class assistance or on-site technical assistance as needed.

PennDOT's Bureau of Planning and Research is working with individual MPOs and RPOs to customize LTAP to meet the needs of their MPO/RPO regions. Tasks and deliverables may include the following:

- A. Develop a priority training list that identifies training needs within the municipality. Using the priority training list, MPOs/RPOs will work with PennDOT to schedule training dates.
- B. Advertise training to all municipalities and PennDOT's Municipal Service representatives through letters, e-mails, etc., announcing the training dates and locations. All registrations for training courses will be coordinated directly through MPOs/RPOs. Provide PennDOT registration information one week prior to the scheduled course date(s).
- C. Market the value of PennDOT's LTAP and its long-term impact on the workforce. Provide a mechanism for municipalities to contact the MPO/RPO with issues that LTAP can assist with by offering training or tech assists and ascertain from the municipalities what format is the most beneficial for them to receive local technical assistance.
- D. Participate in an annual LTAP MPO/RPO meeting and other PennDOT meetings as required. Attend LTAP training courses and participate in at least one technical assistance on-site visit in the LEBCO MPO/RPO region.
- E. Submit quarterly reports detailing all LTAP project activities and expenditures to PennDOT Project Managers. Prepare an annual report that summarizes the evaluations in a report detailing the process used to market LTAP in the region. Summarize the outcomes and recommendations for future activities with LTAP in the region.

Completed Deliverables: (SFY 2024-2025 UPWP)

- *Attended all LTAP municipal technical assistance field views (Year 1)*
- *Attended Annual LTAP Planning Partners Conference (Year 1)*
- *Continued to work on our 2024 LTAP Annual Report for Lebanon MPO. (Year 1)*
- *Submitted required quarterly and annual LTAP Reports (Year 1)*
- *Assisted Municipal staffs in class registration and advertising for LTAP classes (Year 1)*
- *Conducted outreach via phone, email, and face to face meetings to local municipalities in regard to training needs through LTAP and PSATS. (Year 1)*
- *Held flaggers training for Lebanon County Municipalities. (Year 1)*
- *Continued to use N. Londonderry Township and N. Lebanon Township staff in the LTAP process to advertise and conduct training in Lebanon County. (Ongoing)*
- *Distributed LTAP materials to various municipalities and other interested parties. (Year 1)*
- *Continued to review new LTAP courses for possible use in Lebanon County. (Ongoing)*
- *Continued outreach to local municipalities and other interested parties with regard to the identification of LTAP training class requests and encouraged attendance in future in-person and or virtual classes. (Ongoing)*
- *Continued outreach to Lebanon County Municipal Managers on possible future LTAP Classes/Training and encourage in person and virtual attendance. (Ongoing)*
- *Encouraged municipalities and agencies regarding possible future LTAP Technical Assistance. (Year 1)*
- *Collected feedback from municipal officials on past LTAP classes. (Year 1)*
- *Participated in LTAP Tech assist in Cornwall Borough, N. Cornwall Twp., S. Londonderry, S. Lebanon Twp. and N. Londonderry Twp. (Year 1)*
- *Met with Heidelberg Township Supervisors and staff regarding SR 897 safety concerns. (Year 1)*

Planned Deliverables: (SFY 2025-2027 UPWP)

- **Attend all LTAP municipal technical assistance field views (Year 1&2)**
- **Attend Annual LTAP Planning Partners Conference (Year 1&2)**
- **Submit required quarterly and annual LTAP Reports (Year 1&2)**
- **Assist Municipal staffs in class registration and advertising for LTAP classes (Year 1&2)**
- **Conduct outreach via phone, email, and face to face meetings with local municipalities in regard to training needs through LTAP and PSATS. (Year 1&2)**
- **Work with municipalities to develop specialized training and work with LTAP and PSATS staff to implement. (Year 1&2)**
- **Attend Annual Lebanon County Municipal Convention discussions related to municipal safety issues that the LTAP program may identify and provide assistance through the LTAP Technical Assistance. (Year 1&2)**

Responsible Agency:

Lebanon County Planning Department/LEBCO MPO (Primary)
 Other Municipalities and Key Agencies (Secondary)

Estimated Cost: (SFY 2025-2026, Year 1)

Federal Highway Administration	\$ 15,000
Federal Transit Administration	\$ 000
Pennsylvania Department of Transportation	\$ 000
Local	\$ 000
 TOTAL	 \$ 15,000

Estimated Cost: (SFY 2026-2027, Year 2)

Federal Highway Administration	\$ 15,000
Federal Transit Administration	\$ 000
Pennsylvania Department of Transportation	\$ 000
Local	\$ 000
 TOTAL	 \$ 15,000

Goals and Planning Factors Supported by this Task:

Federal Planning Factors: 2, 4, 5, 6, 7, and 8.

Lebanon County Planning Department

SFY 2025-2027 (Year 1&2)

SUPPLEMENTAL FUNDED ACTIVITIES

VIII. **ISATO (Increasing Safe and Accessible Transportation Options) Program – Lebanon County (SFY 2025-2027)**

Task Description: This task item focuses on efforts to identify multimodal projects to improve the safety, mobility for pedestrians that live, work, and travel in the County of Lebanon, and to utilize the new available formula funding from the ISATO (Increasing Safe and Accessible Transportation Options) program in Lebanon County by the Lebanon County Metropolitan Planning Organization (LEBCO MPO)/Planning Dept staff, with projects focused on developing improvement plans and/or strategies to enhance all existing pedestrian access/crossings in the Lebanon community as defined in BIL/IJA. This task will support the County Planning Department/ LEBCO MPO staff to utilize their existing contracted planning consultant WSP and Larson Design, to evaluate all existing and future multimodal infrastructure throughout the County of Lebanon and help identify viable funding resources to construct.

PennDOT's Center for Program Development is working with individual MPOs and RPOs to customize and identify viable projects that would benefit their community by improving safety and access for all users thru the utilization of formula based ISATO planning funds provided to support to these efforts. Tasks and deliverables may include the following:

- A. Host a project kickoff meeting and conduct an analysis in partnership with LEBCO MPO/County Planning Department staff along WSP/Larson Planning Team to evaluate all existing pedestrian and non-motorized infrastructure impacting safety and accessibility to include, but not be limited to, all sidewalks, crosswalks, signage, markings, lighting, parking, traffic signals, bike facilities, transit, etc.
- B. Project team will utilize current County GIS mapping information and drone imagery to evaluate and consider all safety and access improvements to the Lebanon County Courthouse for all users.
- C. Meet with key community stakeholders in Lebanon County to get input on needed safety and access issues, such as City of Lebanon, LVRT, Lebanon Transit, area businesses, Lebanon School Districts, and other agencies.
- D. Develop concept plans that have estimated costs that will allow the County/MPO to explore future program funding such as County Liquid Fuels, MTF, TASA, CFA, etc. for possible improvement projects.
- E. Present recommended improvement project options to the key official or governing boards for input, review, and approval

Responsible Agency:

Lebanon County Planning Department/LEBCO MPO
 (Primary) Other Municipalities and Key Agencies
 (Secondary)

Estimated Cost: (SFY 2025-2026, Year 1)

Federal Highway Administration	\$ 6,000
Federal Transit Administration	\$ 000
Pennsylvania Department of Transportation	\$ 000
Local	\$ 000
 TOTAL	 \$ 6,000

Estimated Cost: (SFY 2026-2027, Year 2)

Federal Highway Administration	\$ 6,000
Federal Transit Administration	\$ 000
Pennsylvania Department of Transportation	\$ 000
Local	\$ 000
 TOTAL	 \$ 6,000

Completed Deliverables: (SFY 2024-2025 UPWP)

- *Undertook and completed Lebanon County Courthouse Pedestrian Enhancement Study (Year 1)*

Planned Deliverables: (SFY 2025-2027 UPWP)

- Work with local community stakeholders to identify potential small scale multimodal planning projects that the MPO can work with along with support from WSP staff as the MPO/County Planning on call planning consultant to help to advance forward.

Goals and Planning Factors Supported by this Task:

Federal Planning Factors: 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10.

Lebanon County Planning Department

SFY 2025-2026 (Year 1)

SUPPLEMENTAL FUNDED ACTIVITIES REQUEST

TASK IX. PA Route 72 & Cornwall Road Corridor Study (SFY 2025-2026)

One of the Lebanon County Metropolitan Planning Organization's (LEBCO MPO) key policy objectives is to "coordinate transportation improvements with land use, infrastructure and other community development decisions." The County's recently updated 2024 Long Range Transportation Plan identifies several goals directly linked to the advancement of a congested corridor study along PA Route 72 and Cornwall Road, including:

- Safety and Security: Promoting safety-focused improvements for a key transportation corridor in Lebanon County
- Personal Mobility: Improving transportation choices between urban, suburban, and rural communities.
- Freight Mobility: Improving first- and last-mile intermodal connections, including those to brick and mortar shopping centers.
- Equity: Improvements to transportation opportunities for disadvantaged communities, including Lebanon City.
- Land Use and Environment: Promoting synergies between land use decisions and the transportation resources that support those land uses.
- Growth Management: Supporting a collaborative and inclusive planning process to identify transportation improvements.
- Economic Growth: Supporting ongoing and future growth along the corridors.
- Asset Management: Prioritizing efficient system operations.

The LEBCO MPO is seeking funds for a study to assess existing traffic conditions and to recommend specific improvements along the PA Route 72 and Cornwall Avenue corridors that will, at a minimum, achieve the following goals:

1. Promote inter-jurisdictional coordination
2. Optimize traffic signal timings and improve intersection operations
3. Identify a consistent cross-section for each corridor
4. Reduce crashes and enhance traffic safety
5. Improve crosswalk visibility and safety
6. Promote walking and bicycling
7. Normalize land use access management
8. Improve ADA compliant accessibility
9. Promote and increase access to public transportation opportunities
10. Improve wayfinding/directional guidance

The project study area includes four municipalities within Lebanon County, Pennsylvania, including West Cornwall Township, Cornwall Borough, North Cornwall Township, and Lebanon City. One additional municipality is located within one mile of the study corridor (South Lebanon Township).

Two study corridors are included in this request: PA Route 72 between PA Route 419 (E. Main Street) and Cornwall Road/S. 9th Street/S. 10th Street (3.8 miles), and Cornwall Road between PA Route 419 (Freeman Drive) and PA Route 72 (3.9 miles).

PA Route 72 (within the study area, Quentin Road) is a north-south principal arterial highway in Lebanon County. This highway primarily connects Lancaster and Lebanon, extending further north to Interstate 81 at PA Route 443 in Union Township, Lebanon County. PA Route 72 provides the most direct connection for Lebanon County to the Pennsylvania Turnpike (I-76) at Exit 266 in Lancaster County (Rapho Township).

Within Lebanon County, PA Route 72 connects to several key east-west routes, including U.S. 322, U.S. 422, and U.S. 22. Indirect connections from PA Route 72 exist with Interstate 81 (via Fisher Avenue) and Interstate 78 (primarily via U.S. 22).

PA Route 72 is generally a two-lane roadway with turn lanes provided at numerous intersections or driveways. A short (approximately 0.1 mile) two-way left turn lane is present between Tuck Street and Arborvilae Street.

Cornwall Road (PA Route 2001) is a north-south route generally parallel to PA Route 72 between PA Route 419 in Cornwall Borough and PA Route 72 at 9th Street/10th Street in Lebanon City. South of Rocherty Road, Cornwall Road is classified as a major collector, while north of Rocherty Road, Cornwall Road is classified as a minor arterial.

Cornwall Road is primarily a two-lane roadway with turn lanes provided at numerous intersections or driveways. A two-way left turn lane is present for a 0.4 mile segment between Springwood Drive and south of Isabel Drive/Norman Drive.

An initial review of crash incidence indicates several crash clusters within each corridor, including notable clusters throughout the proposed PA Route 72 study corridor, as well as a cluster at the intersection of Cornwall Road and Rocherty Road. A fatal pedestrian crash occurred in December 2019 in the vicinity of the intersection of PA Route 72 and Summit Street. Few additional pedestrian or bicycle crashes are evident within either corridor.

Commercial growth and development along Route 72 within North Cornwall Township has resulted in access management challenges at signalized intersections and unsignalized driveways. Recent development has shifted east along Cornwall Road (North Cornwall Commons), resulting in increased traffic pressures on Cornwall Road, particularly at the intersection with Rocherty Road.

The Lebanon County Bicycle Transportation Map (updated in March 2024) highlights Cornwall Road (south of Duke Street in Lebanon City) as a bicycle route, given the presence of wide (greater than four feet) shoulders. PA Route 72 (south of Rocherty Road) is also classified as a bicycle route with wide shoulders. However, PA Route 72 between Rocherty Road and York Street) is highlighted as a key route in need of bicycle facilities other than shoulder widening. The Lebanon Valley Rail Trail provides an off-road bicycle route parallel to each of the proposed study corridors, east of Cornwall Road in South Lebanon Township and Lebanon City, crossing PA Route 72 just north of the proposed study area.

Pedestrian accessibility is most prominent in the northern urbanized sections of each corridor – along PA Route 72 (north of Summit Street) and along Cornwall Road (north of York Street). The central and southern sections of each corridor offer limited pedestrian accommodations. Striped crossing opportunities along each corridor are primarily at signalized intersections and limited unsignalized intersections.

A consultant will be hired to conduct a Corridor Study, including proposed safety-focused improvements, which includes the following tasks:

1. Analyze existing traffic conditions along PA Route 72 between PA Route 419 (E. Main Street) and Cornwall Road/S. 9th Street/S. 10th Street (3.8 miles), and Cornwall Road between PA Route 419 (Freeman Drive) and PA Route 72 (3.9 miles). This section of the Study shall describe the results, as well as the data collection efforts, of the volume/capacity analysis to be completed for the roadway segments and intersections within the study area. Turning movement traffic counts shall be taken on a Tuesday, Wednesday, or Thursday of a non-holiday week.
 - a. Daily and peak hour(s) traffic volumes. Provide schematic diagrams depicting daily and peak hour(s) traffic volumes for roadways within the study area. Turning movement and mainline volumes are to be presented for the five (5) peak hour conditions (AM, PM, Midday weekday, Midday Saturday, school dismissal) while only mainline volumes are required to reflect daily traffic volumes. Include the source and/or method of computation for all traffic volumes.
 - b. Volume/capacity analyses at critical points. Utilizing techniques described in the Highway Capacity Manual or derivative nomographs include an assessment of the relative balance between roadway volumes and capacity. Perform the analysis for existing conditions (roadway geometry and traffic signal control) for two daily peak periods.
 - c. Level of service at critical points. Based on the results obtained in the previous section, levels of service (A through F) are to be computed and presented. This section should also include a description of typical operating conditions at each level of service.
 - d. Include existing pedestrian and bicycle counts in volume/capacity analysis.
 - e. Provide a heat map of crashes and determine if there are any sections or intersections on PennDOT's Network Screening list.
2. Analyze future (10-year) traffic conditions for the No-Build vs. Build configurations. This section of the Study shall describe the anticipated traffic volumes 10 years into the future if (1) the road configuration remains the same as current (i.e. No-Build configuration) and (2) if the recommended improvements are constructed (i.e. Build configuration).
 - a. Daily and peak hour(s) traffic volume. Clearly indicate the method and assumptions used to forecast future traffic volumes. The schematic diagrams depicting future traffic volumes will be similar to those described above for the existing conditions analysis in terms of locations and times (daily and peak hours).
 - b. Review future known or planned developments and identify additional traffic growth factors associated with those properties.
 - c. Volume/capacity analyses at critical locations. Describe the ability of the roadway system to accommodate future traffic both with and without the recommended improvements.
 - d. Levels of service at critical points. Based on the results obtained in the previous section, determine levels of service (A through F).
 - e. Include future projected pedestrian and bicycle counts in volume/capacity analysis.
3. Develop recommended improvements for all modes of travel along Route 72 and Cornwall Road.
 - a. In addition to the capacity (LOS) analysis, utilize PennDOT Publication 13 to determine the most-appropriate cross section for motorized vehicles for Route 72 and Cornwall Road.
 - b. For identified intersections that have safety or capacity concerns, utilize PennDOT's Intersection Control Evaluation (ICE) tool to make recommendations for improvements.

- c. Utilize PennDOT Publication 13 to make recommendations pertaining to the preferred type of bicycle facilities along Route 72 and Cornwall Road

Upon reviewing existing land use, zoning, and proposed developments, make recommendations for pedestrian accommodations along and crossing Route 72 and Cornwall Road.

- d. Utilize PPTA/PennDOT's Building Better Bus Stops Resource Guide to recommend locations where bus stops can be strategically sited along Route 72, in consultation with Lebanon Transit. While all stops along Route 72 and Cornwall Road are currently flag stops, targeted locations where substantial transit usage is present may be appropriate for enhanced accommodations.
4. Estimate the planning-level engineering, permitting and construction costs for the recommended improvements to be considered by for implementation.
 5. Prepare conceptual (sketch) plans and renderings illustrating the recommended improvements.
 6. Identify and solicit input from project stakeholders (i.e. PennDOT, West Cornwall Township, Cornwall Borough, North Cornwall Township, and Lebanon City, LEBCO MPO, Lebanon Transit, Lebanon Valley Bicycle Coalition, etc.). Consultant is required to promote and engage in the PennDOT Connects initiative, which provides an opportunity for all project stakeholders to collaborate in the identification and discussion of issues unique to the community prior to development of the project scope and budget estimates.
 7. Provide education and outreach opportunities and promote public participation in development of the Route 72/Cornwall Road Improvement Study. Public participation and outreach activities shall include the following:
 - a. Review of Wikimap concerns and comments provided as part of the Lebanon County 2024 Long Range Transportation Plan
(*****wikimapping.com/lebanoncountytransportationplan2024.html)
 - b. Development of a Wikimap/online survey to allow residents a simple way to respond to specific questions and provide project feedback. The survey/feedback material will be distributed by the project stakeholders and related elected officials.
 - c. Organize, advertise, and conduct at least two (2) public in-person meetings to allow residents an opportunity to explore and express specific concerns, and later for the consultant present initial recommendations and respond to questions related to such recommendations. It is expected that at least one of these meetings would be conducted as an interactive open house to allow attendees to engage directly with project team members,
 8. Provide information on potential funding sources available and review prerequisites required to obtain such funding.
 9. Outline and describe the steps necessary to progress from the feasibility study to project implementation, including funding procurement, design, permitting, bid letting, construction, etc.

Coordination with up to ten (10) businesses will take place to discuss access concerns and identify any locations where businesses are amenable to consolidating accesses. This will include coordination with the Lebanon Valley Chamber of Commerce, which is located along PA Route 72 within the study corridor.

The consultant shall complete work within twelve (12) months of receiving a notice to proceed from the LEBCO MPO. The Lebanon County Planning Department and the Lebanon County GIS Department will provide appropriate in-kind services as negotiated through the consultant selection process.

The consultant will propose the most cost-effective ways to (1) gather input from and to provide study updates to West Cornwall Township, Cornwall Borough, North Cornwall Township, Lebanon City, the public and the LEBCO MPO and (2) summarize and widely distribute the study's findings, conclusions, and recommendations. West Cornwall Township, Cornwall Borough, North Cornwall Township, Lebanon City, and the Lebanon County Planning Department will approve these outreach methods. These efforts will include a project-specific website, public survey elements, public meetings, a study advisory group, and attendance at major County events, where practicable.

The study's findings, conclusions and recommendations will be incorporated into future updates of the LEBCO MPO's Long Range Transportation Plan, Lebanon County Comprehensive Plan, and the Cornwall- Lebanon Regional Comprehensive Plan and be utilized to identify potential future corridor improvement projects that can be advanced through the LEBCO MPO TIP and other available funding programs.

Primary:

Lebanon County Planning Department/LEBCO MPO & WSP (Lebanon County Planning Consultant)

Secondary:

West Cornwall Township
Cornwall Borough
North Cornwall Township
Lebanon City

Recommended Study Advisory Members:

PennDOT District 8-0
PennDOT District 8-0 Maintenance
Federal Highway Administration
Lebanon Valley Chamber of Commerce
Lebanon Valley Economic Development Corporation
Lebanon County Department of Emergency Services
Lebanon Transit
Lebanon City School District
Cornwall-Lebanon School District
Lebanon Valley Rail Trail, Inc.
Lebanon Valley Bicycle Coalition
Lebanon Valley Exposition Center
Visit Lebanon Valley
Community Health Council of Lebanon County

Estimated Cost: (SFY 2025-2026, Year 1)

Federal Highway Administration	\$ 240,000
Federal Transit Administration	\$ 000
Pennsylvania Department of Transportation	\$ 000
Local	\$ 60,000
 TOTAL	 \$ 300,000

Completed Deliverables: (SFY 2024-2025 UPWP)**Planned Deliverables: (SFY 2025-2027, Year 1 UPWP)**

- Work with local community stakeholders to develop a corridor plan for portions of Rt. 72 and Cornwall Roads in Lebanon County and work to identify current conditions and develop strategies and recommendations to advance future transportation improvements that will enhance these corridors for planned future growth impacts.

Goals and Planning Factors Supported by this Task:

Federal Planning Factors: 1, 2, 3, 4, 5, 6, 7, 8, 9, and 10.

*Cash and/or in-kind services from the LEBCO MPO and the Lebanon County Planning Department or possible in-kind services from the Lebanon County GIS Department.

Federal Planning Factors:

1. Support the economic vitality of the region, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility options available for people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient transportation system management and operations;
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

Federal Planning Factors:	LEBCO MPO UPWP PLANNING TASKS								
	Work Program Admin. and Coordination	Long Range Planning & Short-Range Programming	Data Collection and Analysis	Intermodal Planning / Local Project Delivery	Land Use and Transportation	PennDOT Connects / Asset Management	LTAP Program	Safe and Accessible Transportation Options	Rt 72 & Cornwall Road Corridor Study
	Task I	Task II	Task III	Task IV	Task V	Task VI	Task VII	Task VIII	Task IX
1. Support the economic vitality of the region, especially by enabling global competitiveness, productivity, and efficiency	X	X	X	X	X	X			X
2. Increase the safety of the transportation system for motorized and non-motorized users	X	X	X	X	X	X	X	X	X
3. Increase the security of the transportation system for motorized and non-motorized users	X	X	X	X	X	X		X	X
4. Increase the accessibility and mobility options available for people and for freight.	X	X	X	X	X	X	X	X	X
5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development.	X	X	X	X	X	X	X	X	X
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.	X	X	X	X	X	X	X	X	X
7. Promote efficient transportation system management and operations.	X	X	X	X	X	X	X	X	X
8. Emphasize the preservation of the existing transportation system.	X	X	X	X	X	X	X		X
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.	X	X	X	X	X	X			X
10. Enhance travel and tourism.	X	X	X	X	X	X		X	X

**BUDGET SUMMARY 2025-2026
LEBANON COUNTY MPO**

UPWP TASK		TOTAL PROGRAM	FEDERAL		STATE	STATE (OTHER)	LOCAL	
			PL	MPP	PENNDOT		PL	MPP
I.	Work Program Admin. and Coordination	\$68,750	\$ 38,000	\$17,000	\$4,500		\$5,000	\$4,250
II.	Long Range Planning & Short-Range Programming	\$56,250	\$30,000	\$15,000	\$3,750		\$3,750	\$3,750
III.	Data Collection and Analysis	\$25,000	\$20,000	\$0	\$2,500		\$2,500	\$0
IV.	Intermodal Planning / Local Project Delivery	\$70,000	\$42,000	\$14,000	\$5,250		\$5,250	\$3,500
V.	Land Use and Transportation	\$66,250	\$36,000	\$17,000	\$4,500		\$4,500	\$4,250
VI.	PennDOT Connects / Asset Management	\$25,000	\$20,000	\$0	\$2,500		\$2,500	\$0
PROGRAM SUB-TOTAL		\$311,250	\$186,000	\$63,000	\$23,000		\$23,500	\$15,750
	Supplemental PL Funding							
VII.	LTAP Program	\$15,000	\$15,000	\$0	\$0		\$0	\$0
VIII.	Safe and Accessible Transportation Options	\$6,000	\$6,000	\$0	\$0		\$0	\$0
IX.	Rt 72 & Cornwall Road Corridor Study	\$300,000	\$240,000	\$0	\$0		\$60,000*	\$0
2025-2027 PROGRAM TOTAL		\$632,250	\$447,000	\$63,000	\$23,000		\$83,500	\$15,750

*(In-kind services)

**BUDGET SUMMARY 2026-2027
LEBANON COUNTY MPO**

UPWP TASK		TOTAL PROGRAM	FEDERAL		STATE	STATE (OTHER)	LOCAL	
			PL	MPP	PENNDOT		PL	MPP
I.	Work Program Admin. and Coordination	\$68,750	\$ 38,000	\$17,000	\$4,500		\$5,000	\$4,250
II.	Long Range Planning & Short-Range Programming	\$56,250	\$30,000	\$15,000	\$3,750		\$3,750	\$3,750
III.	Data Collection and Analysis	\$25,000	\$20,000	\$0	\$2,500		\$2,500	\$0
IV.	Intermodal Planning / Local Project Delivery	\$70,000	\$42,000	\$14,000	\$5,250		\$5,250	\$3,500
V.	Land Use and Transportation	\$66,250	\$36,000	\$17,000	\$4,500		\$4,500	\$4,250
VI.	PennDOT Connects / Asset Management	\$25,000	\$20,000	\$0	\$2,500		\$2,500	\$0
PROGRAM SUB-TOTAL		\$311,250	\$186,000	\$63,000	\$23,000	\$0	\$23,500	\$15,750
	Supplemental PL Funding							
VII.	LTAP Program	\$15,000	\$15,000	\$0	\$0		\$0	\$0
VIII.	Safe and Accessible Transportation Options	\$6,000	\$6,000	\$0	\$0		\$0	\$0
2025-2027 PROGRAM TOTAL		\$332,250	\$207,000	\$63,000	\$23,000		\$23,500	\$15,750

*(In-kind services)