

**Jackson MPO FY2024-2025 Unified Planning Work Program
FHWA & FTA Comments**

Comment Number	Document Page No.	FHWA / FTA Comment	TDOT Response
<i>A. Required Changes: Comments that identify discrepancies with federal law, regulation, or policy.</i>			
A1	20	Note responsible agency for the “Public Participation Plan” subtask.	DONE
A2	21	Tennessee Performance and Expenditures Annual Report – completion date is noted as November 30, 2021, please update.	DONE
A3	26	Note responsible agency for the “ITS Expansion” subtask.	DONE
A4	26-27	The budget notes mention consultant services will be utilized for the LRTP and PPP – clearly document this under the “FY2024-2025 Planning Tasks” heading for which activities the MPO will be relying on consultant to take a lead or supporting role.	DONE. This may be an unintentional carryover from last UPWP since no LRTP or PPP will be done. I have deleted.
A5	27	Note the schedule for the “LRTP Amendments/Adjustments” and “Public Participation Plan (PPP) Maintenance and Compliance.”	DONE Changed to “ongoing” as these are simply tasks that keep the MPO in alignment with existing LRTP and PPP—i.e. posting public notice under PPP for various meetings and executing plans outlined in LRTP under current TIP so there is not a specific schedule as they are all ongoing activities as needed.
A6	28	Note lead agency for the “Transit Planning” and “Transit Asset Management (TAM)” subtasks.	DONE

A7	29	The budget for Task V has tripled from the FY 22&23 UPWP. What is leading to such an increase?	DONE This task budget includes all consolidated grant funds sourced from FTA to provide for transit planning, in previous years they were separate. These funds are noted in MPO contracts as professional fees due to JTA being an independent organization under formal agreement with TDOT and MPO to provide transit planning services. Additional money is set aside for transit studies as needed under this category.
A8	30	Provide a description for the “Complete Streets Analysis Study.” Please also provide a schedule for the “Complete Streets Prioritization Plan” deliverable.	DONE
A9	30	Which activities for Task VI are expected to be completed by consultants? Per the budget details on page 33, \$170,000 is budgeted for network studies, but consultant services are not clearly noted for any of the activities for Task VI.	DONE Clarified on page 30 that Complete Streets Analysis Study is to be done by consultant
A10	31	The budget for Task VI has also tripled from the FY 22&23 UPWP. What is leading to such an increase?	DONE Increase in funding to allow for --additional staff which has recently come on as part of MPO -Complete Streets Analysis study
<i>B. Additional Comments & Questions: General comments & questions to improve clarity, accuracy, and readability.</i>			
B1	8	L RTP Maintenance & Implementation – text notes the UTPG is expected to be completed in FY22. Assuming this should read FY24?	DONE Removed this sentence as it was an accidental hold-over from previous UPWP that was completed in 2022.

B2	8	Suggest to also highlight adjusting of the Census-designated urbanized area boundary (and MPA boundary) as this only occurs every 10 years.	DONE
B3	9	Shouldn't development of the FY2026-2029 TIP begin prior to Winter 2025/Spring 2026?	DONE Yes, corrected to Spring/Fall 2025
B4	14	Consider adding more detail on how the MPO activities align with the Federal Planning Factors. This supplemental information will demonstrate how the MPO is aligning its work with National priorities.	DONE
B5	18	Update last TIP approval date to June 21, 2023.	DONE
B6	18	How are the regional goals addressed through the metropolitan planning process and the activities programmed in the UPWP? Consider adding more detail as to how the MPO is aligning its activities with the goals of the region.	DONE
B7	19	"When complete, the UPWP for the Jackson Area MPO, outlines a work program of planning activities to address all State and Federal requirements during two Federal fiscal years: (FFY) 2024 & 2025 (October 1, 2023 through September 30, 2024 2025)"	DONE Corrected
B8	21, 22, 25, 27	For End Products/Deliverables for each task – consider presenting this via a table that clearly defines the product, the schedule/timeframe, and the completion date.	DONE
B9	24	Suggest noting the development/adoption/approval of the FY 2023-2026 TIP as an accomplishment for FY2023.	DONE
B10	27	Are any Planning Assistance Program funds being programmed? If not, please remove footnote. If these funds are programmed, please clearly show a breakdown of these funds.	No, removed. This was accidentally carried over from previous UPWP.
B11	35-39	Review list of acronyms and only include those used throughout the UPWP.	DONE