Unified Planning Work Program (UPWP) 2026-2027

Effective April 1, 2026, through March 31, 2027

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Boehlert Center at Union Station, 321 Main Street, Utica, New York
+1.315.798.5710: transplan@oneidacountyny.gov : www.hoctc.org

Disclaimer

Financial assistance for preparing this report was provided through grants from the Federal Highway Administration and Federal transit Administration, U.S. Department of Transportation. The Herkimer-Oneida Counties Transportation Council is solely responsible for its content, the views and opinions expressed herein do not necessarily reflect the official views or policy of the U.S Department of Transportation.

Title VI Statement

The Herkimer-Oneida Counties Transportation Council (HOCTC) is committed to ensuring that no person is excluded from participation in or denied the benefits of its metropolitan transportation planning process on the basis of race, color, national origin, gender, age, disability, or economic status, as protected by the Title VI Civil Rights Act of 1964 and related statutes and regulations. It is also the policy of HOCTC to ensure that all programs, policies, and other activities do not have disproportionately adverse effects on minority and low-income populations. Additionally, the HOCTC will provide meaningful access to services for persons with Limited English Proficiency.

If information is needed in another language, contact 315-798-5710 or send an e-mail to transplan@oneidacountyny.gov.

Si se necesita información en otro idioma, llame al 315-798-5710 o envié un correo electrónico a transplan@oneidacountyny.gov.

Ako su vam potrebne informacije na, drugom jeziku, kontaktirajte 315-798-5710 ili posaljite e-poruku na transplan@oneidacountyny.gov.

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GOVERNMENTAL POLICY AND LIAISON COMMITTEE

Boehlert Center at Union Station
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Chairperson, ANTHONY J. PICENTE, JR., Executive, Oneida County
Secretary, JAMES J. GENOVESE II, Commissioner, Oneida County Dept. of Planning
Vice-Chairperson, PETER CAMPIONE, Chairman, Herkimer County Legislature
Clerk, JULIE RICHMOND, Director, Herkimer-Oneida Counties Transportation Council

HOCTC Resolution 2026 – 01

Approval of the 2026 – 2027 Unified Planning Work Program (UPWP)

WHEREAS, the federal transportation legislation, the Infrastructure Investment and Jobs Act (IIJA) passed November 2021, continues to authorize the use of funds for the Metropolitan Planning Organization to carry out transportation planning requirements and responsibilities, as stated in the previous transportation legislation, the Fixing America's Surface Transportation Act (FAST Act); and

WHEREAS, Federal regulations (23 CFR Chapter 1, Part 450, Subpart C, and 49 CFR Chapter VI, Part 613, Subpart B) require that the urban transportation planning process shall include the development of a Unified Planning Work Program (UPWP) which shall include a discussion of the planning priorities facing the MPO and shall identify work proposed for the next 1-year period (including activities that address the planning factors in § 450.306(b)), in sufficient detail to indicate who (e.g., MPO, State, public transportation operator, local government, or consultant) will perform the work, the schedule for completing the work, the resulting products, the proposed funding by activity/task, and a summary of the total amounts and sources of Federal and matching funds and will document the work to be performed with technical assistance provided under the IIJA, the Clean Air Act Amendments of 1990, Title VI of the Civil Rights Act of 1964, and Section 5303 Program; and

WHEREAS, the Herkimer-Oneida Counties Transportation Council (HOCTC) has been designated by the Governor of New York State as the Metropolitan Planning Organization responsible for the comprehensive, continuous, and coordinated transportation planning process for the metropolitan planning area encompassing Herkimer and Oneida Counties; and

WHEREAS, HOCTC staff developed the 2026 – 2027 UPWP through the continuous, comprehensive, and cooperative transportation planning process in coordination with state, regional, and local agencies and officials; and

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WHEREAS, the Transportation Planning Committee and Governmental Policy & Liaison Committee have worked with HOCTC staff to develop a recommended UPWP so that the latest draft submitted herewith represents an accurate description of work to be undertaken and funds to be made available; and

WHEREAS, the 2026 – 2027 UPWP was legally advertised for public review in accordance with the HOCTC Public Participation Plan and all applicable regulations, with the review period closing on February 10, 2026; and

NOW THEREFORE BE IT RESOLVED, that the Governmental Policy and Liaison Committee endorses and hereby adopts the 2026 – 2027 UPWP for the Herkimer-Oneida Counties Transportation Council, as recommended by the Transportation Planning Committee; and

BE IT FURTHER RESOLVED, that the Governmental Policy & Liaison Committee authorizes the HOCTC Director to make necessary schedule revisions, project refinements, and provide task-specific direction to HOCTC staff to carry out the work program; and

BE IT FURTHER RESOLVED, that the Governmental Policy and Liaison Committee certifies that the requirements of 23 CFR Part 450.114 (c) have been met; and

BE IT FURTHER RESOLVED, that the Governmental Policy and Liaison Committee authorizes transmittal of this 2026 – 2027 UPWP to the NYS Department of Transportation for submission to the Federal Highway Administration to secure highway planning funds on behalf of HOCTC; and

BE IT FURTHER RESOLVED, that the Governmental Policy and Liaison Committee authorizes transmittal of this 2026 – 2027 UPWP to the NYS Department of Transportation to be used for an application to the Federal Transit Administration to obtain transit planning funds on behalf of HOCTC; and

BE IT FURTHER RESOLVED, that the Governmental Policy and Liaison Committee also authorizes submittal of the 2026 – 2027 UPWP to the statewide and area wide clearinghouses to fulfill any federal and state review requirements for the identified work herein to be carried out and the federal, state, and local funds to be used; and

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BE IT FINALLY RESOLVED, that the Governmental Policy and Liaison Committee hereby directs the Chairman to communicate this action to the appropriate State and Federal officials in the prescribed manner.

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2/26/26

Anthony J. Picente Jr. Date
Chairperson

2/26/26

James J. Genovese II Date
Secretary

U.S. Department of Transportation
Federal Highway Administration

New York Division

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Albany, NY 12207
518-431-4127
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March 26, 2026

In Reply Refer To:
HPM-NY

Ms. Kimberly Lorenz
Director
Statewide Planning Bureau
NYSDOT
Albany, NY 12232

Subject: 2026-2027 UPWP NYSDOT Approval Letter

Dear Ms. Lorenz:

We have reviewed the SFY 2026-2027 Unified Planning Work Programs (UPWPs) submitted by NYSDOT from the fourteen (14) Metropolitan Planning Organizations (MPOs) in New York State. In response to your March 6, 2026 letter, we hereby approve the 2026-2027 UPWPs for all fourteen MPOs in New York State.

We found that the UPWPs and their development processes complies with the requirements of Title 23 U.S.C. and 23 CFR Parts 420 and 450. Effective April 1, 2026, the MPOs in New York may proceed with the PL-funded activities as described in their State Fiscal Year (SFY) 2026-2027 UPWPs for the period covering April 1, 2026 to March 31, 2027.

For MPOs with large carryover balances, we continue to encourage that carryover balances be programmed on eligible planning tasks.

If you have any questions, please contact me at 518-431-8863.

Sincerely,

BENJAMIN R FISCHER
Digitally signed by BENJAMIN R FISCHER
Date: 2026.03.26 10:23:34 -04'00'

Benjamin Fischer
Senior Community Planner

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cc: Donald Burns, FTA Region 2
James Goveia, FTA Region 2
Anna Price, FHWA, HPM-NY
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Lisa Cataldo, NYSDOT Statewide Planning Bureau
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Julie Richmond, HOCTC
Adam Levine, NYMTC
Dennis Doyle, UCTC
Thomas Knipe, ITCTC
Michael Finn, GBNRTC
James D'Agostino, SMTC
Jennifer Yonkoski, BMTS
Joe Bovenzi, GTC
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U.S. Department
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April 15, 2026

Ms. Kimberly A. Lorenz
Director
Statewide Planning Bureau
Office of Policy, Planning, and Performance
New York State Department of Transportation
50 Wolf Road
Albany, NY 12232

Re: Approval of 2026-2027 UPWPs for New York State MPOs

Dear Ms. Lorenz:

The Federal Transit Administration (FTA) received your correspondence dated March 6, 2026, requesting approval of fourteen (14) adopted 2026-2027 Unified Planning Work Programs (UPWPs) for each of the following New York State Metropolitan Planning Organizations (MPOs):

1. Adirondack/Glens Falls Transportation Council, A/GFTC
2. Binghamton Metropolitan Transportation Study, BMTS
3. Capital Region Transportation Committee, CRTC
4. Dutchess County Transportation Council, DCTC
5. Elmira-Chemung Transportation Council, ECTC
6. Genesee Transportation Council, GTC
7. Greater Buffalo-Niagara Transportation Council, GBNRTC
8. Herkimer-Oneida Counties Transportation Council, HOCTC
9. Ithaca-Tompkins County Transportation Council, ITCTC
10. New York Metropolitan Transportation Council, NYMTC
11. Orange County Transportation Council, OCTC
12. Syracuse Metropolitan Transportation Council, SMTC
13. Ulster County Transportation Council, UCTC
14. Watertown Jefferson County Area Transportation Council, WJCTC

We find that these MPO UPWPs substantially meet the requirements of 23 CFR 450.308. Accordingly, we approve each of the work programs. As a reminder, FTA planning funds shall be administered in accordance with the provisions of 2 CFR 200 and 2 CFR 1201. Furthermore, the work program activities must be eligible under 23 U.S.C. 134 and 135 in addition to the provisions of 23 CFR 420 and 23 CFR 450.

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We continue to encourage that large MPO carryover balances be programmed on eligible planning tasks.

If you have any questions, please contact Raymond Tomczak at 212-668-2507.

Sincerely,

JAMES A GOVEIA

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Date: 2026.04.15 12:43:08 -04'00'

James Goveia

Team Lead
Office of Planning and Program Development

cc:

Raymond Tomczak, FTA
Donald Burns, FTA
Anna Price, FHWA – NY
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Nicole McGrath, FHWA – NY
Benjamin Fischer, FHWA – NY
Aaron Frankenfeld, A/GFTC
Jennifer Yonkoski, BMTS
Sandy Misiewicz, CRTC
Mark Debald, DCTC
Kevin Meindl, ECTC
James Stack, GTC
Michael Finn, GBNRTC
Julie Richmond, HOCTC
Fernando de Aragón, ITCTC
Adam Levine, NYMTC
Alan Sorensen, OCTC
Jim D'Agostino, SMTC
Dennis Doyle, UCTC
Kristopher Reff, WJCTC
Janet Ho, NYSDOT
Ross Farrell, NYSDOT
Lisa Cataldo, NYSDOT

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The Herkimer-Oneida Counties Transportation Council

In urbanized areas (with a population of 50,000 or more), federal planning law (23 U.S.C. Section 134 & 49 U.S.C. Section 5303) calls upon local officials to cooperate with states and public transportation providers to undertake a continuing, comprehensive, and cooperative (3C) multimodal transportation planning process. The Herkimer-Oneida Counties Transportation Council (HOCTC) is the designated Metropolitan Planning Organization (MPO) responsible for regional transportation planning in the Herkimer-Oneida Counties Urbanized and approved Metropolitan Planning Areas (MPA). The Herkimer-Oneida Counties Governmental Policy and Liaison Committee (GP&L) is the policy board of HOCTC. HOCTC is designated to carry out the metropolitan transportation planning process and directs the regional transportation planning process related to using federal funds. The MPO has final approval and authority on all major transportation decisions, policies, and programs developed through the MPO transportation planning process. By GP&L resolution, the Herkimer-Oneida Counties Transportation Study renamed itself the Herkimer-Oneida Counties Transportation Council (HOCTC), effective January 1, 2021. The GP&L is composed primarily of locally elected and appointed officials representing the interests of the citizens of Herkimer and Oneida Counties, officials from the State of New York, transit providers, social service agencies, and other stakeholders.

MPOs were created, in compliance with the Federal Highway Act of 1962, to establish regional transportation goals and objectives for Urbanized Areas with a population of greater than 50,000. HOCTC was created in 1963 by corresponding resolutions from Herkimer County and Oneida County to conduct this activity for the MPA, which encompasses the Utica Urban Area and the urban areas of Rome, Oneida, and Ilion-Herkimer and the remaining totality of Herkimer and Oneida Counties as a rural area. HOCTC shares responsibility with the New York State Department of Transportation (NYSDOT) to develop cooperative transportation plans and programs for the two-county area and provides a public forum for identifying transportation needs. Currently, funding is provided for the MPO by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) via current federal transportation legislation.

HOCTC authors and updates three documents that are common to all MPOs nationwide. They are 1) the Long-Range Transportation Plan (LRTP), a 20-year vision of transportation goals, objectives, needs, and projected growth for the two-county region; 2) the Transportation Improvement Program (TIP), a four-year program that lists priority capital transportation projects with identified costs, schedules, and funding sources, inclusive of all State and Federally funded transportation projects within the two-county region; and 3) the Unified Planning Work Program (UPWP), an annual work plan which identifies the transportation planning activities and tasks to be carried out by staff to achieve the goals, objectives, and actions established in the LRTP and support the projects listed in the TIP.

The three documents direct the activities of HOCTC staff and ensure that the MPO remains in compliance with the NYSDOT, FHWA, and FTA policies. Compliance with Federal law and regulations is required for the HOCTC to receive funding as one of the fourteen MPOs of New York State.

All documents are available on the HOCTC website at http://www.hoctc.org/.

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Unified Planning Work Program

Planning Area For Oneida & Herkimer Counties, NY

Herkimer-Oneida Counties Transportation Council - Metropolotan Planning Organization

LEGEND

- Principal Arterial Interstate
- Principal Arterial Expressway
- Principal Arterial Other
- Minor Arterial
- Major Collector
- Minor Collector
- Local

Oneida & Herkimer Counties Jurisdiciontal Roadways

ROADWAYS BY OWNERSHIP

81% Local

19% State/Federal

PLANNING AREA ENCOMPASSES

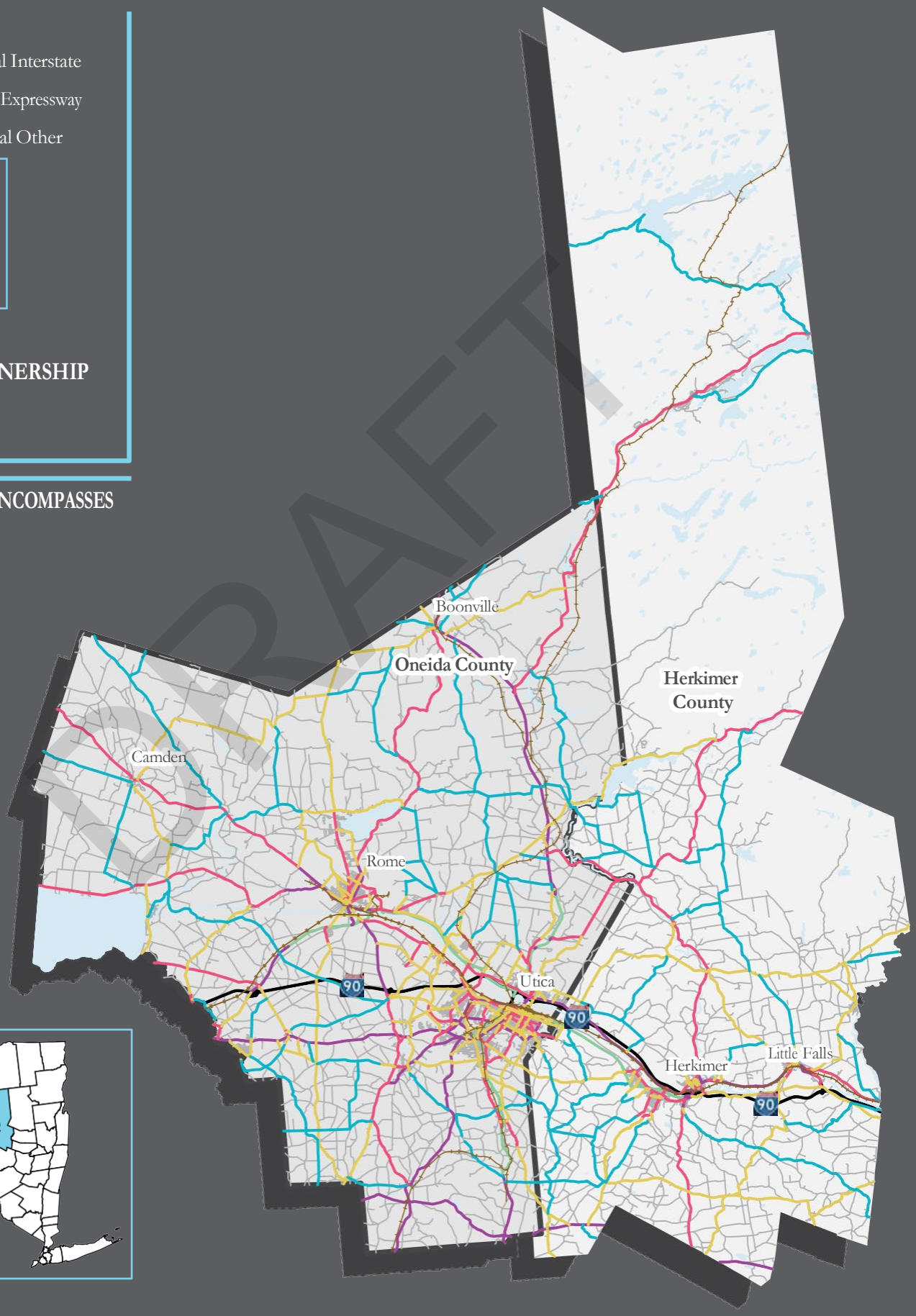
2,716 mi²

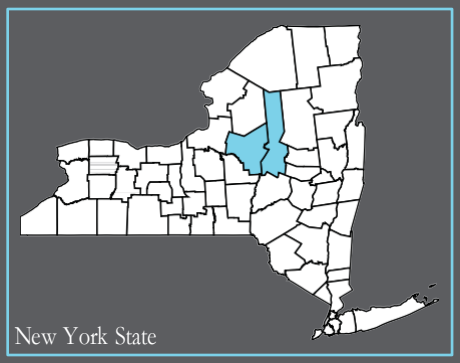
Oneida County

1,258 mi²

Herkimer County

1,458 mi²





2025 – 2026 Program Accomplishments

The following table provides status by Task and notes accomplishments achieved under the HOCTC 2025-2026 UPWP. All tasks were completed using FHWA and FTA funding, as appropriate.

TASK	STATUS
Program Support & Administration (ALI 44.21.00)	
General Administration & Development (21.10)	Ongoing oversight of financial accounting, office administration, and processes. This includes FTA and FHWA activities, UPWP program management, grant line administration, data and file management, and daily office operations. In addition, the staff prepares for and hosts all, including all follow-up TPC and GP&L meetings. (Submitted resolutions approved by the GP&L to NYSDOT, FHWA, and FTA.) Meetings are in-person, with virtual capabilities available for extraordinary reasons, as defined in the 2024 HOCTC Public Participation Plan (PPP).
UPWP & Semi-Annual Progress Reports (21.20)	Continuous work on programming tasks outlined in the UPWP. This includes management, regulatory compliance, and timely reporting. Progress reports are submitted twice yearly, and the UPWP is prepared annually.
Public Participation Program (21.30)	The HOCTC 2024 PPP continues to help guide the process behind public engagement in the MPO's work programs. Meetings of the TPC, GP&L, TCC, and all other MPO sponsored meetings are held at locations that are both ADA and transit accessible. Additionally, all meetings are posted on the HOCTC website and media notification is made following the PPP. The staff works with its host agency IT staff to maintain a website that contains approved and draft documents, relative links, project information, and MPO contact information. The 2024 document was utilized PPP as guidance to establish public outreach plans for the Non-Discrimination Demographic Analysis / Title VI Policy update, the Exit 31 Planning and Environment Linkages (PEL) projects, and the USDOT Safe Streets for All Safety Action Plan implementation.
Non-Discrimination Demographic Analysis / Title VI Policy (21.40)	An update to the HOCTC Non-Discrimination Demographic Analysis / Title VI Policy for 2025 was undertaken by staff in collaboration with the Oneida County Department of Planning. The plan guides the identification and to address adverse effects of transportation planning on minorities and low-income populations. As a part of this update, additional populations and characteristics also analyzed at the Census Block Group scale included: disabled and disabled veterans, poverty, Limited English Proficiency (LEP), the elderly, children under five, households without vehicles, levels of unemployment and education and minority distribution. Staff continued maintaining current Non-Discrimination/Title VI documents to ensure compliance with all State environmental and Federal Transit Regulations. HOCTC continued to assist Oneida County in maintaining compliance with Title VI by working with the Title VI Coordinator for Oneida County.

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General Development & Comprehensive Planning (ALI 44.22.00)	
Coordination with Partner Agencies (22.10)	HOCTC acts as an information clearinghouse and provides information to communities on how to incorporate bicycle, pedestrian, and non-motorized transportation into their local planning documents, policies, and practices. In addition, HOCTC shares grant and training opportunities for transportation planning efforts at the local level. HOCTC routinely attends meetings at the request of other agencies with questions regarding the transportation network, funding availability for projects, or those wishing to explore and build new partnerships.
Coordination with County & Municipal Land-use (22.20)	Staff continued to provide administrative oversight and coordinated with Federal and State transit grant recipients. HOCTC has been assisting the Oneida County Planning Department with the development of transportation datasets to use in their land-use planning work. This includes providing review comments when planning or zoning board cases are referred to the county through the New York State GML-239 process.
Roadway Safety Planning and Implementation (22.30)	The Oneida and Herkimer Counties Safe Streets and Roads for All (SS4A) Plan was completed in February 2025 and adopted by both County Legislatures in April 2025 utilizing a discretionary grant through the US Department of Transportation (USDOT). The Plan incorporated the goal and objective of reducing fatal and serious injury crashes for all modes by 50% by 2050. HOCTC GP&L policy committee adopted a Vision Zero Safe System Approach Policy on September 4, 2025, reaffirming the goal and objective established in the two-county plan. In September 2025, HOCTC established a Transportation Safety Subcommittee (TSS), and it will serve as the coordinating body to oversee the implementation of the Oneida and Herkimer Counties SS4A Safety Action Plan and be the responsible steward for implementing policy and process changes. HOCTC has conducted extensive community engagement including a survey, pop-up and tabling events. From July- November HOCTC has tabled at various events and collected feedback with the Safe Streets Reporter and other outreach and education materials as they are developed. HOCTC now has the original set of comments collected on the Safe Street Reporter during the plan development as a separate layer, so they can be distinguished as to where there are new and/or similar locations identified. A Technical Memorandum template was developed by HOCTC to assist municipalities with analysis of Priority Network Data, crash data, and identification of other safety issues for a specific segment of roadway of concern in addition to providing viable safety countermeasures. These municipal consultations are intended to give the municipality some resources and material to make them competitive for a variety of funding opportunities as they become available. HOCTC and Oneida County helped the Cities of Rome and Utica applied for USDOT SS4A Implementation funds in June 2025. Oneida County requested

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	implementation funding to construct proven safety countermeasures at six intersections and corridor segments in the City of Rome and three corridor segments in the City of Utica in the HOCTC designated Urban Areas.
Census Support / Statistical Analysis (22.40)	HOCTC continues to analyze data made available by the Census Bureau regarding the 2020 Decennial Census for use in MPO plans and for assisting member municipalities/organizations. Staff continues to review and analyze urban area boundaries, CTPP releases, American Community Survey data, and Economic Census data as it became available for use with studies/reports.
Long-Range Transportation Planning (ALI 44.23.00)	
Long-Range Transportation Planning – System Level - (ALI 44.23.01)	
Long Range Transportation Plan (23.01.10)	The HOCTC Long-Range Transportation Plan (LRTP) 2025-2045 "Going Places" serves as the guiding document to the overall transportation efforts in the region and was adopted in December 2024. As a result, the LRTP current emphasis areas, goals and strategies include a focus on mobility and accessibility, safety in transportation choices, coordination of transportation with land use planning, system preservation and environmental impacts. HOCTC worked closely with NYSDOT Region 2 to develop a fiscally constrained financial table, and an illustrative project list was reviewed by both Region 2 and FHWA. The illustrative project listing will provide guidance for future HOCTC Unified Planning Work Programs (UPWP). The projects include, but are not limited to, complete streets planning, implementation of the SS4A Safety Action Plan recommendations, and system preservation and maintenance of the existing transportation network. The Transportation Atlas build-out of the LRTP was initiated in June 2025 with consultant team at Transpo Group. The Atlas (a supplemental document to the LRTP) graphically represents the transportation system to the public and is updated in-between required update cycles of the LRTP. The Atlas was finished in December 2025 and is anticipated to be released early 2026. HOCTC also created an ArcGIS Hub project website where the document can be maintained and viewed. This site is also where the Transportation Atlas, Freight Analysis, and any other LRTP related studies will be accessible once they are complete.
LRTP Land-use Scenario Planning (23.01.20)	Land Use Scenario Planning is the final add-on task for the HOCTC LRTP and will commence upon completion of the Transportation Atlas and Freight Analysis. HOCTC has continued to utilize the most up to date and appropriate census data estimates within this boundary to apply the most relevant and effective models and decision-making practices. Building on historic land use and Census demographic analysis, HOCTC will start exploring scenario planning for the MPO.

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	This will include, but is not limited to, the future of the workforce, changes in travel and housing patterns, new technologies, and the environment. The basic areas to be analyzed include census data (population and household projection, etc.), environmental constraints, land use, community plans, infrastructure, and business development. The analysis will include stakeholder input, data development, projections, economic data, and GIS mapping. The anticipated start date for this project, which will include a Planning Workshop and a White Paper, is in February 2026 with an approximate six month timeline for completion. The workshop will discuss topics such as technology, environment, and demographics that will impact transportation in the region. The white paper will include scenario development, analysis of outcomes, and recommendations.
Freight Planning (23.01.30)	HOCTC is working with Transpo Group as the main consultant and Cambridge Systematics as the subconsultant for the LRTP Implementation Freight Network Analysis task. The Freight Network Analysis task has a set of primary objectives, which revolve around evaluating and identifying needs for improving the freight network within the HOCTC planning area. This involves assessing the current state of the freight network by conducting a comprehensive review of its existing conditions and aims to analyze both current and future freight transportation needs, considering factors such as demand trends, growth projections, and evolving industry requirements. The task also focuses on developing actionable recommendations to enhance the efficiency, safety, and sustainability of the freight network, ultimately promoting its growth and resilience. It plays a crucial role in supporting the Long-Range Transportation Plan (LRTP) and the overarching transportation planning process for HOCTC, ensuring that the freight network analysis aligns with the region's strategic objectives. The other objective is to identify trucks that are not typically captured within the data and tools utilized for Freight Movements. These trucks usually serve aggregate, agricultural and other items that are not tracked by data. The Freight and Truck Analysis Kickoff meeting was held on June 5, 2025. Transpo Group and HOCTC continue to hold bi-weekly update meetings. HOCTC staff and the consulting team organized a series of stakeholder interviews to gain a better understanding of freight movement in the region, economic development projects that will impact freight movement, and outlooks for future development and trends. The stakeholder interviews provided valuable input throughout and specifically for Section 4 of the technical memorandum – Needs and Recommendations. Transearch data and the NYS Freight Plan provided a basis for GIS analysis of current and potential future freight traffic in the area. The GIS analysis and mapping will inform the final deliverable in the form of technical memorandum. The Freight Analysis technical memorandum is in the draft stage and is anticipated to be completed in SFY Q4 2025.

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Planning and Environment Linkages Study (23.01.40)	HOCTC in partnership with the New York State Department of Transportation (NYSDOT) Region 2 is undertaking a Planning and Environment Linkages (PEL) Study centered on the transportation corridor at the NYS Thruway (I-90/790) Interchange 31 at North Genesee Street (NYS Route 921 C.) The Study will provide a comprehensive analysis related to the transportation corridor centered between I-90 to I-790, NYS Routes 5, 8,12, 49, and 921C, as well as local roadway network including Auert Avenue, Herkimer Road, Leland Avenue, and portions of Coventry Avenue and Trenton Road in the City of Utica, Oneida County, New York State. The study is the initial step in the planning and design process for this transportation corridor. The study will represent a collaborative and integrated approach to transportation decision-making that considers environmental, community, and economic goals early in the transportation planning process, thereby using the information, analysis, and products developed during planning to inform the development of feasible concepts, environmental review processes, and preliminary design. The study will be completed using the principles and initiatives of the FHWA Planning and Environmental Linkages (PEL) program. During the 2025-2026 planning period, the TAG met two times to discuss the concept designs and their screening process HOCTC also attends regular biweekly meetings with the consulting team and quarterly these meetings will include coordination with the NYSDOT Region 2 design team for updates on the Safety Project (PIN 2047.12) and the Multi-modal Connector Project (PIN 2047.07) taking place within the project study area. In addition to the TAG meetings, HOCTC also meets with FHWA on as needed basis to review and receive comments on deliverables. Public Meeting #3 was held on October 23,2025 and a survey was initiated and distributed to stakeholders and the public immediately following Public Meeting #2. The survey closed on January 31, 2025, and received a total of 191 responses. A second round of focus groups reconvened stakeholders who participated in the first round of focus groups for the I-90 Exit 31 Planning and Environment Linkages Study (PEL Study) were held in September 2025. FHWA approved a revised and expanded project boundary, as requested by the agency stakeholders. The study boundary was extended to the east and west to include entirety of exit ramps and the NY-49 split (Airport parcel) for possible on/off ramps and extended North to include portions of Coventry Avenue/Trenton Road north of Herkimer Road. The boundary adjustment required additional data collection and analysis and delayed the project schedule as further revisions to the Technical Memorandums and the Purpose and Need Statement were required to incorporate additional data.

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	This study will be completed using the FHWA Planning & Environment Linkages (PEL) process, utilizing SPR funds through the NYSDOT Main Office. One more TAG meeting will be scheduled to review the final report and recommendations. The draft project will be distributed to NYSDOT Region 2 for formal review and comment before circulating to FHWA for their 30-day review period. There will be one final public meeting in March 2026 to present the selected concepts that could potentially be advanced to a Detailed Design Process. The final PEL report is anticipated to be completed by Spring 2026.
Long-Range Transportation Planning – Project Level - (ALI 44.23.02)	
Bicycle, Pedestrian, and Non-Motorized Transportation Systems (23.02.40)	HOCTC has supported bicycle, pedestrian, and non-motorized transportation systems in a variety of ways. HOCTC has worked to identify and locate trails, trailheads, and parking areas. Additionally, HOCTC has endeavored to educate the public on how to be safe while utilizing trails. HOCTC has coordinated with Oneida County GIS staff for the assignment and maintenance of 911 addresses. This improves the safety of cyclists, pedestrians, and other non-motorized individuals as they move through the transportation network. HOCTC has created an Esri ArcGIS Online based StoryMap that functions as an interactive version of the 2024 Bicycle and Pedestrian Guide, incorporating many elements of the document. The StoryMap is regularly updated to include updated trails and information, including seasonal updates. HOCTC staff began developing a "Sidewalk Inventory & Methodology" during this reporting period. HOCTC completed a detailed draft of this document in coordination with NYSDOT Region 2. The document covers a review of existing inventory methods across several sources including the Cities of Toronto, Philadelphia, Chicago, and Syracuse specifically. Once finalized, this document will act as the framework utilized by staff to identify gaps and needs within pedestrian networks and set priorities and goals towards improving them. The inventory process will involve various GIS and remote mapping resources and include the creation of new digital spatial network data. HOCTC staff finalized the methodology and have begun testing that methodology on the Village of Sylvan Beach. It is expected to grow the digital sidewalk inventory using that test municipality as a starting point and will revisit any needed updates to methodology through SFY Q4 2025 and expand the collection area in SFY Q1 2026.
Transit Enhancement and Mobility Management Activities (23.02.50)	Staff continue coordination between the MPO and Oneida County for urban transit service provided by CENTRO of Oneida, Inc. (CENTRO). HOCTC also attends Central New York Regional Transit Authority (CNYRTA) Board meetings. HOCTC's staff is in the process of updating HOCTC's Cooperative Planning Agreement among HOCTC, NYSDOT, and CNYRTA; the last executed agreement

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	was in 2009. The Oneida County attorney has reviewed it and now CNYRTA staff is reviewing it. Once CNYRTA reviews and returns comments, it will be emailed to NYSDOT for their review and comments. The final steps will be circulating the final agreement for signatures, and then it will be put on the agenda of HOCTC's policy committee, the Governmental Policy and Liaison (GP&L), meeting in February 2026 for their review and approval. NYSDOT awarded Oneida County the 2021-2023 Section 5311 funding for the Mobility Management Project for Oneida County. The award contract between Oneida County and NYSDOT was executed on December 31, 2024, and Oneida County then released an RFP for the awarded 2021-23 Section 5311 Mobility Management Grant. After the proposals were received and logged, they were reviewed and evaluated. Oneida County then entered into a consultant contract with the Transpo Group, which was executed on July 1, 2025. HOCTC staff compiled and submitted the 2024-2025 Section 5311 Rural Assistance Grant application for Mobility Management to NYSDOT on February 4, 2025, with signature copies following in March 2025. This grant application will continue the Mobility Management scope of work started with the 2021-2023 5311 Mobility Management award grant. Oneida County/HOCTC is now waiting for the notice of award for the 2024-25 grant. The Transportation Coordination Committee (TCC), a subcommittee of the Transportation Planning Committee (TPC) provides a platform for human service agencies and transit operators to discuss the transportation gaps and needs in Oneida and Herkimer Counties. TCC continues to serve in a larger role as the Technical Advisory Committee (TAC) for the implementation of the 2025-2028 HSTP. The TCC had meetings on April 16, 2025 and on October 7, 2025. The TCC will continue to meet as needed with the goal of supporting implementation of the HSTP 2025-2028 and Section 5310 program solicitations from NYSDOT. On September 2, 2025, NYSDOT released the solicitation for the 2025 Section 5310 applications. HOCTC staff has notified the member agencies of HOCTC Transportation Coordination Committee on NYSDOT's solicitation. HOCTC staff developed an Evaluator's timeline based on NYSDOT's timeline. The HOCTC standing 5310 Evaluators Committee was contacted for interest and availability and was also sent the HOCTC Evaluators timeline. As a part of Mobility Management, the Regional Mobility Coordination Council (RMCC), was established to foster collaboration across partners, advance access and equity in transportation, build a sustainable and reliable transportation network, and increase awareness and utilization of services. The RMCC had its kick-off meeting in November with bi-monthly meetings to follow. To assist the RMCC, HOCTC is supporting the development of a "mobility concierge" to create a centralized resource that makes all transportation options readily available in one location to help providers identify appropriate transportation for clients.

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Short Range Transportation Planning (ALI 44.24.00)	
Short Range Transportation Development (24.10)	This task provides continued support of Herkimer and Oneida County member municipalities for requests, including, but not limited to, providing land use data, census information, transportation data, and reviewing transportation elements of plans, programs, projects, and immediate needs requests as they relate to planning issues.
Geographic Information Systems (24.20)	The GIS activities in HOCTC continue to build and maintain current transportation-related spatial data. Staff continually monitor the status of data accuracy and completeness. This results in a continuous build-out of robust enterprise-level datasets and provides transportation GIS data to broader audiences while allowing for the development of more refined analysis. Staff attended NYS GIS association seminars and meetings to increase exposure to the latest technologies in the field of mapping and data collection. Staff members have served as directors and committee members for the NYS GIS Association, and one senior analyst is actively involved in steering Statewide GIS activities as a current member of the NYS Geospatial Advisory Committee (NYSGAC). This body convenes and makes recommendations to the NYS GIS program office as to which geospatial data collection efforts should be funded and supported. Staff continue to use the Crash Location and Engineering Analysis Repository (CLEAR) to analyze where crashes are occurring and to identify hot spots with high-frequency crashes. The results show an increasing level of accuracy with newer data in both attribution and the spatial position of the crash. The CLEAR data is a vital tool for addressing traffic safety issues in our region. These data sets featured prominently in current safe streets analysis as well as multi-modal and pedestrian corridors. Oneida County and HOCTC continue to work cooperatively with a drone collection program. Three staff members have been certified as pilots to commercially operate UAS (Unmanned Aircraft Systems). Our FAA registered Mavic 3 Enterprise drone is actively used for collecting imagery, modeling terrain and intersection geometry to the centimeter level, observing traffic patterns, condition assessments and in conjunction with ever evolving transportation-related data needs and projects. Frequently survey grade ground control is placed with GPS observations collected as necessary to perform high-end photogrammetric processing. All post-processing is done using the ESRI product Drone2Map, which is obtained via ESRI License Agreement with NYSDOT. Furthermore, the graphic design artist on staff has tested the camera on the drone with specific camera settings for different environmental conditions. Drone imagery and video collected is used in reports, projects, studies, and developing public information materials. Currently, traffic count and pavement condition web mapping applications are running from www.ocgov.net/planning. Some data is available to the public,

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	while other data is accessible only to staff, due to its sensitive nature. These map applications are platform-independent and will run on any PC or mobile device.
Road Centerline / Address Correction/Street Address Mapping (24.30)	Oneida County continues to operate successfully in the maintenance phase of street and address updates. This effort is coordinated with Oneida County E911 representatives and with the NYS effort known as Street Address Mapping (SAM). HOCTC/Oneida County has reached an agreement with the NYS GIS Program office to update the Statewide address point file, once a quarter for import into the Statewide dataset. Oneida County E911 has contracted with a new Computer-Aided Dispatch (CAD) vendor and went live with the new product in July of 2025. To prepare for the new vendor, SAM point and street centerline fields and attributes were formatted to meet compatibility requirements of the new vendor, and data was updated for completeness and consistency. Data is updated regularly to incorporate new addresses and street centerlines, along with revisions and corrections. Herkimer County Office of Emergency Services has resumed duties associated with assigning, reviewing, and verifying addresses in Herkimer County utilizing the mapping platform in their CAD system and the MPO has continued to act in an advisory capacity for point address corrections. Data is routinely submitted to the State for incorporation into the Statewide dataset, which HOCTC can then download. Staff from HOCTC collaborate with the addressing staff from Herkimer County whenever questions arise, specifically in areas along the Oneida and Herkimer County line. Another round of road scoring will start when winter is over.
Modeling & Forecasting (24.40)	Traffic count processing and data acquisition are ongoing tasks for the GIS unit. Transportation modeling/forecasting, both macro and micro, requires traffic counts at specific strategic locations throughout the modeling network. Staff have coordinated with NYSDOT region staff and mapped both existing count locations and count request locations. Count data can be used as input data for small-scale, rudimentary project specific consultant supported modeling and Synchro Analysis (traffic simulation software). Future forecasting requires mapping and GIS support. To anticipate where development will occur, land-use layers including open space, zoning, tax parcel information, existing water and sewer networks, and other data guide staff toward accurate future land-use projections and assist with consultant supported work. HOCTC staff continues to attend training and leverage access to tools made available through NYSDOT that can augment forecasting efforts, such as Replica and NYS's new Demand Analysis Tool. They also explore additional datasets, such as the information provided in platforms such as GeoTab, AVAIL Labs, Tom Tom, and Transearch, to assist with Freight movements.

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	As a small MPO, HOCTC lacks a Travel Demand Model (TDM). During the initiation of the LRTP Implementation Land-Use Scenario Task, HOCTC will explore whether there is a need to develop a "Hybrid" TDM which blends aspects of traditional four-step models and activity-based models, since population growth is flat for the MPO region, or whether alternatives such as Replica, may suffice.
Functional Classification (24.50)	The GIS unit is currently using the NYSDOT online traffic data viewer as the official source of functional class information for non-state Federal Aid Roads. Traffic is consistently monitored via counts and census data. The Census 2020 Urban Boundary has been incorporated and used in conjunction with the collected traffic count data. New rules for boundary formation have shifted the FHWA urban footprint in Oneida and Herkimer Counties. With this new boundary and definition, HOCTC will continue to evaluate changes that are needed to the functional classes of roads in Herkimer and Oneida Counties.
Road Scoring / Pavement Management (24.60)	Road scoring for 2025 has been completed with analysis and data summarization ongoing. The observed condition data was collected using NYSDOT's scoring system from 1-10 and will be delivered to the County and local municipalities for paving schedules and system analysis. HOCTC has teamed up with Oneida County to complete road scoring on county roads. That data collection will be used to assist with paving and road asset management and capital project planning going into 2026. The pavements are scored using ArcGIS Pro 3.5.1 and positional information from a hand-held Trimble GPS unit. The GPS position verifies the section of the road, allowing staff to break a network segment if the pavement condition changes drastically somewhere in the middle of a pre-existing segment. The report will graphically compare 2018-2024 results to assess how well roads are being maintained. The collection methodology was identical in this span; therefore, the analysis between them accurately reflects the change in pavement conditions. Staff are starting to see trends of where and when the pavement begins to deteriorate rapidly and can relate it to infrastructure investments. This information can be used to strategize the best time and type of maintenance activity for a particular infrastructure.
Traffic Counting (24.70)	HOCTC continues to take part in the NYSDOT County Counter Program. This program was created by NYSDOT and provides the equipment, training, and software necessary to collect traffic count data. HOCTC staff provides the labor for counter placement and data processing. The collection of 2025 seasonal counts will be summarized in the following report. The 2025 counts will be processed during SFY 2025 Q4 and SFY 2026 Q1. HOCTC delivers the counts to the NYSDOT Main office in small batches for inclusion in their NYSDOT online traffic data viewer. All counts collected include

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	volume, speed, and class observations. All our counts are immediately available in the Traffic Counts App.
Transportation Improvement Program (ALI 44.25.00)	
TIP Update & Maintenance (25.10)	HOCTC recently updated the Transportation Improvement Program (TIP) to reflect federally funded transportation improvements for the FFYs 2025-2029, which included a review of all guidance from NYSDOT and FHWA and estimated allocations. An illustrative list of projects is included in the update which is based on solicitation from member municipalities within the Metropolitan Planning Area. The TIP was adopted by the GP&L in June 2025 along with HOCTC Self Certification and Project Selection Process and Policy for 2025-2029. The continuing maintenance of the 2023 – 2027 Transportation Improvement Program (TIP) includes tracking amendments prepared for the GPL, processing administrative modifications and written justifications, submitting actions to e-STIP for agency approval, ensuring fiscal constraint, and projection of long-term needs within the TIP. HOCTC actively works with NYSDOT Region 2 and Transit Operators to maintain a capital program that is fiscally constrained and meets the area's transportation needs. HOCTC staff developed the TIP GIS database and the TIP Project Viewer to make project data available to the public via HOCTC's website. The interactive map is available at: https://maps.ocgov.net/portal/apps/webappviewer/index.html?id=8cd41679f62f4e09a10a2b754f2d99a5
Other Activities (ALI 44.27.00)	
Support for Shared Cost Initiatives & Activities of the NYS MPO Association (27.10)	HOCTC continues to support NYSAMPO by contributing dues from its annual apportionment. Additionally, participation in all the current NYSAMPO working groups provides significant value to the work program: Safety and Bicycle/Pedestrian, Transit, Public Engagement, GIS, Modeling, Freight, and TSMO. HOCTC also participates in and supports SCIs and SPR projects whenever applicable to the needs of the MPA.
Direct & Indirect Costs (27.20)	This is a tracking mechanism for direct and indirect costs associated with the program task work, as outlined in the UPWP for HOCTC staff. Direct and indirect items include items needed to administer the program, and acceptable costs within federal and state regulations for Metropolitan Planning Organizations.

Development of the Unified Planning Work Program

The UPWP is an outline of the transportation planning, programming, and budgetary activities that HOCTC, as the MPO for Oneida and Herkimer Counties, will undertake for the State Fiscal Year (SFY) 2026, which runs from April 1, 2026, to March 31, 2027.

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This UPWP is developed to advance the coordination of transportation and transportation-related planning activities in the Metropolitan Planning Area (MPA), encompassing the entirety of Herkimer and Oneida Counties. The UPWP consists of specific tasks focused on federal, state, and local goals for the two-county transportation system, defining the work program. The UPWP provides an overview of the area's transportation planning program to elected officials, government agencies, and Herkimer and Oneida Counties citizens. The development of the UPWP allows individuals and agencies to provide input and understand the transportation planning tasks scheduled to be undertaken. Additionally, the UPWP serves as a coordination mechanism and guide for HOCTC staff undertaking the outlined tasks. Finally, the UPWP provides a series of benchmarks and a record of past, current, ongoing, and proposed activities to the federal, state, and local agencies providing funding.

Over the past six decades, there have been regular revisions to the basic "Three C" (Comprehensive, Cooperative, and Continuing) framework through which MPOs plan their region's transportation system. MPOs must consider resiliency, reliability, and stormwater impacts in their LRTPs, as well as enhancing travel/tourism with a heightened focus on performance-based, outcome-focused planning, and planning for freight movements is further emphasized. The UPWP development process is guided by the federal planning factors in the IIJA/BIL. The planning factors are economic vitality, safety, security, accessibility and mobility, environment, energy conservation, quality of life, integration & connectivity, management and operation, preservation, resiliency & reliability, and travel and tourism.

The 2026 – 2027 UPWP was developed through a collaborative process involving HOCTC staff, the planning and policy committees, partner agencies, and a public comment period. These ideas were combined with ongoing activities and carryover projects from the 2025-2026 UPWP, input from NYSDOT Region 2, the NYSDOT Main Office call letter, and the IIJA/BIL.

NYSDOT's main office, FHWA, and FTA are provided the draft document approximately one month before the meeting at which the UPWP is presented to the GP&L. Concurrently, the 2026-2027 UPWP was made available for a 30-day public review period before presentation to GP&L. During this time, the document is provided to the Planning Committee and other agencies. In addition, the draft was available online at http://www.hoctc.org/ and our Public Participation Plan was utilized to reach out to the metropolitan planning area.

Upon review, the GP&L finds the 2026-2027 UPWP to meet the HOCTC mission, support the planning principles, the LRTP 2025 – 2045 goals, the Federal and State transportation legislation, and further transportation planning in Herkimer and Oneida Counties. Once approval is obtained, the UPWP is submitted to NYSDOT for submission to FHWA and FTA.

Transportation Planning Activities Statewide

As part of UPWP development, the fourteen MPOs in New York State, working as the NYS Association of MPOs (NYSAMPO), reserve a limited amount of federal transportation planning funds to collaboratively fund a series of statewide shared cost initiatives (SCIs) and joint pay annual dues to the Association of Metropolitan Planning Organizations (AMPO). NYSDOT has made FHWA Statewide Planning and Research (SPR) funds available to NYSAMPO to supplement SCIs funded with FHWA PL and FTA MPP funds. The SCI program has been in operation since FY 99/00.

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Statewide Shared Cost Initiatives (SCIs) Summary

Activities include but are not limited to reviewing best practices for topic areas within transportation planning, facilitation of a bi-annual transportation planning conference, and NYSAMPO Association sponsored professional development and training opportunities. HOCTC will continue to participate in these initiatives. The NYSAMPO Association and NYSDOT have agreed to set aside 2026-2027 planning funds for the following agreed-upon SCIs:

- **NYSAMPO Staff Support and Conference**

Objective: Provide administrative and technical support for NYSAMPO efforts, including working groups.

Cost: $300,000 total ($200,000 FHWA PL / $40,000 toll credits; $80,000 FHWA SPR / $20,000 State match)

Lead Agency: Capital Region Transportation Council

- **Continuous Traffic Signal Count Data Conversion to Historic**

Objective: Analyze the feasibility of applying NYSDOT's methodology for capturing continuous traffic signal counts and converting it to historical counts for locally owned traffic signals.

Cost: $200,000 total ($200,000 FHWA PL / $40,000 toll credits)

Lead Agency: Greater Buffalo Niagara Regional Transportation Council

- **NYSAMPO Staff Training**

Objective: Provide relevant training and professional development opportunities for the staff and member agencies of MPOs.

Cost: $155,410 total ($117,756 FHWA PL / $23,551 toll credits; $37,654 FTA MPP / $9,414 NYSDOT IKS)

Lead Agency: Genesee Transportation Council

- **AMPO Dues**

Objective: Ensure that MPOs are aware of and considered in the development of national transportation policy.

Cost: $54,430 total ($54,430 FHWA PL / $10,886 toll credits)

Lead Agency: Binghamton Metropolitan Transportation Study

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- **Data Purchase**

Objective: Conduct a needs assessment to identify data gaps by reviewing relevant data resources MPOs currently have access to. Based on the needs assessment results, identify and purchase the data resources that meet statewide needs.

Cost: $293,113 total ($293,113 FTA MPP / $73,278 NYSDOT IKS)

Lead Agency: Syracuse Metropolitan Transportation Council

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Other Federally Funded Transportation Planning Activities

This table provides a listing of NYSDOT Statewide Planning & Research (SPR) funded projects that occur in the HOCTC MPA, NYSDOT Region, or have statewide benefits for all metropolitan planning organizations.

SPR #	Project Title	SPR Funding	Short Description
SP-21-07	Interstate 90 Exit 31 Interchange Reconstruction Feasibility Planning Study	$800,000	The I-90 Exit 31 Interchange Transportation Scoping/PEL Study will utilize the Scoping/PEL process to develop, evaluate, and select alternatives to carry into the NEPA process to address identified needs in the study area. The Study will be completed in a manner in accordance with the FHWA PEL process.
C-17-53	Pavement Condition Data Collection Services	$20,500,000	Collect pavement condition data as necessary to comply with annual state & federal requirements & NYSDOT pavement management practices & develop & maintain a system to track location, dimension & condition of other highway-related assets.
C-17-56	Statewide Coordination of Metropolitan Planning Programs	$600,000	Support & maintain the ongoing coordination of metropolitan planning programs in NYS for statewide benefit; ongoing collaboration of the 14 MPOs; & ongoing coordination of metropolitan & statewide planning programs.
C-17-59	Traffic Data System	$3,890,100	Implement an automated traffic data management system application.
C-18-55	New York State Transportation Master Plan	$2,000,000	Produce an updated, statewide long-range transportation plan to coordinate federal & state transportation planning activities.
SP-20-02	NPTS, CTPP, Intercity Travel (ATS) and Travel Patterns for NYS	$3,580,617	Establish a research & analysis capability with Oak Ridge National Labs (ORNL), Center for Transportation Analysis, to assist NYS in analyzing national data.
SP-20-03	Research, Development & Support of an Integrated Planning & Performance Data & Analytics	$2,600,000	Leverage the current analysis tools to research & further integrate travel time datasets & available open-source analytics tools w/other transportation, economic & demographic data to support efficient & consistent planning & analysis.

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	Framework (PPDAF)		
SP-21-02	Program & Project Management System Support Services	$1,588,328	Provide support services for post-implementation of a Department-wide enhanced & improved enterprise-level program & project management system to facilitate improvements to capital program delivery.
SP-21-04	Highway Oversize/ Overweight Credentialing System (HOOCS)Phase 2	$1,950,000	Implement a Commercial Off-the-Shelf (COTS) HOOCS software solution & obtain accompanying integration services necessary to fulfill NYSDOT's Central Permitting Bureau's business requirements. Phase 2 will advance functionality of HOOCS.
SP-21-06	Accelerating the Use of Integrated Incident Management System (IIMS) for Traffic Incident Data Collection and Management	$295,000	Demonstrate the ability of an enhanced IIMS to provide improved sharing of incident reporting between First/Secondary Response teams & operations centers to improve situational awareness, enhance coordinated response to incidents & safety of incident scenes, reduce incident duration & impact (lane closures, delay, & occurrence of secondary incidents) using analytical tools that correlate IIMS with vehicle sensor & other data sources.
SP-21-08	Continuous Count Traffic Count Program, Zone 1	$5,472,069	Provide better coverage, distribution & differentiation by functional classification of roadway, geographic area & seasonality of traffic patterns. Zone 1 includes the eastern half of the state (Region 1, 2, 7, 8, 9)
SP-21-09	Continuous Count Traffic Count Program, Zone 2	$10,634,500	Provide better coverage, distribution & differentiation by functional classification of roadway, geographic area & seasonality of traffic patterns. Zone 2 includes the western half of the state (Region 3, 4, 5, 6)
SP-22-03	Statewide Mobility Services Program	$7,882,320	To continue and expand on NYSDOT's agency-wide efforts to support and encourage the use of sustainable and efficient modal options for travel. It will build on the efforts of the existing Statewide Active Transportation Demand Management (ATDM) and will include additional technical assistance program elements, policy research, pilot initiatives, and partnerships with employers, large institutions, destination, neighborhood, and community organizations, local governments, and mobility providers. Work products are expected to result in products that specifically integrate

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			mobility into existing NYSDOT policies, programs, projects, and protocols. This will include but is not limited to regional and state-wide project development, prioritization, and programming; corridor plans; integrated multi-modal systems management and transportation management center (TMS) operations; and freight analysis.
SP-22-06	TRANSEARCH Data	$1,355,001	The NYS Department of Transportation (NYSDOT) desires to maintain and regularly update key data and forecasts to support short and long-range economic development, infrastructure, and environmental quality planning throughout the state. The achieve this goal, the DOT needs modal commodity freight flow data and profiles of the state and sub-state areas, trade areas and projections of this data into the future.
SP-23-02	Highway Work Permit System Enhancement	$696,000	Continue developing enhancements to the design of the PermaTrack online system for highway work permits (HWP) and implantation of system.
SP-23-03	NYS Resiliency Improvement Program	$350,000	Develop a NYS Resilience Improvement Plan (RIP) to help guide the immediate and long-range planning activities and investments of the State in respect to the resilience of the surface transportation system.
SP-23-04	Employment / Establishment Data Acquisition	$400,000	Access up-to-date employer and establishment data containing industry classification, employment, and sales information that will contribute to modeling the use of a multimodal system by highlighting demand and supply areas, anticipating growth of need, and increasing safety.
SP-24-03	Speed Probe Data	$98,499	The goal of this project is to purchase floating car probe data to establish performance targets to assess travel reliability, congestion and emissions, and to perform other analyses and visualizations of road performance for both passenger cars and trucks.
SP-24-05	Short Count Traffic Program (2025-2029)	$24,000,000	The goal of this project is to provide for the collection of traffic data across NYS. This will be achieved by contracting for the collection of that data. NYSDOT's 11 Regions, including Interstates and Expressways.
SP-25-02	Statewide Coordination of	$100,000	The goal of this project is to support and maintain the ongoing coordination of the metropolitan planning programs in NYS for

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	Metropolitan Planning Programs		statewide benefit; the ongoing collaboration of the fourteen (14) metropolitan planning organizations (MPOs).
SP-25-03	Bus Safety Inspection Program	$459,930	The goal of this project is to replace the existing 25+ year old mainframe system with a new modern server-based IT system.
SP-25-04	Pavement Condition Data Collection Services	$4,153,049	The goal of this project is to collect pavement condition data as necessary to comply with annual state and federal requirements and NYSDOT pavement management practices and to develop and maintain a system by which to track location, dimension, and condition of other highway related assets including: HPMS Data Requirements (pursuant to 23 CFR 490); State Touring and Reference Route System Pavement Condition Assessment.
SP-25-05	State Rail Plan	$2,000,000	The goal of this project is to update the NYS Rail Plan, which will provide a comprehensive plan for the immediate and long-range planning activities and investments of the State with respect to freight, intercity passenger, commuter, and tourist rail.
SP-25-06	Demographic, Economic, and Construction Materials Forecasts	$500,000	The goal of this project is to provide ongoing and future information on current conditions and forecast the information on demographics, economic trends and drivers, construction materials, as well as connections to leading economists which will provide NYSDOT insight into how travel patterns and needs may change.
SP-25-07	Wildlife Habitat Connectivity	$683,700	This project supplements wildlife habitat connectivity efforts with additional scope of work and resources to improve connectivity.
SP-25-08	Continuous Counts	$140,000	The goal of this project is to conduct the continuous count traffic count program with full performance-based maintenance and upgrade services to provide better coverage, distribution, and differentiation by functional classification of roadway, geographic area, and seasonality of traffic patterns.
SWWP248	NYS Wildlife Crossing Pilot Program	$149,500	To obtain a consultant to create a toolkit assisting decision-makers in identifying and prioritizing roadways throughout NYS in need of reduced Wildlife-Vehicle Collisions (WVCs).

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Federal Transportation Legislation

The Infrastructure Investment and Jobs Act (IIJA)

Signed into law on November 31, 2021, the IIJA is a five-year fully- funded $567.1 billion federal surface transportation authorization bill that replaces the previous law and represents a 56.4 percent spending increase over the FAST Act.

The IIJA provides $550 billion in new infrastructure spending, above current baseline levels, for all modes of transportation, water, power and energy, environmental remediation, public lands, broadband, and resilience. Of that amount, $274 billion is allocated to transportation programs, which include $89.8 billion in increased Highway Trust Fund Contract Authority and $184.1 billion for direct appropriations for Highways, Transit Safety, Railroads, Airports, and multimodal Grants and Ports.

Planning Factors

Under Federal transportation legislation, ten planning factors provide a framework for transportation planning and development in the MPO planning area. These planning factors strive to:

1. Support the economic vitality of the MPA, 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 of people and freight.
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns.
6. Enhance integration and connectivity of the transportation system, across and between modes throughout the state, for people and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the transportation system.
9. Improve resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
10. Enhance travel and tourism.

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The relationship between 2026-2027 UPWP Tasks and the IIJA Planning Factors is shown in thefollowing:

PLANNING TASK → **Planning Factors**	*44.21.00 – Program Support & Administration*	*44.22.00 – General Development & Comprehensive Planning*	*44.23.01 – Long-Range Transportation Planning – System Level*	*44.23.02 – Long-Range Transportation Planning – Project Level*	*44.24.02 – Short Range Transportation Planning*	*44.25.00 - Transportation Improvement Program*	*44.27.00 – Other Activities*
Economic Vitality	X	X	X	X	X	X	----
Safety	----	X	X	X	X	X	----
Security	----	X	X	----	X	X	----
Accessibility & Mobility	----	X	X	X	----	----	----
Environment, Energy Conservation Quality of Life	X	X	X	X	X	X	----
Integration & Connectivity	----	X	X	X	----	----	----
Management & Operation	X	X	----	----	X	X	----
Preservation	----	X	----	X	X	X	----
Resiliency & Reliability	----	----	X	X	X	----	----
Travel & Tourism	----	X	X	X	X	----	----

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Performance-Based Planning and Programming (PBPP)

In addition to the ten planning factors, the Federal Regulations contain the following national goals. USDOT has developed performance measures to advance these goals. Beginning in early 2018, HOCTC has adopted targets for several performance measures (i.e., bridge and pavement conditions, freight, safety, system performance, and transit asset management). HOCTC will continue to work with its state and federal partners to ensure that all plans, projects, and activities of the MPO are carried out in compliance with federal transportation authorizations. This is done in conjunction with ensuring that the MPOs' goals and objectives are aligned with the goals and objectives adopted by the NYSDOT, FTA, and FHWA. The National Goals established are outlined below:

1. Safety: To achieve a significant reduction in traffic fatalities and serious injuries on all public roads.
2. Infrastructure condition: To maintain the highway infrastructure asset system in a state of good repair.
3. Congestion reduction: To achieve a significant reduction in congestion on the National Highway System.
4. System reliability: To improve the efficiency of the surface transportation system.
5. Freight movement and economic vitality: To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development.
6. Environmental sustainability: To enhance the performance of the transportation system while protecting and enhancing the natural environment.
7. Reduced project delivery delays: To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

The HOCTC 2026-2027 UPWP consists of several planning tasks that directly support the Federal transportation legislation's Planning Factors and performance measures to advance identified national goals. Many of the national planning policy goals align closely with the policy goals as laid out in the HOCTC Long-Range Transportation Plan 2025-2045 Going Places 2045. As such, particularly as it relates to safety, system preservation, mobility and accessibility, environmental impacts, and transportation and land use coordination. These activities are integrated across nearly all new or carryover work tasks and planning products.

Funding

Under the current federal transportation legislation, HOCTC's operation is provided via pass-through funding from NYSDOT. This planning funding, like other Federal transportation funding, is administered through the NYSDOT as a reimbursement program. HOCTC must first undertake the planning activities, and its HOST agency incurs first-instance costs. Then, reimbursements are requested for activities monthly.

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In addition to the annual allocation for the 2026-2027 UPWP, HOCTC has available allocated program funds from prior UPWP budget years. These are FHWA PL funds that were apportioned and obligated for HOCTC, but which were not fully expended during the Federal Fiscal Year (FFY) in which they were first made available. Through the practice of fiscal constraint and conservative programming over many years, HOCTC has a backlog of unspent FHWA PL funds. The carryover of planning funds provides additional capacity for the MPO to undertake larger-scale planning studies, develop and support a local transportation planning study, obtain technical expertise using consultants, and address unmet needs in member municipalities.

Fund Balance

As previously mentioned, the fiscally conservative practices of the MPO have provided backlog funding to allow capacity to remain at the same levels of previous programming years. Maintaining the operational capacity for the 2026-2027 program year relies on the utilization of backlog funding. Backlog funds were programmed into the 2026-2027 UPWP, starting with the oldest allocated FFY dollars first. The utilization plan allows HOCTC to maintain a modest backlog to supplement operational and staff capacity, while actively drawing on the previously allocated funds.

Matching Funds

Federal funding does not pay for the entire transportation planning program laid out in the 2026-2027 UPWP. The match rate is 80% Federal share and 20% Non-federal share (which is comprised of 15% State and 5% Local). The local match is provided with in-kind services by the Oneida County Department of Planning. These in-kind services are eligible as matching funds per federal regulations.

2026-2027 Funding Summary

The figures below only represent the Federal funding allocation; they do not include local match amounts. The total value of the Federal funding allocation for the 2026 – 2027 UPWP is $634,283.

The HOCTC 2026 – 2027 UPWP federal funding allocation:

- Federal Highway Administration funding of $550,808
- Federal Transit Administration funding of $83,475

Budget Tables

The 2026-2027 HOCTC Budget Tables are in Appendix A. The first two tables represent the funding agencies that support HOCTC's work as a Metropolitan Planning Organization utilizing funding from the Federal Highway Administration Metropolitan Planning (FHWA PL) and Federal Transit Administration Metropolitan Planning Program (FTA MPP). The third budget table represents the combined budget that HOCTC uses in planning MPO work tasks. Carryover (backlog) FHWA PL funds were programmed into the 2026-2027 UPWP, starting with the oldest allocated FFY dollars first. There are no FTA MPP carryover funds available or used in this program. An additional table has been provided to identify the utilization of FHWA PL funds for contractual obligations. All existing, programmed, and potential contractual funds are identified and linked to Tasks within the UPWP.

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Administration of the HOCTC UPWP

To accomplish the activities outlined in this UPWP, HOCTC has adopted the following administrative procedures. The first part describes the various staff undertaking HOCTC activities; the second part defines their coordination and direction.

Staffing

The work proposed herein will be accomplished by HOCTC staff. The UPWP is supported by in-house HOCTC staff, the NYSDOT Main Office staff, and the NYSDOT Region 2 Planning and Program Management Group staff. In addition, the staff of the Herkimer-Oneida Counties Comprehensive Planning Program (HOCCPP) has occasionally been assigned specific task responsibilities. Details of agency responsibilities are shown in the task descriptions. Limited staff assistance and non-professional support services may be drawn from participating HOCTC agencies for HOCTC activities not included in an agency's work program. Such an arrangement shall only be made with the consent of the respective agency director.

The composition of the HOCTC, NYSDOT, and HOCCPP staff as they relate to HOCTC is described below:

- Herkimer-Oneida Counties Transportation Council (HOCTC)

  HOCTC is staffed by permanent in-house professionals who are responsible for carrying out the transportation planning program at the local level. This staff pursues specific HOCTC planning program elements under the direction of the GP&L and TPC Committees. The HOCTC staff presently consists of a Director, a Principal Planner, a Senior Planner, a Planner, and a Planning Specialist. Support services are provided by accounting, administrative, and clerical staff HOCCPP personnel in coordination with HOCTC. Technical and GIS staff support is provided by HOCCPP personnel in coordination with HOCTC. All staff are employed through the Oneida County Personnel Department following New York State Civil Service procedures and guidelines.

  HOCTC staff will continue to be housed in the Oneida County Department of Planning through a contract between the NYSDOT, the grant sponsor, and Oneida County, the host agency. The host agreement with Oneida County is effective from April 1, 2022, through March 31, 2032.

- New York State Department of Transportation (NYSDOT)

  NYSDOT is responsible under NYS legislation for the planning, coordinating, and developing of balanced multi-modal transportation policies, facilities, and services throughout NYS. To carry out this legislative mandate, NYS has developed an extensive professional staff of transportation planners, engineers, and analysts. Additionally, staffing professionals and support personnel in associated specialties such as transportation economics, travel simulation, research, data processing, GIS, and environmental impact analysis. The educational and experience requirements for each position are established by the New York State Department of Civil Service and hiring is carried out according to the procedures and guidelines established by that State agency within the established organizational structure for NYSDOT.

  NYSDOT provides staff services, as needed, to fulfill its responsibilities in the HOCTC UPWP. The staff designated to ensure the progress of HOCTC UPWP elements are physically housed in two locations: the NYSDOT Statewide Planning Bureau in Albany, NY, and the Region 2 Planning and Program

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Management Group in Utica, NY. NYSDOT staff support from other groups is provided on an as-needed basis under the direction of the NYSDOT Regional Director.

- Herkimer-Oneida Counties Comprehensive Planning Program (HOCCPP)

  Oneida and Herkimer Counties jointly formed HOCCPP with the staff administered by the Oneida County Department of Planning. Oneida County is the formal employer of HOCCPP employees. This program readily offers extensive technical and support resources to Herkimer County. Since the formation of HOCTC, HOCCPP has played an important role in assisting with implementing UPWP tasks by contributing technical services, administration, and support services.

  The nature and extent of HOCCPP and other agencies' participation in HOCTC programs are determined by need, the availability of funds, and the relationship of the proposed participation to the work tasks defined in the UPWP.

The staffing resources that HOCTC programs under the Central Staff personnel budget for HOCTC program tasks and projects are further outlined below by position title and MPO related job duties:

- HOCTC
  - Director (management and oversight of the MPO program) Policy, programmatic, and financial development of all required MPO planning products: Transportation Improvement Program, Long Range Transportation Plan, Human Services Transportation Plan, Unified Planning Work Program, Public Participation Plan, and Environmental Justice Plan; MPO planning and policy committee lead; project manager both internal and consultant-based planning and feasibility studies.
  - Principal Planner - management of transit programs, community outreach (Title VI, EJ, Civil Rights, Public Participation, etc.), project management
  - Senior Planner - project-specific tasks, research, task management, grant writing, and administration, fieldwork (traffic counts, pavement scoring, data collection), public outreach, partner agency coordination
  - Planner – project-specific tasks, research, grant writing, public outreach, transit program administrative support
  - Planning Specialist - MPO administrative support, committee meeting support, coordination with NYS Region 2, semi-annual reporting, obligation reporting, DBE reporting, eSTIP administrator, public outreach

- HOCCPP (operated by Oneida County (HOST Agency) Department of Planning (administering department)
  - Commissioner of Planning (serves as secretary to the policy committee, general program coordination with HOCTC Director for staff and tasks)
  - Deputy Commissioner of Planning (supports the Commissioner, acts as the liaison to the MPO, and facilitates staffing and project coordination)
  - Deputy Commissioner of Planning - Technical (Serves as the Census Data Affiliate and

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supports document review and technical data coordination)

- Contract Administrator (public engagement meeting planning, communications assistance, contract support and oversight, discretionary grant reimbursement process)
- Finance Administrative Officer (administration of FHWA & FTA grants, reimbursements, consultant billings, sub-recipient billings, payroll)
- Principal Planner (land use planning, municipal planning assistance, agricultural planning to support MPO documents, reports, and mapping)
- Senior Planner (project-specific tasks, land use planning, municipal planning assistance, public outreach, partner agency coordination,)
- Planner (3 staff persons) (provides an analysis of Census Data to support MPO documents and reports, assists with project-specific tasks, conducts research, tabulates data, fieldwork related to sociological, economic, transportation, and environmental factors of community planning, and public engagement assistance)
- Graphic Design Specialist (provides Adobe Creative Suite assistance, outreach assistance, and document preparation)

- GIS Staffing (Oneida County - housed within and operating as part of the Oneida County Department of Planning)
  - GIS Coordinator (general IT services for MPO, coordination of GIS staff and equipment for Pavement Scoring and Traffic Counting, mapping liaison to NYSDOT Regional Office, analyzes and interprets geographic data; ensures that data quality standards are consistently maintained. Supports regional transportation planning by workflow coordination of spatial and tabular data processing, cartography and other data visualization, Census-derived data set creation, and automating spatial and tabular data processing in support of travel demand modeling/forecasting.)
  - Senior GIS Analyst (2 staff persons) (GIS-based analyst coordinated with Census Data Affiliate, app development for MPO data)
    - Perform field data collection, processing, technical analysis and interpretation
    - Develop report summaries for all field data collected and management of historical MPO technical and spatial data
    - Generate Cloud-based mapping services and tools, including web applications, data hubs, and dashboards
  - GIS Technician II (3 staff persons))
    - Field data collection and processing for traffic counting, pavement condition scoring, general base map creation, and spatial data support
    - Street address spatial data implementation, coordination with E-911 for data sharing

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The five dedicated HOCTC staff and eleven (HOCCPP)/six (GIS) additional staff (from the HOST Agency) support the MPO's daily operations. Twenty-two persons actively bill the UPWP Task budget and central staff personnel line throughout the program year.

Coordination of UPWP Tasks

The HOCTC Director is responsible for overseeing the MPO, coordinating staff activities, and implementing the HOCTC UPWP. The NYSDOT Statewide Planning Bureau Director and the NYSDOT Region 2 Planning and Program Manager assist with coordination.

The HOCTC Director oversees all activities of the MPO and ensures that the transportation planning process is delivered. This includes coordinating and partnering with other agencies to promote transportation planning. In addition, the HOCTC Director is responsible for specific daily HOCTC staff work assignments, management of the tasks within the UPWP, representing HOCTC on committees and with other agencies, providing project management services, and furthering the role of the MPO in Herkimer and Oneida County. Administrative support and technical assistance staff duties are shared with the Oneida County Commissioner of Planning.

For additional clarification, below is a breakdown of the HOCTC HOST Agency Agreement and management coordination outline.

- Oneida County (HOST Agency)
  - Oneida County Department of Planning (HOCTC is hosted in the same office space)
    - Programs hosted/housed:
      - Herkimer-Oneida Counties Comprehensive Planning Program (two-county joint planning program)
      - Herkimer-Oneida Counties Transportation Council (MPO)
      - Census Data Affiliate
  - Oneida County Planning Programs
    - Transportation
    - GIS
    - Land Use
      - Environmental Planning
      - Economic Development
    - Human Services

Public Participation

In compliance with Federal Legislation, the HOCTC Public Participation Policy (PPP) 2024 outlines the process to ensure ongoing public involvement opportunities in the development and review of MPO transportation planning documents, plans, programs, and projects and for the completion, adoption, and implementation of these documents. HOCTC utilizes various public involvement techniques to provide opportunities for participation in the transportation planning process. These opportunities may include any of the following:

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- mailings and emails through a central contact list - the list is used to provide information and opportunities for public input on activities related to the transportation planning process and projects;
- website publication of transportation planning documents - to provide the public with timely information on the status of ongoing projects, completed projects, upcoming projects, and pertinent meeting information, including meeting minutes;
- public meetings, hearings, and workshops - to facilitate public involvement and participation in the transportation planning process, all appropriate groups of interested parties will be considered;
- media notification (legal notices, press releases, etc.) – a news media list will be used to announce, promote, and publicize all meetings, as appropriate;
- visualization techniques - provide the public and decision-makers a clearer idea of the proposed policies, plans, and the impacts on the human and natural environment;
- survey (Survey Monkey) tools.

The goal of the PPP is to involve all appropriate parties of the community in the transportation planning process, further ensuring that the public has an equal opportunity to provide input and express their opinions on the current transportation issues affecting their environment. HOCTC will continue to look for additional opportunities to reach out to diverse populations and to investigate innovative communication tools to maximize participation, such as increasing outreach to the Limited English Populations (LEP) individuals. HOCTC shall attempt to provide adequate translator services for LEP individuals when 72 hours advance notice is given. Every effort will be made to provide translator services at all public transportation planning meetings, including attempts to translate significant documents or project components to a language other than English. The PPP 2024 was adopted on February 29, 2024, and is available at www.hoctc.org.

The UPWP development began with soliciting project ideas from members of the TPC and GP&L committees in December 2025. In January 2026, HOCTC issued a legal public notice to its media outlet, agencies, stakeholders, and members of the TPC and GP&L committees, which announced the availability of the UPWP for public review and comment for 30 days. The draft UPWP was posted on the HOCTC website www.hoctc.org. Concurrently, the draft UPWP was provided to NYSDOT's main office, FHWA, and FTA for a 30-day review. Based on comments received from all sources, revisions were made to the 2026-2027 UPWP and discussed with the TPC at the February 11, 2026, meeting. The final draft version was presented to the GP&L committee for review and approval at the February 26, 2026 meeting. After receiving approval from the GP&L, the UPWP was sent to NYSDOT for submission to FTA and FHWA.

2026 – 2027 UPWP Planning Priorities: Summarized

The HOCTC 2026-2027 UPWP is built upon the approved 2025-2026 UPWP. This UPWP will maintain alignment with NYSDOT, FHWA, and FTA guidelines while increasing the MPOs' presence as a local resource for Herkimer and Oneida Counties. The overall development was guided by the Goals developed in the Long-Range Transportation Plan 2025 – 2045 which prioritized improving Mobility and Accessibility and incorporating Safety in Transportation Choices. Other LRTP goals include: System Preservation, Transportation and Land Use Planning Coordination and Resiliency Planning which includes infrastructure

hardening and bridge replacement to strengthen the system's ability to withstand and recover from disruptions[1] Projects in the HOCTC metropolitan planning area (MPA) of Herkimer and Oneida Counties will be planned, approved, and carried out to reflect the desire for a comprehensive, coordinated transportation system in consultation and cooperation with officials from federal, state, and local agencies, and the public.

MPO activities support the enhancement of a multi-modal system (urban and rural), make the transportation network safer and more secure, improve the region's economic competitiveness through transportation improvements, and improve the users' quality of life. This effort encompasses a variety of planning tasks that will serve to proactively plan for transportation project development, be responsive to the current needs of the locals, and be a resource and repository for data about the transportation network. This UPWP will seek to provide enhanced opportunities for interested parties, including minorities, the elderly, low-income people, and Limited English Proficiency (LEP) populations by providing information in languages and formats that are easily accessible to them, encouraging their involvement by going to their communities, opening comment opportunities through non-traditional methods, utilizing emerging technology and platforms to increase interaction, and generally increasing awareness of the transportation program throughout the entire community.

To support the HOCTC's goals, the core program work will continue in the areas of Geographic Information Systems (GIS), traffic volume counts and pavement scoring, non-motorized transportation (bicycle, pedestrian, trail, and non-motorized connective) systems, regional transit (urban and rural), mobility management, and transit coordination.

The 2026-2027 UPWP integrates performance-based planning and programming in HOCTC. All UPWP tasks incorporate identifying municipalities' unmet needs, linking opportunities (inclusive of all modes) to better maximize the systems' efficiency, and advancing technology to enhance the system through data.

A performance management approach is required to carry out the region's transportation planning and programming activities. Federal regulations require a performance management approach to advance the general policy and purposes of the public transportation program. HOCTC's overall strategy supports statewide targets for the relevant performance measures in each of the four categories: Transit Asset Management, Safety, Pavement and Bridge Conditions, and System Performance. At any time HOCTC can develop independent metrics, per federal regulations, and adopt targets independent of New York State. HOCTC programs and projects in the TIP engage in planning activities to support the NYS targets.

The need for proactive transportation planning, aligned with regional development goals, sensitive to local needs, and inclusive of all public comments, will promote the resiliency of the transportation network in Herkimer and Oneida Counties. The 2026-2027 UPWP illustrates that HOCTC has planned for the strategic utilization of funding for transportation planning in Oneida and Herkimer Counties to support the local, state, and federal goals. This work can be reasonably accomplished within available staff resources and is in keeping with the LRTP 2025 – 2045 goals.

[1] Going Places 2045 Long Range Transportation Plan, Section 3 Goals & Strategies HOCTC Long Range Transportation Plan

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2026 - 2027 Unified Planning Work Program Task Specifications

Program Support and Administration (44.21.00)

The effective operation of the MPO is accomplished through coordinating Federal, State, and Local transportation planning programs among HOCTC, NYSDOT, local officials, area residents, and other involved agencies. The tasks identified within this section provide a detailed description outlining all elements of the work program.

Task 21.10: General Administration

Objective: To perform the necessary administrative tasks for the MPO's daily operation and the transportation planning process operation.

Description: This activity centers on the program's day-to-day management and administration functions. This includes the coordination of the HOCTC program with HOCCPP staff. Assistance from HOCCPP staff for the MPO operation includes but is not limited to accounting functions (program payment requests, budget amendments, maintenance of financial records, budget tracking, and tracking of state & federal allocations), employee payroll and timesheets, compliance with NYSDOT, FHWA, and FTA program requirements, secretarial support services (mailing, meeting scheduling, and meeting preparations), and all other administrative responsibilities associated with the operation of HOCTC. The technical components of administration for the program include interoffice personal computer administration, software, networking, printers, GPS, plotters, and other Information Technology (IT) activities.

This includes utilizing the HOCTC staff and HOCCPP staff to carry out activities related to planning, conducting, and documenting meetings necessary for the various active HOCTC committees (GP&L, TPC, TCC, and TSC). It can also include the preparation of annual grant applications, MPO self-certification, professional development courses, attendance at NYSAMPO Working Group and Directors' meetings, symposiums, conferences, web conferences, sitting on committees relevant to the transportation, AMPO web-based and in-person transportation skills training and other activities directly related to HOCTC.

Product: Administrative records for the HOCTC and HOCCPP programs, as they relate to the FTA Section 5303 grant and FHWA PL grant.

Major Participants: HOCTC, HOCCPP, NYSDOT

Timeframe: Ongoing throughout the program year

Task 21.20: UPWP and Semi-annual Reporting

Objective: To prepare the annual UPWP and semi-annual (October and April) reports for the current UPWP and amendments to the UPWP.

Description: A one-year work program will be developed for the upcoming program year to document transportation planning and project activities anticipated within the study area. The development of the program will be guided by the HOCTC LRTP, federal and state agency consultation, and input from the HOCTC committees' membership and staff. The data, analysis, and procedural needs will be estimated for each task. This task includes all required administrative process meetings and associated approvals.

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Additionally, 6-month progress reports on the work program will be prepared and submitted to NYSDOT and Federal partners.

Product: Two UPWP Semi-annual progress reports and the annual UPWP.

Major Participants: HOCTC, HOCCPP, NYSDOT

Timeframe: UPWP progress reports April (Q1 & Q2 activity) & October (Q3 & Q4 activity), annual UPWP complete February 2026.

Task 21.30: Public Participation Program

Objective: To obtain the involvement of all appropriate community parties in the transportation planning process. Furthermore, ensuring that the public has an equal opportunity to provide input and express their opinions on current transportation issues affecting Herkimer and Oneida Counties.

Description: HOCTC staff are continually seeking to expand its role as a community liaison to assist in producing meaningful contributions to the transportation planning process. This effort includes keeping an up-to-date contact list of interested citizens, public officials, and media outlets. Citizen participation takes place in the form of public hearings and forum meetings on major transportation planning documents and through published comment periods for meetings and documents. The HOCTC website is used as the main communication tool and is continuously updated to include the current UPWP, TIP, LRTP, HSTP, meeting notices, agendas, and amendments in an accessible format. In addition, HOCTC has created ArcGIS platform-based project-specific websites, which can be accessed through links on the HOCTC website.

HOCTC will also increase efforts to reach disadvantaged and LEP populations within the MPA through partnerships with human service agencies (The Center for Refugees, the Resource Center for Independent Living, Mohawk Valley Community Action, Utica Neighborhood Housing Service (HomeOwnershipCenter), NCAA-Rome Chapter, the ARC Oneida-Lewis Chapter) and the utilization of translation services for planning documents, projects, policy updates, program materials, and survey proctoring. Since adopting the 2024 Public Participation Plan (PPP), HOCTC has worked to engage new methods to reach all populations. Some of these include the utilization of Google Translate on web-based platforms and reaching into communities using Census data for focused efforts to provide information to sensitive or disenfranchised groups of people. When undertaking consultant-based studies, HOCTC will also work to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices.

The 2024 PPP was adopted on February 29, 2024, and was the basis for the targeted engagement strategies developed for the Non-Discrimination Demographic Analysis / Title VI Policy update, creation of the 2025-2029 TIP, SS4A implementation efforts, and the Exit 31 PEL Study.

Product: Press releases, communications, distribution lists, surveys, meetings, public hearings, and website updates. Coordination of the updated 2024 PPP through individual project public engagement plans. Targeted outreach plans include the addition of tabling and pop-up events, meetings-in-a-box, recorded virtual presentations, and ArcGIS HUB-based project websites.

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Major Participants: HOCTC, HOCCPP

Timeframe: Ongoing throughout the 2026-2027 program year.

Task 21.40: Non-Discrimination Demographic Analysis/Title VI Policy

Objective: To ensure that no person shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in the HOCTC transportation planning process.

Description:

The HOCTC Non-Discrimination /Title VI Analysis update for 2025 was completed in May 2025 and adopted by the Governmental and Liaison Committee in June 2025 with an effective date of June 10, 2025.

The Census 2020 dataset was utilized for analysis at the macro level, while the ACS dataset provided micro-level analysis and supported the development of relational datasets. An ongoing uptick in the refugee population in urbanized areas has caused HOCTC to look deeper at the relationship between at-risk and vulnerable communities, and this is reflected in the document's update. HOCTC utilized all outreach methods available through its host agency and ensured that the PPP 2024 was adhered to in the implementation of this analysis. The update also utilized outputs acquired with the Equity Analysis performed for the LRTP, HSTP, SS4A, and the Exit 31 PEL Studies for comparison.

Federal law mandates attention to identifying and addressing adverse effects of transportation planning on minorities and low-income populations. The Title VI Civil Rights Act of 1964 prohibits discrimination on the basis of race, color and national origin in programs and activities receiving federal financial assistance. As a part of 2025 Non-Discrimination Demographic Analysis update, additional populations and characteristics also analyzed at the Census Block Group scale included: disabled and disabled veterans, poverty, Limited English Proficiency (LEP), the elderly, children under five, households without vehicles, levels of unemployment and education and minority distribution.

HOCTC has historically incorporated Non-discrimination/Title VI Analyses to be part of MPO policies and activities by addressing the effects of all programs, policies, and activities on minorities and low-income communities. HOCTC staff submits reports to NYSDOT main office semi-annually, in conjunction with their oversight of the UPWP program.

HOCTC continues to assist Oneida County in maintaining compliance with Title VI by working with the Title VI Coordinator for Oneida County. As such, in SFY 2025 this also included preparing an update to the Oneida County Title VI policy for review by the coordinator and preparing compliance documentation responses to be sent to NYSDOT. HOCTC has recently reorganized the HOCTC website to consolidate its Non-Discrimination and Title VI policies in one location which can be found at: Non-Discrimination Demographic Analysis/Title VI Policy. HOCTC provides Title VI compliance review assistance to Herkimer County, in the same manner as it works with Oneida County, to maintain compliance with the NYSDOT Office of Civil Rights.

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HOCTC staff will work to maintain compliance with Title VI of the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, and related statutes and implement regulations as they relate to the HOCTC planning process. HOCTC utilizes the Oneida and Herkimer County Census Data Affiliate to monitor statistical data changes.

Products: Utilization of the 2025 Non-Discrimination Demographic Analysis/Title VI Policy as a reference for planning decisions, programming projects, and public outreach efforts.

Major Participants: HOCTC, HOCCPP, NYSDOT

Timeframe: Ongoing utilization of the 2025 Non-Discrimination Demographic Analysis/Title VI Policy.

General Development and Comprehensive Planning (44.22.00)

The development of the regional transportation system requires effective collection, organization, and sharing of transportation-related knowledge. Further growth is viable only if the MPO provides transportation planning assistance, data trend analysis, and regional insight to local communities to further develop a sustainable transportation system. HOCTC will maintain those efforts through the ongoing tasks listed in this section.

Task 22.10: Coordination with Partner Agencies

Objective: To provide assistance to local agencies while coordinating transportation activities, reviewing development plans, and working with funded projects and programs within the MPA member agencies.

Description: This activity intends to enable the HOCTC staff to maintain a responsible and responsive position relative to other government agencies. HOCTC will provide advice regarding the role of transportation in economic development and quality-of-life considerations. This activity provides a mechanism for reviewing and commenting on other agencies' plans for initiating and implementing transportation projects or projects with a substantial linkage to the transportation system. To support consistency of transportation improvements, HOCTC will: 1) Assist local governments in identifying funding for transportation needs, 2) Communicate regularly regarding specific transportation infrastructure and planning issues, 3) Maintain a presence with local municipal officials, 4) Meet with various local groups, government boards, and the public, as necessary, and 5) Meet with and provide technical knowledge to coordinate transportation-based initiatives with partner agencies. (A focus of these interactions will be the promotion of sustainability and resiliency in the transportation infrastructure.) This can be achieved with partner agencies by identifying strategies that address core infrastructure needs, support regional smart growth planning, and complete streets to ensure that these investments contribute to the livability and economic competitiveness of the member municipalities. This includes direct involvement with NYSDOT Region 2, NYSDOT Main Office, FHWA, and FTA on various transportation issues, projects, and activities.

Product: Enhanced interagency communications and coordinated transportation planning initiatives. MPO involvement in the local transportation program and derived comments on transportation and transportation-related projects will be issued.

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Major Participants: HOCTC, NYSDOT, State Agency Staff, Local Agency Staff

Timeframe: Ongoing throughout the 2026-2027 program year; as needed and requested by partner agencies for large-scale, local, and regional projects.

Task 22.20: Coordination with County & Municipal Land-Use

Objective: To implement HOCTC policies through coordination with the established land-use review processes in Herkimer and Oneida Counties.

Description: Land-use review processes in NYS are generally carried out through planning boards, zoning boards, town/village boards, and city councils through General Municipal Law Section 239 and the NYSDEC Environmental Review/ State Environmental Quality Review Act process (SEQRA). The referral of proposed transportation-related actions is triggered primarily by the type of proposed development, geographic location, the proximity of the proposed action to State and County Highways, the size of the proposed action, and existing land-use characteristics. This process provides an ideal opportunity for HOCTC to implement transportation planning objectives and policies.

Products: Written comments issued for transportation-specific recommendations on municipal land-use decisions. Coordination will be focused on regional land use and transportation goals for economic development and smart planning growth.

Major Participants: HOCTC, HOCCPP, NYSDOT, Local Agency Staff

Timeframe: Ongoing; Monthly throughout 2026 – 2027 (as per local planning review schedule) for review of GML 239 reviews with transportation impacts within the MPO.

Task 22.30: Roadway Safety Planning & Implementation

Objective: Provide transportation planning assistance, project management, data analysis and other resources to facilitate the implementation of the USDOT Safe Streets for All Safety Action Plan for Oneida and Herkimer Counties and other local road safety improvement projects as outlined in the LRTP 2025-2045.

Description: The Oneida and Herkimer Counties Safe Streets for All Safety Action Plan was adopted by each County Legislature and the MPO to achieve a future of zero fatalities for all roadway users. To achieve this goal, the plan set a target of a 50 percent reduction in fatal and serious injury crashes for all modes by 2050.

The two-county Safe Streets for All Safety Action Plan provided a framework identifying the region's high-priority crash network, proven safety countermeasures, their practical applications at 10 Representative Priority locations, estimated costs for implementation, and a toolbox of strategies and recommendations for both policy and capital improvements to help achieve the goal toward reducing fatal and serious injury crashes. A Safey Action Plan Hub website was created to house the plan as well as the crowd-sourcing **Safe Streets Reporter App** and the high-injury network **Dashboard.**

Implementation of the Plan includes establishing a monitoring and evaluation team, an implementation timeline, engaging with stakeholders, launching public awareness campaigns and aiding the two counties and other municipalities with pursuing additional funding opportunities including grants and partnerships.

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A HOCTC Transportation Safety Subcommittee was established which is envisioned as the key staff and coordinating body to oversee implementation of the SS4A Plan.

On the policy side of implementation, to better understand the topography of these crashes, HOCTC continued its community outreach, providing an opportunity for the public to engage with staff regarding their transportation safety concerns. Throughout late summer and fall 2025, HOCTC staff continued to conduct extensive public engagement outreach at 19 events, 14 in Oneida County and 5 in Herkimer County. At each event, HOCTC provided interactive activities to gather feedback on infrastructure accessibility, connectivity, and safety across the two-county area. During these events, staff provided attendees with various activities to report on their transportation experiences. All interactions were carefully recorded, and data collection has enabled progress reporting. A summary of experiences and collected data was prepared for each event and posted to HOCTC's Safe Streets for All Safey Action Plan Hub.

HOCTC will continue to provide grant writing, transportation planning and technical support to local municipalities, in accordance with FHWA PL and FTA MPP-eligible planning activities.

Product:

- Identification of funding opportunities for Oneida & Herkimer Counties SS4A Safety Action Plan implementation and local road safety improvement, safe and accessible roadways, and complete street initiatives as described in the LRTP 2025-2045.
- Mobilization of the Transportation Safety Subcommittee (TSC) to serve as the coordinating body to oversee the implementation of the Oneida and Herkimer Counties SS4A Safety Action Plan and be the responsible steward for implementing policy and process changes.
- Ongoing public engagement at various events collecting feedback with the Safe Streets Reporter and other outreach and education materials as they are developed.
- Utilize the NYSDOT Crash Location Engineering & Analysis Repository (CLEAR) Viewer and Safety applications for analyzing crash data and providing localized data and analysis to municipalities upon request.
- Bi-annual monitoring and reporting, including HOCTC Safety Performance Dashboard updates.
- Attend County/Regional Traffic Safety Board Meetings and provide technical assistance.
- Support implementation of the NYSDOT Roadway Departure Safety Action Plan by assisting NYSDOT with a solicitation for HSIP funded projects and creating a plan to use available HSIP funding to reduce curve-related lane departure crashes.

Major Participants: HOCTC, HOCCPP, Oneida County, Herkimer County, NYSDOT Region 2

Timeframe: Ongoing: identifying funding opportunities and providing municipal grant writing assistance, implementing policy and process changes and public engagement.

Task 22.40: Census Support / Statistical Analysis

Objective: To utilize the US Census data for assisting in transportation planning in the approved Urban Area Boundaries (UAB) in Ilion-Herkimer, Oneida, Rome, and Utica and the rural Metropolitan Statistical

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Area (MSA) to assist the U.S. Bureau of Census in reviewing, updating, and evaluating Census data and Traffic Analysis Zones (TAZs) (part of the Census Transportation Planning Package) (CTPP).

Description: HOCTC staff reviewed the 2020 United States Census Bureau (2020 Census) designated parameters for urban areas and updated its generalized transportation Urban Area Boundary (UAB) as applicable within the new parameters. HOCTC, GIS, and County Planning staff worked cooperatively with State and local officials to adjust the 2020 Census UAB to facilitate the transportation planning process and reflect the actual function of the roadway. An updated UAB was submitted to USDOT and approved.

The analysis included data development, projections, and GIS mapping to ensure that the urban area was accurately represented in the MPA.

Efforts will also be expanded to create a higher level of analysis for MPA data. This expanded analysis will be used to assist the MPO in Performance-Based Planning and Programming (PBPP). Expanded analysis will also form the basis of implementation activities outlined in the current LRTP/HSTP. As data is developed, methods of conveying it to the public as it assists with transportation planning will be explored via mapping, web-based applications, and other visualization techniques.

Products: Ongoing Analysis of the Census Data by the MPO for transportation analysis and planning. The new, federally approved urban definition will allow HOCTC to evaluate any changes that are needed to the functional class of roads in Herkimer and Oneida Counties.

Major Participants: HOCTC, Herkimer, and Oneida Counties Census Data Affiliate

Timeframe: Ongoing Census data and related analysis will be updated based on the approved UAB. Additional project-specific data analysis will continue throughout the 2026-27 program year.

Task 22.50: Housing and Community Planning

Objective: To collect data and provide regional and local assessments of housing and community planning issues. The assessments will consider the relationship between transportation infrastructure and housing patterns, including the need for affordable housing.

Description: Assist Oneida County Planning Department with Implementation of Housing Strategies and Community Revitalization Plans. This task covers MPO work to coordinate local land use and transportation planning decisions and promote sustainable development.

HOCTC will work with the County Planning Department to implement recommendations in Oneida County's Housing Market Inventory, Assessment, and Strategy which was completed in 2025. The Housing Strategy analysis provided an in-depth review of the county's demographic trends; high-needs and vulnerable populations; employment trends; housing supply and inventory; vacancies and short-term rentals; home building; the for-sale and rental markets by region; and future housing needs.

The future housing demand analysis highlights key trends driven by population shifts and economic growth, underscoring the need for a mix of housing types. Most notable is the projected population increase, estimated as a result of new job creation.

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This Task includes working with county and local planning boards, to provide evaluations on the impact of proposed development projects on the transportation system and the inclusiveness of project elements for all users of the transportation system including the location and affordability of housing.

HOCTC will also provide technical assistance and data support for the implementation of the Cornhill Revitalization: Public Realm Improvement Plan. The Plan was created through a partnership between the Community Foundation of Herkimer & Oneida Counties and Oneida County to reimagine streetscapes and public spaces in the Cornhill neighborhood of the City of Utica.

The Public Realm Improvement Plan focuses on an approximately 20-square-mile study area bounded by Utica's Genesee Street, South Street, Mohawk Street, and Memorial Parkway. Planning strategies were developed for public realm improvements to neighborhood streetscapes and public spaces. Currently, HOCTC staff are providing a framework for implementation to the City of Utica which incorporates best practices for sidewalk connectivity and maintenance and addressing safety issues at intersections.

Product:

- Facilitation and coordination to establish implementation or advisory committees which include consultation with HOCTC.
- Coordinate meetings on proposed projects in a manner that allows all agencies to participate as early as possible in project design as it relates to the transportation system and sustainability factors.
- Research and promote policies to expand the mix of housing types and affordability levels across the county and implement Housing Strategy recommendations with consideration for the transportation infrastructure.
- Develop a handbook for both municipal employees and developers with a framework of ways to reduce restrictions and increase the supply of "higher-density residential products." This will include guidance for the consideration of multi-modal connectivity, proven safety countermeasures, and Complete Streets elements in community design.
- Utilize the NYSDOT Crash Location Engineering & Analysis Repository (CLEAR) Crash Data Viewer and Safety applications, Placer.AI and Replica tools to provide localized data and analysis to municipalities upon request in conjunction with work in Task 44.22.30 Roadway Safety Planning and Implementation.
- Present analysis before local boards and in project reviews during the County General Municipal Law Section 239 and the NYSDEC Environmental Review/ State Environmental Quality Review Act process (SEQRA).

Major Participants: HOCTC, HOCCPP, Oneida County, Herkimer County, Partner agencies

Timeline: Expand the County's housing-supportive personnel, conduct a municipal zoning analysis, and evaluate the County's existing land-use and housing policies. Completion of a Developer's Guidebook anticipated SFY 2026 Q1. Coalesce implementation committees/advisory groups for both projects in early 2026. Ongoing throughout the 2026-2027 program year; technical assistance as needed and requested by partner agencies for large-scale, local and regional projects.

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Long Range Transportation Planning (LRTP) (44.23.00)

The Long-Range Transportation Plan (LRTP) sets the direction for significant transportation investments in the HOCTC Planning and Programming area over a 20-year horizon, with updates required every 5 years. The tasks outlined in this section are derived from and support the LRTP.

System Level – (ALI 44.23.01)

Task 23.01.10: Long Range Transportation Plan

Objective: To implement the LRTP 2025-2045 "Going Places" and build out a Transportation Atlas to illustrate the LRTP.

Description: The LRTP provides a long-range vision for improving the transportation system in the two counties by identifying goals, objectives, and strategies to preserve the existing transportation system and meet future travel demands. The LRTP sets the basis for how future federal transportation funding will be programmed in future years. Per federal regulations, HOCTC is required to update the LRTP at least once every five years.

The new LRTP emphasis areas, goals, and strategies include a focus on mobility and accessibility, safety in transportation choices, coordination of transportation with land use planning and environmental impacts, and freight planning while continuing to reflect delivery of the MPO requirements outlined in the IIJA/BIL federal legislation and incorporation of new performance measures requirements. The LRTP includes identifying future planning activities necessary to progress projects to implementation, and resources will be made available under various UPWP task codes as appropriate. The current 2025-2045 "Going Places 2045" document was shared with federal and state partners in December 2024.

The RFP released in October 2023 for the LRTP update, incorporated several add-on tasks. The contract awarded to Transpo Group and sub-consultant Cambridge Systematics was modified and extended to incorporate the add-on tasks, including work on the Atlas. The LRTP's Transportation Atlas build-out was completed in December 2025. The Transportation Atlas (a supplemental document to the LRTP) is built from Going Places and graphically presents the transportation system to the public. This document is intended to be a user-friendly resource for the transportation network in Herkimer and Oneida Counties. Additionally, the Atlas becomes the living document of Going Places, and its planned updates occur between the required LRTP updates.

Product: Ongoing implementation of 2025-2045 Long-Range Transportation Plan "Going Places 2045" and publication and distribution of 2025 Transportation Atlas. LRTP add-on tasks for implementation/ consultant-assisted with staff support.

Major Participants: HOCTC, HOCCPP, NYSDOT, Consultant Services

Timeframe: Implementation of the LRTP 2025-2045 ongoing throughout the program year. HOCTC will procure three quotes, consistent with Federal/State/Local procurement processes for the printing costs of the 2025 Atlas in January 2026. Atlas distribution will be ongoing throughout SFY 2026.

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Task 23.01.20: LRTP Land Use and Scenario Planning

Objective: To continue estimating the expected land-use growth and its impact on the transportation network in Oneida and Herkimer Counties.

Description: Building on historic land use and Census demographic analysis, HOCTC will start exploring scenario planning for the MPO. This will include, but is not limited to, the future of the workforce, changes in travel and housing patterns, new technologies, and the environment.

The basic areas to be analyzed include census data (population and household projection, etc.), environmental constraints, land use, community plans, infrastructure, and business development. The analysis will include stakeholder input, data development, projections, economic data, and GIS mapping.

The RFP, which was released in October 2023 for the LRTP update, incorporated several add-on tasks. The contract awarded to Transpo Group and sub-consultant Cambridge Systematics was modified and extended to incorporate the add-on tasks, including work on the LRTP Land use and Scenario Planning. This task will utilize a combination of in-house staff resources and consultant/technical services.

Product: Scenario Planning Workshops, Whitepaper: Scenario Development, Analysis of Outcomes, and Recommendations

Major Participants: HOCTC, HOCCPP, NYSDOT, Consultant Services

Timeframe: Task initiation anticipated SFY 2025 Q4. Timeline for completion is approximately six months from Task initiation. Ongoing; Evaluation of the LRTP 2025-2045 project listing through coordination with the Census Data Affiliate.

Task 23.01.30: Freight Planning

Objective: To advance elements from the LRTP Add-on Task: Freight Planning Analysis for active utilization in daily operations.

Description: As part of implementing the Long-Range Transportation Plan (LRTP), HOCTC conducted a Freight Network Analysis task, with assistance from the consulting teams Cambridge Systematics and Transpo Group. The primary objective of the freight /truck planning task revolved around evaluating and identifying the needs for improving the freight network within the HOCTC planning area. First, it involved assessing the current state of the freight network by conducting a comprehensive review of the region's existing conditions and then analyzing both current and future freight transportation needs, considering factors such as demand trends, growth projections, and evolving industry requirements. HOCTC conducted interviews with regional economic development stakeholders and the agricultural community to discuss the current and future needs of these industries and incorporated their input into the analysis.

The final report (or Technical Memorandum) details freight demand drivers, directional flow and supply chain operations within the broader logistics industry and determines how these dynamics will influence freight movement in the region today and in the future. The Technical Memorandum outlines recommendations that identify both short-term and long-term policy and capital improvements and the assigned stewards for implementation.

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The freight planning task focused on developing actionable recommendations to enhance the efficiency, safety, and sustainability of the freight network, ultimately promoting its growth and resilience. It plays a crucial role in supporting the LRTP and the overarching transportation planning process for HOCTC, ensuring that the freight network analysis aligns with the region's strategic objectives and anticipated economic growth.

Product: Finalized Technical Memorandum will provide mapped commodity flows and freight generators, summarized key logistics trends and an outline of recommendations that are likely to shape future freight travel demand.

Major Participants: HOCTC, HOCCPP, NYSDOT, Consultant Services

Timeframe: The Technical Memorandum will be finalized in SFY 2025 Q4 and available for review on the ArcGIS Hub website: HOCTC Going Places 2045. Freight planning and implementation of recommendations will be ongoing throughout the 2026-2027 UPWP program year.

Task 23.01.40: Regional Sidewalk Inventory

Objective: To systematically record and manage data about pedestrian pathways to support urban planning, maintenance, and infrastructure development, assist municipalities with project prioritization and asset management, and improve overall regional connectivity of the sidewalk network.

Description: HOCTC, in partnership with the New York State Department of Transportation (NYSDOT) Region 2, is undertaking a pilot mapping study of all sidewalks and multi-use paths within Oneida and Herkimer Counties, referred to as a Sidewalk Inventory.

HOCTC began by coordinating with NYSDOT Region 2 staff to identify locations where upgrades to the pedestrian network should be prioritized. Currently, only NYSDOT and a few municipalities between the two counties have any digital record of their sidewalk networks. HOCTC determined the development of a comprehensive sidewalk inventory would facilitate larger scale mapping, analysis, and planning.

With this expanded system inventory, we will be able to find and connect missing links in the sidewalk network, improving the accessibility of sidewalks for all users. The sidewalk data can be used in combination with other regional information including public engagement data, traffic volume data, trip generator data, and other forms of data from which a priority system can be developed for future pedestrian infrastructure projects.

The first step in developing a sidewalk inventory was creating a technical memorandum to guide its implementation. This was completed in 2025, and included a comprehensive review of other sidewalk inventories, current Americans with Disabilities Act (ADA) sidewalk compliance policy, and current NYSDOT ADA Transition Plan materials. HOCTC was then able to determine an appropriate scope, develop a GIS attribute table framework, and begin testing pilot methods for assessing sidewalk conditions and subsequently evaluating the established assessment criteria. Currently, a pilot study is underway in the Village of Sylvan Beach to test the effectiveness of the process and GIS framework outlined in the tech memo. Following a completed review of the pilot study, a full-scale version of the process will be rolled out next year.

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Through the development of a comprehensive sidewalk inventory HOCTC will expand its capacity to review infrastructure and transportation needs. This will help the MPO identify projects that facilitate the safe and efficient flow of people and goods within and through the region.

Product: Short term deliverables include ESRI GIS based pedestrian system mapping of linear sidewalks and linear coverage areas. Data sets will include tabular condition and attribute data. Long term deliverables can include additional ESRI GIS point-based ramp and crosswalk features with expanded data attribution.

Major Participants: HOCTC, HOCCPP, NYSDOT Local agency staff

Timeframe: Ongoing throughout the 2026-2027 program year.

Task 23.01.50 Slow-Moving Vehicles & Agricultural Equipment on Roadways Safety Study

Objective: To develop policy initiatives consistent with the HOCTC long range transportation plan's vision and guiding principles to create a transportation network that further advances and considers safety in the transportation network and reduces fatal and serious injury crashes by implementing strategies identified in the Oneida and Herkimer Counties Safe Streets for All Safety Action Plan.

Description: One of the largest economic drivers in both Oneida and Herkimer Counties is agriculture. Agricultural vehicles on roadways should be studied further as a part of overall roadway safety. The presence of slow-moving vehicles and Amish horse and buggy contributes to the region's overall number of fatal and serious injury crashes especially in high-risk areas. The Slow-Moving Vehicles & Agricultural Equipment on Roadways Study seeks to address the issues raised by animal-drawn and specialized agricultural equipment in the HOCTC region, contributing to premature roadway deterioration and safety concerns.

This project will involve mapping current demand patterns and user needs for these vehicles and identifying areas where safety concerns are most acute and roadway infrastructure is most vulnerable to damage. The Study will recommend targeted mitigation strategies that prioritize safety and infrastructure longevity by collecting and analyzing data and engaging targeted stakeholders. Potential recommendations could include establishing designated agricultural routes, making road design changes, improving signage and developing educational outreach materials and conducting public awareness and Share the Road campaigns.

Benefits for HOCTC communities include increased roadway safety for all users, lower maintenance costs due to less frequent and severe roadway degradation, and a more harmonious coexistence of agricultural activities and other modes of transportation. These improvements will benefit the region's agricultural economy while providing a safer and more durable transportation network.

Product: Slow Moving Vehicles & Agricultural Equipment on Roadways Study Report with action items that include countermeasures related to changes in infrastructure, road user behavior and operations and policy and process changes.

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Major Participants: HOCTC, HOCCPP, NYSDOT, Consultant Services. A core list of stakeholders will be developed for stakeholder interviews and focus group discussions. Greater outreach to the public will be addressed through HOCTC's Safe Streets for All public engagement schedule.

Timeframe: Project scope development in SFY 2026 Q1-Q2. Estimated mid-year start date with project timeline of 6-12 months.

Project Level – (ALI 44.23.02)

Task 23.02.40: Active Transportation

Objective: To plan for a connected, robust, and accessible network of sidewalks, multi-use trails, and bicycle facilities throughout the HOCTC Region and support municipalities in the planning, design, and management of active transportation infrastructure.

Description: The 2025 Bicycle and Pedestrian Trail Guide for Herkimer and Oneida Counties was completed and released in SFY 2024 Q4. This update was accompanied by the release of an online edition (ArcGIS StoryMap).

For the update, an intensive effort was made to field verify all trails represented in the Guide. This included verifying public access points and trailheads, mapping new trails, updating amenities, and identifying address points for all parking areas associated with the trail feature. Internal staff efforts included updating the GIS database, creating new maps, developing a new online platform, and working with the graphic designer to style the guide for print production. Print copy distribution began in SFY 2024 Q3-Q4. along with finalization of the online edition.

Supporting the development of the bicycle, pedestrian, and non-motorized transportation system is an ongoing effort for HOCTC. Technical assistance is provided throughout the two counties for the development and implementation of Complete Streets projects, rail and trail corridor projects, context-sensitive solutions, traffic calming, ADA accommodations, on-road bicycle route planning, mapping of trail systems, and accessibility for non-automobile users of the transportation system. This includes fostering a network of coordination and cooperation and providing resources to the member communities through technical assistance, sharing information, and hosting technical experts, speakers, or training seminars.

Product:

- 2025 Bicycle and Pedestrian Trail Guide in paper and web-based versions. Updates to ArcGIS StoryMap Bike and Pedestrian Trail Guide online platform, is continual as new data becomes available. Periodic re-distribution and printing of paper guide, per updated distribution list and schedule are also ongoing.
- Technical assistance to member communities to further develop the non-motorized transportation system.
- Provision of local feasibility, walkability and health assessments for areas of identified need.
- Monitor and record progress toward developing a regional active transportation/complete streets network in conjunction with Task 23.02.50 Complete Street/Americans with Disabilities Act (ADA) Planning.
- Provide guidance on planning for emerging micro-mobility technology including e-bikes and e-scooters.

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- Track opportunities to fund active transportation planning and infrastructure construction.
- Provide opportunities for local municipalities to receive training and the most up-to-date information on design, maintenance, and construction, and best practices for active transportation infrastructure planning and programming.
- Coordinate with NYSDOT on the preparation of the NYS Active Transportation Plan.
- Assist with NYSDOT the solicitation and project evaluations for the Transportation Alternatives Program (TAP).
- Analysis related to enhancing first/last mile connections in the region (on-demand transport and micromobility options) with a focus on significant public transit nodes, major employment centers and areas of high housing density.
- Attending webinars, meetings, training courses for these topics.

Major Participants: HOCTC, HOCCPP, NYSDOT, Local Agency Staff

Timeframe: Ongoing throughout the program year.

Task 23.02.50: Complete Streets/Americans with Disabilities Act (ADA) Planning

Objective: The objectives of HOCTC Complete Streets/ADA planning are to create a transportation network that is safe, accessible, and convenient for all users, regardless of mode of transportation, age, ability, or economic status with the goal of improving safety and public health in the region.

Description: The Oneida and Herkimer Counties Safe Streets for All Safety Action Plan highlighted targeted crash types that municipal jurisdictions seek to reduce through programs and strategies such as Complete Streets Planning. Context-sensitive design and Complete Streets planning can address emphasis areas with significant safety concerns about vehicles, persons, and infrastructure associated with localized crash data and other relevant information. This approach aims to address the crisis of incomplete streets, which are designed with only cars in mind and can be inconvenient and fatal for non-drivers.

Product:

- Encourage complete streets policy adoption and design best practices; facilitate coordination between different levels of government and agencies in conjunction with Task 44.22.30: Roadway Safety Planning and Implementation.
- Support municipalities toward the development of ADA Transition Plans for pedestrian infrastructure.
- Assist communities with the implementation and maintenance of Complete Streets, including the promotion of the Oneida County Main Street Guidebook and evolving best practices.
- Compile issues with complete streets treatments and identify current guidance to supplement the Oneida County Main Street Guidebook.
- Develop model Local Complete Streets Policy and a sample resolution template for municipalities. Also support municipalities to update their existing Complete Streets policy or adopt a new one.
- Provide input to local Planning and Zoning Boards, invite them to participate in Road Safety Audits, provide training on systemic safety treatments that can be implemented by adding to development codes or through the Section 239-M process at the County level.

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- Support state and local health department initiatives that promote healthy and safe streets and communities.
- Work with agency partners to evaluate complete street and active transportation projects and plans return on investment.

IIJA funding for Increasing Safe & Accessible Transportation Options Metropolitan Planning Set-Aside funding will be utilized to deliver Task 44.23.02.50 in the amount of $14,333. This funding is in addition to the FHWA PL funds programmed.

Major Participants: HOCTC, HOCCPP, NYSDOT, municipal partners, economic development partners, freight industry partners.

Timeframe: Ongoing throughout the 2026-2027 program year.

Task 23.02.60: 5310 Human Services Transit Enhancement

Objective: To implement the locally developed Coordinated Public Transit-Human Services Transportation Plan (HSTP) for the planning years of 2025-2028.

Description: The HOCTC Coordinated Public Transit-Human Services Plan (HSTP) for the planning years of 2025-2028 was approved and adopted by the GP&L committee on September 12, 2024. The HSTP focuses on strengthening transportation-related partnerships that will improve and create innovative coordination and mobility services in the two counties. The locally developed (HSTP) was developed with meaningful input from FTA 5310 program service recipients. An update to the FTA Section 5310 eligible projects for the next available funding cycle is incorporated into the Plan as an addendum on an annual basis.

The HOCTC Transportation Coordination Committee (TCC) formed to help develop and update the Coordinated Public Transit-Human Services Transportation Plan for Herkimer and Oneida Counties. Its members include public and private transportation providers, not-for-profit transportation providers, human service providers, governmental social service agencies, transportation planning agencies, the public, and other stakeholders. TCC is a formal platform to brainstorm solutions and projects to address identified transportation needs and barriers in a coordinated planning effort. There is a need for more transportation coordination and options, more transportation-related partnerships, and cost-cutting measures in the delivery of transportation services for customers, In the 2026-2027 UPWP programming year, the TCC will continue to meet on an as-needed basis to provide input and participate in implementing the current HSTP 2025-2028 strategies.

Ongoing mobility management activities under this task will be inclusive of public agency service providers to improve the connections and transportation options that seniors and individuals with disabilities can access for necessary day-to-day activities such as medical appointments and grocery shopping. In addition, transportation services should be available to increase social connectedness, autonomy, and independence through recreational activities, worship services, attending classes, or employment opportunities. The ongoing mobility management activities aim to create new resources to strengthen the region.

Product: Ongoing: Documentation and administration of the TCC to address the needs identified in HOCTC's HSTP 2025-2028 related to Enhanced Mobility of Seniors and Individuals with Disabilities Section

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5310 service providers. Facilitation and coordination of the NYSDOT 5310 project solicitation process to closely align project applications with the needs and strategies identified in the HSTP. Internal HOCTC solicitation for Project Proposals to be evaluated for inclusion in the HSTP in between NYSDOT funding rounds.

Major Participants: HOCTC, CENTRO/CNYRTA, NYSDOT, Local Agency Staff, Human Service Providers, Consultant Services

Timeframe: Ongoing throughout the 2026-2027 program year.

Task 23.02.70: 5311 Mobility Management Services

Objective: Continue to implement the consultant contract for the awarded NYSDOT 2021-23 Section 5311 Mobility Management grant.

Description: A Mobility Management program works toward identifying and implementing solutions to expand on transit services to provide coverage in rural areas. This can be achieved by coordinating schedules and providers and collecting data to ensure people without access to a personal vehicle are able to affordably, efficiently, and reliably get to and from their destinations.

Mobility Management Services will provide technical assistance and implement applicable technology solutions to enhance the efficiency and accessibility of the Oneida County Rural Transit (OCRT) system while encouraging coordination amongst the existing public, private, and not-for-profit transportation providers operating throughout Oneida County.

Oneida County was awarded 2021-23 funding and 2024-2025 funding through the Federal Transit Administration (FTA) Section 5311 Formula Grant for Mobility Management Services. With 5311 Mobility Management funding, HOCTC has been working with a consultant to create a mobility management program for Herkimer and Oneida Counties.

To implement recommendations identified in the HSTP such as identifying a mobility manager and establishing better coordination of existing services, HOCTC has established a Regional Mobility Coordination Council (RMCC). The goal of the council is to foster collaboration across partners, advance access and equity in transportation, build a sustainable and reliable transportation network, and increase awareness and utilization of services. The RMCC will work to ensure better alignment among 5311 recipients, human service agencies, public transportation providers, and local and regional planning entities. The RMCC currently meets bi-monthly. HOCTC and the consultant team will continue to monitor participation and outcomes.

To assist the RMCC, HOCTC is supporting the development of a “mobility concierge” service for agencies to create a centralized resource that makes all transportation options readily available in one location to help providers identify appropriate transportation for clients, understand available service options, identify interagency connections, identify gaps in service, and understand rules, fees, and schedules of available service providers.

Product: Consultant tasks and deliverables include Contract Management; Analysis and Technical Support; Transportation Provider Support and Coordination; Regional Mobility Coordination Council

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Development; Centralized Information Hub Development (agency-facing "Concierge" tool); and Grant Technical Support and Funding Development.

Major Participants: HOCTC, CENTRO/CNYRTA, NYSDOT, Local Agency Staff, Human Service Providers, Consultant Services

Timeframe: The executed contract between Oneida County and the consultant team commenced July 1, 2025, and ends June 30, 2027. HOCTC may renew this Agreement for up to three (3) renewal terms of twenty- four (24) months each for Section 5311 Rural Mobility Management Services for Oneida County. Ongoing: Additional Section 5311 Mobility Management Services grant awards will be incorporated into the program via a contract modification in SFY 2026 Q1.

Short-Range Transportation Planning (SRTP) (44.24.00)

The purpose of short-range transportation planning is to establish a coordinated action strategy to respond to changing transportation planning circumstances, specifically emphasizing short-range transportation system projects, addressing operation concerns, and continuously evolving projects.

Task 24.10: Short Ronge Transportation Development

Objective: To advance elements from the LRTP 2025 – 2045 for active utilization in daily operations.

Description: It is necessary to provide for the management of the development process as it relates to reacting to new or unforeseen developments. Activities can include but are not limited to, providing land-use data, census information, transportation data necessary for conducting a study and assessing safety and complete street needs or climate and resiliency in transportation plans, programs, and projects. The inclusion of activities specifically emphasizing project planning or analysis proposed in the next three to five years, such as analyses of internal operations, management/administration, quick analysis, service planning, financial management planning, and all short-range transportation system management activities.

Product: Coordinated infographic development, briefing development, and reactive planning for transportation issues.

Major Participants: HOCTC, HOCCPP, NYSDOT

Timeframe: Ongoing throughout the 2026-2027 program year as a daily function of the MPO.

Task 24.20: Geographic Information Systems

Objective: To leverage industry-standard Geographic Information Systems (GIS) technologies for comprehensive data collection, analysis, and projection. GIS mapping supporting a broad range of transportation projects not specifically identified in other sections. The GIS platform facilitates data collection, analysis, visualization, and dissemination, enabling informed decision-making in transportation planning.

Description: HOCTC continues to implement a transportation-focused GIS platform designed to consolidate diverse transportation databases across the two-county region. This platform provides an

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essential connection to the transportation planning process, enabling rapid responses to planning analysis and information requests. Updates to the non-state Federal-Aid Highway System data will remain a priority.

Efforts focus on building and maintaining current transportation-related spatial datasets, such as tax parcels, aerial imagery, road centerlines, demographic data, and traffic counts. Enterprise-level datasets and transportation GIS data are made available to a broad audience through platform-independent mapping applications. These tools, accessible on both desktop and mobile devices, provide public-facing and staff-restricted data layers based on content sensitivity.

HOCTC incorporates data from the CLEAR system which supports accident analysis by identifying high-frequency accident locations and assessing safety issues on non-state Federal-Aid highways. This analysis considers all transportation modes, users, and related factors, including environmental impacts. These evaluations align with the goals of the NYS Strategic Highway Safety Plan and Oneida and Herkimer Counties Safe Streets for All Safety Action Plan, focusing on securing capital and operational assets.

Product: A comprehensive GIS system offering graphic data representation for planners and policymakers. Continuous staff training on GIS software ensures system functionality and innovation.

Major Participants: HOCTC, HOCCPP, NYSDOT

Timeframe: Ongoing throughout the 2026-2027 program year, supporting the daily functions of the MPO.

Task 24.30: Road Centerline and Address Maintenance

Objective: : Maintain and integrate a Geographic Information System (GIS) layer of street centerlines with accurate spatial positioning and address range data for each segment. Additionally, to complement the centerline data with address point data representing each location within the two-county region. Functional Classifications are reviewed and updated as needed.

Description: HOCTC continues to maintain a GIS theme accurately depicting street centerlines and their associated address ranges. Each centerline segment includes assigned "from" and "to" address ranges, verified and spatially corrected using digital ortho-photography, tax parcel boundaries, real property information, and local expertise. The verification process emphasizes local knowledge as a cornerstone for ensuring data accuracy and consistency.

This project introduces a shift toward addressing locations via point data rather than linear data, enabling greater flexibility and precision in address placement. Accurate geolocation of addresses enhances transportation planning, emergency response, and the efficient movement of goods and people.

Address point data undergoes rigorous quality control in collaboration with Herkimer and Oneida Counties' E911 call centers. This data places an address point on each known structure or location, ensuring specific geographic accuracy and improving overall navigation and planning systems. Data is shared through the NYS ITS portal to accommodate broader data integration.

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Functional classification updates are essential for determining eligibility for funding and prioritizing investment strategies. HOCTC will work closely with NYSDOT and USDOT to evaluate and approve any proposed changes. The updates will also address the impact of functional classification adjustments on funding allocations for HOCTC and its partner agencies.
HOCTC's role includes maintaining an ESRI based geodatabase of the non-state Federal-Aid roads and their associated functional classifications. This data ensures that all updates remain consistent with local, state, and federal requirements.

Product:

- ESRI geodatabases of street centerlines with assigned address ranges.
- ESRI geodatabases of address points for Oneida and Herkimer Counties.
- Updated functional classification maps and descriptions based on the latest census data and input from NYSDOT and USDOT.

These products support multiple transportation-related applications, including transit planning, passenger location software, and transportation modeling.

Major Participants: HOCTC, HOCCPP

Timeframe: Ongoing throughout the program year. Specific focus periods include January 2026 – May 2026 and September 2026 – March 2027, alternating with field data collection activities.

Task 24.40: Modeling and Forecasting

Objective: To maintain, update, and refine the data necessary for a robust traffic forecasting model that supports transportation planning in the two-county region.

Description: HOCTC is committed to ensuring continuous updates to traffic counts, land-use data, trip generation rates, and other critical variables required for effective forecasting. These updates form the backbone of a traffic forecasting model, enabling accurate analysis of current conditions and projections for future needs.

A new regional traffic simulation and forecasting model will be explored to evaluate changes in demographics, land use, travel patterns and even air quality. Forecasting efforts will extend to subarea studies and will emphasize 10- and 20-year growth projections.

With the new model HOCTC will place particular emphasis on using it to address emerging congestion patterns and to develop strategies that enhance regional mobility and safety.

Product: Spatial data, traffic counts, and trend analyses that support informed decision-making in transportation planning.

Major Participants: HOCTC, HOCCPP, Consultant Services

Timeframe: Ongoing throughout the program year. Focused efforts will occur from October 2026 – March 2027, during the off-season for field data collection.

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Task 24.50: Hubs and Online Services

Objective: To create and maintain online services and tools including Dashboards, StoryMaps, and Hub Data sharing portals.

Description: These tools allow for the direct dissemination of critical GIS data sets and relevant updates and information for HOCTC centric projects and processes. This data can include specific analysis, reports, guides, studies, meeting minutes, surveys, and even crowd sourced information.

Through these products HOCTC facilitates project development and provides transparency to the community. Additionally, these tools increase community involvement and collaboration, allowing HOCTC to integrate solutions to local concerns on related transportation efforts.

Product: ESRI Hubs, Dashboards, StoryMaps, and other assorted web mapping applications and services.

Major Participants: HOCTC, HOCCPP

Timeframe: Ongoing throughout the 2026-2027 program year.

Task 24.60: Transportation Data Collection and Analysis

Objective: To monitor and assess the pavement conditions of the non-state Federal-Aid Road System, supporting effective maintenance planning and resource allocation. To collect, analyze, and report data on traffic volumes including vehicle classification and speed for Federal-Aid roads and other impacted routes. To utilize drone technology and data collection methods to support MPO activities.

Description: The pavement management program comprises two main components: visual field inspections and data analysis. Field inspections involve evaluating road segments for surface distresses and assigning severity levels, which are then factored into overall pavement ratings. These ratings are used to identify and prioritize maintenance and repair needs, ensuring the longevity of the road network.

The second component focuses on analyzing and disseminating the collected data. Results are presented through charts, graphs, and map series, providing municipal managers with a comprehensive view of their road networks. This visual representation aids in strategic planning for road maintenance and paving schedules.

HOCTC partners with Oneida County to continue road scoring on county roads. Field data is collected using GPS-enabled devices integrated with ArcGIS software. This approach ensures precise geographic accuracy, allowing segmentation of roads based on significant variations in pavement condition. The data supports Oneida County's paving and maintenance planning while also informing regional transportation strategies. By identifying trends in road conditions over time, the program enables efficient allocation of resources and optimal maintenance timing.

HOCTC collaborates with NYSDOT through the *County Counter Program*, leveraging a set of traffic counting devices and associated software. This program enables HOCTC to collect detailed traffic data, including volume, speed, and vehicle classification, for analysis and reporting purposes.

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Traffic counts at major generators will inform the development of localized trip generation rates. This data will support the creation and refinement of both macro-level models and micro-simulations, offering insights into transportation trends and identifying areas where network modifications may be required. In-house systems will be continuously upgraded to facilitate data creation and modeling efforts.

Collected data is forwarded to NYSDOT for integration into broader datasets and made available through the NYS Traffic Data Viewer. The dataset includes hourly breakdowns of traffic volumes, speed, and vehicle classifications. This information is instrumental in identifying trends, optimizing roadway efficiency, and planning for future transportation needs.

The use of drone (Unmanned Aerial Vehicles (UAV)) technology has been incorporated to enhance data collection, providing accurate imagery for intersection geometry, corridor studies, and other applications. With three certified UAV pilots on staff, this cost-effective method advances planning activities within the MPO.

Product: A Pavement Condition Report and mapping product detailing field observations, condition trends, and prioritized maintenance recommendations. Comprehensive traffic count data and detailed reports, segmented by time, vehicle class, and speed. These datasets are essential for trend analysis, forecasting, and system optimization. Supporting digital imagery and terrain modeling products.

Major Participants: HOCTC, HOCCPP, NYSDOT

Timeframe: Ongoing throughout the 2026-2027 program year. Field data collection typically occurs from April to October, with data processing scheduled during the off-season from November to March.

Transportation Improvement Program (ALI 44.25.00)

Task 25.10: TIP Maintenance & Update

Objective: This activity involves continuously maintaining the 2025 – 2029 TIP program.

Description: This activity will include implementing projects on the TIP and processing amendments for the TIP. Additionally, it will include all administrative actions to maintain a current capital program and process amendments. HOCTC staff will maintain the current TIP GIS database and 2025-2029 TIP Project Viewer to make project data available to the public via HOCTC's website.

Product: Maintenance of the 2025– 2029 TIP. Update of the ArcGIS TIP Project Viewer.

Major Participants: HOCTC, NYSDOT, Local Agency Staff

Timeframe: Maintenance of 2025 – 2029 TIP and ArcGIS TIP Project Viewer, ongoing throughout the program year from April 2026 to March 2027.

Other Activities – (ALI 44.27.00)

Other Activities include only those unrelated to the tasks and activities described above. They are for non-staff costs, and the descriptions provided are for organizational purposes.

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Task 27.10: Support for Shared Cost Initiatives & Activities of NYSAMPO

Objective: HOCTC will continue to support the payment of the Association of Metropolitan Planning Organization (AMPO) annual dues and support Statewide Shared Cost Initiatives.

Description: HOCTC participates in the Association of Metropolitan Planning Organizations (AMPO) statewide MPO activities. All MPO allocations have been adjusted to account for annual AMPO dues totaling $53,413 for statewide membership of all MPOs in NYS. An amount proportional to overall FHWA allocations has been debited from each MPO and credited to BMTS, which will pay the full amount on behalf of all the MPOs. HOCTC's portion of the annual dues is $874. NYSDOT has made FHWA Statewide Planning and Research (SPR) funds available to NYSAMPO to supplement SCIs funded with FHWA PL and FTA MPP funds. Activities include but are not limited to reviewing best practices for topic areas within transportation planning, facilitation of a transportation planning conference, and NYSAMPO Association sponsored professional development and training opportunities.

Major Participants: HOCTC, FHWA, FTA, NYSDOT, HOCCPP, Local Agency Staff

Timeframe: Ongoing throughout the program year to support MPO activities.

Task 27.20: Direct and Indirect Costs

Objective: To fund non-central staff costs.

Description: This activity is included in the UPWP as a budgeting mechanism to track and charge other direct and indirect costs associated with the program task work of HOCTC staff. Annual inclusion of these items aligns with bookkeeping procedures and provides a more concise summary of program task charges and line-item budget tracking.

Direct and indirect items include contractual costs (contractors, consultants, and similar), equipment, travel, printing, supplies, and reproduction. This includes computer equipment and other equipment necessary to implement transportation planning programs, as well as desks, file cabinets, chairs, and other office equipment, as necessary.

Major Participants: HOCTC, FHWA, FTA, NYSDOT

Timeframe: Ongoing throughout the program year to support MPO activities.

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Appendix A: UPWP Budget Tables

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2026--27 FHWA PL Budget

PH26.05.881

HERKIMER-ONEIDA COUNTIES TRANSPORTATION COUNCIL

APPROVED PROJECT BUDGET	TOTAL	CENTRAL STAFF	NYSDOT MATCH*	LOCAL MATCH
44.20.01 PERSONNEL	$412,462	$385,547		$26,915
44.20.02 FRINGE/LEAVE	$318,853	$298,047		$20,806
44.20.03 TRAVEL	$8,000	$8,000		
44.20.04 EQUIPMENT	$5,000	$5,000		
44.20.05 SUPPLIES/REPRODUCTION	$10,000	$10,000		
44.20.06 CONTRACTUAL	$200,000	$200,000		
44.20.07 OTHER	$100	$100		
44.20.08 INDIRECT CHARGES	$0			
XX.XX.XX Toll Credits	$143,162		$143,162	
TOTAL	$1,097,578	$906,695	$143,162	$47,721

APPROVED TASK BUDGET				
44.21.00 PROG. SUPPORT & ADMIN.	$181,672	$150,077	$23,696	$7,899
44.22.00 GEN. DEV. & COMP. PLNG.	$99,290	$82,022	$12,951	$4,317
44.23.01 LONG-RANGE PLNG. - SYS.	$115,513	$95,424	$15,067	$5,022
44.23.02 LONG-RANGE PLNG. - PROJ.	$115,518	$95,428	$15,068	$5,023
44.24.00 SHORT-RANGE TRANS. PLNG.	$151,480	$125,136	$19,758	$6,586
44.25.00 TRANSP. IMPROV. PROGRAM	$15,768	$13,026	$2,057	$686
44.27.00 OTHER ACTIVITIES	$418,336	$345,582	$54,566	$18,189
TOTAL	$1,097,578	$906,695	$143,162	$47,721

Total federal program is based on:

allocation FHWA PL	$550,808
carryover FHWA PL	$355,887
total FHWA PL funds	$906,695

* NYSDOT provides match via Toll Credits.

** IIJA funding for Increasing Safe & Accessible Transportation Options Metropolitan Planning Set-Aside funding will be utilized in Tasks 44.23.02.50 in the amount of $14,333. This funding is in addition to the FHWA PL funds programmed and will be 100% Federal share via match waiver using PIN PS24.05.881.

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2026-27 FTA MPP Budget

PT26.05.80A

HERKIMER-ONEIDA COUNTIES TRANSPORTATION COUNCIL

APPROVED PROJECT BUDGET	TOTAL	CENTRAL STAFF	NYSDOT MATCH*	LOCAL MATCH
44.20.01 PERSONNEL	$53,807	$45,136	$5,728	$2,942
44.20.02 FRINGE/LEAVE	$42,113	$34,893	$4,946	$2,275
44.20.03 TRAVEL	$1,000	$1,000		
44.20.04 EQUIPMENT				
44.20.05 SUPPLIES/REPRODUCTION	$1,961	$1,961		
44.20.06 CONTRACTUAL				
44.20.07 OTHER	$485	$485		
44.20.08 INDIRECT CHARGES	$4,977		$4,977	
XX.XX.XX Toll Credits				
TOTAL	$104,343	$83,475	$15,652	$5,217

APPROVED TASK BUDGET				
44.21.00 PROG. SUPPORT & ADMIN.	$53,249	$42,599	$7,987	$2,662
44.22.00 GEN. DEV. & COMP. PLNG.	$11,713	$9,370	$1,757	$586
44.23.01 LONG-RANGE PLNG. - SYS.	$8,609	$6,887	$1,291	$430
44.23.02 LONG-RANGE PLNG. - PROJ.	$18,084	$14,467	$2,713	$904
44.24.00 SHORT-RANGE TRANS. PLNG.	$5,929	$4,743	$889	$296
44.25.00 TRANSP. IMPROV. PROGRAM	$2,454	$1,963	$368	$123
44.27.00 OTHER ACTIVITIES	$4,308	$3,446	$646	$215
TOTAL	$104,344	$83,475	$15,652	$5,217

FEDERAL	$83,475	80%
STATE*	$15,652	15%
LOCAL	$5,217	5%
TOTAL	$104,344	100%

* NYSDOT provides its share of the match via In-Kind Service.

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44.20.06 CONTRACTUAL
Budget Details

HERKIMER-ONEIDA COUNTIES TRANSPORTATION COUNCIL

$200,000 Total Programmed Funding for Contractual Services

$0.00 FTA MPP Funding
$200,000 FHWA PL Funding

2026-2027 Contractual Obligations

Existing

Name	UPWP Task #	Contract Start	Contract duration	Total Contract	Remaining on Contract
LRTP Implementation (add-on tasks including LRTP Land-use Scenario	44.23.01.20	March 2026	12 mos.	$75,000	$100,000 PL funds

Programmed

Name	UPWP Task #	Estimated Contract Start	Estimated Contract duration	Estimated Total Contract	
Slow Moving Vehicles & Agriculatural Equipment on Roadways Safety Study	44.23.01.50	June 2026	12 mos.	$125,000	$125,000 PL funds

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2026-27

COMBINED FHWA PL & FTA MPP BUDGETS

PH256.05.881/PT26.05.80A

HERKIMER-ONEIDA COUNTIES TRANSPORTATION COUNCIL

APPROVED PROJECT BUDGET	TOTAL	CENTRAL STAFF	NYSDOT MATCH*	LOCAL MATCH
44.20.01 PERSONNEL	$466,269	$430,683	$5,728	$29,857
44.20.02 FRINGE/LEAVE	$360,967	$332,940	$4,946	$23,081
44.20.03 TRAVEL	$9,000	$9,000	$0	$0
44.20.04 EQUIPMENT	$5,000	$5,000	$0	$0
44.20.05 SUPPLIES/REPRODUCTION	$11,961	$11,961	$0	$0
44.20.06 CONTRACTUAL	$200,000	$200,000	$0	$0
44.20.07 OTHER	$585	$585	$0	$0
44.20.08 INDIRECT CHARGES	$4,977	$0	$4,977	$0
XX.XX.XX Toll Credits	$143,162	$0	$143,162	$0
TOTAL	$1,201,921	$990,169	$158,814	$52,938

APPROVED TASK BUDGET				
44.21.00 PROG. SUPPORT & ADMIN.	$234,921	$192,676	$31,684	$10,561
44.22.00 GEN. DEV. & COMP. PLNG.	$111,002	$91,392	$14,708	$4,903
44.23.01 LONG-RANGE PLNG. - SYS.	$124,122	$102,311	$16,358	$5,453
44.23.02 LONG-RANGE PLNG. - PROJ.	$133,602	$109,895	$17,780	$5,927
44.24.00 SHORT-RANGE TRANS. PLNG.	$157,409	$129,879	$20,648	$6,883
44.25.00 TRANSP. IMPROV. PROGRAM	$18,221	$14,989	$2,425	$808
44.27.00 OTHER ACTIVITIES	$422,644	$349,028	$55,212	$18,404
TOTAL	$1,201,921	$990,170	$158,814	$52,938

* NYSDOT match is provided via Toll Credits for FHWA PL costs and as an In-Kind Service for FTA MPP costs.

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