



**UNIFIED PLANNING WORK PROGRAM
(UPWP)
AND
BUDGET**

July 1, 2016 - June 30, 2018

May 12, 2016

FY 2016/17-2017/18

Broward Metropolitan Planning Organization

UNIFIED PLANNING WORK PROGRAM and BUDGET FOR TRANSPORTATION PLANNING ACTIVITIES

ADOPTED BY THE BROWARD MPO
on May 12, 2016



MPO Chair

PREPARED BY THE
BROWARD METROPOLITAN PLANNING ORGANIZATION

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I. ACRONYMS

AA	Alternatives Analysis
AADT	Annual Average Daily Traffic
ADA	Americans with Disabilities Act
ATMS	Advanced Traffic Management System
BCAD	Broward County Aviation Department
BCPC	Broward County Planning Council
BCPE	Broward County Port Everglades
BCT	Broward County Transit
BCTD	Broward County Transportation Department
BCTED	Broward County Traffic Engineering Division
BLOS	Bicycle Level of Service
BMPO	Broward Metropolitan Planning Organization
BPAC	Bicycle and Pedestrian Advisory Committee
BRT	Bus Rapid Transit
CAC	Citizens' Advisory Committee
CAM	Common Area Maintenance
CFR	Code of Federal Regulations
CIP	Capital Improvement Program
CIGP	County Incentive Grant Program
CMP	Congestion Management Process
COOP	Continuity of Operations Plan
CSAC	Complete Streets Advisory Committee
CSS	Context Sensitive Solutions
CTC	Community Transportation Coordinator
DBE	Disadvantaged Business Enterprise
DEIS	Draft Environmental Impact Statement
EAR	Evaluation and Appraisal Report
EIS	Environmental Impact Statement
EPA	Environmental Protection Agency
EPGMD	Environmental Protection and Growth Management Department
ETDM	Efficient Transportation Decision Making
ETAT	Environmental Technical Advisory Team
FAA	Federal Aviation Administration
FAST	Fixing America's Surface Transportation Act
FAU	Florida Atlantic University
FCTD	Florida Commission for the Transportation Disadvantaged
FDOT	Florida Department of Transportation
FEC	Florida East Coast Railway
FHWA	Federal Highway Administration
FIHS	Florida Intrastate Highway System
FLL	Fort Lauderdale - Hollywood Int'l Airport
FSHSP	Florida Strategic Highway Safety
FSTED	Florida Seaport Transportation and Economic Development
FTA	Federal Transit Administration
GIS	Geographic Information System
HOA	Home Owners Association
ICTF	Intermodal Container Transfer Facility
ITS	Intelligent Transportation System
LAP	Local Agency Program
LCB	Local Coordinating Board for the Transportation Disadvantaged

LEP	Limited English Proficiency
L RTP	Long Range Transportation Plan
LOS	Level of Service
MAP-21	Moving Ahead for Progress in the 21 st Century Act
MDT	Miami-Dade Transit
MDTA	Miami-Dade Transit Authority
MMLOS	Multi-Modal Level of Service
MPO	Metropolitan Planning Organization
MPOAC	Metropolitan Planning Organization Advisory Council
NAAQS	National Ambient Air Quality Standards
NEPA	National Environment Policy Act
NOPC	Notices of Proposed Change
NTI	National Transit Institute
O/D	Origin & Destination
OMD	Office of Modal Development (FDOT)
PACE	Planning and Conceptual Engineering
PBMPO	Palm Beach Metropolitan Planning Organization
PD&E	Project Development & Environment
PE	Preliminary Engineering
PEA	Planning Emphasis Area
PIMT	Public Involvement Management Team
PL	Planning
PPP	Public Participation Plan
RCI	Roadway Characteristics Inventory
RLRTP/RTP	Regional Long Range Transportation Plan
RFQ	Request for Qualifications
RFP	Request for Proposals
ROW	Right of Way
RPC	Regional Planning Council
RPIP	Regional Public Involvement Plan
RTTAC	Regional Transportation Technical Advisory Committee
SEFTC	Southeast Florida Transportation Council
SERPM	Southeast Regional Planning Model
SFECCTA	South Florida East Coast Corridor transit Analysis
SFRC	South Florida Rail Corridor
SFRPC	South Florida Regional Planning Council
SFRTA	South Florida Regional Transportation Authority
SIS	Strategic Intermodal System
SRTP	Strategic Regional Transit Plan
TAC	Technical Advisory Committee
TAP	Transportation Alternatives Program
TCI	Traffic Characteristics Inventory
TCTC	Treasure Coast Transportation Council
TCRPC	Treasure Coast Regional Planning Council
TDM	Transportation Demand Management
TDP	Transit Development Plan
TDSP	Transportation Disadvantaged Service Plan
TIP	Transportation Improvement Program
TMA	Transportation Management Association
TOD	Transit Oriented Development

TRB	Transportation Research Board
TRIP	Transportation Regional Incentive Program
TSM&O	Transportation System Management and Operations
TSP	Traffic Signal Priority
ULI	Urban Land Institute
UPWP	Unified Planning Work Program
USDOT	United States Department of Transportation
VMT	Vehicle Miles Travelled

II. COST ANALYSIS CERTIFICATION STATEMENT

COST ANALYSIS CERTIFICATION AS REQUIRED BY SECTION 216.3475, FLORIDA STATUTES:

I certify that the cost for each line item budget category has been evaluated and determined to be allowable, reasonable, and necessary as required by Section 216.3475, F.S. Documentation is on file evidencing the methodology used and the conclusions reached.

Arlene Tanis

District MPO Liaison (Grant Manager) Name

Arlene Tanis

Signature

5/18/16

Date

III. INTRODUCTION

A. Definition of the Unified Planning Work Program

The Code of Federal Regulations defines a Unified Planning Work Program (UPWP) as “a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds.” The BROWARD METROPOLITAN PLANNING ORGANIZATION (Broward MPO) FY 16/17 – FY 17/18 UPWP includes tasks for two (2) years. For each objective of the Broward MPO, a task is provided that identifies required activities, associated work products, previous major accomplishments, financial participation by funding agencies, and responsible agencies for completing each task. The UPWP documents federal, state, and local participation in the continuing, comprehensive, and cooperative transportation planning process within the wider region reflecting the MPO's broader responsibilities as one of multiple MPOs designated for a single urbanized area (Miami Urbanized Area)/Transportation Management Area (See Figure 1). The tasks of the UPWP contain the following four divisions:

ADMINISTRATION - activities required to manage the transportation planning process and all UPWP work products on a continual basis, including strategic business plan management, UPWP development/administration, human resource management and administrative/operational activities required to function as a structurally and institutionally independent MPO. Further, priorities include monitoring disproportionately high and adverse effects on minority and low income communities, analysis of state and federal legislation and grant opportunities and management of Broward MPO Boards, Committees and Subcommittees. Other priorities include public involvement/education across all work tasks and segments of the population, evaluating the effectiveness of the MPO's public involvement efforts, community outreach, regional public involvement, and coordinating with state and federal agencies to incorporate best practices into the public involvement process.

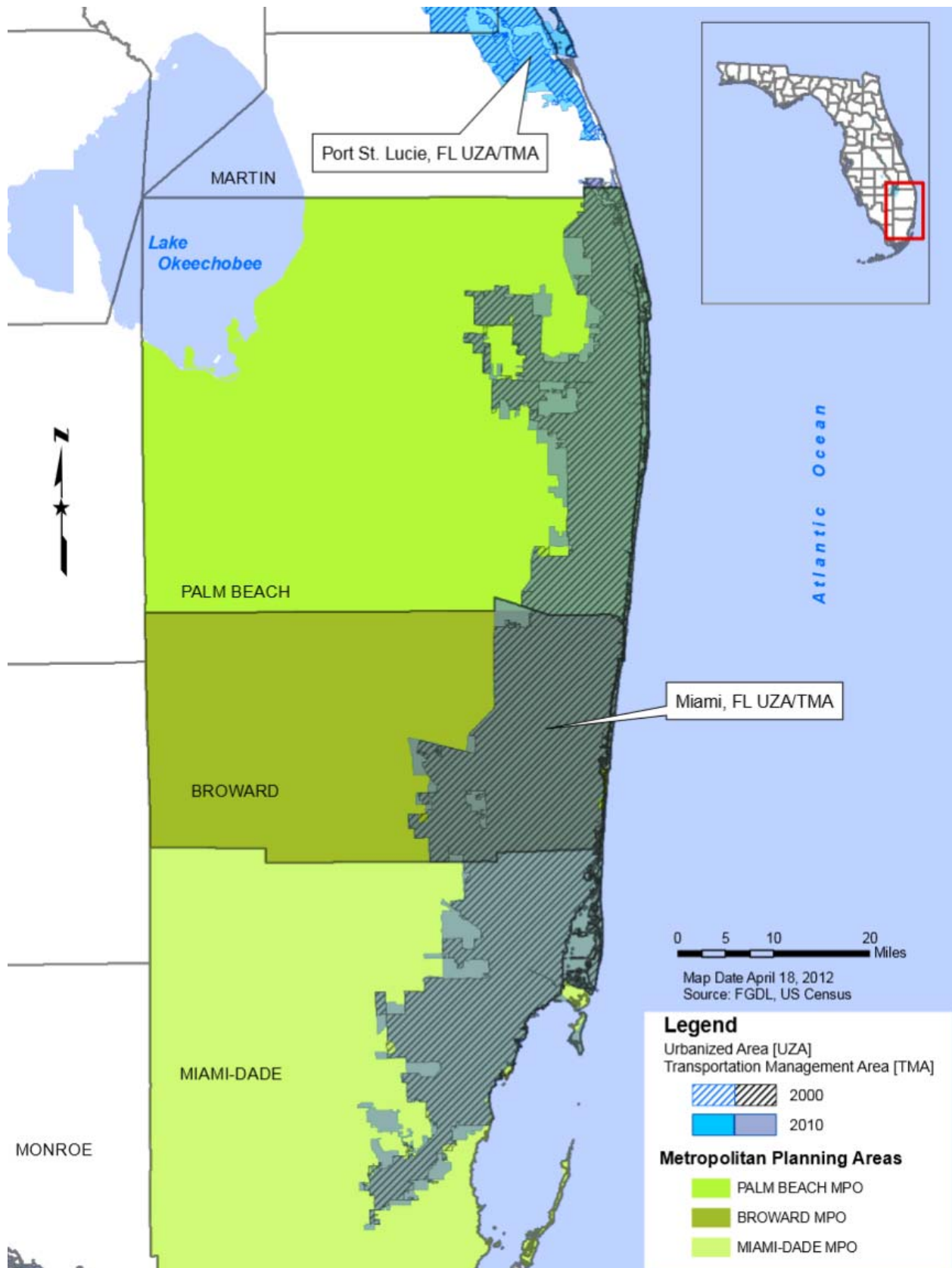
DATA COLLECTION AND ANALYSIS - activities needed to monitor travel characteristics and factors affecting travel such as socioeconomic and land use data, transportation system data, and environmental concerns and issues. Priorities include data collection and analysis, safety data collection, GIS development, Comprehensive Plan Support and management systems development.

PROGRAM AND PLAN DEVELOPMENT – activities related to long- and short- range multimodal transportation system planning, safety, security, energy, and climate change. Priorities include the LRTP (Long Range Transportation Plan), TIP (Transportation Improvement Plan), regional transportation planning, congestion management/livability planning, freight and intermodal planning, transit planning/development and Complete Streets/bicycle/pedestrian planning.

BUSINESS PLAN – a five-year projection for using FHWA funds, FTA funds, Transportation Disadvantage funds and Broward MPO attributable (Surface Transportation Program (STP)) funds.

The UPWP is approved by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). It is used to monitor the expenditure of Federal and State funds. The UPWP also serves as a strategic management tool, enabling the Broward MPO to administer its planning responsibilities with available revenues. The UPWP is required under Chapter 163.01 and 339.175(5) (d) and (e) Florida Statutes. The UPWP is prepared in accordance with the Florida MPO Program Management Handbook, the Americans with Disabilities Act of 1990 (ADA), and Title VI of the Civil Rights Act of 1964. This document reflects the state Transit Quality of Service, Title VI Environmental Justice, Limited English Proficiency (LEP), and State Planning Emphasis Area (PEA) provisions that the Broward MPO addresses in its transportation planning activities.

Figure 1
 MIAMI URBANIZED AREA/TRANSPORTATION MANAGEMENT AREA



B. Current Overview of Comprehensive Transportation Planning Activities

Long Range Transportation Planning (Task 3.1)

The current adopted Plan is the 2040 Long Range Transportation Plan (Commitment 2040). Commitment 2040 was developed with extensive public outreach and is consistent with local comprehensive planning efforts and other local and state plans. Commitment 2040 was adopted by the Broward MPO in December 2014. The Vision Statement of Commitment 2040 is: “Transform transportation in Broward to achieve optimum mobility with emphasis on mass transit while promoting economic vitality, protecting the environment, and enhancing quality of life”. The overall goal of Commitment 2040 is to move people, create jobs and strengthen communities. It is the basis for Broward’s transportation planning and programming decisions. In addition to common elements that are required for a LRTP, Commitment 2040 contains other important elements and features:

- It is a citizen-friendly, plain speak plan.
- It recognizes there is less public money for transportation projects.
- It incorporates MAP-21 requirements regarding “reasonably available” funding for cost feasible projects – It is realistic with regards to transit operating and maintenance funding.
- It sets the framework for opportunities to accelerate the delivery of non-regionally significant projects such as bike lanes, sidewalks and local safety improvements.
- It places a greater emphasis on freight and transportation technologies.
- It continues to recognize the importance of public outreach and strategic partnerships.
- It sets the framework to redefine the Mobility Hub Concept developed in the 2035 LRTP.
- It describes our Complete Streets efforts and leading role in identifying potential climate change impacts to our transportation network.

Regional Transportation Planning (Task 3.2)

The three MPOs of the Miami Urbanized Area recognize the importance of regional coordination of all transportation related activities. While the three MPOs remain as separate entities because of the unique situations within each county, each acknowledge the need for strong regional coordination to ensure the Miami Urbanized Area’s transportation system functions seamlessly for all users of the system. In addition to the activities described in the following paragraphs, the Broward, Palm Beach and Miami-Dade MPOs will continue their regional coordination efforts through the South East Florida Transportation Council (SEFTC), the South Florida Regional Transportation Authority's (SFRTA) Planning Technical Advisory Committee (PTAC), Broward County Transit (BCT) and transit agencies from adjacent counties. Further, the Broward MPO solicits and incorporates comments from neighboring MPOs on such projects as the 2040 LRTP, the State Road 7 Corridor Study and other efforts which may impact the respective MPO.

In addition, the three MPOs of the Miami Urbanized Area collaborated in the development of the 2040 Southeast Florida Regional Transportation Plan (RTP). The RTP identifies the most significant transportation investments needed to meet growing travel demands throughout the Southeast Florida region (Broward, Miami-Dade, and Palm Beach Counties). The horizon year of 2040 was chosen to provide time for agencies to assemble funds and complete the technical work required to design and construct the selected improvements. In a nutshell, the 2040 RTP is the key tool linking the 2040 LRTPs of the Broward, Miami-Dade, and Palm Beach MPOs. The RTP was coordinated with the three MPOs through the Regional Transportation Technical Advisory Committee (RTTAC) and the Southeast Florida Transportation Council (SEFTC).

Further, the three MPOs of the Miami Urbanized Area as well as the Florida Department of Transportation District 4 and 6 collaborated on the development of the 2040 Southeast Florida Regional Freight Plan (SFRFP). The SFRFP serves as the freight element of the 2040 Regional Transportation Plan (RTP) and provided critical input into the individual MPOs' 2040 LRTP updates. This Plan is updated every 5 years.

Congestion Management / Livability Planning (Task 3.3)

The Broward MPO combined the Congestion Management Process and Livability Planning to provide a comprehensive approach to implementing the Broward MPO's LRTP. The Congestion Management/Livability Planning Studies are the process to evaluate congestion management, livability planning and transit related improvements for high transit ridership corridors and/or corridors/areas with congestion or safety issues. Study recommendations include mobility hubs, location of facilities such as stations and transit stops, bike and pedestrian infrastructure, and safety improvements. Further recommendations can include multimodal congestion management and mobility strategies such as signal coordination and transportation demand management (TDM). Developing and implementing strategies, other than road widening, to improve the safety and mobility for all modes of transportation are the main intent of Congestion Management/Livability Planning Studies. An area of emphasis for the current UPWP is the coordination of the project prioritization among the corridor studies, the identification of funding for the implementation of the priority CMP/LP corridor projects.

Transportation Improvement Program (TIP) (Task 3.4)

The federal government requires that the use of federal aid for transportation facilities and services be consistent with MPO-endorsed plans and programs, including the Transportation Improvement Program (23 CFR 450). The Florida Statutes provide MPOs with the statutory responsibility to set priorities for all modes of transportation in the draft FDOT Five-Year Work Program. The Broward MPO takes full advantage of this opportunity. Based on a list of project priorities derived from the LRTP, the MPO is working with operating agencies of all modes of transportation to implement these expanded responsibilities. As a result, the Broward MPO annually develops an updated multimodal TIP. The TIP includes projects/programs for the next five years, is financially constrained, and addresses both local and regional concerns. The most updated version of the Broward MPO's TIP can be found at: <http://www.browardmpo.org/programs/transportation-improvement-program>

Freight and Goods Management/Intermodal Planning (Task 3.5)

In addition to the Regional Freight Plan (noted above), the MPO continues its coordination with Local Airports and the Seaport for the development of intermodal passenger facilities and other projects identified in the MPO's LRTP and Regional Transportation Plan. Further the MPO works with public and private sector agencies and municipalities on new and ongoing studies affecting the Port and Airports in Broward and the Port and Airport efforts affecting local agencies and municipalities.

Transit Planning and Development (Task 3.6)

One of the main emphasis areas of the MPO's LRTP (Commitment 2040) is the improvement of the transit system to enhance the mobility of people. To this end, the Broward MPO coordinates with the local and regional transit agencies to assist in the development of their respective Transit Development Plans. A related task is the creation of the Broward Transit System Plan, including the identification of goal alignment between the Broward MPO and the partner transit properties, and development of a

long-term vision plan with a realistic implementation program. Promoting transit fare card interoperability and community bus and premium transit systems within Broward and the region lends to these efforts. One example of a premium transit system is the Wave Modern Streetcar in Downtown Fort Lauderdale as the initial phase of the Locally Preferred Alternative (LPA) of the Central Broward East/West Transit Study. The initial segment of The Wave Modern Streetcar system is approximately 2.7 miles in length and will connect the major employment centers and primary activity centers in the urban core of the City of Fort Lauderdale. Planning is in process for the expansion of this system to the Fort Lauderdale/Hollywood Airport, with the anticipation of future extensions to western Broward destinations such as the South Florida Education Center in the Town of Davie.

Complete Streets and Transportation Related Enhancements (Task 3.7)

The vision for Broward MPO's Complete Streets initiative is to create a safe and efficient transportation network that promotes the health and mobility of all residents and visitors by providing safe, high quality multi-modal (pedestrian, bicycle, transit and automobile) access throughout Broward. To facilitate and lead this effort, the Broward MPO established a Complete Streets Advisory Committee (CSAC). The main objective of the CSAC is to guide the Broward MPO's Complete Streets Initiative and provide the tools necessary for local governments to implement Complete Streets at a regional and local level. The Broward Complete Streets Guidelines serve as a template that can be adopted, modified, customized, or expanded based on each community's needs and desires. Additionally, a Multi Modal Level of Service (MMLOS) tool provides a holistic measure of all the modes of transportation (Bike, Pedestrian, Transit, Roadway). Other efforts include the development of a model Complete Streets Policy and a Complete Streets Plan framework to further assist local governments. The model Policy and model Plan framework provide guidance to local governments in revising internal policies and regulations to facilitate the implementation of Complete Streets. As part of the Complete Streets Initiative, the Broward MPO also regularly conducts walking audits to involve the community and partner agencies in the transportation planning process by identifying gaps and deficiencies in Broward's multimodal network. Additionally, the Broward MPO maintains its commitment to providing technical assistance to its partners by offering workshops throughout the year and hosting the annual Safe Streets Summit to provide a platform for local and national experts to share the most recent developments in roadway design and urban planning practices.

The planning tasks described above (Tasks 3.1 through 3.7), Task 2.1 Highway, Transit and Safety Data and Task 2.2 Land Use and Trafficways Impact Analysis will be performed primarily with funds under Title 23 Section 135 (Statewide Transportation Planning). The administrative tasks (Task 1.1 UPWP and Organization Administration, Task 1.2 MPO Board and Committee Coordination, Task 1.4 Public Participation and Education and Task 1.5 Strategic Business Planning) which provide overall guidance to complete the planning tasks will be performed with a combination of funds under Title 23 Sections 134 (Metropolitan Transportation Planning) and 135 (Statewide Transportation Planning) and Title 49 Chapter 53 (Public Transportation). Details of the funding sources are provided in the financial tables for each task.

C. Planning Priorities and Level of Planning Effort Designated in the UPWP

The Broward MPO assists federal and state governments in managing and operating the transportation infrastructure to meet a broad range of user needs. Priority efforts will continue to be placed on coordination of non-emergency transportation systems, promoting safe and secure transportation systems and advancing congestion management/livability, transit, complete streets, freight planning, regional planning and the Long Range Transportation Plan.

The level of planning effort for the Broward MPO is driven by the long-range and operational planning needs of the various modal operating agencies and federal requirements. The transformative changes developed in the 2035 LRTP and Commitment 2040, create a paradigm shift in the planning efforts of the Broward MPO, particularly in the areas of transit, bicycle and pedestrian modes. The previous section summarized the most significant planning priorities for the Broward MPO. The level of effort is provided in more detail in the UPWP Work Tasks listed in this document. In addition to its continuing involvement in the traditional metropolitan transportation planning and programming process, the Broward MPO and other responsible agencies incorporate into its process a variety of transportation planning factors. Tasks also reflect various statutes from the state and federal level, the Florida Transportation Plan, the Americans with Disabilities Act of 1990, Title VI of the Civil Rights Act of 1964, and responses to Certification Findings by United States Department of Transportation (USDOT) and FDOT. Please refer to Figure 2 for a depiction of those factors to be considered, as outlined in MAP-21 and Fixing America's Surface Transportation (FAST) Act.

Figure 2

FAST Act PLANNING FACTORS

Ten Planning Factors are considered by MPOs in developing plans and programs that are reflected in the various tasks of the Broward MPO's UPWP. These factors are to:

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

UPWP Task #	DESCRIPTIONS	1	2	3	4	5	6	7	8	9	10
1.0	UPWP and Organization Administration										
1.1	UPWP and Organization Administration	x	x	x	x	x	x	x	x	x	x
1.2	MPO Board and Committee Coordination	x	x	x	x	x	x	x	x	x	x
1.3	Transp. Disadv. Coordinating Board and Program Admin	x	x	x	x	x		x			
1.4	Public Participation and Education		x		x	x	x	x			
1.5	Strategic Business Planning	x	x	x	x	x	x	x	x	x	x
2.0	DATA COLLECTION AND ANALYSIS										
2.1	Strategic Business Planning	x	x				x	x	x	x	x
2.2	Land Use and Trafficways Impact Analysis	x	x		x			x	x	x	x
3.0	PROGRAM AND PLAN DEVELOPMENT										
3.1	Long Range Transportation Planning	x	x	x	x	x	x	x	x	x	x
3.2	Regional Transportation Planning	x	x	x	x	x	x	x	x	x	x
3.3	Congestion Management/Livability Planning	x	x	x	x	x	x	x	x	x	x
3.4	Transportation Improvement Program	x	x	x	x	x	x	x	x	x	x
3.5	Freight and Goods Management / Intermodal Planning	x	x	x	x		x	x			
3.6	Transit Planning and Development	x	x	x	x	x	x	x	x		x
3.7	Complete Streets and Transportation Related Enhancements	x	x	x	x	x	x				x

D. Transportation related air quality planning activities (if applicable) anticipated in the non-attainment areas

The Broward MPO is part of the Miami Urbanized Area which is currently in attainment.

E. Public participation process used in the development of the UPWP

Public involvement continues to be a major activity for the Broward MPO. The approved and implemented Public Participation Plan (PPP) describes these efforts in detail and includes measurement techniques for evaluating the effectiveness of public involvement activities. Further, while particular emphasis is increasingly devoted to public outreach and involvement in all facets of transportation planning and service delivery, a major focus is to involve people who are traditionally under served and underrepresented. In accordance with Title VI of the Civil Rights Act of 1964 and Environmental Justice provisions, the Broward MPO has developed a Low-Literacy and Limited-English-Proficiency Program. For the development of the UPWP, extensive outreach was performed consistent with the above. In addition to soliciting input through the MPO Board and its subcommittees, the MPO produced a flier which was widely distributed electronically, via social media and in the MPO Newsletter. Further, newspaper ads are also published prior to the UPWP adoption.

F. State Planning Emphasis Areas and/or any Federal Planning Emphasis Areas that have been identified

The state has new Planning Emphasis Areas (PEA) for MPOs to address in their UPWPs. The new areas relate to Freight Planning, Transit Planning, Complete Streets and Bicycle/Pedestrian Safety. The objective is to advance multi-modal transportation planning and safety. For Freight Planning, please see Task 3.5, Freight and Goods Management/Intermodal Planning for further information on the MPO's extensive freight efforts and budget to carry out this activity. For Transit Planning, please see Task 3.6, Transit Planning and Development which includes the MPOs efforts to expand transit options within the confines of limited dedicated funding for transit operations and maintenance costs. For the Complete Streets and Bicycle/Pedestrian PEAs, please see Task 3.7, Complete Streets and Transportation Related Enhancements which includes the MPO's Complete Streets Master Planning effort and related MPO policies (developed over the past several years) promotions. Further, Task 3.7 describes MPO staffs' development of a Bicycle/Pedestrian Safety Action Plan and work with State and Local agencies to program, design and construct much needed bicycle and pedestrian facilities and related safety improvements through its Mobility Program and recently created Complete Streets and Other Localize Initiatives Program.

In 2015 the Federal Highway Administration and Federal Transit Administration issued a joint Planning Emphasis Areas letter to all MPOs encouraging them to place emphasis on MAP-21 (now FAST Act) Implementation, Regional Models of Cooperation and Ladders of Opportunity. The Emphasis Areas include transition to performance based planning and programming, cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning (Regional Models of Cooperation) and access to essential services in which the transportation planning process identifies transportation connectivity gaps in access to essential services (Ladders of Opportunity). The Federal PEAs have been address in this UPWP. For transition to performance based planning and programming, see Tasks 1.1, 2.1, 3.1, 3.2, 3.3, 3.4 and 3.6. For cooperation and coordination across MPO boundaries to ensure a regional approach to transportation planning, see the Other Boards section under the Organization and Management chapter which refers to the Southeast Florida Transportation Council (SEFTC). This entity serves as a regional forum for

coordination and communication among the transportation agencies in southeast Florida. An agreement to this effect has been executed and Task 3.2 documents our Regional Planning efforts. For access to essential services in which the transportation planning process identifies transportation connectivity gaps in access to essential services, see Tasks 1.4, 2.1, 3.1, 3.3, 3.6 and 3.7.

G. Soft Match Definition, Amount Being Matched and Indirect Cost Rate (if applicable)

“Soft match” is other expenses that are related to a project but will not be charged to the project. Toll Revenue Credits or the value of third party in-kind contributions are considered soft matches.

The Broward MPO utilizes soft matches for some of its federal funding sources. These soft matches include toll revenues as a credit toward the non-federal matching share of all programs authorized by Title 23 and for transit programs authorized by Chapter 53 of Title 49, U.S.C. The soft match provision allows the FHWA share to be increased up to 100% to the extent toll credits are available. Soft matches for FTA funds come in the form of the value of services provided by state and local partner agencies. Soft match amounts are listed as follows:

Soft Match (or In-Kind Match)				
Fund Type	Agency Providing	Rate	FY 16-17	FY 17-18
1. FHWA - PL ¹	FDOT	18.07%	386,867	434,500
2. FTA - 5305(d) ²	Broward MPO	10.00%	214,866	107,562
3. FHWA - ICM ³	FDOT	21.74%	50,000	-

¹ FHWA - PL Cash: 81.93%
² FTA - 5305(d) Cash: FTA - 80.00%, FDOT - 10.00%
³ FHWA - ICM Cash: 78.26%

The Broward MPO will reimburse actual costs. Thus, no indirect rate will be utilized.

IV. ORGANIZATION AND MANAGEMENT

A. Participants

Broward MPO Board and Organization

The Broward MPO is a metropolitan level policy board of local, elected officials, established under the federal requirements of 23 USC 134 for the utilization of federal transportation funds in the urbanized area of Broward County. The State recognizes the Broward MPO as the forum for cooperative decision-making in area wide transportation planning and programming, and the current structure is consistent with FAST Act legislation.

In March, 1999 the Broward MPO was formally reorganized to provide updated representation of all cities in Broward County through the Municipal District Plan. On October 10, 2002, the Broward MPO approved a reapportionment plan by more than three-fourths of its membership. During February 2003, the Broward MPO and the Broward County Board of County Commissioners adopted resolutions approving the Broward MPO reapportionment plan. The plan allocates two voting members for the “Central City” as established by the US Census Bureau; allows all non-voting cities to become alternates such that, in order of population, any non-voting city may vote in place of any absent voting city within the cities’ district. If still more voting cities are absent, any additional non-voting cities present, and in order of population, may vote in place of absent voting members including the School Board, the County Commission, and the SFRTA. Based on 2010 census data, the MPO governance and structure was reevaluated in 2012 for any needed changes. While populations have grown, no changes in governance or structure were needed.

On February 11, 2016, in accordance with State Statutes, the Broward MPO increased its total membership to twenty-five (25) voting members. Nineteen (19) voting members are apportioned to the cities according to municipal district maps. The largest cities in each municipal district are the voting members and the next largest cities are the designated alternates. Five (5) members are apportioned to the County Commission, four (4) of whom also represent Broward County Transit and other County transportation departments and one of whom also represents the South Florida Regional Transportation Authority (SFRTA)/Tri-Rail. The twenty-fifth Broward MPO voting member is a Broward County School Board member. Finally, there are thirteen (13) alternate municipal members who are eligible to vote when a member(s) is absent. The Florida Department of Transportation (FDOT) has one (1) non-voting advisor, the Secretary of FDOT District 4. See Figure 3 for the current MPO Board governance structure.

Each of the voting and alternate members outlined above are parties to the Interlocal Agreement for the Creation of the Broward Metropolitan Planning Organization (Interlocal Agreement) which was effective on August 3, 1977 and amended thereafter, in part, to provide for the current membership of the Organization. The last amendment to the Interlocal Agreement increased the membership from nineteen (19) to twenty-five (25) accordance with State Statutes and was recorded on February 10, 2016.

In May 2013, the MPOs of Broward, Miami-Dade, and Palm Beach Counties jointly concurred that the three MPOs remain individually re-designated. This conclusion was based on the complexity of the area regarding composition of the population, growth rate, travel patterns, geographical boundary constraints, socio-cultural factors, land uses and densities. However, regional coordination remains through the Southeast Florida Transportation Council (SEFTC). SEFTC members are from the respective MPO Boards. Further, SEFTC created four committees to address and advise them on regional studies, initiatives, and technical issues. More details about SEFTC and its advisory Subcommittees are provided under “Other Boards.”

Figure 3

CURRENT MPO BOARD GOVERNANCE STRUCTURE

District	Municipal District Cities	Year 2010 Population	Regular Voting Members	Vote	Alternates (In order of population)
1	Coral Springs	121,096	Coral Springs	1	Parkland
	Tamarac	60,427	Tamarac	1	
	Margate	53,284	Margate	1	
	North Lauderdale	41,023	North Lauderdale	1	
	Parkland	23,962			
2	Pompano Beach	99,845	Pompano Beach	1	Lighthouse Point
	Deerfield Beach	75,018	Deerfield Beach	1	Lauderdale-By-The-Sea
	Coconut Creek	52,909	Coconut Creek	1	Hillsboro Beach
	Lighthouse Point	10,344			
	Lauderdale-By-The-Sea	6,056			
	Hillsboro Beach	1,875			
3	Fort Lauderdale	165,521	Fort Lauderdale	2	Lauderdale Lakes
	Plantation	84,955	Plantation	1	Wilton Manors
	Sunrise	84,439	Sunrise	1	Sea Ranch Lakes
	Lauderhill	66,887	Lauderhill	1	Lazy Lakes
	Oakland Park	41,363	Oakland Park	1	
	Lauderdale Lakes	32,593			
	Wilton Manors	11,632			
	Sea Ranch Lakes	670			
Lazy Lakes	24				
4	Hollywood	140,768	Hollywood	1	Dania Beach
	Hallandale Beach	37,113	Hallandale Beach	1	
	Dania Beach	29,639			
5	Pembroke Pines	154,750	Pembroke Pines	1	Cooper City
	Miramar	122,041	Miramar	1	West Park
	Davie	91,992	Davie	1	Southwest Ranches
	Weston	65,333	Weston	1	Pembroke Park
	Cooper City	28,547			
	West Park	14,156			
	Southwest Ranches	7,345			
	Pembroke Park	6,102			

Voting Members	Total
Municipal Officials	19
County	4
County appointee to SFRTA	1
School Board of Broward County	1
Total Voting Members	25

Broward MPO's Executive, Governance and Evaluation Committees

The Broward MPO Executive Committee consists of the MPO Chair, Vice Chair, 2nd Vice Chair, one County Commissioner and one MPO alternate member representing small cities. This committee meets prior to the MPO monthly meeting to review the agendas and discuss current and future projects and initiatives.

The MPO Governance Committee is comprised of several MPO Board Members. This committee monitors governance, recommends policies and provides direction on how the MPO is directed, controlled, and administered. This group provides leadership, direction and oversight for the organization.

The MPO Evaluation Committee is comprised of several MPO Board Members. This committee evaluates the performance of the Executive Director on an annual basis.

Temporary committees may be established by the MPO Chair, in accordance with the adopted Rules of the Broward MPO, to address specific issues as needed.

Broward MPO's Technical Advisory Committee (TAC)

The Broward MPO has a broad-based Technical Advisory Committee (TAC) composed of planners, engineers, and other professionals, for the purpose of advising and providing technical expertise to the MPO decision-making process for adopting and maintaining area wide transportation plans, policies, and programs. The TAC makes technical recommendations to the MPO Board. The membership of the Broward MPO's TAC consists of staff members with expertise in matters related to transportation planning. Each voting member city and alternate city on the Broward MPO may appoint one TAC member. See Figure 3 above. Broward County may appoint members from County Transportation agencies such as the Airport, the Seaport, the Public Works Department, Broward County Transit and the Environmental Protection and Growth Management Department. The Broward County Planning Council, the Seminole Tribe of Florida, the South Florida Regional Planning Council (SFRPC), the South Florida Regional Transportation Authority (SFRTA) and the School Board may appoint one voting member each. FDOT District 4 is a non-voting member.

Broward MPO's Citizens' Advisory Committee (CAC)

The Broward MPO also has a Citizens' Advisory Committee (CAC) designed to facilitate a broad range of citizen and business involvement in the transportation planning process. The purpose of the CAC is to seek citizen and community reaction to planning proposals and to provide comment to the Broward MPO with respect to the concerns of various segments of the population regarding their transportation needs. The CAC membership includes forty-four (45) voting members. Twenty-five (25) are individual appointees of the regular members of the Broward MPO Board, seventeen (17) are appointed by service organizations and other groups authorized by the Broward MPO and three (3) are appointed by the CAC. The CAC provides community perspective recommendations to the MPO Board.

Broward MPO's Local Coordinating Board for Transportation Disadvantaged Services (LCB)

The Local Coordinating Board for Transportation Disadvantaged Services (LCB) identifies local service needs and provides information, advice, and direction to the Community Transportation Coordinator (CTC) on the coordination of services provided to the transportation disadvantaged in Broward County. "Transportation Disadvantaged" is defined as those persons who because of physical or mental

disability, income status, or age are unable to transport themselves or to purchase transportation, or children who are disabled or high-risk or at-risk, as defined in FS 411.202. The LCB is recognized as an advisory body to the Florida Commission for the Transportation Disadvantaged (FCTD) in its service area and focuses on compliance with state requirements for transportation disadvantaged planning, ensuring that public transportation is accessible to everyone, including the transportation disadvantaged. The FCTD is the policy setting board that is legislatively responsible for oversight and coordination of transportation disadvantaged services statewide. The FCTD establishes the membership composition for the local coordinating boards, which includes representatives of health and human services agencies, the elderly and disabled, citizens and a representative from the private transportation industry. Members of the LCB are appointed by the Broward MPO as established by law and rule (Chapter 427 F.S./41-2 F.A.C.).

Broward MPO's Complete Streets Advisory Committee (CSAC)

To include all modes of transportation, the Broward MPO formed the Complete Streets Advisory Committee (CSAC) as a holistic approach to address the bicycle/pedestrian needs of the region. This multidisciplinary group is comprised of municipal and partner agency staff, representatives of non-profit groups, and advocacy groups. The CSAC guides the Broward MPO's Complete Streets Initiative and serves as a forum for exchanging new ideas and projects, allowing members to showcase their individual Complete Streets efforts.

Other Boards

The Broward MPO participates with other MPOs in the statewide Metropolitan Planning Organization Advisory Council (MPOAC), established by State Statute as a forum for MPOs to provide input in statewide plans and policies affecting MPOs. Statewide coordination greatly enhances communication among MPOs, sharing ideas and "best practices".

The Broward MPO also participates in the Florida MPOAC Freight Committee which was established in April 2013. This committee was created to serve as a state wide clearinghouse of actionable ideas that allow Florida's Metropolitan Planning Organizations (MPOs) to foster and support sound freight planning and freight initiatives.

Further, in January 2006, the Broward MPO, Palm Beach MPO, and Miami-Dade MPO signed an agreement to create a separate administrative entity called the Southeast Florida Transportation Council (SEFTC). This entity serves as a regional forum for coordination and communication among the transportation agencies in southeast Florida. The duties of SEFTC include the development of:

- a Regional Long Range Transportation Plan;
- a process for prioritization of regional projects;
- a regional public involvement process;
- a series of performance measures to assess the effectiveness of regional coordination activities;
- an annual report documenting the progress and accomplishments of regional goals and objectives; and
- lists of anticipated regional tasks and identify funding for those tasks under the respective MPO's Unified Planning Work Programs.

Further, SEFTC created five committees to address and advise them on regional studies, initiatives, and technical issues: 1) Regional Transportation Technical Advisory Committee (RTTAC) – composed

of staff from the three MPOs, FDOT Districts IV and VI, Florida Turnpike Enterprise, Miami-Dade Expressway Authority, the four area transit agencies, and the two area Regional Planning Councils; 2) RTTAC Modeling Subcommittee - composed of staff-level working group that focuses on travel demand modeling; 3) RTTAC Freight Advisory Subcommittee – this subcommittee was formed to primarily serve for the development of the 2040 Southeast Florida Regional Freight Plan. It is made up of both public and private sector stakeholders; 4) RTTAC Public Participation Subcommittee – a staff-level working group composed of the Public Information Officers from Broward MPO, Miami-Dade MPO, Palm Beach MPO and the Florida Department of Transportation Districts Four and Six. Their focus is on regional-level public involvement activities in Southeast Florida; and 5) Transportation System Management and Operations (TSM&O) Subcommittee - composed of representatives from Miami-Dade Expressway Authority, Florida Turnpike Enterprise, the MPOs, transit agencies, County Traffic Engineering Divisions, and FDOT. This subcommittee coordinates TSM&O projects so that they are better integrated within the region’s planning process/documents and promotes program resources to support these projects.

B. The MPO has the following Agreements in effect:

- (1) Interlocal Agreement for the Creation of Metropolitan Planning Organization: Execution dated July 1977 – March 2000, 1st amendment - February 2001; 2nd amendment – December 2002; new Interlocal Agreement – November 2003; amendment to add City of West Park – June 2005; amendment to increase the Board membership from nineteen (19) to twenty-five (25) – February 2016.
- (2) Interlocal Agreement for Staff Services between the Broward MPO and SFRTA dated May 28, 2010.
- (3) Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement (TP # 525-010-03) between the Florida Department of Transportation, the Broward MPO, the Broward County Board of County Commissioners, the South Florida Regional Planning Council and the South Florida Regional Transportation Authority: Execution date – November 20, 2007.
- (4) Tri-county Interlocal agreement for the creating the Southeast Florida Transportation Council (SEFTC) for Regional Transportation Planning and Coordination in South Florida– January 2006; amendment – September 2009; amendment July 2011.
- (5) Memorandum of Understanding between Broward, Palm Beach, Miami-Dade MPOS and FDOT Districts 4 & 6 for the purpose of assigning roles and responsibilities and creating a decision making framework for future travel demand modeling tasks related to Southeast Florida Regional Planning Model (SERPM).
- (6) Integrated Corridor Management Joint Participation Agreement (G0349): Execution date – August 28, 2015, effective until December 31, 2017. Per new requirements, this agreement will expire on June 30, 2016 and be included in one Metropolitan Planning Organization Agreement.
- (7) Transportation Planning Funds Joint Participation Agreement (ARN28): Execution date – September 26, 2014, effective until September 25, 2019. Per new requirements, this agreement will expire on June 30, 2016 and be included in one Metropolitan Planning Organization Agreement.
- (8) Transportation Planning Funds Joint Participation Agreement (G0708): Execution date – December 7, 2015, effective until December 6, 2020. Per new requirements, this agreement will expire on June 30, 2016 and be included in one Metropolitan Planning Organization Agreement.

- (9) Metropolitan Planning Organization Agreement: Effective July 1, 2016 through June 30, 2018. This new agreement consolidates the three (3) Joint Participation Agreements listed in (6) through (8).
- (10) Public Transportation Joint Participation Agreement (G0363) Execution date – October 1, 2015, effective until September 30, 2020.
- (11) Public Transportation Joint Participation Agreement (AQA78) Execution date – June 6, 2011. Fourth Supplement Execution date June 2, 2015, effective until December 31, 2016.
- (12) Florida Commission for the Transportation Disadvantaged Planning Agreement: Executed annually on July 1 and effective until June 30.

C. Operational Procedures and Bylaws

On March 11, 2010, the Broward MPO took action to terminate the existing 1977 Staff Services Agreement with Broward County. This action was taken to form a structurally and institutionally independent Broward MPO which could better react to legislative changes, grant opportunities and directives from federal (FHWA/FTA) and state (FDOT) governments. To move forward on the action by the Broward MPO, an Interlocal Agreement between the Broward MPO and the South Florida Regional Transportation Authority (SFRTA) was executed on May 28, 2010, to provide the MPO with capital float and limited administrative services. On August 6, 2010, the Broward MPO officially separated from its host agency, Broward County Board of County Commissioners, and became an independent agency.

With this separation the Broward MPO developed its own personnel manual (adopted April 2010, amended September 11, 2014) and procurement code (amended and last adopted June 13, 2013) consistent with Federal and state guidelines and requirements. Further, the MPO collects a local contribution to be used for advocacy purposes. This local contribution is 5 cents per capita per municipal and county member and alternate on the MPO Board. Collection of this contribution began October 2013 and is assessed on an “as needed basis” as determined by the MPO Board. In addition, the MPO is a 501c3, non-profit corporation. Task 1.1, Administration and Planning Management reflects the work products and capital/operating financial needs to staff and operate a structurally and institutionally independent MPO.

Further, the Rules of the Broward MPO (Bylaws) were last amended and adopted on February 11, 2016. This last amendment was to address the increase in Board membership from nineteen (19) to twenty-five (25), per State Statute and the MPO’s amended Interlocal Agreement, to replace FDOT voting members as non-voting members on MPO committees, and to update any related language, procedures and advisory committee make-up to this effect. The Rules/bylaws contain procedures for the Broward MPO, its subcommittees, the Technical Advisory Committee (TAC), the Citizens’ Advisory Committee (CAC), the Local Coordinating Board for Transportation Disadvantaged Services (LCB) and the Complete Streets Advisory Committee (CSAC). Further, the Rules include an enhanced public involvement process and LRTP, RL RTP and TIP amending procedures. The Rules and other documents noted above are kept on file and are readily available for review at the Broward MPO office and on the Broward MPO website: www.BrowardMPO.org.

Lastly, the Broward MPO adopted a new and comprehensive Public Participation Plan (PPP) in February 2015. Incorporating measurement tools for evaluating the effectiveness of the Broward MPO’s public involvement techniques, the Plan prescribes assertive outreach to the communities within the County. Using the PPP enables the Broward MPO to determine the success of their activities. The PPP undergoes minor modifications on an ongoing basis when needed. . Copies are available in eight

(8) Regional County libraries and may be viewed on the Broward MPO website: www.browardMPO.org under the “Public Involvement” tab.

D. Required forms, certifications, and assurances

Broward MPO’s planning process was reviewed at a site visit conducted by the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA) and FDOT on May 4 and 5, 2015. The Certification Review produced three (3) Corrective Actions, four (4) recommendations and thirteen (13) noteworthy practices. The corrective actions require amendments or modifications to Commitment 2040 by February 28, 2016. The MPO is currently coordinating with FHWA Florida Division staff in order to modify and amend Commitment 2040 to address the corrective actions. The proposed corrections were sent to FHWA for review and feedback. The feedback from FHWA has been incorporated into the proposed corrections and have been accepted as sufficient by FHWA staff. The MPO has received an extension to the February 28 deadline from FHWA and the amendments and modifications to Commitment 2040 were approved by the MPO Board on May 12, 2016. As for the four recommendations, they are being addressed through the MPO’s current planning efforts. Based on the overall findings, the FHWA and FTA jointly certified that the transportation planning process of the entire Miami Urbanized Area TMA, which includes the Broward MPO, substantially meets federal planning requirements subject to the MPO satisfactorily addressing the corrective actions in the report. The certification will remain in effect until August 2019. The full 2015 Federal Certification Report can be found on our website at: <http://browardmpo.org/index.php/about-the-mpo/federal-state-certifications>.

On an annual basis, the FDOT and MPO staff jointly certify to the FHWA and FTA that the planning process is addressing major issues and meeting applicable requirements. A modified state certification review of the MPO was last conducted in May 2015, as part of the Federal Certification. The State Review produced eight (8) recommendations and fifteen (15) noteworthy practices. The recommendations are being addressed through the MPO’s current planning efforts. The MPO remains certified by the State as documented in the 2015 certification package in Appendix B which includes the signed Joint Certification Statement and all required assurances. As of the adoption of this document, the 2016 Annual Certification is underway. MPO staff has provided responses to the 2016 Certification questions and are awaiting feedback from FDOT.

V. WORK PROGRAM TASKS

1.0. ADMINISTRATION

The administration section describes task functions required to manage the transportation planning process on a continual basis including program administration, development, review and reporting, anticipated staff development, annual audit and other requirements of a structurally independent MPO. Specific tasks include:

- 1.1 UPWP and Organization Administration
- 1.2 MPO Board and Committee Coordination
- 1.3 Transportation Disadvantaged Coordinating Board and Program Administration
- 1.4 Public Participation and Education
- 1.5 Strategic Business Planning

BROWARD METROPOLITAN PLANNING ORGANIZATION
UNIFIED PLANNING WORK PROGRAM
July 1, 2016 - June 30, 2018

Section: Administration

Task 1.1 UPWP AND ORGANIZATION ADMINISTRATION

Purpose:

To implement the MPO's transportation planning vision by administering the activities identified in the two (2) year UPWP and managing a structurally independent organization.

Required Activities

- Provide administrative services and management (legal, as needed) review of all activities and work products identified in the UPWP.
- Maintain and amend (as necessary) the UPWP, coordinate with regional partners and incorporate all applicable federal and state requirements, rules and procedures. Submit draft document to all review agencies at the local, state, and federal levels. Incorporate agency comments and submit final document to FHWA and FTA for approval.
- Manage the day-to-day activities of the structurally independent MPO agency, ensuring proper staffing, technical resources, and office infrastructure are available to complete activities identified in the UPWP.
- Maintain and update office IT infrastructure including secured file server, digital storage, employee workstations, telephone, and software packages.
- Maintain continued eligibility for federal and state transportation aid through the maintenance of a certified urban transportation planning process. Complete federal and state certification reviews and address corrective actions and recommendations as needed.
- Update the MPO's Interlocal Agreement and Joint Participation Agreements as needed.
- Prepare & submit financial reports, billings, & progress reports of appropriate agencies, per existing agreements.
- Participate in Annual Audit.
- Maintain the MPO' Continuity of Operations Plan (COOP).
- Monitor federal and state legislation to identify bills that impact local transportation funding opportunities. Monitor the grant opportunities and prepare applications to secure grants for the implementation of Broward MPO plans and programs.
- Participate in federal agency rulemaking to establish performance measures while working with FDOT, transit agencies, and other MPOs to ensure targets are set in a coordinated and timely manner consistent with the latest transportation bill and with emphasis on performance-based planning and programming.
- Monitor activities related to DBE required reporting and documentation as it relates to state and federal funded activities as appropriate.
- Update and maintain all Title VI and DBE required documents.
- Conduct annual Title VI and Environmental Justice review of MPO plans and programs.

Previous Major Accomplishments

2014-16: All Work Products identified below are accomplished on an ongoing basis.
May 2015: Completed Federal Certification Review.

<u>Completion Date:</u>	<u>Work Product:</u>	<u>Responsible Agency:</u>
Jan 2017 & 18:	Annual Audit	
Feb 2017 & Feb 2018:	Complete Annual State Certification Review.	
May 2018:	UPWP Update.	
May 2017 & 18:	Conduct annual dry run of COOP and update documentation accordingly.	
June 2018:	General management of staff and all work products, as outlined in the UPWP.	
June 2018:	Maintain, amend and modify the UPWP as needed.	
June 2018:	Maintain appropriate staffing levels in order to perform the activities specified within the UPWP.	
June 2018:	Maintain and update agreements, insurances and JPAs required as independent agency.	BMPO
June 2018:	Monthly progress reports, financial status reports, agreements, quarterly invoices, and the annual single audit report.	
June 2018:	Update office IT architecture, including procurement of hybrid local/cloud server storage, updated telephone, and hosted email services	
June 2018:	Analyses of transportation bills and legislation.	
June 2018:	Analyses of potential funding sources, including grant availability/application preparation, for transportation related projects.	
June 2018:	Update and maintain all Title VI and DBE required documents.	
June 2018:	Prepare grant applications and other projects as directed by the Board as needed.	

Task 1.1

Estimated Budget Detail for FY 16-17

Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	Local MPO	Total
A. Personnel Services									
Salary & Fringe	441,630.77	46,935.31	-	223,276.69	27,909.59	-	-	-	739,752.36
Subtotal:	441,630.77	46,935.31	-	223,276.69	27,909.59	-	-	-	739,752.36
B. Consultant Services									
DBE & Title VI Mgmt & EJ Review	-	5,000.00	-	222,222.22	27,777.78	-	-	-	255,000.00
ERP & IT Consulting Services	-	88,520.84	-	8,902.22	1,112.78	-	-	-	98,535.84
Special Projects	-	211,713.40	-	-	-	-	-	-	211,713.40
Subtotal:	-	305,234.24	-	231,124.44	28,890.56	-	-	-	565,249.24
C. Travel									
Travel	60,000.00	5,000.00	-	-	-	-	-	-	65,000.00
Mileage	9,201.08	2,000.00	-	-	-	-	-	-	11,201.08
Subtotal:	69,201.08	7,000.00	-	-	-	-	-	-	76,201.08
D. Other Direct Expenses									
Rent	96,150.00	80,000.00	-	258,363.32	32,295.42	-	-	-	466,808.74
Insurance	19,898.00	7,000.00	-	-	-	-	-	-	26,898.00
Equipment	-	85,931.62	-	16,042.11	2,005.26	-	-	-	103,978.99
Legal	-	165,000.00	-	-	-	-	-	-	165,000.00
Admin Svcs & Fees	84,795.00	-	-	17,530.84	2,191.35	-	-	-	104,517.19
Bank Fees	3,600.00	1,000.00	-	-	-	-	-	-	4,600.00
Audit	17,490.00	17,130.00	-	-	-	-	-	-	34,620.00
Training	2,165.90	4,000.00	-	-	-	-	-	-	6,165.90
Memberships	718.00	4,000.00	-	-	-	-	-	-	4,718.00
Copier & Maintenance	4,248.61	4,000.00	-	-	-	-	-	-	8,248.61
Communications Services	26,852.58	5,000.00	-	4,444.44	555.56	-	-	-	36,852.58
Software & Maintenance	-	10,000.00	-	-	-	-	-	-	10,000.00
Office Supplies	14,399.00	15,000.00	-	5,555.56	694.44	-	-	-	35,649.00
Business Data	-	-	-	-	-	-	-	-	-
Postage	1,559.56	4,000.00	-	-	-	-	-	-	5,559.56
Transcription	6,000.00	5,000.00	-	-	-	-	-	-	11,000.00
Printing	2,000.00	4,000.00	-	-	-	-	-	-	6,000.00
Advertising	6,320.08	3,000.00	-	-	-	-	-	-	9,320.08
Carpet Cleaning	-	6,600.00	-	-	-	-	-	-	6,600.00
Janitorial Services	-	-	-	1,777.78	222.22	-	-	-	2,000.00
Office Furniture	-	15,519.64	-	155,555.56	19,444.44	-	-	-	190,519.64
Office Improvements	-	23,000.00	-	18,471.11	2,308.89	-	-	-	43,780.00
IT Improvements	-	90,000.00	-	128,000.00	16,000.00	-	-	-	234,000.00
IT Maintenance	-	5,000.00	-	-	-	-	-	-	5,000.00
ERP System	-	19,248.00	-	183,307.00	22,913.38	-	-	-	225,468.38
Subtotal:	286,196.73	573,429.26	-	789,047.72	98,630.96	-	-	-	1,747,304.67
E. Local Funds									
Local MPO (Cash)	-	-	-	-	-	-	-	863,783.69	863,783.69
Subtotal:	-	-	-	-	-	-	-	863,783.69	863,783.69
Total:	797,028.58	932,598.81	-	1,243,448.85	155,431.11	-	-	863,783.69	3,992,291.04

Task 1.1 Budget Category Description Detail

A. Personnel Services

Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

B. Consultant Services

DBE & Title VI Mgmt & EJ Review DBE/Title VI Programs and LEP Plan and Title VI Environmental Justice Reviews of Plans and Programs. Update/Revise the MPO's Title VI and DBE Program due for adoption near July 2017, as well as ensure compliance and reporting. Conduct an annual review of MPO program areas to determine their level of effectiveness in satisfying the requirements of Title VI. Describe Environmental justice policies, projects and other activities advanced to benefit or to avoid, minimize or mitigate adverse impacts on minority and other communities in in MPO plans.

ERP & IT Consulting Services Project Cost: \$152,460. Project underway. ERP Needs Assessment & IT Transition Consulting Services. Enterprise Resource Planning (ERP) is an integrated software solution including time entry, accounting, purchasing, etc. ERP and IT services are currently being outsourced through a seperate government agency (SFRTA); however, BMPO desires to gain more complete ownership of its core business information systems as it continues to grow.

Special Projects MPO Board approved/directed special projects to address immediate needs/conditions.

C. Travel

Travel Employee & MPO Board member travel on behalf of the Broward MPO business including conferences, seminars, MPOAC meetings, etc. outside the local area.

Mileage Employee travel on MPO Business, inside the local area.

D. Other Direct Expenses

Rent Monthly rent, common area maintenance and electrical costs for Broward MPO office and boardroom facilities.

Insurance Liability, Property, Auto and Worker's Compensation insurances.

Equipment General office equipment needs.

Legal General council (legal) expenses.

Admin Svcs & Fees Administrative service fees to the SFRTA for monthly accounting services until phase out and start of new ERP in-house system, estimated. Also includes new fees per agreement with City of Ft. Lauderdale for use of up front cash.

Bank Fees Monthly fees related to payroll and vendor payments.

Audit Expenditures related to the MPO annual audit. Current consultant contract expires with performance of FY 15-16 audit.

Training Any employee related training.

Memberships Memberships to various business, technical & professional organizations and/or periodicals.

Copier & Maintenance Anticipate new copier purchase and related maintenance costs.

Communications Services Telephone and Ethernet related services.

Software & Maintenance Any new software purchases and related maintenance costs.

Office Supplies General office supplies.

Business Data Electronic business data purchase for use in transportation planning. The Broward MPO utilizes this data for its mobility hub and corridor studies to conduct preliminary economic analysis as part of its ongoing planning activities. Additionally, this data will be used as part of the evaluation framework developed for the Broward MPO's Complete Streets/ Mobility Projects to measure economic activity and business makeup in project locations.

Postage US Mail, FedEx, etc.

Transcription Board meeting minutes.

Printing Professional printing costs.

Advertising Newspaper announcement of board meeting and other related announcements in addition to employee position announcements.

Carpet Cleaning Office carpet cleaning.

Janitorial Services Office janitorial.

Office Furniture Anticipated costs of future furniture needs, estimate.

Office Improvements Installation of low voltage network wiring for new office space

IT Improvements Project Cost: \$234,000, estimated. Information Technology Infrastructure Improvements. Equipment purchase, installation, and one year recurring maintenance costs.

ERP System Project Cost: \$206,220. ERP System installation and training.

E. Local Funds

Local MPO Bank Balances: MPO Float Funds, Main Account, Local Contribution, Ft. Laud ILA, and other Non-Grant Special Projects.

Task 1.1
Estimated Budget Detail for FY 17-18

Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	689,899.21	313,886.78	-	123,955.16	15,494.39	-	-	-	1,143,235.55
Subtotal:	689,899.21	313,886.78	-	123,955.16	15,494.39	-	-	-	1,143,235.55
B. Consultant Services									
DBE & Title VI Mgmt & EJ	-	88,575.00	-	-	-	-	-	-	88,575.00
Special Projects	-	102,959.96	-	-	-	-	-	-	102,959.96
Subtotal:	-	191,534.96	-	-	-	-	-	-	191,534.96
C. Travel									
Travel	-	60,000.00	-	-	-	-	-	-	60,000.00
Mileage	-	10,000.00	-	-	-	-	-	-	10,000.00
Subtotal:	-	70,000.00	-	-	-	-	-	-	70,000.00
D. Other Direct Expenses									
Rent	-	436,452.48	-	140,308.15	17,538.52	-	-	-	594,299.15
Insurance	-	21,966.00	-	-	-	-	-	-	21,966.00
Equipment	-	45,969.00	-	-	-	-	-	-	45,969.00
Legal	-	143,900.00	-	-	-	-	-	-	143,900.00
Admin Svcs & Fees	-	37,484.00	-	-	-	-	-	-	37,484.00
Bank Fees	-	4,367.00	-	-	-	-	-	-	4,367.00
Audit	-	25,000.00	-	-	-	-	-	-	25,000.00
Training	-	15,000.00	-	-	-	-	-	-	15,000.00
Memberships	-	6,502.92	-	-	-	-	-	-	6,502.92
Copier & Maintenance	-	6,756.59	-	-	-	-	-	-	6,756.59
Communications Services	-	17,035.22	-	-	-	-	-	-	17,035.22
Software & Maintenance	-	15,000.00	-	-	-	-	-	-	15,000.00
Office Supplies	-	180,061.00	-	-	-	-	-	-	180,061.00
Business Data	-	-	-	-	-	-	-	-	-
Postage	-	1,867.26	-	-	-	-	-	-	1,867.26
Transcription	-	9,238.00	-	-	-	-	-	-	9,238.00
Printing	-	4,677.04	-	-	-	-	-	-	4,677.04
Advertising	-	10,327.12	-	-	-	-	-	-	10,327.12
Carpet Cleaning	-	-	-	-	-	-	-	-	-
Janitorial Services	-	-	-	-	-	-	-	-	-
Office Furniture	-	30,000.00	-	-	-	-	-	-	30,000.00
IT Maintenance	-	262,000.00	-	-	-	-	-	-	262,000.00
ERP Maintenance	-	15,390.00	-	-	-	-	-	-	15,390.00
Subtotal:	-	1,288,993.63	-	140,308.15	17,538.52	-	-	-	1,446,840.30
Total:	689,899.21	1,864,415.37	-	264,263.31	33,032.91	-	-	-	2,851,610.81

Task 1.1 Budget Category Description Detail

A. Personnel Services

Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
-----------------	---

B. Consultant Services

DBE & Title VI Mgmt & EJ Review	DBE/Title VI Programs and LEP Plan and Title VI Environmental Justice Reviews of Plans and Programs. Update/Revise the MPO's Title VI and DBE Program due for adoption near July 2017, as well as ensure compliance and reporting. Conduct an annual review of MPO program areas to determine their level of effectiveness in satisfying the requirements of Title VI. Describe Environmental justice policies, projects and other activities advanced to benefit or to avoid, minimize or mitigate adverse impacts on minority and other communities in in MPO plans.
Special Projects	MPO Board approved/directed special projects to address immediate needs/conditions.

C. Travel

Travel	Employee & MPO Board member travel on behalf of the Broward MPO business including conferences, seminars, MPOAC meetings, etc. outside the local area.
Mileage	Employee travel on MPO Business, inside the local area.

D. Other Direct Expenses

Rent	Monthly rent, common area maintenance and electrical costs for Broward MPO office and boardroom facilities.
Insurance	Liability, Property, Auto and Worker's Compensation insurances.
Equipment	General office equipment needs.
Legal	General council (legal) expenses.
Admin Svcs & Fees	Administrative service fees to the SFRTA for monthly accounting services until phase out and start of new ERP in-house system, estimated. Also includes new fees per agreement with City of Ft. Lauderdale for use of up front cash.
Bank Fees	Monthly fees related to payroll and vendor payments.
Audit	Expenditures related to the MPO annual audit.
Training	Any employee related training.
Memberships	Memberships to various business, technical & professional organizations and/or periodicals.
Copier & Maintenance	Anticipate new copier purchase and related maintenance costs.
Communications Services	Telephone and Ethernet related services.
Software & Maintenance	Any new software purchases and related maintenance costs.
Office Supplies	General office supplies.
Business Data	Electronic business data purchase for use in transportation planning. The Broward MPO utilizes this data for its mobility hub and corridor studies to conduct preliminary economic analysis as part of its ongoing planning activities. Additionally, this data will be used as part of the evaluation framework developed for the Broward MPO's Complete Streets/ Mobility Projects to measure economic activity and business makeup in project locations.
Postage	US Mail, FedEx, etc.
Transcription	Board meeting minutes.
Printing	Professional printing costs.
Advertising	Newspaper announcement of board meeting and other related announcements in addition to employee position announcements.
Carpet Cleaning	Office carpet cleaning.
Janitorial Services	Office Janitorial.
Office Furniture	Anticipated costs of future furniture needs, estimate.
IT Maintenance	Yearly maintenance, estimate.
ERP Maintenance	Yearly maintenance, estimate.

BROWARD METROPOLITAN PLANNING ORGANIZATION
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Section: Administration

Task 1.2: MPO BOARD AND COMMITTEE COORDINATION

Purpose

To communicate information to and between the MPO Board and its committees to facilitate the decision making process for implementing the transportation vision for Broward and the region.

Required Activities

- Coordinate MPO functions with Board Members, SEFTC, TAC, CAC, LCB, CSAC, MPO staff, and other related standing and special committees. Examples of other committees include, but are not limited to, the Executive Committee, the Governance Committee, and the Evaluation Committee.
- Prepare all agenda material for monthly MPO Board meetings and its advisory committees (TAC, CAC, Executive Committee, etc.) and maintain active membership/representatives in each committee, respectively.
- Coordinate with partner agencies to obtain information to be presented in agenda items.
- Prepare and review minutes for each committee.
- Prepare appropriate financial statements, as required by the Audit findings, to be presented on the MPO agendas.
- Investigate improvements to technology and/or opportunities to improve upon the agenda process.
- Prepare policy responses to federal and state initiatives; brief board/committee members and staff of federal and state legislative delegations regarding investments identified by the Broward MPO.

Previous Major Accomplishments

- 2014-16: All Work Products identified below are accomplished on an ongoing basis.
- June 2015: Secured services to upgrade Board Room technology and to automate agenda preparation which integrates the agenda process from drafting an item to actions at meetings and preparation of minutes.

<u>Completion Date:</u>	<u>Work Product:</u>	<u>Responsible Agency:</u>
July 2016:	Implement improved MPO Board and Advisory Board voting technology and agenda management software	BMPO
June 2018:	Monthly agenda packages and meetings for the Broward MPO, TAC, CAC and Executive Committee.	
June 2018:	Quarterly, or as needed, agenda packages for the LCB, Governance Committee, Evaluation Committee and others.	
June 2018:	Recruit new TAC and CAC members to fill vacancies, with special attention to selecting members representative of Broward County's diverse population for the CAC.	
June 2018:	Update membership information for the MPO Board and its committees.	
June 2018:	MPO Board and committee minutes.	

Task 1.2 Estimated Budget Detail for FY 16-17									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	78,053.08	-	-	33,049.56	4,131.20	-	-	-	115,233.84
Subtotal:	78,053.08	-	-	33,049.56	4,131.20	-	-	-	115,233.84
B. Consultant Services									
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
C. Travel									
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
Boardroom Voting Software Equip & Maintenance	25,677.50	257,000.00	-	287,842.22	35,980.28	-	-	-	606,500.00
-	-	-	-	-	-	-	-	-	-
Subtotal:	25,677.50	257,000.00	-	287,842.22	35,980.28	-	-	-	606,500.00
Total:	103,730.58	257,000.00	-	320,891.79	40,111.47	-	-	-	721,733.84

Task 1.2 Budget Category Description Detail

A. Personnel Services

Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

B. Consultant Services

-

C. Travel

-

D. Other Direct Expenses

Boardroom Voting Software Equip & Maintenance Relocate existing voting system to new office space and setup new audio/visual equipment for board room. Includes yearly maintenance fees.

-

Task 1.2 Estimated Budget Detail for FY 17-18									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	92,685.43	31,263.09	-	37,177.45	4,647.18	-	-	-	165,773.15
Subtotal:	92,685.43	31,263.09	-	37,177.45	4,647.18	-	-	-	165,773.15
B. Consultant Services									
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
C. Travel									
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
Boardroom Voting Software Maintenance	-	88,500.00	-	-	-	-	-	-	88,500.00
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	88,500.00	-	-	-	-	-	-	88,500.00
Total:	92,685.43	119,763.09	-	37,177.45	4,647.18	-	-	-	254,273.15

Task 1.2 Budget Category Description Detail

A. Personnel Services	
Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
B. Consultant Services	
-	-
C. Travel	
-	-
D. Other Direct Expenses	
Boardroom Voting Software Maintenance	Yearly Maintenance Fees.
-	-

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Section: Administration

Task 1.3: TRANSPORTATION DISADVANTAGED COORDINATING BOARD AND PROGRAM ADMINISTRATION

Purpose

To provide the Local Coordinating Board (LCB) for the Transportation Disadvantaged with continuing administrative and planning support per Chapter 427.0157 F.S. and Rule 41-2.

Required Activities

- Ensure liaison and support for the Local Coordinating Board (LCB) for Transportation Disadvantaged Services, Coordinating Council of Broward, and the Local Regional Workforce Development Board.
- Ensure compliance with federal, state, & local rules and regulations related to “Welfare Transition” Program and the Work Incentive Act.
- Coordinate with health and human service agencies and partnerships in developing joint projects and plans.
- Coordinate with Broward County’s Transit Development Plan (TDP).
- Evaluate innovative and nontraditional transportation services that can be considered in providing mobility alternatives.
- Research/develop/review/monitor grant opportunities and application efforts for expanded technology standards for transportation service delivery to the elderly, economically disadvantaged and disabled.
- Participate in the competitive selection process for Section 5310 and other funding mechanisms.
- Ensure compliance with the Americans with Disabilities Act (ADA) requirements to make the public transit system accessible for people who are transportation disadvantaged, including individuals who are disabled, elderly or economically challenged.
- Coordinate with the Florida Commission for the Transportation Disadvantaged (CTD) and the local Community Transportation Coordinator (CTC).
- Develop documents and presentations as required by statute, the CTD, or requested by the LCB and assist Broward County Transit in the CTC function.
- Prepare the Transportation Disadvantaged element of the TIP.

Previous Major Accomplishments

- 2014-15: Participated in FDOT Grant Application Review Panel for allocating 5310 vehicles.
- 2014-15: Actual Expenditure Report.
- 2014-15: Planning Grant Application and Progress Reports.
- 2014-15: Community Transportation Coordinator Evaluation.
- 2014-15: Transportation Disadvantaged Service Plan (TDSP).
- 2014-15: Annual TD Local Coordinating Board (LCB) Public Hearing.
- 2014-15: Annual Review/Update of LCB Bylaws and Grievance Procedures.
- 2014-15: Participated at Annual TD Training and Technology Conference.
- 2014-15: Administered the South Florida Veterans Transportation and Community Living Initiative to upgrade the 2-1-1 telephone and website system.

<u>Completion Date:</u>	<u>Work Product:</u>	<u>Responsible Agency:</u>
June 2018:	Develop plans for transportation disadvantaged services throughout the county for the elderly, disabled, and economically disadvantaged consistent with appropriate federal, state, and local rules and regulations.	
June 2018:	TD options with ADA and Regional Workforce Development Program requirements.	
June 2018:	Administrative support to the Transportation Disadvantaged Coordinating Board.	BMPO
June 2018:	Service benchmarks for transportation disadvantaged service provision.	
June 2018:	Annually Prepare TDSP, as required by the FCTD.	
June 2018:	Evaluation documents and reports.	
June 2018:	LCB meetings and agenda packages; LCB subcommittee meetings and reports as required.	
June 2018:	Quarterly Reports to the Florida Commission for the Transportation Disadvantaged (FCTD). March/June/Sept/Dec.	

Task 1.3 Estimated Budget Detail for FY 16-17									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	-	-	-	-	-	-	58,063.00	-	58,063.00
Subtotal:	-	-	-	-	-	-	58,063.00	-	58,063.00
B. Consultant Services									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
C. Travel									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	-	-	-	-	-	-	58,063.00	-	58,063.00

Task 1.3 Budget Category Description Detail

A. Personnel Services
 Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

B. Consultant Services
 -
 -

C. Travel
 -
 -

D. Other Direct Expenses
 -
 -

Task 1.3 Estimated Budget Detail for FY 17-18									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	-	-	-	-	-	-	60,033.00	-	60,033.00
Subtotal:	-	-	-	-	-	-	60,033.00	-	60,033.00
B. Consultant Services									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
C. Travel									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	-	-	-	-	-	-	60,033.00	-	60,033.00

Task 1.3 Budget Category Description Detail

A. Personnel Services	
Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
B. Consultant Services	
-	
-	
C. Travel	
-	
-	
D. Other Direct Expenses	
-	
-	

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Section: Administration

Task 1.4: PUBLIC PARTICIPATION AND EDUCATION

Purpose

To maintain and expand the public participation and education program to audiences both familiar and unfamiliar with the transportation planning process.

Required Activities

- Implement Broward MPO Public Participation Plan (PPP) for all tasks and activities identified in the UPWP.
 - Create public and media awareness of the Broward MPO and the Miami urbanized area.
 - Hold public workshops and seminars to provide information and obtain input on transportation issues.
 - Create brochures, newsletters and maps to disseminate local and regional information.
 - Maintain positive and pro-active media presence.
 - Continue to develop the MPO's presence on a variety of social media platforms e.g. Facebook, Twitter and LinkedIn.
 - Maintain MPO website to disseminate information and collect feedback from the public.
 - Measure the effectiveness of the MPO website using Google Analytics.
 - Develop, distribute, collect and analyze survey material to evaluate effectiveness.
 - Formally evaluate effectiveness of PPP, including engaging transportation disadvantaged communities in the transportation decision making process, and update plan as warranted.
 - Review public involvement activities annually or more often on a project by project basis.
 - Provide regional public involvement opportunities in coordination with Miami-Dade & Palm Beach MPOs.
- Maintain the Transportation Outreach Planner tool to help identify the most appropriate outreach strategies for any given project and or community.
- Participation in coordination meeting of the Regional Transportation Technical Advisory Committee (RTTAC) Public Participation Subcommittee (PPS). Providing support for regional projects and initiatives.
- Maintain MPO mailing lists to include contact information culled from surveys and other sources.
- Ensure compliance with principles of Environmental Justice and Title VI.
- Coordinate with South Florida Commuter Services and other local and regional partners to include but not be limited to the development and implement an annual work plan that applies Transportation Demand Management (TDM) techniques in support of Broward MPO's and FDOT's mission/vision.
- Involve the public in the development of transportation plans and programs including the Long Range Transportation Plan (LRTP), the Transportation Improvement Program (TIP), the Unified Planning Work Program (UPWP)/Business Plan and other Programs and Plans listed in Section 3.
- Continue to provide opportunities for learning and highlighting best practices in the transportation field through workshops, awareness campaigns and various training sessions.
- Implementation of Speak Up Broward a grassroots effort, engaged in fact finding, encouraging conversation about transportation in Broward and focused on future funding needs.

Previous Major Accomplishments

- 2014-16: Continued successful partnership between the MPO and FDOT in carrying out the annual work plan for SFCS.
- 2014/16: Touring to Broward’s municipalities, libraries and partner agencies with the Three Foot Law bike safety booth(s)
- July 2014: Revised and adopted MPO’s Disadvantaged Business Program.
- July 2014: Revised and adopted the MPO’s Title VI/Limited English Proficiency Plan (LEP).
- Sept/Oct 2014: Conducted four (4) televised Speak Up Broward E-Townhalls.
- Oct 2014: Participated in South Florida’s Construction Career Days.
- 2014/15:
- Feb 2015: Conducted TRAC & RIDES Training in partnership with FHWA, AASHTO and Broward County Schools.
- Feb 2015: Published Speak Up Broward’s Path Forward Report.
- May 2015: Urban Land Institute’s (ULI) Spring Infrastructure Event.
- Jun 2015: Produced a joint video with the Palm Beach MPO with SFCS “MPO Who?”
- Aug 2015: Sponsored and participated in the Southern Transportation Civil Rights Training Symposium.
- Nov 2015: In partnership with SFCS held a Safety Art Contest with McFatter Technical College.
- Nov 2015: In collaboration with Miami Dade, Palm Beach MPOs and many of our partner agencies planned and conducted a Roll Out Event for the 2040 Regional Transportation Plan along Tri-Rail from Palm Beach to Miami Dade.
- Feb 2016: Participated and presented at the Annual Florida Forum for Minority Institutions of Higher Education.

<u>Completion Date:</u>	<u>Work Product:</u>	<u>Responsible Agency:</u>
July 2017:	Update DBE Program	
Oct 2017:	Develop and implement outreach through Speak Up Broward Phase 2.	
Oct/Nov 2017:	Update LEP and Title VI program.	
Ongoing	Implement MPO’s Strategic Plan in conjunction with the Education and	
2017/18:	Development Committee e.g. TRAC & RIDES.	
Ongoing	Quarterly Newsletters March/June/Sept/Dec.	
2017/18:		
Ongoing	Press releases and informational / educational videos, as required.	
2017/18:		
Ongoing	Update Website and Transportation Outreach Planner regularly to	
2017/18:	provide timely information to the general public.	
Ongoing	Presentations to HOAs, Business Groups, Municipalities and	
2017/18:	Community Events as required.	
Ongoing	Plan and host workshops/peer exchanges with partner agencies to	
2017/18:	discuss transportation issues in Broward and the region.	
Ongoing	Involve and educate the public in all MPO programs and planning	
2017/18:	efforts.	

Task 1.4 Estimated Budget Detail for FY 16-17									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	111,987.82	33,060.18	-	42,838.90	5,354.86	-	-	-	193,241.76
Subtotal:	111,987.82	33,060.18	-	42,838.90	5,354.86	-	-	-	193,241.76
B. Consultant Services									
Social Media	-	5,860.00	-	-	-	-	-	-	5,860.00
Social Media Advertising	-	-	-	-	-	-	-	-	-
Transportation Outreach Planner	-	5,000.00	-	-	-	-	-	-	5,000.00
Newsletter	17,382.00	-	-	-	-	-	-	-	17,382.00
Speak Up Broward Phase II	-	-	-	-	-	1,075,000.00	-	-	1,075,000.00
Town Halls by Phone	-	-	-	-	-	-	-	-	-
MPO Educational Materials	-	-	-	-	-	-	-	-	-
SEFTC Regional Public Participation Subcommittee	-	-	-	-	-	-	-	-	-
Environmental Justice & Title VI Educational Materials	-	-	-	-	-	-	-	-	-
TRAC & RIDES Training and Materials	-	-	-	11,457.91	1,432.24	-	-	-	12,890.15
ULI Event Sponsorship	-	1,000.00	-	-	-	-	-	-	1,000.00
Translations	-	335.63	-	-	-	-	-	-	335.63
Website	-	1,163.75	-	-	-	-	-	-	1,163.75
Subtotal:	17,382.00	13,359.38	-	11,457.91	1,432.24	1,075,000.00	-	-	1,118,631.53
C. Travel									
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	129,369.82	46,419.56	-	54,296.81	6,787.10	1,075,000.00	-	-	1,311,873.29

Task 1.4 Budget Category Description Detail

A. Personnel Services

Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

B. Consultant Services

Social Media	Project Cost \$24,700. Project underway. Supports the MPO with social media outreach.
Social Media Advertising	To promote the MPO's social media presence on Facebook.
Transportation Outreach Planner	Project Cost: \$25,000. Project underway. Maintenance and enhancement efforts to the Transportation Outreach Planner web based tool.
Newsletter	Project Cost: \$16,932, consultant. Moving forward, project to be completed in-house, estimated printing & mailing costs, etc. through end of year \$7,200. Newsletters & Communication outreach to MPO mailing list and other groups.
Speak Up Broward Phase II	Phase II Grant Funds: \$1,500,000. Project Cost: \$1,500,000: \$1,350,000 consultant, \$150,000 admin fees. The Broward MPO is a direct recipient of these funds through a federal grant award. Transit Systems Plan/Implementing LRTP projects: The focus of this planning effort is to inform about the future planning process and offer potential solutions that identify funding sources, and develop a shared transportation vision to provide increased transportation choices and expend limited resources in an efficient manner. The main emphasis to provide a rigorous and far reaching public engagement effort throughout. The effort will build on past and current transit studies, alternative analyses and transportation plans. It will identify scenarios that can address all the transportation needs identified through technical analysis in the fore-mentioned studies. The effort will identify and explore different scenarios and what steps/actions/choices and funding options are needed to achieve the successful implementation of a particular scenario(s).
Town Halls by Phone	Provides another format to provide and solicit public feedback on specific topics/projects.
MPO Educational Materials	Provide information to members of the public.
SEFTC Regional Public Participation Subcommittee	In partnership with Miami Dade and Palm Beach MPO provide the public information on regional issues/projects.
Environmental Justice & Title VI Educational Materials	Conduct an annual review of MPO program areas to determine their level of effectiveness in satisfying the requirements of Title VI. Describe Environmental justice policies, projects and other activities advanced to benefit or to avoid, minimize or mitigate adverse impacts on minority and other communities in in MPO plans.
TRAC & RIDES Training and Materials	To help implement the Education and Development Committee's Goal and Objectives of engaging school age students.
ULI Event Sponsorship	To aid outreach to businesses and academic stakeholders and engage them in the transportation decision making process.
Translations	To provide written or braille format materials as needed/requested.
Website	Provide Hosting and Maintenance of the MPO's website.

C. Travel

-

-

-

D. Other Direct Expenses

-

-

-

**Task 1.4
Estimated Budget Detail for FY 17-18**

Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	192,476.31	64,539.08	-	86,100.65	10,762.58	-	-	-	353,878.62
Subtotal:	192,476.31	64,539.08	-	86,100.65	10,762.58	-	-	-	353,878.62
B. Consultant Services									
Social Media Advertising	-	-	-	-	-	-	-	-	-
Transportation Outreach Planner	-	5,000.00	-	-	-	-	-	-	5,000.00
Newsletter	-	-	-	-	-	-	-	-	-
Speak Up Broward Phase II	-	-	-	-	-	285,439.67	-	-	285,439.67
Speak Up Broward Phase III	-	-	-	-	-	-	-	-	-
Town Halls by Phone	-	-	-	-	-	-	-	-	-
MPO Educational Materials	-	-	-	-	-	-	-	-	-
SEFTC Regional Public Participation Subcommittee	-	-	-	-	-	-	-	-	-
Environmental Justice & Title VI Educational Materials	-	-	-	-	-	-	-	-	-
TRAC & RIDES Training and Materials	-	15,530.00	-	-	-	-	-	-	15,530.00
ULI Event Sponsorship	-	-	-	-	-	-	-	-	-
Civil Rights Training Symposium	-	-	-	-	-	-	-	-	-
Translations	-	1,150.00	-	-	-	-	-	-	1,150.00
Website	-	6,872.38	-	-	-	-	-	-	6,872.38
Subtotal:	-	28,552.38	-	-	-	285,439.67	-	-	313,992.05
C. Travel									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	192,476.31	93,091.46	-	86,100.65	10,762.58	285,439.67	-	-	667,870.67

Task 1.4 Budget Category Description Detail

A. Personnel Services

Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

B. Consultant Services

Social Media Advertising	To promote the MPO's social media presence on Facebook.
Transportation Outreach Planner	Project Cost: \$25,000. Project completion. Maintenance and enhancement efforts to the Transportation Outreach Planner web based tool.
Newsletter	Newsletters & Communication outreach to MPO mailing list and other groups.
Speak Up Broward Phase II	Phase II Grant Funds: \$1,500,000. Project Cost: \$1,500,000: \$1,350,000 consultant, \$150,000 admin fees. Project underway. The Broward MPO is a direct recipient of these funds through a federal grant award. Transit Systems Plan/Implementing LRTP projects: The focus of this planning effort is to inform about the future planning process and offer potential solutions that identify funding sources, and develop a shared transportation vision to provide increased transportation choices and expend limited resources in an efficient manner. The main emphasis to provide a rigorous and far reaching public engagement effort throughout. The effort will build on past and current transit studies, alternative analyses and transportation plans. It will identify scenarios that can address all the transportation needs identified through technical analysis in the fore-mentioned studies. The effort will identify and explore different scenarios and what steps/actions/choices and funding options are needed to achieve the successful implementation of a particular scenario(s).
Speak Up Broward Phase III	Project Cost: \$250,000, estimated. 3rd installment of Speak Up Broward.
Town Halls by Phone	Provides another format to provide and solicit public feedback on specific topics/projects.
MPO Educational Materials	Provide information to members of the public.
SEFTC Regional Public Participation Subcommittee	In partnership with Miami Dade and Palm Beach MPO provide the public information on regional issues/projects.
Environmental Justice & Title VI Educational Materials	Conduct an annual review of MPO program areas to determine their level of effectiveness in satisfying the requirements of Title VI. Describe Environmental justice policies, projects and other activities advanced to benefit or to avoid, minimize or mitigate adverse impacts on minority and other communities in in MPO plans.
TRAC & RIDES Training and Materials	To help implement the Education and Development Committee's Goal and Objectives of engaging school age students.
ULI Event Sponsorship	To aid outreach to businesses and academic stakeholders and engage them in the transportation decision making process.
Civil Rights Training Symposium	To aid outreach to Title VI and EJ communities and how to engage them in the transportation decision making process.
Translations	To provide written or braille format materials as needed/requested.
Website	Provide Hosting and Maintenance of the MPO's website.

C. Travel

-
-

D. Other Direct Expenses

-
-

BROWARD METROPOLITAN PLANNING ORGANIZATION
UNIFIED PLANNING WORK PROGRAM
July 1, 2016 - June 30, 2018

Section: Administration

Task 1.5: STRATEGIC BUSINESS PLANNING

Purpose

To develop and improve the internal operations of the MPO to meet the demands of its expanding mission while supporting the MPO's planning efforts and the changing transportation/economic environment and strengthening the MPO as a regional asset to address the transportation needs of southeast Florida.

Required Activities

- Improve the three "C" process by providing MPO staff support and consulting resources to achieve the following strategic directions set by the MPO Board:
 - Establish a vision for multimodal systems and improve safety for all modes (Multimodal Improvements)
 - Expand the use of new technologies to improve efficiency and service delivery (Technology)
 - Increase funding for transportation improvements (Revenue / Funding)
 - Expand the taxable base and the MPO's role in the movement of goods (Economic Development)
 - Strengthen and expand strategic partnerships and hold agencies receiving federal funding accountable (Leadership / Partnerships)
 - Increase awareness of the vision, mission and products of the MPO and strengthen MPO Board decision-making capacities and MPO technical capacities (Education and Development)
 - Improve regional emergency services (Contingency Planning).
- Prepare agendas and all back-up agenda material for monthly Strategic Business Plan meetings with MPO Board members assigned to selected meetings related to a strategic direction.
- Maintain active membership/representatives in each committee.
- Coordinate with partner agencies to obtain information to be presented in agenda items.
- Prepare and review minutes for each committee and prepare talking points for each committee chair to present to full MPO Board each month.
- Complete follow-up activities (research, fact finding, report writing, presentation preparation, etc.) as directed by each committee.

Previous Major Accomplishments

- Jan 8, 2015: Conducted first Broward MPO Strategic Business Plan Workshop to guide the MPO's planning efforts and increase its leadership role in the region
- April 2015: Adopted the first Strategic Business Plan Report which includes seven strategic directions.
- Jan 2015 – Prepared for and conducted monthly Strategic Business Plan meetings with MPO members to address actions related to the strategic directions.
- June 2016: Incorporate Strategic Direction language for all action items presented to the MPO Board and Advisory Committees.

<u>Completion Date:</u>	<u>Work Product:</u>	<u>Responsible Agency:</u>
Jan 2017:	Prepare for and conduct second (bi-annual) Broward MPO Strategic Business Plan Workshop to assess the overall progress on the strategic directions and make any needed changes.	
June 2018:	Prepared for and conducted monthly Strategic Business Plan meetings with MPO members to address actions related to the strategic directions. Complete needed follow-up activities.	BMPO
June 2018:	Continue to incorporate Strategic Direction language for all action items presented to the MPO Board and Advisory Committees.	

Task 1.5 Estimated Budget Detail for FY 16-17									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	33,709.98	-	-	8,687.16	1,085.90	-	-	-	43,483.04
Subtotal:	33,709.98	-	-	8,687.16	1,085.90	-	-	-	43,483.04
B. Consultant Services									
Strategic Business Plan	90,609.10	551,858.32	-	-	-	-	-	-	642,467.42
-									-
Subtotal:	90,609.10	551,858.32	-	-	-	-	-	-	642,467.42
C. Travel									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	124,319.08	551,858.32	-	8,687.16	1,085.90	-	-	-	685,950.46

Task 1.5 Budget Category Description Detail

A. Personnel Services

Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

B. Consultant Services

Strategic Business Plan Project Cost: \$2,000,000. Project underway. Includes updates to the Plan, monthly meetings, follow-up activities and products related to the directives from each committee related to the seven strategic directions and underlying goals and objectives for each. All products and directives are targeted to improving the planning process, identifying funding and facilitating the three "C" process.

C. Travel

-

D. Other Direct Expenses

-

-

Task 1.5 Estimated Budget Detail for FY 17-18									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	16,581.50	6,366.39	-	14,277.92	1,784.74	-	-	-	39,010.56
Subtotal:	16,581.50	6,366.39	-	14,277.92	1,784.74	-	-	-	39,010.56
B. Consultant Services									
Strategic Business Plan	-	436,043.00	-	-	-	-	-	-	436,043.00
-									-
Subtotal:	-	436,043.00	-	-	-	-	-	-	436,043.00
C. Travel									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	16,581.50	442,409.39	-	14,277.92	1,784.74	-	-	-	475,053.56

Task 1.5 Budget Category Description Detail

A. Personnel Services	
Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
B. Consultant Services	
Strategic Business Plan	Project Cost: \$2,000,000. Project continuation. Includes updates to the Plan, monthly meetings, follow-up activities and products related to the directives from each committee related to the seven strategic directions and underlying goals and objectives for each. All products and directives are targeted to improving the planning process, identifying funding and facilitating the three "C"
-	
C. Travel	
-	
-	
D. Other Direct Expenses	
-	
-	

2.0 DATA COLLECTION AND ANALYSIS

This section describes the work tasks needed to monitor area travel characteristics and factors affecting travel such as socioeconomic and land use data, transportation system data, and other concerns and issues.

2.1 Highway, Transit and Safety Data

2.2 Land Use and Trafficways Impact Analysis

BROWARD METROPOLITAN PLANNING ORGANIZATION
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Section: Data Collection and Analysis

Task 2.1: HIGHWAY, TRANSIT AND SAFETY DATA

Purpose

To maintain on-going surveillance and data collection programs to monitor current and historic operational characteristics of the transportation network.

Required Activities

- Maintain an inventory of centerline miles and lane miles for each roadway classification.
- Maintain and update the roadway functional classifications and jurisdictional assignments in cooperation with FDOT and FHWA.
- Perform roadway level of service analyses using acceptable techniques, including the latest Highway Capacity Manual, FDOT Quality/Level of Service Handbook and the new Highway Safety Manual.
- Coordinate with FDOT (Safety, Statistics and TSM&O Offices), Broward County Traffic Engineering Division (BCTED) and local governments on traffic studies and data collection efforts.
- Obtain traffic crash data (including bike and pedestrian crash data) from FDOT, Department of Highway Safety and Motor Vehicle, Broward Sheriff's Office, and local law enforcement agencies.
- Maintain all traffic and highway data, including traffic crash information, in a GIS environment.
- Identify locations with high numbers of traffic crashes (including bike and pedestrian crashes) for improvement working with FDOT (State and Critical County Roads), Broward County (other County Roads) and municipalities (major collectors).
- Coordinate with FDOT for pilot program on data collection for key static locations where all modes of transportation will be counted on the same day, at the same location.
- Obtain and analyze Census data for demographic changes that impact traffic operations, demand for transportation services and traffic projections. Ensure this analysis identifies transportation connectivity gaps in access to essential services.
- Analyze ridership data for localized areas, corridors, or sub-regions leading to the planning and execution of projects that increase transportation choices.
- Obtain and analyze origin and destination data, household data and other relevant statistics to assist in the improvement of traffic operations within the region.
- Coordinate with FDOT, Broward County and local governments in the implementation TSM&O options.
- Explore the use of alternative/innovative/automated vehicle technologies and smart traffic control devices which can reduce potential crash incidences.
- Collect performance data for pre- and post- project data analysis as components of the implementation of performance-based planning relating to planning/implementation efforts such as but not limited to the Long Range Transportation Plan, Corridor Studies, Freight Studies, Complete Streets, etc.

Previous Major Accomplishments

- 2014: Completed the 2013/2035 Roadway Level of Service Analysis Report.
- 2015: Completed the 2014/2035 Roadway Level of Service Analysis Report.

Oct 2015: Developed a program to collect traffic counts to supplement currently collected counts.
 Oct 2015: Developed a program to collect Bike/Ped counts.

<u>Completion Date:</u>	<u>Work Product:</u>	<u>Responsible Agency:</u>
Dec 2016:	Collect traffic counts to supplement currently collected counts.	
Dec 2016:	Collect Bike/Ped counts at selected locations.	
Dec 2017:	Collect, list and map of high crash locations, for all modes, along County and City roads using available traffic crash data.	
June 2018:	Complete annual updates of the Roadway Level of Service Analysis Report.	
June 2018:	Maintain roadway functional class and other maps as needed for planning purposes.	BMPO in coordination with our transportation partners.
June 2018:	Collect and Integrate transit, O&D, household and other data into planning projects and share data with other agencies. Produce reports and maps using a computerized data system and GIS applications as needed.	
June 2018:	Implement pilot program on data collection for key static locations where all modes of transportation will be counted on the same day, at the same location.	

Task 2.1 Estimated Budget Detail for FY 16-17									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	32,882.08	24,281.23	-	4,256.62	532.08	-	-	-	61,952.01
Subtotal:	32,882.08	24,281.23	-	4,256.62	532.08	-	-	-	61,952.01
B. Consultant Services									
Data Collection	-	114,139.58	-	-	-	-	-	-	114,139.58
Subtotal:	-	114,139.58	-	-	-	-	-	-	114,139.58
C. Travel									
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	32,882.08	138,420.81	-	4,256.62	532.08	-	-	-	176,091.59

Task 2.1 Budget Category Description Detail

A. Personnel Services

Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

B. Consultant Services

Data Collection Project Cost: \$150,000. Project underway. Collecting traffic, bike & pedestrian counts on off state roadways within the Broward Region.

C. Travel

-

D. Other Direct Expenses

-

Task 2.1 Estimated Budget Detail for FY 17-18									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	39,692.05	16,786.26	-	33,919.44	4,239.93	-	-	-	94,637.68
Subtotal:	39,692.05	16,786.26	-	33,919.44	4,239.93	-	-	-	94,637.68
B. Consultant Services									
Data Collection	-	71,246.71	-	-	-	-	-	-	71,246.71
Subtotal:	-	71,246.71	-	-	-	-	-	-	71,246.71
C. Travel									
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	39,692.05	88,032.97	-	33,919.44	4,239.93	-	-	-	165,884.39

Task 2.1 Budget Category Description Detail

A. Personnel Services

Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

B. Consultant Services

Data Collection Project Cost: \$150,000. Project completion. Collecting traffic, bike & pedestrian counts on off state roadways within the Broward Region.

C. Travel

-

D. Other Direct Expenses

-

BROWARD METROPOLITAN PLANNING ORGANIZATION
 UNIFIED PLANNING WORK PROGRAM
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Section: Data Collection and Analysis

Task 2.2: LAND USE AND TRAFFICWAYS IMPACT ANALYSIS

Purpose

To analyze the impacts of land use and Trafficways amendments and ensure consistency with the Long Range Transportation Plan to meet future transportation infrastructure needs including roadways, transit, bikeways and sidewalks.

Required Activities

- Evaluate proposed amendments to the Broward County Trafficways Plan and Land Use Plan in support of the Broward County Planning Council (BCPC) using the travel forecast model.
- Use traffic count data, roadway inventory, field data, the Highway Capacity Manual, Highway Safety Manual, FDOT Quality/Level-of-Service Handbook, ITE Trip Generation manual and related software to estimate levels-of-service and review traffic studies, and Notices of Proposed Change (NOPC) for Development of Regional Impacts (DRIs).
- Coordinate with FDOT staff in developing guidelines, data and methodologies for project evaluation and priority.
- Support the consideration of Transportation System Management & Operations (TSM&O) to increase the transportation network capacity using low-cost capital investment.

Previous Major Accomplishments

- June 2015: Reviewed 9 Right of Way vacations request to ensure consistency with the LRTP and reviewed 4 ETDM project request to ensure consistency with the LRTP.
- June 2016: Reviewed 11 Right of Way vacations request to ensure consistency with the LRTP and reviewed 5 ETDM project request to ensure consistency with the LRTP.
- 2014-16: All Work Products identified below are accomplished on an ongoing basis.

<u>Completion Date:</u>	<u>Work Product:</u>	<u>Responsible Agency:</u>
June 2018:	Provide input to the county capital programming process as needed.	BMPO
June 2018:	Review traffic impact studies, concurrency management, and other traffic impacts as needed to ensure consistency with MPO plan and programs.	
June 2018:	Evaluate amendments to County Trafficways Plan and Land Use Plan that assure corridor protection and support the goals of the Broward MPO's Long Range Transportation Plan as needed.	

Task 2.2 Estimated Budget Detail for FY 16-17									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	16,490.78	13,597.74	-	2,122.67	265.33	-	-	-	32,476.52
Subtotal:	16,490.78	13,597.74	-	2,122.67	265.33	-	-	-	32,476.52
B. Consultant Services									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
C. Travel									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	16,490.78	13,597.74	-	2,122.67	265.33	-	-	-	32,476.52

Task 2.2 Budget Category Description Detail

A. Personnel Services	
Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
B. Consultant Services	
-	
-	
C. Travel	
-	
-	
D. Other Direct Expenses	
-	
-	

Task 2.2 Estimated Budget Detail for FY 17-18									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	8,782.75	3,414.00	-	23,449.59	2,931.20	-	-	-	38,577.53
Subtotal:	8,782.75	3,414.00	-	23,449.59	2,931.20	-	-	-	38,577.53
B. Consultant Services									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
C. Travel									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	8,782.75	3,414.00	-	23,449.59	2,931.20	-	-	-	38,577.53

Task 2.2 Budget Category Description Detail

A. Personnel Services	
Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
B. Consultant Services	
-	
-	
C. Travel	
-	
-	
D. Other Direct Expenses	
-	
-	

3.0. PROGRAM AND PLAN DEVELOPMENT

This section describes the transportation systems planning tasks related to transit, transportation land use and long- and short- range transportation planning. Specific tasks include:

- 3.1 Long Range Transportation Planning
- 3.2 Regional Transportation Planning
- 3.3 Congestion Management/Livability Planning
- 3.4 Transportation Improvement Program
- 3.5 Freight and Goods Management / Intermodal Planning
- 3.6 Transit Planning and Development
- 3.7 Complete Streets and Transportation Related Enhancements

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UNIFIED PLANNING WORK PROGRAM
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Section: Program and Plan Development

Task 3.1: LONG RANGE TRANSPORTATION PLANNING

Purpose

To maintain, update and implement a long-range transportation plan that is technically sound and financially feasible with the goal to move people, create jobs and strengthen communities.

Required Activities

- Complete updates, including target setting for performance measures as per FAST Act, and adopt a Long Range Transportation Plan (LRTP) at least every 5 years or as required. Coordinate with neighboring MPOs, transit agencies, and FDOT and perform all LRTP public outreach activities for each update as outlined in each scope.
- Ensure LRTP updates identify transportation connectivity gaps in accessing essential services and develop infrastructure and operational solutions that provide the public, especially the traditionally underserved populations access to transportation and jobs.
- Coordinate LRTP with plans from other agencies including FDOT's Strategic Intermodal System (SIS) Plan, the Florida Transportation Plan, the Florida Chamber (Six Pillars) Trade Flow Study, BCT's Transit Development Plan (TDP), the Regional LRTP, the Regional Freight Plan and other regional activities.
- Coordinate with FDOT, BCT, SFRTA, Miami-Dade, Palm Beach and other planning/implementing agencies to implement projects and policies identified in the LRTP.
- Collect and update socioeconomic and travel data used for the transportation model.
- Develop techniques to conduct alternative land use scenarios using the activity-based modeling structure.
- Continue utilizing the ETDM process, including all related activities, to create linkages between land use, transportation and environment to improve decisions and reduce time and costs of project development.
- Participate in identifying safety and security needs along Strategic Intermodal System (SIS) facilities, connectors, and hubs.
- Process amendments to the adopted LRTP to address changing transportation needs and funding.
- Develop LRTP performance measures criteria based on FAST Act regulations and time lines/targets. Complete pre- and post- project data analysis as needed. Incorporate performance-based planning and programming toward the achievement of transportation system performance outcomes. The MPOs might also explore the option to use scenario planning to develop their metropolitan transportation plan.

Previous Major Accomplishments

Dec 2014: Commitment 2040 Cost Feasible Plan adopted by MPO Board.

Nov 2015: Developed process to programmatically fund non-regionally significant projects as identified in the LRTP.

2014-16: All Work Products identified below are accomplished on an ongoing basis.

<u>Completion Date:</u>	<u>Work Product:</u>	<u>Responsible Agency:</u>
July 2017:	Initiate the 2045 LRTP Update, including target setting for performance measures as per FAST Act. Initiate Socio-economic data development as part of this update.	
June 2018:	Develop Performance Measures and targets related to FAST and MPO goals.	BMPO
June 2018:	Develop TSM&O options for Broward transportation system.	
June 2018:	Implement the LRTP Projects.	
June 2018:	Amend 2040 LRTP as needed.	

Task 3.1 Estimated Budget Detail for FY 16-17									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	65,931.64	23,438.93	-	5,773.81	721.73	-	-	-	95,866.11
Subtotal:	65,931.64	23,438.93	-	5,773.81	721.73	-	-	-	95,866.11
B. Consultant Services									
LRTP Update	-	120,000.00	-	-	-	-	-	-	120,000.00
LRTP Intersection Improvements	-	30,000.00	-	-	-	-	-	-	30,000.00
Subtotal:	-	150,000.00	-	-	-	-	-	-	150,000.00
C. Travel									
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	65,931.64	173,438.93	-	5,773.81	721.73	-	-	-	245,866.11

Task 3.1 Budget Category Description Detail

A. Personnel Services

Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

B. Consultant Services

LRTP Update Project Cost: \$1,100,000. The MPO is responsible for developing a Long Range Transportation Plan (LRTP) that addresses no less than a 20-year planning horizon from the date of the plan update adoption. The intent and purpose of the LRTP is to encourage and promote the safe and efficient management, operation, and development of a cost feasible intermodal transportation system that will serve the mobility needs of people and freight within and through urbanized areas of this state, while minimizing transportation-related fuel consumption and air pollution. The LRTP must include long-range and short-range strategies consistent with state and local goals and

LRTP Intersection Improvements Conceptual development of potential intersection improvements.

C. Travel

-

-

D. Other Direct Expenses

-

-

Task 3.1 Estimated Budget Detail for FY 17-18									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	135,942.73	52,743.58	-	71,723.65	8,965.46	-	-	-	269,375.41
Subtotal:	135,942.73	52,743.58	-	71,723.65	8,965.46	-	-	-	269,375.41
B. Consultant Services									
LRTP Update	-	413,728.56	-	-	-	-	-	-	413,728.56
Subtotal:	-	413,728.56	-	-	-	-	-	-	413,728.56
C. Travel									
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	135,942.73	466,472.14	-	71,723.65	8,965.46	-	-	-	683,103.97

Task 3.1 Budget Category Description Detail

A. Personnel Services	
Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits

B. Consultant Services	
LRTP Update	Project Cost: \$1,100,000. The MPO is responsible for developing a Long Range Transportation Plan (LRTP) that addresses no less than a 20-year planning horizon from the date of the plan update adoption. The intent and purpose of the LRTP is to encourage and promote the safe and efficient management, operation, and development of a cost feasible intermodal transportation system that will serve the mobility needs of people and freight within and through urbanized areas of this state, while minimizing transportation-related fuel consumption and air pollution. The LRTP must include long-range and short-range strategies consistent with state and local goals and

C. Travel	
-	

D. Other Direct Expenses	
-	

BROWARD METROPOLITAN PLANNING ORGANIZATION
UNIFIED PLANNING WORK PROGRAM
July 1, 2016 - June 30, 2018

Section: Program and Plan Development

Task 3.2: REGIONAL TRANSPORTATION PLANNING

Purpose

To support a regional transportation planning process, enhance the integration of local and regional transportation planning and ensure multi-jurisdictional coordination for the Miami urbanized area.

Required Activities

- Develop, update and implement regional plans and programs through working with Miami-Dade and Palm Beach MPOs, regional planning councils (SFRPC and TCRPC), the SFRTA and FDOT staffs.
- Participate in the activities of the SEFTC and its committees and subcommittees.
- Work cooperatively with regional partner MPOs to update SEFTC's work plan.
- Maintain a regional transportation network; develop performance measures for regional project priorities and assist with the regional household survey efforts as appropriate.
- Provide input to the Transportation Regional Incentive Program (TRIP).
- Continue working on regional projects such as high capacity transit initiatives along the Central Broward East/West Transit Corridor, the I-75 corridor, the Florida East Coast (FEC) Transit Corridor and other regional corridors.
- Coordinate the implementation of a Regional Transit Smartcard Program and Climate Change project.
- Work with local/regional partners to coordinate efforts in updating and implementing Florida Transportation Plan (FTP) and the Strategic Intermodal System (SIS) Plan.
- Coordinate efforts with the Florida Chamber (Six Pillars) Trade Flow Study, the Seven50 Prosperity Plan and others.
- Coordinate with SFRTA, transit agencies, the Florida Department of Transportation, the tri-County MPOs, local traffic operations/engineering divisions and freight and marine industries to develop project level planning studies, e.g., Alternative Analysis, Environmental Assessments, Preliminary Engineering, etc. as appropriate for each county.
- Work with regional planning partners to collect performance data, and report performance targets for the region.
- Develop a regional Transportation Improvement Program (TIP) for the tri-county area.
- Coordinate with Palm Beach and Miami-Dade MPOs, through the SEFTC to develop consistent language for regional planning tasks and products including RL RTP (Regional Long Range Transportation Plan), RPIP (Regional Public Involvement Plan), Regional Unfunded Project Priority List, Performance Measures to evaluate progress, ongoing regional consultant support, maintenance of the regional transportation model, Climate Change Integration Project, etc.
- Advance the recommendations of Climate Change project efforts including, transportation policy, planning and prioritization; rehabilitation or reconstruction of existing facilities in high risk areas; new facilities in new rights-of-way in high risk areas; system operations; and system maintenance.
- Work with local and regional partners to conduct and promote regional public involvement as noted in Task 1.4, Public Participation and Education.
- Identify regionally significant projects aimed at enhancing safety and security in the urbanized area, coordinating with various state, county, and local agencies to enhance countywide and regional preparedness.

- Work cooperatively with the SFRTA in the coordination, plan development, and programming of transportation projects as stipulated in the Strategic Regional Transit Plan and 10-Year Transit Development Program.

Previous Major Accomplishments

- Oct 2015: Finalized and adopted the Regional LRTP.
- April 2016: Adopt recommendations from the Climate Change Vulnerability and Adaptation Project Phase 2.
- June 2016: Updated the SERPM model to support the local and regional LRTP development efforts.
- June 2016: Administered the Climate Change Vulnerability and Adaptation Project Phase 2.

<u>Completion Date:</u>	<u>Work Product:</u>	<u>Responsible Agency:</u>
June 2017:	Administer the FTA grant to conduct and implement the Fare Interoperability Pilot and Mobile Ticketing Project for regional fare collection infrastructure that interfaces with the existing EasyCard and new fare collection technologies.	BMPO in coordination with our regional partners.
July 2017:	Manage the 2045 Regional Transportation Plan in coordination with the Palm Beach and Miami-Dade MPOs.	
Ongoing 2017/18:	Coordination and maintenance of South East Regional Planning Model (SERPM) updates.	
Ongoing 2017/18:	Monitor and assist in the implementation of the consumer information network.	
Ongoing 2017/18:	Participate and provide administrative support to the SEFTC and its technical committee and subcommittees.	

Task 3.2 Estimated Budget Detail for FY 16-17									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	Local PBMPO, MDMPO	Total
A. Personnel Services									
Salary & Fringe	21,209.02	3,314.43	-	1,326.64	165.83	-	-	-	26,015.92
Subtotal:	21,209.02	3,314.43	-	1,326.64	165.83	-	-	-	26,015.92
B. Consultant Services									
Fare Interoperability Pilot and Mobile Ticketing Project	-	-	-	-	-	3,769,109.58	-	-	3,769,109.58
SERPM Travel Demand Model Development	-	83,333.00	-	-	-	-	-	-	83,333.00
Regional Transportation Plan	70,000.00	-	-	-	-	-	-	-	70,000.00
Climate Change	-	7,482.98	-	39,229.73	4,903.72	-	-	-	51,616.43
Subtotal:	70,000.00	90,815.98	-	39,229.73	4,903.72	3,769,109.58	-	-	3,974,059.01
C. Travel									
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	91,209.02	94,130.41	-	40,556.37	5,069.55	3,769,109.58	-	-	4,000,074.93

Task 3.2 Budget Category Description Detail

A. Personnel Services	
Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
B. Consultant Services	
Fare Interoperability Pilot and Mobile Ticketing Project	Project Cost: \$3,790,000. Consultant: \$3,411,000, admin fees: \$379,000. Project underway. Interlocal Agreement with Broward County Transit to conduct a study and to develop a fare media that can be used to access all transit providers in the Southeast Florida region including TriRail, Miami-Dade Transit and Palm Tran and a mobile ticketing solution.
SERPM Travel Demand Model Development	Project cost: \$166,666. The SERPM Travel Demand Model is used to support local and regional LRTPs.
Regional Transportation Plan	Project Cost: \$900,000, est. Regional consultant support and the development of the 2045 RTP which includes Broward, Miami-Dade and Palm Beach MPOs. Broward MPO is administering the RTP. Each MPO will contribute \$300,000; \$100,000 per year. BMPO contribution began in FY 16-17. PBMPO & MDTPO contributions begin in FY 17-18
Climate Change	Climate Change Phase II. Project Cost \$189,798.65. Communities in South Florida have begun to assess at depth the risks from extreme weather risks, climate change and the potential combined effects. The Broward Metropolitan Planning Organization (MPO), in coordination with Broward County, intends to assess the countywide road and rail network to develop a more in-depth understanding of the potential risks and possible engineering responses as a means of ensuring that the system remains resilient to various risks and continues as a critical element of long term community viability. This assessment is to be done at the planning level to provide information to decision makers on a prioritized list of potential improvements, their associated costs, and a method for addressing those risks.
C. Travel	
-	-
-	-
D. Other Direct Expenses	
-	-
-	-

Task 3.2 Estimated Budget Detail for FY 17-18									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	Local PBMP, MDMP	Total
A. Personnel Services									
Salary & Fringe	82,274.11	36,193.90	-	39,302.85	4,912.86	-	-	-	162,683.71
Subtotal:	82,274.11	36,193.90	-	39,302.85	4,912.86	-	-	-	162,683.71
B. Consultant Services									
SERPM Travel Demand Model Development	-	83,333.00	-	-	-	-	-	-	83,333.00
Regional Transportation Plan	-	-	-	-	-	-	-	-	-
Subtotal:	-	83,333.00	-	-	-	-	-	-	83,333.00
C. Travel									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	82,274.11	119,526.90	-	39,302.85	4,912.86	-	-	-	246,016.71

Task 3.2 Budget Category Description Detail

A. Personnel Services

Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

B. Consultant Services

SERPM Travel Demand Model Development Project Cost: \$166,666. The SERPM Travel Demand Model is used to support local and regional LRTPs.

Regional Transportation Plan Project Cost: \$900,000, est. Regional consultant support and the development of the 2045 RTP which includes Broward, Miami-Dade and Palm Beach MPOs. Broward MPO is administering the RTP. Each MPO will contribute \$300,000; \$100,000 per year. BMPO contribution began in FY 16-17. PBMP & MDTP contributions begin in FY 17-18

C. Travel

-

D. Other Direct Expenses

-

-

BROWARD METROPOLITAN PLANNING ORGANIZATION
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Section: Program and Plan Development

Task 3.3: CONGESTION MANAGEMENT PROCESS/LIVABILITY PLANNING

Purpose

To provide a comprehensive approach to implementing the Long Range Transportation Plan, relieve congestion and create livable communities.

Required Activities

- Maintain and annually update a CMP that functions as an integral part of the overall metropolitan transportation planning process and focus planning efforts on identified congested corridors to improve safety, mobility and livability throughout the Metropolitan Planning Area.
- Work with FDOT, Broward County Transportation Department, South Florida Regional Transportation Authority and local governments to foster active participation in CM/LP efforts, community outreach and development and implement of recommendations.
- Conduct Congestion Management/Livability Planning (CM/LP) Corridor Studies to identify congestion management and livability planning strategies which reduce congestion, improve mobility, address land use and increase transit ridership and multi-modal transportation options.
- Develop congestion management and livability planning strategies other than road widening to improve safety and increase mobility through multiple modes of transportation (i.e., transit, community shuttles, bicycles, and pedestrian, TDM, TSM, etc.). Consider objectives and performance targets as part of the strategy development.
- Ensure the CM/LP efforts identify transportation connectivity gaps in access to essential services and jobs/employment centers.
- Develop and implement a comprehensive public involvement plan for each CM/LP study including community visioning, workshops, public meetings, and print and media communications.
- Analyze the technical data and community input to identify and select strategies and projects, and develop an implementation and monitoring program.
- Develop performance measures that address the Goals of the 2040 LRTP and that comply with federal and state performance measures planning.
- Utilize 3-D visualization software to conduct site analysis, develop design scenarios, assess the impacts of changes to land development regulations, and illustrate the “before and after” impacts of proposed implementation tasks.
- Participate in Statewide and Broward County task forces to further coordinate the application of transportation strategies and projects within congested corridors.
- Coordinate TSM&O projects with FDOT, South Florida Regional Transportation Authority, Broward County Traffic Engineering Division, Broward County Transportation Department, Broward County Emergency Management Division, Airport and Seaport and the area’s TMAs.
- Provide support for TSM&O, including support from private sector and educational and research organizations, maintaining and defining the region’s ITS Architecture, in accordance with the State ITS Architecture and the ITS National Architecture and Standards.
- Provide technical and policy assistance to municipalities to create contiguous railway quiet zones throughout Broward County.

Previous Major Accomplishments

February 2015: Completed the Congestion Management/Livability Planning Project for University Drive in conjunction with the Transit Alternatives Analysis and initiated the coordination for the project implementation phase.

June 2016: Completed the Congestion Management Process / Livability Planning Project for State Road 7 Corridor south of Sample Road.

<u>Completion Date:</u>	<u>Work Product:</u>	<u>Responsible Agency:</u>
Dec 2016	Establish County-wide quiet zone on FEC railway corridor.	
Feb 2017 & 2018:	Annual analysis of the Broward's transportation network as part of the CMP.	
July 2017:	Initiate the coordination for the implementation of the SR 7 Planning Project recommendations	
Dec 2017:	Complete the Integrated Corridor Management Deployment Planning Study and begin implementation.	
June 2018:	Continue to coordinate the prioritization and implementation of the CMP/LP corridor projects	
June 2018:	Implementation of Transportation Demand Management (TDM) options and support of TMAs, TMLs and commuter service agencies and programs.	BMPO
June 2018:	Promotion of ITS projects including transit applications of signal priority and real time information for premium transit service in congested corridors.	
June 2018:	Plan and develop BRT demonstration projects for Broward and Oakland Park Boulevards. Include operational improvements using ATMS and integrating TSP treatments for selected corridors.	
June 2018:	Initiate Congestion Management Process / Livability Planning Project Studies as needed.	

Task 3.3 Estimated Budget Detail for FY 16-17									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	67,926.58	61,055.51	-	9,724.36	1,215.55	-	-	-	139,922.00
Subtotal:	67,926.58	61,055.51	-	9,724.36	1,215.55	-	-	-	139,922.00
B. Consultant Services									
Quiet Zones	-	19,418.90	-	-	-	-	-	-	19,418.90
SW 10th Street	-	-	-	-	-	-	-	11,474.59	11,474.59
Integrated Corridor Mgmt	-	-	114,800.00	-	-	-	-	-	114,800.00
Subtotal:	-	19,418.90	114,800.00	-	-	-	-	11,474.59	145,693.49
C. Travel									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	67,926.58	80,474.41	114,800.00	9,724.36	1,215.55	-	-	11,474.59	285,615.49

Task 3.3 Budget Category Description Detail

A. Personnel Services	
Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
B. Consultant Services	
Quiet Zones	Project Cost: \$61,970. Project underway. Consulting services for the creation of county-wide quiet zones.
SW 10th Street	Project Cost: \$40,000, estimated. Continue consensus building effort on the future of SW 10th Street corridor.
Integrated Corridor Mgmt	Project Cost: \$230,000. Consultant: \$180,000 cash, In-Kind \$50,000. Project underway. This study will develop a Concept of Operations, a high level ICM systems requirements report, and an implementation plan for designing, constructing, integrating, operating and maintaining the ICM system components with the sole purpose of improving the efficiency of the multimodal transportation system along the I-95 corridor.
C. Travel	
-	
-	
D. Other Direct Expenses	
-	
-	

Task 3.3 Estimated Budget Detail for FY 17-18									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	76,616.30	25,873.55	-	64,142.27	8,017.78	-	-	-	174,649.90
Subtotal:	76,616.30	25,873.55	-	64,142.27	8,017.78	-	-	-	174,649.90
B. Consultant Services									
Integrated Corridor Mgmt	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
C. Travel									
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	76,616.30	25,873.55	-	64,142.27	8,017.78	-	-	-	174,649.90

Task 3.3 Budget Category Description Detail

A. Personnel Services
Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

B. Consultant Services
Integrated Corridor Mgmt Project Cost: \$230,000. Project completion. This study will develop a Concept of Operations, a high level ICM systems requirements report, and an implementation plan for designing, constructing, integrating, operating and maintaining the ICM system components with the sole purpose of improving the efficiency of the multimodal transportation system along the I-95 corridor.

C. Travel

D. Other Direct Expenses

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Section: Program and Plan Development

Task 3.4: TRANSPORTATION IMPROVEMENT PROGRAM

Purpose

To annually update the Five-Year Transportation Improvement Program (TIP) for all modes of transportation and the transportation project priority listings utilizing the Interactive TIP tool.

Required Activities

- Draft the Annual Fiscal Year TIPs including the programming of multimodal surface transportation priorities for incorporation into the TIP.
- Coordinate with FDOT to ensure TIP consistency with NEPA and ETDM.
- Coordinate with the STIP, review and endorse FDOT's draft Tentative Work Program.
- Request input to the TIP annually from municipalities, responsible implementing agencies, and interested groups, such as the marine industry, ensuring that all projects are consistent with adopted plans.
- Coordinate with municipalities and local governments on TIP projects.
- Review Local and Broward County Comprehensive Plans to ascertain appropriate TIP project inclusion and consistency between the Comprehensive Plans and TIP.
- Ensure the TIP is consistent with the adopted Long Range Transportation Plan.
- Transition to performance based programming as per the FAST Act, including analysis of project delivery and environmental justice analysis of programmed projects in the TIP.
- Educate the public and incorporate their input into the TIP with special focus on those who are traditionally under-represented and underserved, in accordance with federal standards.
- Utilize the Interactive TIP tool for the Web internet-enabled application for the Broward MPO.
- Maintain and further develop a data management system that enhances the urban transportation planning process by creating and maintaining shape files for the GIS component of the Interactive TIP tool.
- Create GIS data and maps that support the TIP and the Multimodal Surface Transportation Priorities.
- Complete amendments to the TIP, as needed.
- Publish the Annual Obligations Listing (AOL) in local newspapers, on the internet, and in the TIP.
- In coordination with FDOT and local governments, prioritize and program eligible transportation projects in order to create jobs expeditiously and strengthen the local economy.
- Identify projects that qualify as facilities or connectors on the Strategic Intermodal System (SIS) for state/federal funds.

Previous Major Accomplishments

- | | |
|----------------------------|--|
| July 2014 &
2015: | Produced the FY 2014/15 – 2018/19 TIP and FY 2015/16 – 2019/20 TIP. |
| Sept 2014 &
April 2015: | Produced the 2014 and 2015 Multimodal Surface Transportation Priorities list derived from the LRTP. |
| Nov 2014 &
2015: | Published the 2014 and 2015 AOL for which federal funds were obligated in the preceding federal fiscal year. |

2014-2015:	Continued activities in assisting the Interactive TIP Tool users, especially for the inclusion of the MPO's partner agencies locally funded projects in the tool.
2014-2015:	Coordinate with FDOT to include total project cost information in the TIP which addressed FHWA requirements.
2014-2015:	Continued education of the general public about the use of the Interactive TIP Tool
April 2015:	Updated Interactive TIP tool to include more robust mapping component allowing users to geographically query projects and access TIP project reports

<u>Completion Date:</u>	<u>Work Product:</u>	<u>Responsible Agency:</u>
July 2016 & July 2017:	Adopt the FY 2016/17 – FY 2020/21 TIP and FY 2017/18 – FY 2021/22 TIP. Update Interactive TIP Tool accordingly.	BMPO
Sept 2016 & Sept 2017:	Annually adopt Transportation Priorities Listings based on the LRTP Financially Feasible Plan.	
Nov 2016 & 2017:	Publish the 2016 and 2017 AOL for which federal funds were obligated in the previous federal fiscal year.	
June 2018:	Amend TIP as needed.	
Ongoing	Conduct environmental justice analysis of the TIP.	
June 2018:		
Ongoing	Update and verify geography for existing projects in the TIP and update	
June 2018:	Interactive TIP tool map accordingly	

Task 3.4 Estimated Budget Detail for FY 16-17									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	62,658.68	47,607.73	-	7,762.94	970.37	-	-	-	118,999.72
Subtotal:	62,658.68	47,607.73	-	7,762.94	970.37	-	-	-	118,999.72
B. Consultant Services									
Interactive TIP	-	18,200.00	-	-	-	-	-	-	18,200.00
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	18,200.00	-	-	-	-	-	-	18,200.00
C. Travel									
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	62,658.68	65,807.73	-	7,762.94	970.37	-	-	-	137,199.72

Task 3.4 Budget Category Description Detail

A. Personnel Services
 Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

B. Consultant Services
 Interactive TIP Project Cost: \$156,000 (over 5 years). Project underway. The Interactive TIP represents a tool for all TIP users, especially the general public to better and easier find and review TIP projects and to better keep track of the federal, state and local funds.

C. Travel
 -
 -

D. Other Direct Expenses
 -
 -

Task 3.4 Estimated Budget Detail for FY 17-18									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	97,542.71	36,698.28	-	60,609.74	7,576.22	-	-	-	202,426.95
Subtotal:	97,542.71	36,698.28	-	60,609.74	7,576.22	-	-	-	202,426.95
B. Consultant Services									
Interactive TIP	-	18,200.04	-	-	-	-	-	-	18,200.04
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	18,200.04	-	-	-	-	-	-	18,200.04
C. Travel									
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	97,542.71	54,898.32	-	60,609.74	7,576.22	-	-	-	220,626.99

Task 3.4 Budget Category Description Detail

A. Personnel Services
 Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

B. Consultant Services
 Interactive TIP Project Cost: \$156,000 (over 5 years) (project continuation). The Interactive TIP represents a tool for all TIP users, especially the general public to better and easier find and review TIP projects and to better keep track of the federal, state and local funds.

C. Travel
 -
 -

D. Other Direct Expenses
 -
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BROWARD METROPOLITAN PLANNING ORGANIZATION
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Section: Program and Plan Development

Task 3.5: FREIGHT AND GOODS MANAGEMENT / INTERMODAL PLANNING

Purpose

To improve the movement of freight and goods, the efficiency of intermodal transportation/connections for freight and airline/cruise passengers and the inter-jurisdictional coordination and cooperation between the freight industry and Broward's Seaport and Airports.

Required Activities

- Continue contacts with members of the freight and goods movement industry, marine industry, neighboring MPOs, FDOT Districts 4 & 6 and as appropriate in coordination with the Southeast Florida Transportation Council (SEFTC).
- Support the "follow-up" activities of the airport/seaport efforts including the development of intermodal passenger facilities and other projects identified in the MPO's LRTP.
- Ensure all freight activities are consistent with Florida Department of Transportation (FDOT) Strategic Intermodal System (SIS) Plan and statewide freight initiatives
- Ensure the safe and efficient movement of goods and commodities, including throughput and trade, considering all freight transportation modes including trucking, rail, waterborne, air and pipeline.
- Coordinate with neighboring MPOs and the FDOT on regional freight issues and the Freight Mobility Trade Plan. Explore future transportation investments related to this plan.
- Coordinate and manage the development of 2045 Southeast Florida Regional Freight Plan and ensure consistency to the Local Plan.
- Implement area wide Freight and Goods Movement studies and data collection efforts and coordinate, as needed, a county wide study to develop preferred truck routes, which would provide for the most efficient movement across jurisdictional lines.
- Coordinate in the identification and prioritization of port and airport connectors and hub components the FDOT SIS Plan.
- Coordinate with the Airport and Seaport on freight and passenger/airport/seaport accessibility by all modes of transportation.
- Ensure seaport, airport and marine industry participation in Broward MPO Long Range Plan Updates, the Regional Long Range Transportation Plan and freight and goods movement studies.
- Coordinate with agencies and municipalities on new and ongoing studies affecting the Port and Airports in Broward and Port and Airport efforts affecting local agencies and municipalities, including railroad crossing impacts.
- Coordinate with port on the implementation of U.S. Army Corps of Engineers Port Everglades Navigation Improvement Project.
- Coordinate with port of the development and implementation of individual components of the Port Everglades Master/Vision Plan.
- Coordinate with the port on the new discretionary freight-focused grant program which allows the state, MPO and local government to apply for funding to complete projects that improve safety, help eliminate freight bottlenecks and improve critical freight movements.

Previous Major Accomplishments

July 2015: Completed and incorporated 2040 Regional Freight Plan into the 2040 Regional Transportation Plan.

<u>Completion Date:</u>	<u>Work Product:</u>	<u>Responsible Agency:</u>
Ongoing 2017/18:	Participate and continue with the Regional Freight Plan Steering Committee.	BMPO, Port Everglades, Airport and Regional Partners.
Ongoing 2017/18:	Expand the MPO's Role in freight planning, including the establishment of a local freight committee.	
Ongoing 2017/18:	Continue participation with FDOT, SFRTA, airport and seaport in the development of a series of reports outlining freight issues germane to Broward County and Southeast Florida, and as appropriate outline future approach for consideration into the MPO planning process.	
Ongoing 2017/18:	Identify intermodal opportunities between FLL Airport and Port Everglades.	

Task 3.5 Estimated Budget Detail for FY 16-17									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	7,829.72	6,826.75	-	1,144.52	143.07	-	-	-	15,944.06
Subtotal:	7,829.72	6,826.75	-	1,144.52	143.07	-	-	-	15,944.06
B. Consultant Services									
Fastlane Grant Application		25,000.00							25,000.00
-									-
Subtotal:	-	25,000.00	-	-	-	-	-	-	25,000.00
C. Travel									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	7,829.72	31,826.75	-	1,144.52	143.07	-	-	-	40,944.06

Task 3.5 Budget Category Description Detail

A. Personnel Services

Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

B. Consultant Services

Fastlane Grant Application To procure consultant services to develop an application for the FY17 FASTLANE Grant funding cycle. The objective of this project is to update and resubmit a grant application package to help fund construction of the Southport Turning Notch Expansion (STNE) at Port Everglades. This project will significantly expand Port Everglades' post-Panamax berth capacity by increasing the linear feet to in excess of 2,400 allowing multiple new berths.

C. Travel

-

D. Other Direct Expenses

-

Task 3.5 Estimated Budget Detail for FY 17-18									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	23,670.30	9,984.24	-	15,794.20	1,974.28	-	-	-	51,423.02
Subtotal:	23,670.30	9,984.24	-	15,794.20	1,974.28	-	-	-	51,423.02
B. Consultant Services									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
C. Travel									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	23,670.30	9,984.24	-	15,794.20	1,974.28	-	-	-	51,423.02

Task 3.5 Budget Category Description Detail

A. Personnel Services	
Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
B. Consultant Services	
-	
-	
C. Travel	
-	
-	
D. Other Direct Expenses	
-	
-	

BROWARD METROPOLITAN PLANNING ORGANIZATION
UNIFIED PLANNING WORK PROGRAM
July 1, 2016 - June 30, 2018

Section: Program and Plan Development

Task 3.6: TRANSIT PLANNING AND DEVELOPMENT

Purpose

To provide a comprehensive approach to implementing the Long Range Transportation Plan's Transit Vision and Regional Transit Vision.

Required Activities

- Assist preparing the Transit Development Plans (TDPs) produced by transit agencies in the region.
- Incorporate safety and security measures into public transit planning, in order to optimize passenger, staff and general public safety and plan a transit system that is responsive following natural or manmade disasters.
- Support local and regional transit operators and other agencies in finding ways to expand/enhance service, including the Tri-Rail Coastal Link and to identify ways to fund these services, particularly O&M costs.
- Provide consistency with the MPO's Long Range Transportation Plan, the Transportation Element of the Local and Broward County Comprehensive Plans, and other guiding rules, plans, procedures, including the American with Disabilities Act and FAST Act.
- Monitor, prepare and update, as necessary, performance measures and standards for transit usage, transit facilities, and passenger amenities. Coordinate transit performance measures with transit properties.
- Participation in long- and short-range land use and transportation/transit planning activities and projects. As a component of the Transit System Plan, develop and implement analytical methods to identify gaps in the connectivity of the transportation system, and develop infrastructure and operational solutions that provide the public, especially the traditionally underserved populations, with adequate access to essential services.
- Develop the detailed elements of Mobility Hubs in the Study Areas, including the location of transit facilities, bicycle and pedestrian infrastructure, designation of appropriate land uses and zoning code revisions, and guidelines for redevelopment and retrofitting, including market analysis and economic development activity.
- As a component of Mobility Hub planning analysis, assess the safety and condition of pedestrian and bicycle facilities; particularly around schools, concentrations of disadvantaged populations, social services, medical, and transit facilities.
- Include Transit Signal Priority (TSP), Automatic Vehicle Location (AVL) and Advanced Traffic Management System (ATMS) activities as enhancement tools for transit service.
- Work with municipalities, transit operators and other partner agencies to develop transit corridors, mobility hubs and TOD's.
- Leverage public investment in transit by encouraging redevelopment and private investment in transit-supportive locations. Direct growth towards transit corridors to protect existing neighborhoods.
- Work with local and regional transit operators to implement fare interoperability and other technologies to improve transit.
- Coordinate with transportation partners on the planning for remaining phases of the Central Broward Transit project.

- Coordinate with local municipalities to enhance and improve community circulator service including, but not limited to: increasing frequency, expanded hours, modifying routes, and exploring new sources of funding.

Previous Major Accomplishments

- 2014-2016: Reviewed and provided comments to BCT’s TDP (minor and major updates).
 2014-2016: Continued coordination as a funding partner for planning of the implementation of the Wave Modern Streetcar in Downtown Fort Lauderdale.
 Feb 2015: Completed the University Drive Study in conjunction with the Transit Alternatives Analysis.
 Dec 2015: Completed the Pompano Beach Education Corridor Transit Study
 Dec 2015: Amended the Subrecipient Agreement with Broward County Transit for a Fare Interoperability Project.
 Dec 2015: Completed Cypress Creek Mobility Hub Master Plan Study in coordination with SFRTA, Broward County, FDOT, local municipalities and stakeholders.

<u>Completion Date:</u>	<u>Work Product:</u>	<u>Responsible Agency:</u>
2016-18:	Review and provide comments to BCT’s TDP and COA and SFRTA’s TDP.	BMPO
2016-18:	Continue coordination as a funding partner for the construction and expansion of the Wave Modern Streetcar.	
2016-18:	Coordination with regional partners on the planning of the Tri-Rail Coastal Link.	
2016-18:	Coordinate, with municipalities the placement of Mobility Hubs and the investment of public funds to leverage private investment. Current coordination projects with Fort Lauderdale, Hollywood, Sunrise, Coral Springs, and Coconut Creek/Margate at State Road 7 and Sample Road.	
2016-18:	Provide support to municipal community bus planning efforts.	
Dec 2016:	Complete the update and revision of criteria for the location and typology of Mobility Hubs in Broward.	
Dec 2017:	Complete Broward Transit System Plan.	

Task 3.6 Estimated Budget Detail for FY 16-17									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	26,538.52	20,387.79	-	3,398.20	424.77	-	-	-	50,749.28
Subtotal:	26,538.52	20,387.79	-	3,398.20	424.77	-	-	-	50,749.28
B. Consultant Services									
Streetscape - Downtown Ft. Laud Moblity Hub	-	-	-	-	-	3,500,000.00	-	-	3,500,000.00
Transit Connectivity & Safety	-	-	-	-	-	500,000.00	-	-	500,000.00
Mobility Hubs*	-	-	-	-	-	551,335.00	-	-	551,335.00
-Plantation Sunrise Mobility Hub	-	-	-	-	-	329,923.00	-	-	329,923.00
-Hollywood Pines Mobility Hub	-	-	-	-	-	186,000.00	-	-	186,000.00
Subtotal:	-	-	-	-	-	5,067,258.00	-	-	5,067,258.00
C. Travel									
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	26,538.52	20,387.79	-	3,398.20	424.77	5,067,258.00	-	-	5,118,007.28

Task 3.6 Budget Category Description Detail

A. Personnel Services

Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

B. Consultant Services

Streetscape - Downtown Ft. Laud Mobility Hub	FTA 5307 Grant funds: \$3,500,000. Project Cost: \$3,500,000. Consultant \$3,150,000, admin fees \$350,000. This is a Joint Development Initiative to identify opportunities surrounding a public-private partnership to develop a Mobility Hub in Downtown Fort Lauderdale. The Broward MPO will fund streetscape improvements to ensure connectivity with the mass transit services, facilitate ease of movement throughout the area, and promote safety for pedestrians and bicyclists. The streetscape improvements are in compliance with the Fort Lauderdale Downtown Master Plan Guidelines, and will include wide sidewalks, landscaping, and street furniture such as benches, trash receptacles, bicycle racks and light poles.
Transit Connectivity & Safety	FTA 5307 Grant funds: \$500,000. Project Cost: \$500,000. Consultant \$450,000, admin fees: \$50,000. The Transit Connectivity & Safety project will develop needed connectivity and safety improvements to transit and non-motorized transportation systems. Outreach and education will be an integral component.
Mobility Hubs*	Total Project Cost: \$2,300,000. FTA 5307 Grant Funds. Current Grant Funds Available: \$1,067,258. Unassigned: \$551,335. Consists of multiple projects as numbered below. Various project moving through the procurement process. Overall project Description: Assess the current methodology for defining Mobility Hubs, conduct market analysis to identify County-wide economic conditions and trends, revise criteria for Hub locations, define Hub locations and typologies and develop recommendations and an implementation program. Conduct planning processes for specific Mobility Hub locations, including data collection, environmental review, surveying, market study and economic analysis, conceptual site plans, Request For Proposals / Request For Qualification development, streetscape concept plans and NEPA documentation as needed. Administer and manage the implementation of site-specific Mobility Hub improvements. Assist the Broward MPO to manage projects in compliance with FTA requirements and consistent with the concepts for streetscape improvements and implementation recommendations developed as part of the Mobility Hub Master Plans. AS needed, perform Construction Engineering & Inspection (CEI). Coordinate the improvements with an implementing agency, such as Florida Department Of Transportation.
	<p>- Plantation Sunrise: Project Cost \$329,923. Consultant \$299,930, admin fees: 29,993. This process is the opportunity to update the typology of the Mobility Hubs, and identify the locations and types of investments in multimodal mobility. The outcomes of this analysis will help the MPO determine how to leverage public investments to increase the potential for multimodal transportation and maximize the return on investment.</p> <p>- Hollywood Pines: Project Cost: \$186,000. Consultant \$168,937, admin fees: \$17,063. This is a planning study to develop a Master Plan for the Mobility Hub in the area of the intersection of Hollywood Boulevard and State Road 7. The Master Plan process includes data collection, environmental review, surveying, market study and economic analysis, conceptual site plans, streetscape concept plans and NEPA documentation as needed. The Master Plan will help the project partners determine where and how to make public investments in support of transit and multimodal mobility.</p>

C. Travel

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D. Other Direct Expenses

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Task 3.6 Estimated Budget Detail for FY 17-18									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	51,214.35	26,274.06	-	30,770.51	3,846.31	-	-	-	112,105.23
Subtotal:	51,214.35	26,274.06	-	30,770.51	3,846.31	-	-	-	112,105.23
B. Consultant Services									
Mobility Hubs*	-	-	-	-	-	1,000,000.00	-	-	1,000,000.00
Subtotal:	-	-	-	-	-	1,000,000.00	-	-	1,000,000.00
C. Travel									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	51,214.35	26,274.06	-	30,770.51	3,846.31	1,000,000.00	-	-	1,112,105.23

Task 3.6 Budget Category Description Detail

A. Personnel Services
Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

B. Consultant Services
Mobility Hubs* Project Cost: \$2,300,000 (project continuation). Assess the current methodology for defining Mobility Hubs, conduct market analysis to identify County-wide economic conditions and trends, revise criteria for Hub locations, define Hub locations and typologies and develop recommendations and an implementation program. Conduct planning processes for specific Mobility Hub locations, including data collection, environmental review, surveying, market study and economic analysis, conceptual site plans, Request For Proposals / Request For Qualification development, streetscape concept plans and NEPA documentation as needed. Administer and manage the implementation of site-specific Mobility Hub improvements. Assist the Broward MPO to manage projects in compliance with FTA requirements and consistent with the concepts for streetscape improvements and implementation recommendations developed as part of the Mobility Hub Master Plans. AS needed, perform Construction Engineering & Inspection (CEI). Coordinate the improvements with an implementing agency, such as Florida Department Of Transportation.

C. Travel
-
-

D. Other Direct Expenses
-
-

BROWARD METROPOLITAN PLANNING ORGANIZATION
UNIFIED PLANNING WORK PROGRAM
July 1, 2016 - June 30, 2018

Section: Program and Plan Development

Task 3.7: COMPLETE STREETS AND TRANSPORTATION RELATED ENHANCEMENTS

Purpose

To implement a comprehensive approach to develop a Complete Streets system and transportation related enhancements throughout Broward.

Required Activities

- Maintain and update Complete Streets design and policy guidance for implementing agencies.
- Facilitate and coordinate the bi-monthly Complete Streets Advisory Committee (CSAC).
- Provide technical assistance to municipalities on implementing Complete Streets; specifically with the adoption of the MPO's Complete Streets Guidelines, model policies and plan framework.
- Provide education opportunities and host Complete Streets technical workshop/training for planners and engineers representing local governments including the annual Safe Streets Summit.
- Work with local bicycle advocacy groups and other governmental agencies to develop bicycle/pedestrian awareness and traffic safety.
- Organize events to promote walking and bicycling as an important mode of transportation.
- Increase citizen participation regarding bicycle, pedestrian, multipurpose pathway, greenway, recreation, and tourist planning and design at the county, state, and municipal levels.
- Develop and implement a Bicycle/Pedestrian Safety Action Plan with the objective to adopt and implement a process to identify locations and behaviors prone to historical pedestrian bicycle crashes and develop with their applicable partners countermeasures designed to eliminate them.
- Analyze bicycle and pedestrian crashes countywide utilizing Signal 4 analytics software. Develop maps and tables to identify problem areas/corridors.
- Assist in the procurement of revenues for the construction of bikeway, sidewalk, multipurpose pathway projects, complete streets projects and greenways.
- Continue working with FDOT and partner agencies on the implementation of bicycle and pedestrian improvements, including crosswalks and lighting, through the Broward MPO's Mobility Program.
- Develop a Complete Streets Master Plan to identify regional gaps in Broward's bicycle/pedestrian network and prioritize future investments to complete the network and integrate into the overall transportation network. Update GIS bicycle and pedestrian facilities inventory and suitability map using professionally accepted BLOS methodology.
- Complete pre- and post- project data analysis to determine the impacts of complete streets projects on bike/ped. counts, vehicle counts and speeds, and crashes.
- Manage the Complete Streets and Other Localized Initiatives Program (CSLIP), including Safe Routes to Schools and Transportation Alternatives, coordinating with FDOT and local municipalities. Provide notification and technical assistance to potential applicants.
- Submit Complete Streets and Other Localized Initiatives Program applications to FDOT for field review and eligibility determinations, coordinating with FDOT and local agencies as applications are reviewed and processed.
- Explore the use of alternative/innovative/automated vehicle technologies and smart traffic control devices which reduce potential crash incidences. This includes charging/refueling station locations.
- Coordinate and facilitate the AIA Scenic Highway effort.

Previous Major Accomplishments

- March 2014: Organized the 1st Annual Let’s Go Biking! Event in Sunrise, Florida
- May 2014 & 2015: Completed annual cycles of the Transportation Alternatives Program.
- Aug 2014: Developed Complete Streets Action Plan for the City of Miramar
- Dec 2014 & March 2015: Began Design phase for two Complete Streets demonstration projects.
- 2014-2015: Conducted four (4) Walking Audits throughout Broward
- 2014-2016: Successfully programmed additional \$20 million in bicycle and pedestrian projects.
- Feb 2015 & 2016: Submitted the Annual Summary Report for Broward AIA Scenic Highway.
- March 2015: Organized the 2nd Annual Let’s Go Biking! Event in Coconut Creek, Florida
- March 2015 & Jan 2016: Planned and hosted the annual Complete Streets “Safe Street Summit”
- May 2015: Developed interactive images for three Complete Streets projects
- June 2015: Completed Complete Streets Evaluation Toolkit
- July 2015: Adopted policies and evaluation criteria for the Complete Streets and Other Localized Initiatives Program (CSLIP).
- Oct 2015: Developed, tested and launched the on-line application for CSLIP.
- May 2016: Reviewed and adopted the prioritized list of CSLIP projects. Submitted to FDOT for consideration and programming.
- June 2016: Organized, hosted, facilitated, and prepared agendas for the monthly AIA Scenic Highway Meeting.

<u>Completion Date:</u>	<u>Work Product:</u>	<u>Responsible Agency:</u>
Sept 2016:	Update Bicycle Suitability Map.	
Jan 2017:	Develop and implement a Pedestrian Safety Action Plan.	
Jan 2017 & 2018:	Plan and coordinate the annual Complete Streets “Safe Street Summit”	
Sep 2017:	Develop a Complete Streets Master plan to assist in identifying Complete Streets projects; including identifying “excess” capacity corridors.	
March 2018	Organize the Annual Let’s Go Biking!	
Ongoing	Continue bicycle/Pedestrian education programs targeted to adults and Broward County Public Schools.	
June 2018:	Organize, host, facilitate, and prepare agendas for the monthly AIA Scenic Highway Meetings ⁺ .	BMPO in coordination with FDOT.
June 2018:	Coordinate with FDOT on the implementation of bicycle and pedestrian improvements through the Broward MPO’s Mobility Program.	
June 2018:	Facilitate and coordinate bi-monthly Complete Streets TAC meetings.	
June 2018:	Work with FDOT and municipalities on the design of two Complete Streets demonstration projects.	
June 2018:	Provide educational opportunities and training regarding Complete Streets	
June 2018:	Complete annual cycles of the Complete Streets and Other Localized Initiatives Program. Continue the programming of successful projects.	

June 2018:	Bike Route Planner – Continue hosting the Broward Bike Route Planner and include updated BLOS methodology and facility update from the Complete Streets Master Plan/Initiative.	
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+On behalf of Broward County government, proceed with implementation phase of State Road A1A Scenic Highway, conducting necessary public outreach, convening the Corridor management Entity and Corridor Advocacy Group, and providing technical assistance. Work products include the State Road A1A Scenic Highway Annual Report. The application process for the re-designation of the National Scenic Byway was submitted in May 2014.

Task 3.7 Estimated Budget Detail for FY 16-17									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	131,272.92	78,421.05	-	16,861.55	2,107.69	-	-	-	228,663.22
Subtotal:	131,272.92	78,421.05	-	16,861.55	2,107.69	-	-	-	228,663.22
B. Consultant Services									
Bicycle/Pedestrian Safety Action Plan	-	98,651.84	-	-	-	-	-	-	98,651.84
Complete Streets Initiative	-	61,562.85	-	-	-	-	-	155,046.86	216,609.71
Subtotal:	-	160,214.69	-	-	-	-	-	155,046.86	315,261.55
C. Travel									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-									-
-									-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	131,272.92	238,635.74	-	16,861.55	2,107.69	-	-	155,046.86	543,924.77

Task 3.7 Budget Category Description Detail

A. Personnel Services

Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

B. Consultant Services

Bicycle/Pedestrian Safety Action Plan Project Cost: \$213,899. Project underway. The goal of the BPSAP is to recommend safety countermeasures (infrastructure and non-infrastructure) based on the identification of potential hot spots for bicycle and pedestrian crashes throughout the county, including crash type analysis.

Complete Streets Initiative Project Cost: \$600,000, estimated. Project currently in procurement process. This effort will continue with the management of the Broward MPO's Complete Streets Initiative by providing technical assistance/support, training or any other aid assistance needed to our local governments to implement Complete Streets. As well as develop a Complete Streets Master plan that would assist the Broward MPO in prioritizing future investments in active transportation improvements.

C. Travel

-

D. Other Direct Expenses

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Task 3.7 Estimated Budget Detail for FY 17-18									
Budget Category and Description	FHWA PL	FHWA SU	FHWA ICM	FTA 5305d	FTA State Match	FTA 5307	Trans. Disad.	State (CMLP)	Total
A. Personnel Services									
Salary & Fringe	229,540.11	91,693.52	-	118,967.09	14,870.89	-	-	-	455,071.61
Subtotal:	229,540.11	91,693.52	-	118,967.09	14,870.89	-	-	-	455,071.61
B. Consultant Services									
Bicycle/Pedestrian Safety Action Plan	-	20,000.00	-	-	-	-	-	-	20,000.00
Complete Streets Initiative	-	221,818.00	-	-	-	-	-	-	221,818.00
Subtotal:	-	241,818.00	-	-	-	-	-	-	241,818.00
C. Travel									
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
D. Other Direct Expenses									
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-	-	-	-
Total:	229,540.11	333,511.52	-	118,967.09	14,870.89	-	-	-	696,889.61

Task 3.7 Budget Category Description Detail

A. Personnel Services

Salary & Fringe MPO Employee Gross Salaries & Fringe Benefits

B. Consultant Services

Bicycle/Pedestrian Safety Action Plan Project Cost: \$213,899 (project continuation). The goal of the BPSAP is to recommend safety countermeasures (infrastructure and non-infrastructure) based on the identification of potential hot spots for bicycle and pedestrian crashes throughout the county, including crash type analysis.

Complete Streets Initiative Project Cost: \$600,000, estimated (project continuation). This effort will continue with the management of the Broward MPO's Complete Streets Initiative by providing technical assistance/support, training or any other aid assistance needed to our local governments to implement Complete Streets. As well as develop a Complete Streets Master plan that would assist the Broward MPO in prioritizing future investments in active transportation improvements.

C. Travel

-

D. Other Direct Expenses

-

-

VI. BUSINESS PLAN

Five Year Forecast of Funding

	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
Total Funds Allocated ¹	16,583,210	7,930,600	5,630,173	5,684,071	5,684,071
Total Funds Non-Allocated ²	863,784	-	-	-	-
Total Funds Carried Over		1,063,020	1,946,426	1,916,589	2,057,097
Total Funds Available	17,446,994	8,993,620	7,576,599	7,600,660	7,741,168
Total Contracts	12,142,124	2,725,050	1,208,200	958,200	958,200
Total Salaries + Fringe	2,418,343	2,805,304	2,889,464	2,976,148	3,065,432
Total Indirect Costs	1,823,506	1,516,840	1,562,346	1,609,216	1,657,492
Total Funds Spent	16,383,974	7,047,194	5,660,009	5,543,563	5,681,124
Total Funds Carried Over	1,063,020	1,946,426	1,916,589	2,057,097	2,060,044

**VII. FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT 4 PLANNING
ACTIVITIES**

FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) DISTRICT 4 PLANNING ACTIVITIES MARCH 2016

Bicycle/Pedestrian Activities, Livable Communities, and Context Sensitive Solutions (CSS)

- Support the statewide safety campaign to reduce the number of pedestrian and bicycle crashes occurring annually within Florida and adoption of specific policies and strategies to address this issue within the Florida Strategic Highway Safety Plan and the Florida Pedestrian and Bicycle Strategic Safety Plan.
- Educational and outreach activities directed to the public and agency stakeholders regarding safety programs and campaigns such as the "Alert Today, Alive Tomorrow - Safety Doesn't Happen By Accident" Pedestrian Awareness Campaign.
- Prepare multi modal scoping checklist for FDOT design project managers to use for identifying livable communities and CSS features to better integrate multiple modes of transportation.
- Develop Bike/Pedestrian geographic information system (GIS) count data for sharing between FDOT and its stakeholder agencies.
- Coordinate with the Metropolitan Planning Organizations (MPO) and local governments to prioritize and program funds for projects supportive of transit, bicycle and/or pedestrian modes, including assessment of greenway crossings.
- Formalization of a District 4, multi-disciplined review process for statewide application for making lane elimination decisions on the State Highway System.
- Work with partners to facilitate trail planning and prioritization and provide guidance in identifying SUNtrail funding opportunities.
- Proactively identify and address areas in which potential for pedestrian conflicts/crashes are high.

Corridor and Mobility Planning

Conduct studies with our partners to identify and evaluate issues on major transportation corridors and evaluate the effectiveness and impacts of proposed alternatives. Results may range from recommended improvements that address specific problems to a comprehensive action plan for improving a corridor or larger area. Studies which are underway include:

- US-1 / Griffin Road Intersection Study
- Sunrise Blvd from Searstown to US-1
- SR-80 Corridor Action Plan
- I-95 Express Lanes Study in Northern Counties
- Sunrise Blvd from A1A to Sawgrass Expressway
- Tri-Rail Coastal Link Project Development – re-introducing local and express commuter rail service on the FEC rail corridor
- Indian River US 1 Corridor Study from Barber Street to Roseland Road

Community Planning - Local Government Comprehensive Plans

Review proposed local government comprehensive plans and plan amendments with a focus on issues within the FDOT's jurisdiction as it relates to transportation resources and facilities of state importance, Identify potential adverse impacts from proposed plan amendments and ways to eliminate, reduce, or mitigate them. Developments that qualify as developments of regional impact are subject to review and approval as comprehensive plan amendments under the state coordinated review process. Provide technical assistance; undertake special studies or projects; and coordinate with local governments, Regional Planning Councils (RPC), MPOs, Department of Economic Opportunity (DEO) and other agencies or groups on comprehensive planning issues and opportunities, including in anticipation of plan amendments.

Demand Forecast Model Development, Calibration, and Validation

Demand forecast model structures are conceptualized and models are constructed, calibrated and validated using demographic and land use data, travel characteristic patterns, traffic counts, and transit service and ridership data collected from various sources. Future projections from models are formulated as the basis for assessing future transportation demands and new facility and service needs. Regional models are developed to support the development of MPO Long Range Transportation Plans (LRTPs) and Regional Long Range Transportation Plans (RLRTPs). The District emphasizes the importance of traffic data collection and encourages the district's counties and M/TPOs to maintain an ongoing surveillance and data collection program.

Approved Developments of Regional Impact (DRIs)

FDOT evaluates proposed changes to approved DRIs to identify any impacts and whether additional mitigation is required. FDOT also reviews annual/biennial reports from the approved DRIs to ensure that Development Order Conditions are being properly carried out and mitigated. Coordination with the DEO, the applicable RPC, affected local governments, and developers are routine parts of the efforts.

Efficient Transportation Decision Making (ETDM) Process

The ETDM process was developed in Florida to accomplish the streamlining objectives identified in Section 1309 of the Transportation Efficiency Act for the 21st Century. It is designed to provide resource agencies and the public early access to transportation project plans and information about potential project effects on state resources. Resource agencies interact with project planners using the Environmental Screening Tool during the development of LRTPs and Transportation Improvement Programs (TIPs). Their early involvement helps identify project changes that avoid or minimize adverse effects on resources and communities. The District ETDM coordinator coordinates training and provides guidance to the MPOs and District staff on implementation of the ETDM process. The District community liaison coordinator coordinates training and provides guidance to MPO staff on socio-cultural effects evaluations.

Extreme Weather /Climate Resiliency

Collect and analyze related data, legislation, and requirements with an emphasis on how they relate to transportation planning and projects. Share related reports, guidance, and other information. Assess best practices and tools for addressing extreme weather/climate change impacts and participate in studies with local and regional partners. Utilize tools to perform analysis, such as the Florida Sea Level Scenario Sketch Planning Tool. Participate in initiatives of other entities addressing mitigation and adaptation to extreme weather/climate changes impacts (e.g., Broward County Climate Change Task Force, Southeast Florida Regional Climate Change Compact).

Florida Transportation Plan (FTP)

The FTP is the long range transportation plan for all of Florida and guides investment of state and federal transportation funds. Coordinating with local and regional partners, FDOT District Four participates in updates to the FTP and FTP implementation efforts.

FDOT State Planning and Research (SPR) Program for FHWA

FDOT produces an SPR report for FHWA for each state fiscal year. This document identifies planning and work program activities that will be accomplished by FDOT, at the central office and district levels, and for which federal reimbursement may be requested. It is submitted in compliance with 23 CFR 420.111 and pursuant to the current Florida Federal-Aid Partnership Agreement.

In Florida, federal planning funds are used to pay eligible costs of FDOT staff who perform functions relating to planning. State funds are used to supplement these functions to ensure department objectives are accomplished. Preparation of the Work Program, which is the basis for the State Transportation Improvement Program, is paid for using state funds. Focal areas are Transportation Planning, Systems Planning, and Data Collection.

Transportation Systems Management and Operation (TSM&O)

The District coordinates with the MPOs to incorporate TSM&O into their plans and programs and to structure TSM&O into their respective organizations. The District's TSM&O planning activities includes developing a TSM&O Strategic Plan for the District that we expect will provide recommendations for future ITS needs.

Interchange Proposal Review and Coordination

Identify and review the need for new interchanges or modifications to existing interchanges, following criteria set forth by the Federal Highway Administration (FHWA) and FDOT's interchange review process. FDOT conducts District Interchange Review Committee (DIRC) meetings and coordinates Interchange proposals with FHWA.

LRTPs and Regional LRTPs

Provide technical assistance and policy direction to the MPOs in implementing their LRTPs and in meeting commitments relating to regional LRTPs. Provide state and federal revenue forecasts and guidance on transportation costs. Develop, validate and maintain a set of systems planning models, land use allocation models, and other analytical tools needed by FDOT and the MPOs to maintain LRTPs and conduct other planning studies and analyses.

MPO/Community/Government Liaison

Provide policy direction, technical assistance, and administrative support to MPO boards and advisory committees, local governments, and communities. Assist MPOs in conducting metropolitan transportation planning programs that meet state and federal requirements and are coordinated with the statewide transportation planning program. Primary MPO products and processes include Unified Planning Work Programs (UPWP), LRTPs, Annual Transportation Project Priority Lists, TIPs, Congestion Management Plans

(CMPs), and Public Involvement Participation Plans (PIPs). Conduct annual state certification reviews of the Metropolitan Planning Process and participate in periodic FHWA/Federal Transit Administration (FTA) certification reviews of the MPOs for transportation management areas. Provide technical assistance on TIP and LRTP consistency issues for Project Development & Environmental (PD&E) and project level amendments. FDOT staff also serve as non-voting members of each of the District's five M/TPO Boards, Technical Advisory and Bike/Ped committees.

Multi-Modal Systems and Transportation Studies

- **Managed Lanes**

FDOT defines managed lanes (ML) as highway facilities or sets of lanes within an existing highway facility where operational strategies are proactively implemented and managed in response to changing conditions with a combination of tools. These tools may include accessibility, vehicle eligibility, pricing, or a combination thereof. Types of managed lanes include high occupancy vehicle (HOV) lanes, bus rapid transit (BRT) lanes, truck only lanes, and priced managed lanes called express lanes (EL). FDOT monitors operations of the I-95 EL facilities in South Florida on a biannual basis. The objective of the monitoring effort is to document current operations of the ML facility and to determine if operational changes are warranted.

- **Fare Interoperability**

The Fare Interoperability project is the effort to implement a regional universal fare system that interfaces with the existing MDT/SFRTA Easy Card and tests new fare collection technologies, such as mobile ticketing. FDOT works with the local transit agencies to provide technical support and assist in facilitating consensus for this effort.

Freight and Goods Movement

FDOT acts as a resource, coordinating on matters of freight with local governmental organizations, modal partners, economic development agencies, and private stakeholders to provide policy guidance, technical assistance, and other planning activities to achieve Florida's statewide goal of becoming an international hub for trade and logistics activity. Below are a few examples of freight related planning efforts that the Office of Modal Development is currently undertaking or has planned in the near term, both from a local and a districtwide (regional) perspective:

- **Treasure Coast Regional Transportation Plan – Freight Element**

In coordination with the Treasure Coast Transportation Council, FDOT is leading the effort in developing a Freight Element to include in the 2040 Treasure Coast Regional LRTP (TCRLTP). This Freight Element will include a review of existing freight policy objectives/vision, stakeholder outreach, a review of existing local, state and federal plans/programs, identification of key freight/logistics network elements, identification of needs and establishment of priorities, and the development of strategies/recommendations to further freight planning in the region.

- **District 4 Truck Parking Supply and Demand Study**

As the topic of truck parking availability continues to be an issue at the national, state and local levels, District 4 has moved forward with the first Phase of a Districtwide Truck Parking Study. This Phase will analyze truck parking needs in the District through stakeholder outreach, data collection and the development of supply and demand calculation methodologies to calculate the unmet parking demand throughout the District. A subsequent Phase will be developed to help identify the need for additional truck parking, specific opportunities/priorities, and immediate next steps/actions necessary to meet the unmet truck parking demand.

- **Railroad Crossing Delay Analysis**

Since 2006, District 4 has performed 5 separate annual data collection efforts to quantify the volume and intensity of traffic delay at key railroad crossings along the SFRC and FECR corridors. Upon completion of the data collection efforts, a summary report for each year was developed highlighting various metrics/measures related to the delay at each crossing. The 2016 study will build upon previous efforts by updating the technology and techniques utilized during the data collection efforts. Upon completion of the data collection efforts, a summary report will be developed. The results will be further analyzed by the District 4 Rail Office for possible implementation of recommended improvements and/or to conduct further study of specific intersections.

Seaport/Airport

Assist with the development of Seaport and Airport Master Plan updates, and Feasibility studies.

- **Port of Fort Pierce Feasibility Study - Phases 1 and 2, Fisherman's Wharf (Port of Ft. Pierce) Development Study**

The goal of this feasibility study is to determine the best use of the area surrounding and including Fisherman' Wharf Road to stimulate a beneficial regional economic impact, potential creation of new and sustainable marine-related jobs, and identify the best potential port-related land uses.

Phase 1 included the evaluation of three potential property configurations for a portion of the Port of Ft. Pierce (Fisherman's Wharf) at the south end of its Operating Area. Phase 2 included identifying needed infrastructure improvements be made at Fisherman's Wharf in order to attract long term port businesses, consistent with the Port's Master Plan for the area of Fisherman's Wharf to be a transition zone.

Multi-Modal Systems

FDOT provides policy guidance, technical assistance, and research to various entities regarding state and federal grants that support multi-modal transportation opportunities. Monitor and provide input regarding state and federal legislative activity related to transportation. Review and analyze the availability of innovative financing methods and techniques.

The Office of Modal Development (OMD) concluded a three phased applied research initiative to understand if and how better integrated transit planning among all stakeholders could lead to improved planning that meets the travel needs of the public through more successful funding, implementation, and operations of transit services. Phase 1 investigated how transit plans and processes are working in South Florida compared to expectations based on statutory and regulatory requirements. Phase 2 involved interviews of agencies and local government officials in South Florida, case studies, and interactive workshops to identify areas where improvements can be made. Phase 3 studied the relationship between transit planning integration and transit outcomes in 12 U.S. regions selected because they provide effective transit service and have been successful at winning federal discretionary funds and local support. An additional phase was added to include outreach regarding the findings of the initiative. The findings were presented within FDOT from the District to the Central Office level and to various external agencies that are considered stakeholders and beneficiaries of the conclusions.

The initiative recognized that a fragmented planning environment is an obstacle to improving and expanding transit services. It demonstrated that better transit planning integration supports effective transit service and attracts funding support from federal partners and local voters. Although complete integration may not be a realistic goal for any region, moving towards better alignment among the visions, goals, and performance measures of different plans will yield benefits.

Management of Contracts and Agreements

The District manages and administers multiple consultant support contracts and agreements in order to conduct the work listed in this document, including the types listed below.

D/W AREAWIDE CORRIDOR PLANNING STUDIES/ PLANNING SUPPORT	DIST/ST-WIDE
D/W PL&EM TRANSPORTATION DATA MANAGEMENT ANALYSIS & DEVELOPMENT	DIST/ST-WIDE
D/W URBAN MODEL DEVELOPMENT, SE FL REGIONAL PLANNING MODEL	DIST/ST-WIDE
D/W URBAN MODEL DEVELOPMENT, TREASURE COAST REGIONAL PLANNING MODEL	DIST/ST-WIDE
D/W CORRIDOR PLANNING & CONGESTION MANAGEMENT SUPPORT	DIST/ST-WIDE
D/W CENSUS DATA SUPPORT FOR LRTP UPDATE	DIST/ST-WIDE
D/W CONSULTANT FOR OMD & PL&EM	DIST/ST-WIDE
D/W CONSULTANT FOR OMD AND PL&EM FOR FREIGHT STUDIES	DIST/ST-WIDE
D/W DATA COLLECTION ACTIVITIES	DIST/ST-WIDE
D/W GENERAL PLANNING CONSULTANT SYSTEMS PLANNING	DIST/ST-WIDE
D/W GPC - SYSTEMS PLANNING SUPPORT	DIST/ST-WIDE
D/W REGIONAL COMMUTER SERVICE PROGRAM	DIST/ST-WIDE
D/W SIS ACTION PLAN/MASTER PLAN	DIST/ST-WIDE
D/W SIS PROGRAM SUPPORT	DIST/ST-WIDE
D/W TRAFFIC DATA COLLECTION ROUTINE COUNTS	DIST/ST-WIDE
D/W TRAFFIC STATISTICS DATA COLLECTION AND ANALYSIS	DIST/ST-WIDE
D/W TRANSIT CORRIDOR PLANNING	DIST/ST-WIDE
D/W TRANSIT PLANNING GENERAL CONSULTANT SERVICES	DIST/ST-WIDE
D/W TRANSPORTATION STATISTICS DATA	DIST/ST-WIDE
D/W URBAN MODEL APPLICATION SUPPORT	DIST/ST-WIDE

Performance Management/Measurement

Provide expertise on performance management/measurement with a focus on transportation-related performance measures. Provide support relating to implementation of performance-based planning and programming under the MAP-21 Act, as succeeded by the Fixing America's Surface Transportation (FAST) Act. Participate in the FDOT Mobility Performance Measures (MPM) Program addressing all modes as well as movement of people and freight and maintain a district-level MPM Program. Perform research, share information, and support collaboration on the use of performance measures/measurement systems at the local and regional levels that address access and multimodal mobility for people and freight and other areas. Share knowledge of Quality/LOS and other performance measures/measurement systems that currently are used or could be used by local governments in their comprehensive plans.

Programs to Reduce Peak Hour Demand

The District employs Transportation Demand Management (TDM) techniques to increase the efficiency of existing transportation systems. TDM techniques influence system demand by reducing the number of automobile trips during peak hours of highway use. These techniques are executed by the District's Commuter Assistance Program, South Florida Commuter Services (SFCS). SFCS is a regional TDM program that engages commuters in Miami-Dade, Broward, Palm Beach, Martin, and St. Lucie counties to promote access and mobility across the region via the 1-800-234-RIDE call center and 1-800234RIDE.com website. SFCS administers the 3+ carpool registration program for managed use lanes and operates the Emergency Ride Home program to incentivize commuters to use modes of transportation other than driving alone.

OMD is preparing a District Park-and-Ride Master Plan that will identify where and when new facilities will be needed, to support work program requests for facility development, and implement and provide input into local and regional LRTPs and other plans. As part of this effort, a strategy plan for management of existing facilities

will be prepared. This will address facility physical needs and costs, expansion needs, immediate needs for new facilities, funding plans and requests, readiness plans for possible near-term facility relocations, development of occupancy agreements, and other elements that will facilitate management and operation of existing and new park-and-ride expected in the next five years.

Regional Transportation Planning and Coordination

Engage various partners (e.g., MPOs, RPCs, South Florida Regional Transportation Authority) and other FDOT Districts on regional planning and implementation challenges, and opportunities relating to provision of an interconnected, multi-modal and multi-level transportation system. Participate in activities of the Southeast Florida Transportation Council (SEFTC) and the Treasure Coast Transportation Council (TCTC) and in regional visioning and other regional initiatives and forums as a policy and technical resource. Support development and implementation of RL RTPs for SEFTC and the TCTC, along with complementary LRTPs for the MPOs, and coordinated regional freight planning.

Strategic Intermodal System (SIS)

Florida's SIS comprises Florida's statewide network of high priority transportation facilities, including the state's largest and most significant airports, spaceports, deepwater seaports, freight rail terminals, interregional rail and bus terminals, rail corridors, rail corridors, urban fixed guideway transit corridors, waterways, and highways. Coordinating with local and regional partners, FDOT District Four participates in updates of the SIS Policy Plan, the identification of SIS capacity needs for updates of the SIS Unfunded Multimodal Needs Plan, and production and maintenance of the SIS Work Program (1st Five-Year Plan), the SIS 2nd Five-Year Plan, and the SIS Cost Feasible Plan.

Transit/Land Use

Continue to coordinate with local governments to educate, implement and promote acceptance of major transit investments including light rail and bus rapid transit. Build consensus with local governments, elected officials, neighborhood homeowner associations, business groups, RPCs and other stakeholders to locate stations and deliver transit oriented development (TOD) on major investment corridors. Provide guidance documents, training, and technical assistance on TOD as implemented in the Southeast Florida region. Planning efforts include developing a TOD Clearinghouse as a TOD central point of contact (Clearinghouse) for TOD outreach, assistance, development/accumulation, and provision of TOD information to the region. Participate in a TOD Working Group that works together and meets on a quarterly basis to identify the challenges to achieving TOD and decide on the best course of action to overcome these challenges. Participants include representatives from County and City Planning & Redevelopment Departments, County and Regional Planning Councils, County Transit Agencies, MPOs, FDOT Districts, Regional Transportation Authorities, Universities, Non-Profit Organizations, and Private Sector Representatives. Develop and utilize tools such as the District Four "TOD Readiness Tool" to help evaluate the degree to which an existing or potential transit station area is "ready" for TOD. Conduct outreach regarding the TOD Readiness Tool. Enhance the Livable Communities GIS database with TOD update locations and plan information obtained from TOD station area and plans inventories.

Transportation Data, Travel Characteristics, and Mapping/Database Development

- Collect, review, screen, and report traffic volume counts on the State Highway System.
- Conduct Household Surveys as needed to collect data about regional travel patterns and corridor specific travel patterns and preferences.

- Traffic Data Exchange
Collect data and provide access to a large quantity of traffic data to support transportation planning, design and operations functions at District and MPO levels. Facilitate access to and analysis of data such as the National Performance Management Research Data Set (NPMRDS) and HERE speed data available on the RITIS (Regional Integrated Transportation Information System) site for public use. Share data with the T/MPOs for various planning studies and analyses. Obtain and utilize data to support coordination and integration of certain planning and operations functions.
- Freight Data Collection
Continue to identify key locations for collecting vehicle classification counts, in order to support regional freight planning and modeling needs. Assess historical truck count data available in the region. and collect new data related to freight and goods movement as needed.
- Archiving and Accessing Bicycle & Pedestrian Data
Collect bicycle and pedestrian counts in the region, and conduct an initial assessment of how to effectively store and share multimodal data among public agencies. Coordinate with the M/TPOs on the creation of a standardized database structure designed for the storage, delivery, and analysis of multimodal data. Coordination with other public entities at state and local levels will also be performed.
- Federal Functional Classification
Review and reassess federal functional classification designations on all public roads located within the District. As per FHWA's recommendation for reducing the level of effort needed for the next periodic review, the District will continuously update functional classification system as the roadway system and land use developments change. This maintenance process involves ongoing coordination with local planning partners on various initiatives, such as long-range planning activities and project programming and development, to identify roadways that require changes to their functional classification designations.

Quality/Level of Service (LOS)

Analyze the District State Highway System and Strategic Intermodal System annually and report Level-of-Service (LOS) and additional performance measures as appropriate. FDOT is conducting a review of travel time reliability research that will include a summary of data requirements, software requirements, relevant applications, types of outputs, and additional work needed to make travel time reliability "implementation ready." FDOT will work with the M/TPOs and local agencies to begin to utilize travel time reliability and other performance measures as a new way of assessing and reporting performance of the roadway network.

Data Collection - District Roadway Characteristics Inventory (RCI) Program

Under the District's RCI Program the following activities are routinely carried out:

- Implementation of departmental policies, rules, procedures, and standards established by the central offices responsible for Highway Data Collection activities.
- Assistance with the applicable central office/section in developing specific Transportation Planning products and providing specific Highway Data Collection services.
- Maintenance of RCI Database to be clean of edits.
- Perform annual QA/QC, to ensure the quality and accuracy of RCI data

- Collecting and entering of data for new Highway Performance Management System (HPMS) samples.
- Posting of District Four's HPMS sample map to the Central Office SharePoint site.

VIII. BROWARD COUNTY AGENCIES PLANNING ACTIVITIES (NON-MPO)

South Florida Regional Transportation Authority (SFRTA)

Federal Transit Administration (FTA) Capital Investment Grant (CIG) for Transit Oriented Development (TOD) Planning

South Florida Regional Transportation Authority (SFRTA) received a \$1.25 million FTA grant in September 2015, for TOD planning along the proposed Tri-Rail Coastal Link (TRCL) commuter rail line. SFRTA will partner with the South Florida Regional Planning Council and Treasure Coast Regional Planning Council to complete the study. The work will include comprehensive station area planning, an infrastructure assessment, station-area bicycle and pedestrian planning, an affordable housing analysis, and will explore creation of a regional TOD Fund.

Broward County Transit (BCT)

Comprehensive Operational Analysis (COA)

Broward County Transit (BCT) is developing an updated Comprehensive Operational Analysis (COA) in 2016-17. An updated COA is justified based on changes in ridership, development, population and employment patterns, and service performance since the last COA BCT conducted in 2010. The COA will provide an evaluation of BCT operations, equipment and facility requirements for three time horizons; near-term, short range and long range. The overall goal of this new COA effort is to develop a plan that will enhance the efficiency and effectiveness of the existing and planned BCT system in a changing transit market environment. The core of the COA is the near term plan. It will recommend route changes designed to improve service efficiency, apply resources where they are most needed, and modernize the route network based upon current and projected conditions within the service area. The COA should also provide short and long range direction in terms of service expansion, equipment requirements, staffing and facility needs.

Project Cost: \$700,000 (BCT FTA 5307 Dollars)

Schedule: 2016-17

Broward County Transit (BCT)

FY 2019-28 Transit Development Plan (TDP)

Broward County Transit (BCT) is updating its Ten-Year Transit Development Plan (TDP), a plan that assesses the current transit system, evaluates existing and future needs, prioritizes future projects and services, and creates a vision for transit in Broward County. The BCT FY 2019-28 TDP will be a Major TDP Update, and will include the following tasks:

- Baseline conditions – information about population, employment, and transit system trends
- Public input – opportunities for the community to participate in the process
- Goals and objectives – statements to guide the actions to produce the desired outcomes of the overall plan
- Transit demand – assessment of the need for existing and new services and investments
- Future directions – setting of the direction for transit for the 10-year period

In addition to defining the transit vision for BCT, the TDP ensures BCT's eligibility for State Transit Block Grant funding from the Florida Department of Transportation (FDOT).

Project Cost: \$500,000 (BCT FTA 5307 Dollars)

Schedule: 2017-18

City of Fort Lauderdale

Federal Transit Administration (FTA) Capital Investment Grant (CIG) for Transit Oriented Development (TOD) Planning

The City of Fort Lauderdale received a \$1.25 million FTA grant in September 2015, to conduct a two-year Pilot Program for TOD Planning. *The City's project will focus on working with transportation and community partners to facilitate and catalyze TOD in the near-term extension corridors of the Wave Streetcar, specifically the Port and Airport extension along SE 17th Street and Andrews Avenue, and the Flagler Loop. The study will focus on other priority transit hub areas such as the Downtown Mobility Hub, which includes the Broward County Transit Central Terminal, a future Wave Streetcar Station, future All Aboard Florida train station and the planned Tri-Rail Coastal Link station. The outcome will serve as a template to use in other areas of the City, including the Uptown area, an existing regional transportation hub and an area naturally resilient to the impacts of climate change and prime for densification.*

IX. FINANCIAL TABLES

TABLE I A
FY 2016-2017
AGENCY PARTICIPATION
BROWARD METROPOLITAN PLANNING ORGANIZATION

TASK	DESCRIPTION	FHWA	FTA	FDOT			MPO-LOCAL		CTD	TOTAL	CONSULTANT
				SOFT MATCH*	CMLP	CASH MATCH	SOFT MATCH**	OTHER		MINUS SOFT MATCH	AMOUNT
SECTION 1.0 ADMINISTRATION											
1.1	UPWP and Organization Administration	1,729,627.39	1,243,448.85	175,787.95	-	155,431.11	155,431.11	863,783.69	-	3,992,291.04	565,249.24
1.2	MPO Board and Committee Coordination	360,730.58	320,891.79	22,878.21	-	40,111.47	40,111.47	-	-	721,733.84	606,500.00
1.3	Transp. Disadv. Coordinating Board and Program Administration	-	-	-	-	-	-	-	58,063.00	58,063.00	-
1.4	Public Participation and Education	175,789.38	1,129,296.81	28,533.05	-	6,787.10	6,787.10	-	-	1,311,873.29	1,018,631.53
1.5	Strategic Business Planning	676,177.40	8,687.16	27,419.09	-	1,085.90	1,085.90	-	-	685,950.46	642,467.42
SECTION 2.0 DATA COLLECTION AND ANALYSIS											
2.1	Highway, Transit and Safety Data	171,302.89	4,256.62	7,252.28	-	532.08	532.08	-	-	176,091.59	114,139.58
2.2	Land Use and Trafficways Impact Analysis	30,088.52	2,122.67	3,637.11	-	265.33	265.33	-	-	32,476.52	-
SECTION 3.0 PROGRAM AND PLAN DEVELOPMENT											
3.1	Long Range Transportation Planning	239,370.57	5,773.81	14,541.50	-	721.73	721.73	-	-	245,866.11	150,000.00
3.2	Regional Transportation Planning	185,339.43	3,809,665.95	20,116.53	-	5,069.55	5,069.55	-	-	4,000,074.93	3,805,449.43
3.3	Congestion Mgmt Process/Livability Planning	263,200.99	9,724.36	64,981.49	11,474.59	1,215.55	1,215.55	-	-	285,615.49	145,693.49
3.4	Transportation Improvement Program	128,466.41	7,762.94	13,819.63	-	970.37	970.37	-	-	137,199.72	18,200.00
3.5	Freight and Goods Mgmt/Intermodal Planning	39,656.47	1,144.52	1,726.88	-	143.07	143.07	-	-	40,944.06	25,000.00
3.6	Transit Planning and Development	46,926.31	5,070,656.20	5,853.18	-	424.77	424.77	-	-	5,118,007.28	4,735,532.20
3.7	Complete Streets & Transportation Related Enhancements	369,908.66	16,861.55	28,952.79	155,046.86	2,107.69	2,107.69	-	-	543,924.77	315,261.55
TOTALS		4,416,585.01	11,630,293.24	415,499.66	166,521.45	214,865.71	214,865.71	863,783.69	58,063.00	17,350,112.10	12,142,124.44

*FDOT Non-Cash Match

**MPO Non-Cash Match

**TABLE I B
FY 2017-2018
AGENCY PARTICIPATION
BROWARD METROPOLITAN PLANNING ORGANIZATION**

TASK	DESCRIPTION	FHWA	FTA	FDOT			MPO-LOCAL		CTD	TOTAL MINUS SOFT MATCH	CONSULTANT AMOUNT
				SOFT MATCH*	CMLP	CASH MATCH	SOFT MATCH**	OTHER			
SECTION 1.0 ADMINISTRATION											
1.1	UPWP and Organization Administration	2,554,314.59	264,263.31	152,160.12	-	33,032.91	33,032.91	-	-	2,851,610.81	191,534.96
1.2	MPO Board and Committee Coordination	212,448.52	37,177.45	20,442.16	-	4,647.18	4,647.18	-	-	254,273.15	73,500.00
1.3	Transp. Disadv. Coordinating Board and Program Admin	-	-	-	-	-	-	-	60,033.00	60,033.00	-
1.4	Public Participation and Education	285,567.77	371,540.32	42,451.45	-	10,762.58	10,762.58	-	-	667,870.67	280,645.37
1.5	Strategic Business Planning	458,990.89	14,277.92	3,657.12	-	1,784.74	1,784.74	-	-	475,053.56	436,043.00
SECTION 2.0 DATA COLLECTION AND ANALYSIS											
2.1	Highway, Transit and Safety Data	127,725.02	33,919.44	8,754.25	-	4,239.93	4,239.93	-	-	165,884.39	71,246.71
2.2	Land Use and Trafficways Impact Analysis	12,196.74	23,449.59	1,937.07	-	2,931.20	2,931.20	-	-	38,577.53	-
SECTION 3.0 PROGRAM AND PLAN DEVELOPMENT											
3.1	Long Range Transportation Planning	602,414.87	71,723.65	29,982.73	-	8,965.46	8,965.46	-	-	683,103.97	413,728.56
3.2	Regional Transportation Planning	201,801.01	39,302.85	18,145.89	-	4,912.86	4,912.86	-	-	246,016.71	83,333.00
3.3	Congestion Mgmt Process/Livability Planning	102,489.85	64,142.27	16,898.04	-	8,017.78	8,017.78	-	-	174,649.90	-
3.4	Transportation Improvement Program	152,441.03	60,609.74	21,513.45	-	7,576.22	7,576.22	-	-	220,626.99	18,200.04
3.5	Freight and Goods Mgmt/Intermodal Planning	33,654.54	15,794.20	5,220.58	-	1,974.28	1,974.28	-	-	51,423.02	-
3.6	Transit Planning and Development	77,488.41	1,030,770.51	11,295.54	-	3,846.31	3,846.31	-	-	1,112,105.23	900,000.00
3.7	Complete Streets & Transportation Related Enhancements	563,051.63	118,967.09	50,626.02	-	14,870.89	14,870.89	-	-	696,889.61	241,818.00
	TOTALS	5,384,584.86	2,145,938.34	383,084.41	-	107,562.33	107,562.33	-	60,033.00	7,698,118.53	2,710,049.64

*FDOT Non-Cash Match

**MPO Non-Cash Match

**TABLE II A
FY 2016-2017
FUNDING SOURCE SHEET
BROWARD METROPOLITAN PLANNING ORGANIZATION**

TASK	DESCRIPTION	FHWA			FTA		FDOT				LOCAL		CTD	TOTAL MINUS SOFT MATCH
		PL	SU/STP	ICM	5305d	Other	PL	ICM	CMLP	5305d	5305d	MPO		
							Soft Match	Soft Match		Cash Match	Soft Match			
SECTION 1.0 ADMINISTRATION														
1.1	UPWP and Organization Administration	797,028.58	932,598.81	-	1,243,448.85	-	175,787.95	-	-	155,431.11	155,431.11	863,783.69		3,992,291.04
1.2	MPO Board and Committee Coordination	103,730.58	257,000.00	-	320,891.79	-	22,878.21	-	-	40,111.47	40,111.47			721,733.84
1.3	Transp. Disadv. Coordinating Board and Program Admin	-	-	-	-	-	-	-	-	-	-	58,063.00		58,063.00
1.4	Public Participation and Education	129,369.82	46,419.56	-	54,296.81	1,075,000.00	28,533.05	-	-	6,787.10	6,787.10			1,311,873.29
1.5	Strategic Business Planning	124,319.08	551,858.32	-	8,687.16	-	27,419.09	-	-	1,085.90	1,085.90			685,950.46
SECTION 2.0 DATA COLLECTION AND ANALYSIS														
2.1	Highway, Transit and Safety Data	32,882.08	138,420.81	-	4,256.62	-	7,252.28	-	-	532.08	532.08			176,091.59
2.2	Land Use and Trafficways Impact Analysis	16,490.78	13,597.74	-	2,122.67	-	3,637.11	-	-	265.33	265.33			32,476.52
SECTION 3.0 PROGRAM AND PLAN DEVELOPMENT														
3.1	Long Range Transportation Planning	65,931.64	173,438.93	-	5,773.81	-	14,541.50	-	-	721.73	721.73			245,866.11
3.2	Regional Transportation Planning	91,209.02	94,130.41	-	40,556.37	3,769,109.58	20,116.53	-	-	5,069.55	5,069.55			4,000,074.93
3.3	Congestion Mgmt Process/Livability Planning	67,926.58	80,474.41	114,800.00	9,724.36	-	14,981.49	50,000.00	11,474.59	1,215.55	1,215.55			285,615.49
3.4	Transportation Improvement Program	62,658.68	65,807.73	-	7,762.94	-	13,819.63	-	-	970.37	970.37			137,199.72
3.5	Freight and Goods Mgmt/Intermodal Planning	7,829.72	31,826.75	-	1,144.52	-	1,726.88	-	-	143.07	143.07			40,944.06
3.6	Transit Planning and Development	26,538.52	20,387.79	-	3,398.20	5,067,258.00	5,853.18	-	-	424.77	424.77			5,118,007.28
3.7	Complete Streets & Transportation Related Enhancements	131,272.92	238,635.74	-	16,861.55	-	28,952.79	-	155,046.86	2,107.69	2,107.69			543,924.77
TOTALS		1,657,188.01	2,644,597.00	114,800.00	1,718,925.66	9,911,367.58	365,499.66	50,000.00	166,521.45	214,865.71	214,865.71	863,783.69	58,063.00	17,350,112.10

**TABLE II B
FY 2017-2018
FUNDING SOURCE SHEET
BROWARD METROPOLITAN PLANNING ORGANIZATION**

TASK	DESCRIPTION	FHWA			FTA		FDOT				LOCAL		CTD	TOTAL MINUS SOFT MATCH
		PL	SU/STP	ICM	5305d	Other	PL	ICM	CMLP	5305d	5305d	MPO		
							Soft Match	Soft Match		Cash Match	Soft Match	Cash		
SECTION 1.0 ADMINISTRATION														
1.1	UPWP and Organization Administration	689,899.21	1,864,415.37	-	264,263.31	-	152,160.12	-	-	33,032.91	33,032.91	-	-	2,851,610.81
1.2	MPO Board and Committee Coordination	92,685.43	119,763.09	-	37,177.45	-	20,442.16	-	-	4,647.18	4,647.18	-	-	254,273.15
1.3	Transp. Disadv. Coordinating Board and Program Admin	-	-	-	-	-	-	-	-	-	-	-	60,033.00	60,033.00
1.4	Public Participation and Education	192,476.31	93,091.46	-	86,100.65	285,439.67	42,451.45	-	-	10,762.58	10,762.58	-	-	667,870.67
1.5	Strategic Business Planning	16,581.50	442,409.39	-	14,277.92	-	3,657.12	-	-	1,784.74	1,784.74	-	-	475,053.56
SECTION 2.0 DATA COLLECTION AND ANALYSIS														
2.1	Highway, Transit and Safety Data	39,692.05	88,032.97	-	33,919.44	-	8,754.25	-	-	4,239.93	4,239.93	-	-	165,884.39
2.2	Land Use and Trafficways Impact Analysis	8,782.75	3,414.00	-	23,449.59	-	1,937.07	-	-	2,931.20	2,931.20	-	-	38,577.53
SECTION 3.0 PROGRAM AND PLAN DEVELOPMENT														
3.1	Long Range Transportation Planning	135,942.73	466,472.14	-	71,723.65	-	29,982.73	-	-	8,965.46	8,965.46	-	-	683,103.97
3.2	Regional Transportation Planning	82,274.11	119,526.90	-	39,302.85	-	18,145.89	-	-	4,912.86	4,912.86	-	-	246,016.71
3.3	Congestion Mgmt Process/Livability Planning	76,616.30	25,873.55	-	64,142.27	-	16,898.04	-	-	8,017.78	8,017.78	-	-	174,649.90
3.4	Transportation Improvement Program	97,542.71	54,898.32	-	60,609.74	-	21,513.45	-	-	7,576.22	7,576.22	-	-	220,626.99
3.5	Freight and Goods Mgmt/Intermodal Planning	23,670.30	9,984.24	-	15,794.20	-	5,220.58	-	-	1,974.28	1,974.28	-	-	51,423.02
3.6	Transit Planning and Development	51,214.35	26,274.06	-	30,770.51	1,000,000.00	11,295.54	-	-	3,846.31	3,846.31	-	-	1,112,105.23
3.7	Complete Streets & Transportation Related Enhancements	229,540.11	333,511.52	-	118,967.09	-	50,626.02	-	-	14,870.89	14,870.89	-	-	696,889.61
TOTALS		1,736,917.86	3,647,667.00	-	860,498.67	1,285,439.67	383,084.41	-	-	107,562.33	107,562.33	-	60,033.00	7,698,118.53

X. APPENDICES

APPENDIX A

FTA Section 5305(d) Budget, and Certification and Assurances

Section 5305(d)
Approved Project Budget for - FFY16
(total dollars)

Technical Classifications:

44.21.00	Program Support and Administration	\$ 1,955,425.80
44.22.00	General Development and Comprehensive Planning	<u>90,885.42</u>
44.23.01	Long Range Transportation Planning: System Level	<u>-</u>
44.23.02	Long Range Transportation Planning: Project Level	<u>7,217.27</u>
44.24.00	Short Range Transportation Planning	<u>50,695.47</u>
44.25.00	Transportation Improvement Program	<u>9,703.68</u>
44.26.12	Coordination of Non-Emergency Human Service Transportation	<u>1,430.66</u>
44.26.13	Participation of Transit Operators in Metropolitan Planning	<u>4,247.74</u>
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	<u>-</u> <u>5,320.78</u>
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	<u>-</u> <u>2,653.33</u>
44.26.16	Incorporating Safety & Security in Transportation Planning	<u>21,076.94</u>
44.27.00	Other Activities	<u>-</u>
Total Net Project Cost		\$ <u>2,148,657.08</u>

Accounting Classifications

44.30.01	Personnel	\$ 325,796.59
44.30.02	Fringe Benefits	<u>124,482.96</u>
44.30.03	Travel	<u>-</u>
44.30.04	Equipment	<u>-</u>
44.30.05	Supplies	<u>-</u>
44.30.06	Contractual	<u>712,067.89</u>
44.30.07	Other	<u>-</u>
44.30.08	Indirect Charges	<u>986,309.64</u>
Total Net Project Cost		\$ <u>2,148,657.08</u>

Fund Allocations

44.40.01	MPO Activities	\$ 2,148,657.08
44.40.02	Transit Operator Activities	<u>-</u>
44.40.03	State and/or Local Agency Activities	<u>-</u>
Total Net Project Cost		\$ <u>2,148,657.08</u>

Federal Share (80%)	\$ 1,718,925.66
Local Share (20%)	<u>429,731.42</u>

Accounting Classification	FPC	Description	Amount
91.37.08.8P-2	02	Technical Studies - Planning	\$ <u>2,148,657.08</u>

Section 5305(d)
GMIS Planning Line Item Codes - FFY16
(FTA Funds Only)

Technical Classifications:

44.21.00	Program Support and Administration	\$ 1,564,340.64
44.22.00	General Development and Comprehensive Planning	<u>72,708.34</u>
44.23.01	Long Range Transportation Planning: System Level	<u>-</u>
44.23.02	Long Range Transportation Planning: Project Level	<u>5,773.81</u>
44.24.00	Short Range Transportation Planning	<u>40,556.37</u>
44.25.00	Transportation Improvement Program	<u>7,762.94</u>
44.26.12	Coordination of Non-Emergency Human Service Transportation	<u>1,144.52</u>
44.26.13	Participation of Transit Operators in Metropolitan Planning	<u>3,398.20</u>
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	<u>4,256.62</u>
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	<u>2,122.67</u>
44.26.16	Incorporating Safety & Security in Transportation Planning	<u>16,861.55</u>
44.27.00	Other Activities	<u> </u>
Total Net Project Cost		\$ <u>1,718,925.66</u>

Accounting Classifications:

44.30.01	Personnel	\$ 260,637.27
44.30.02	Fringe Benefits	<u>99,586.37</u>
44.30.03	Travel	<u> </u>
44.30.04	Equipment	<u> </u>
44.30.05	Supplies	<u> </u>
44.30.06	Contractual	<u>569,654.31</u>
44.30.07	Other	<u> </u>
44.30.08	Indirect Charges	<u>789,047.72</u>
Total Net Project Cost		\$ <u>1,718,925.66</u>

Fund Allocations:

44.40.01	MPO Activities	\$ 1,718,925.66
44.40.02	Transit Operator Activities	<u> </u>
44.40.03	State and/or Local Agency Activities	<u> </u>
Total Net Project Cost		\$ <u>1,718,925.66</u>

Section 5305(d)
Approved Project Budget for - FFY17
(total dollars)

Technical Classifications:

44.21.00	Program Support and Administration	\$ 376,800.95
44.22.00	General Development and Comprehensive Planning	<u>205,651.06</u>
44.23.01	Long Range Transportation Planning: System Level	<u>-</u>
44.23.02	Long Range Transportation Planning: Project Level	<u>89,654.56</u>
44.24.00	Short Range Transportation Planning	<u>49,128.56</u>
44.25.00	Transportation Improvement Program	<u>75,762.17</u>
44.26.12	Coordination of Non-Emergency Human Service Transportation	<u>19,742.76</u>
44.26.13	Participation of Transit Operators in Metropolitan Planning	<u>38,463.13</u>
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	<u>-</u> <u>42,399.30</u>
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	<u>-</u> <u>29,311.98</u>
44.26.16	Incorporating Safety & Security in Transportation Planning	<u>148,708.87</u>
44.27.00	Other Activities	<u>-</u>
Total Net Project Cost		<u>\$ 1,075,623.33</u>

Accounting Classifications

44.30.01	Personnel	\$ 631,101.54
44.30.02	Fringe Benefits	<u>269,136.60</u>
44.30.03	Travel	<u>-</u>
44.30.04	Equipment	<u>-</u>
44.30.05	Supplies	<u>-</u>
44.30.06	Contractual	<u>-</u>
44.30.07	Other	<u>-</u>
44.30.08	Indirect Charges	<u>175,385.19</u>
Total Net Project Cost		<u>\$ 1,075,623.33</u>

Fund Allocations

44.40.01	MPO Activities	\$ 1,075,623.33
44.40.02	Transit Operator Activities	<u>-</u>
44.40.03	State and/or Local Agency Activities	<u>-</u>
Total Net Project Cost		<u>\$ 1,075,623.33</u>

Federal Share (80%)	\$ 860,498.67
Local Share (20%)	<u>215,124.67</u>

Accounting Classification	FPC	Description	Amount
91.37.08.8P-2	02	Technical Studies - Planning	<u>\$ 1,075,623.33</u>

Section 5305(d)
GMIS Planning Line Item Codes - FFY17
(FTA Funds Only)

Technical Classifications:

44.21.00	Program Support and Administration	\$ 301,440.76
44.22.00	General Development and Comprehensive Planning	<u>164,520.85</u>
44.23.01	Long Range Transportation Planning: System Level	<u>-</u>
44.23.02	Long Range Transportation Planning: Project Level	<u>71,723.65</u>
44.24.00	Short Range Transportation Planning	<u>39,302.85</u>
44.25.00	Transportation Improvement Program	<u>60,609.74</u>
44.26.12	Coordination of Non-Emergency Human Service Transportation	<u>15,794.20</u>
44.26.13	Participation of Transit Operators in Metropolitan Planning	<u>30,770.51</u>
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	<u>33,919.44</u>
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	<u>23,449.59</u>
44.26.16	Incorporating Safety & Security in Transportation Planning	<u>118,967.09</u>
44.27.00	Other Activities	<u> </u>
	Total Net Project Cost	<u>\$ 860,498.67</u>

Accounting Classifications:

44.30.01	Personnel	\$ 504,881.23
44.30.02	Fringe Benefits	<u>215,309.28</u>
44.30.03	Travel	<u> </u>
44.30.04	Equipment	<u> </u>
44.30.05	Supplies	<u> </u>
44.30.06	Contractual	<u>-</u>
44.30.07	Other	<u> </u>
44.30.08	Indirect Charges	<u>140,308.15</u>
	Total Net Project Cost	<u>\$ 860,498.67</u>

Fund Allocations:

44.40.01	MPO Activities	\$ 860,498.67
44.40.02	Transit Operator Activities	<u> </u>
44.40.03	State and/or Local Agency Activities	<u> </u>
	Total Net Project Cost	<u>\$ 860,498.67</u>

FTA FISCAL YEAR 2016 CERTIFICATIONS AND ASSURANCES

**FEDERAL FISCAL YEAR 2016 CERTIFICATIONS AND ASSURANCES FOR
FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS**

(Signature pages alternative to providing Certifications and Assurances in TrAMS)

Name of Applicant: BROWARD METROPOLITAN PLANNING ORGANIZATION

The Applicant agrees to comply with applicable provisions of Categories 01 – 23. _____
OR

The Applicant agrees to comply with applicable provisions of the Categories it has selected:

<u>Category</u>	<u>Description</u>	
01	Required Certifications and Assurances for Each Applicant.	<input checked="" type="checkbox"/>
02	Lobbying.	<input checked="" type="checkbox"/>
03	Procurement and Procurement Systems.	<input checked="" type="checkbox"/>
04	Private Sector Protections.	<input type="checkbox"/>
05	Rolling Stock Reviews and Bus Testing.	<input type="checkbox"/>
06	Demand Responsive Service.	<input type="checkbox"/>
07	Intelligent Transportation Systems	<input type="checkbox"/>
08	Interest and Financing Costs and Acquisition of Capital Assets by Lease.	<input checked="" type="checkbox"/>
09	Transit Asset Management Plan and Public Transportation Agency Safety Plan.	<input type="checkbox"/>
10	Alcohol and Controlled Substances Testing	<input checked="" type="checkbox"/>
11	Fixed Guideway Capital Investment Grants Program (New Starts, Small Starts, and Core Capacity Improvement).	<input type="checkbox"/>
12	State of Good Repair Program.	<input type="checkbox"/>
13	Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs.	<input type="checkbox"/>
14	Urbanized Area Formula Grants Programs and Passenger Ferry Grant Program.	<input checked="" type="checkbox"/>
15	Seniors and Individuals with Disabilities Programs.	<input checked="" type="checkbox"/>
16	Rural Areas and Appalachian Development Programs.	<input type="checkbox"/>
17	Tribal Transit Programs (Public Transportation on Indian Reservations Programs)	<input type="checkbox"/>
18	State Safety Oversight Grant Program.	<input type="checkbox"/>
19	Public Transportation Emergency Relief Program.	<input type="checkbox"/>
20	Expedited Project Delivery Pilot Program.	<input checked="" type="checkbox"/>
21	Infrastructure Finance Programs.	<input type="checkbox"/>
22	Paul S. Sarbanes Transit in Parks Program	<input type="checkbox"/>
23	Hiring Preferences	<input type="checkbox"/>

FTA FISCAL YEAR 2016 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2016 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE
(Required of all Applicants for federal assistance to be awarded by FTA and all FTA Grantees with an active Capital or Formula Award)

AFFIRMATION OF APPLICANT

Name of the Applicant: BROWARD METROPOLITAN PLANNING ORGANIZATION

Name and Relationship of the Authorized Representative: GREGORY STUART, EXECUTIVE DIRECTOR

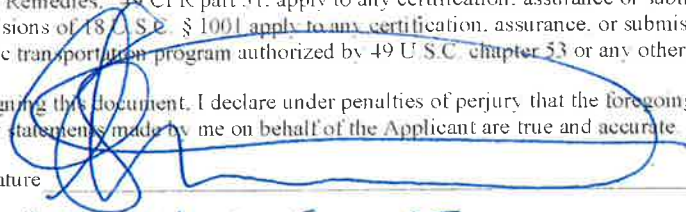
BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in federal fiscal year 2016, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Award for which it now seeks, or may later seek federal assistance to be awarded by FTA during federal fiscal year 2016.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute.

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature



Date:

5/5/16

Name GREGORY G. STUART
Authorized Representative of Applicant

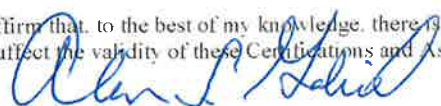
AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): BROWARD METROPOLITAN PLANNING ORGANIZATION

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature



Date:

5/5/16

Name ALAN L. GABRIEL
Attorney for Applicant

Each Applicant for federal assistance to be awarded by FTA and each FTA Recipient with an active Capital or Formula Project or Award must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within FTA's electronic award and management system, provided the Applicant has on file and uploaded to FTA's electronic award and management system this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.

APPENDIX B

Florida Department of Transportation Joint Certification Statement



Florida Department of Transportation

RICK SCOTT
GOVERNOR

3400 West Commercial Blvd.
Fort Lauderdale, FL 33309

JIM BOXOLD
SECRETARY

May 19, 2015

The Honorable Richard Blattner, Chair
Broward Metropolitan Planning Organization
Trade Center South
100 West Cypress Creek Road, Suite 850
Fort Lauderdale, FL 33309

**SUBJECT: Broward Metropolitan Planning Organization (MPO)
Metropolitan Transportation Planning Process
2015 Modified Joint State/MPO Certification Review Package**

Dear Commissioner Blattner:

Enclosed is the 2015 Standard Joint State/MPO Certification Review Package for the Broward MPO, including the joint certification statement to be executed by the MPO and the District Four Secretary. In addition, the package includes the MPO's signed 2015 Assurances and Agreements.

Thank you for your MPO's continued participation in the district-wide MPO-FDOT partnership. The District recognizes the Broward MPO as a model partner of collaboration in setting a standard of excellence and a leader in the mission of developing a world-class transportation system for our region. The MPO has undertaken numerous efforts to strengthen the transportation goals that are identified in the attached certification package.

The District looks forward to working with the MPO on implementation of the recommendations listed in this report and any others included in the Federal quadrennial review, to further enhance the transportation planning process in the coming year.

Please contact Arlene Tanis, MPO Liaison by email: arlene.tanis@dot.state.fl.us or phone: 954-777-4651 should you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Steven C. Braun".

Steven C. Braun, P.E.
District Planning & Environmental Engineer
FDOT District Four

SB/at

cc:

Greg Stuart, Executive Director, Broward MPO
Stacy Miller, Director of Transportation Development, FDOT District Four
Sean Santalla, MPO Statewide Coordinator, FDOT Central Office

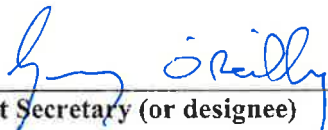
**JOINT CERTIFICATION STATEMENT ON THE METROPOLITAN
TRANSPORTATION PLANNING PROCESS**

Pursuant to the requirements of 23 U.S.C. 134 (k)(5), 23 CFR 450.334(a), the Department and the MPO have performed a review of the certification status of the metropolitan transportation planning process for the **Broward MPO** with respect to the requirements of:

1. 23 U.S.C. 134 and 49 U.S.C. 5303;
2. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 C.F.R. Part 21
3. 49 U.S.C. 5332 prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Section 1101(b) of MAP-21 and 49 C.F.R. Part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
5. 23 C.F.R. Part 230 regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
6. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and the regulations found in 49 C.F.R. Parts 27, 37, and 38;
7. The Older Americans Act, as amended (42 U.S.C. 6101) prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
8. Section 324 of 23 U.S.C. regarding the prohibition of discrimination on the basis of gender; and
9. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 C.F.R. Part 27 regarding discrimination against individuals with disabilities.

Included in this certification package is a summary of noteworthy achievements by the MPO, attachments associated with these achievements, and (if applicable) a list of any recommendations and/or corrective actions. The contents of this Joint Certification Package have been reviewed by the MPO and accurately reflect the results of the joint certification review meeting held on **December 9, 2014**.

Based on a joint review and evaluation, the Florida Department of Transportation and the **Broward MPO** recommend that the Metropolitan Planning Process for the **Broward MPO** be **Certified**.



District Secretary (or designee)



Date



MPO Chairman (or designee)



Date

**Miami Urbanized Area (UZA)/Transportation Management Area (TMA)
2015 Modified Joint State/MPO Certification Review**

**Broward Metropolitan Planning Organization (MPO)
Findings, Recommendations and Noteworthy Practices Report**

The Florida Department of Transportation (FDOT) District Four conducted a Modified Joint State/MPO State Certification Review of the Broward MPO. The Modified Joint State/MPO Review includes; the comprehensive list of 2015 Federal questions and MPO responses prepared in advance of the May 2015 Federal Certification Review and the MPO's implemented recommendations from the 2014 State Modified Certification Review.

This report assesses the written and verbal answers to the questions presented to the MPO staff by FDOT in February 2015 using the automated certification system. The questions were asked based on information from the December 2014 Best Practices Meeting, the 2014 Modified Joint State/MPO Certification process, coordination with MPO staff and attendance at MPO Board and committee meetings. Areas that are not commented on in this report have met, or exceeded, requirements.

The Broward MPO is commended for continually raising the bar in educating the public and peers through the growing success of the Speak Up Broward program, hosting workshops and training for the region including programs aimed at educating elementary, middle and high school teachers in Transportation and Civil Engineering. The Broward MPO should be credited for their Complete Streets Model Policy and Complete Streets Model Plan Framework which has been embraced by Broward County and 12 municipalities, resulting in the implementation of Complete Streets projects in the Transportation Improvement Program (TIP).

Other areas which the MPO demonstrates leadership are; their collaborative efforts with the transit operators and the District, their role in creating regional forums for resolving interagency conflicts, the South Florida Regional Freight Plan (SFRFP), and the South Florida Climate Change Vulnerability Assessment and Adaptation Pilot Project.

Summary of Key Activities to Support Planning Process

The MPO has successfully completed the annual coordination and reporting efforts on schedule as follows:

- ✓ Signed 2014 Certification Package
- ✓ Signed 2014 Disadvantaged Business Enterprise (DBE) Verification
- ✓ Adopted 14/15 Transportation Improvement Program (TIP)
- ✓ Held informal unfunded priorities meeting in 2014 with FDOT and stakeholders
- ✓ Transmitted official unfunded priorities
- ✓ Adopted 2015/2016 to 2019/2020 FDOT Tentative Work Program
- ✓ Held Certification Review meeting with FDOT on December 9, 2014
- ✓ Responded to Certification Review Questions/Issues
- ✓ Adopted the Fiscal Year (FY) 2014/2015-2015/2016 Unified Planning Work Program (UPWP)
- ✓ Adopted the 2040 Long Range Transportation Plan (LRTP)

Progress on Implementation of 2014 State Recommendations

1. **TIP/STIP Amendments:** Staff should continue to take an active role in partnering with FDOT and FHWA in all aspects to improve the TIP/STIP process.

MPO Comment: Broward MPO staff continues to take an active role in improving the TIP/STIP amendment process by continuing and improving upon the coordination and communication with its planning partners when amendment requests are made. This involves direct and extensive communication (emails, phone calls and meetings) with FDOT's MPO Liaison and project managers to fully understand TIP amendment requirements and the impacts of the amendment request. When needed, MPO staff also communicates with Federal Highway Administration (FHWA) staff. As a result, in several circumstances amendments were not required or related projects were updated within the normal TIP cycle. Further, improved coordination and communication has resulted in improved vetting of projects before amendments are required.

Additionally, to ensure full disclosure of public documents to the general public, the Broward MPO incorporates TIP amendments into its Interactive TIP Tool within the shortest time possible of the amendment being approved by the MPO. TIP amendments are also posted on Broward MPO's website.

SATISFIED AND ONGOING

2. 2040 LRTP:

- a. The MPO should ensure that the upcoming 2040 LRTP meets the requirements outlined in the 2012 FHWA Expectations Letter
- b. The upcoming 2040 LRTP should provide more information and technical back up for the method used to derive project costs and associated breakdowns.

MPO Comment:

- a. The MPO developed its scoping and LRTP consultant selection process prior to the release of the 2012 FHWA Expectation Letter; however, that process was shaped by guidance received from FHWA, FDOT and Metropolitan Planning Organization Advisory Council (MPOAC) staff regarding the ensuing contents of the Expectation Letter. The MPO has and continues to have close coordination with FHWA and FDOT staff to ensure that the 2040 LRTP meets the requirements of the FHWA Expectations Letter.
- b. The 2040 LRTP provides all technical information and methods used to derive projects and their associated costs. The MPO, as part of the LRTP process, requested that project sponsors provide a purpose and need statement as well as the costs associated with the project (PE, R/W, and Construction). The costs are then reviewed based on the Cost Estimation Tool. All technical back up can be found on Commitment 2040 web site at: <http://www.browardmpo.org/commitment-2040>

SATISFIED AND UNDERWAY

3. **Interactive TIP:** Continue to evaluate the usefulness of the current Interactive TIP, as it will be an agenda item at the annual "Best Practices" meeting.

MPO Comment: The Broward MPO continues to evaluate the usefulness of the current Interactive TIP Tool. In order to address concerns related to “user-friendliness” of the current interface, the Broward MPO is taking the lead to upgrade the existing tool. Once the upgrade is completed, it is expected that the Interactive TIP Tool will be easier to use, incorporate more robust mapping functions, and include more resources for TIP analysis including Title VI. A new Agreement with Data Transfer Solutions (DTS) to upgrade the Interactive TIP Tool has been finalized and is anticipated to be approved by the MPO Board at their April 9, 2015 meeting.

SATISFIED AND UNDERWAY

4. **2015 Federal Certification:** In preparation for the MPO’s upcoming quadrennial Federal Certification process, the MPO should continue their efforts to review and evaluate the public involvement process through the assessment and evaluation of current and new techniques and activities. The Federal Review Team is focused on and will continue to look for improvements of the MPO’s Public Involvement Plan (PIP) and public involvement strategies. The District recommends the MPO feature a Best Practice for Measures of Effectiveness in its PIP for the upcoming federal certification review.

MPO Comment: It is standard practice for all projects and initiatives initiated by the MPO to require an evaluation of the public outreach activities. This is conducted on a case-by-case basis, as the evaluation needs to consider the context in which the project is being undertaken as well as the communities involved. All Public Participation Plans (PPP) developed for projects and initiatives undertaken by the MPO require an evaluation section (see examples from Speak Up Broward, Hollywood/Pines Corridor Study and University Drive in Appendix A of the newly revised and adopted PPP (February 2015) on the MPO’s Public Involvement page (<http://www.browardmpo.org/planning/public-involvement-2>). Evaluations are conducted to allow the project team to make informed mid-course corrections in its approach to public outreach. If the assessment reveals that the public participation goals are not being achieved, then the techniques will be modified or changed. The reason this type of approach is being used is because we have learned from previous attempts this encourages mid-course corrections to outreach strategies to make the process better.

SATISFIED

5. **2040 Regional LRTP:** Continue to work with the Southeast Florida Transportation Council (SEFTC) MPOs to develop a 2040 Regional Long Range Transportation Plan that includes regional priorities.

MPO Comment: The MPO has and continues to work with SEFTC partner agencies to develop the 2040 Regional LRTP (RTP) and its associated regional priorities. The RTP identifies the most significant transportation investments needed to meet growing travel demands throughout the Southeast Florida region. The horizon year of 2040 was chosen to provide time for agencies to assemble funds and complete the technical work required to design and construct the selected improvements. Important elements included in the RTP include:

- Estimates of growth over the next 25 years
- Goals for accommodating this growth
- Regional multimodal options
- Public engagement
- Regionally significant investments which include prioritizing projects that best meet the goals for the plan
- Funding to implement the plan
- A complete regional picture

The RTP is scheduled for adoption for Spring 2015. More information can be found here:
<http://seftc.org/pages/the-plan>

SATISFIED

2015 FDOT Recommendations

- 1. Recommendations from the 2015 Federal Certification:** Implement the recommendations as addressed, in the 2015 Federal Certification Report. (Anticipated for release in late summer, 2015).
- 2. Performance Measures:** The MPO should continue its collaborative efforts with the Department, transit operators and other stakeholders as appropriate for a coordinated approach to performance measurement and selection of targets to ensure consistency to the extent practicable.
- 3. Leveraging Local Funds:** MPO staff should maintain efforts in pursuing grant opportunities for leveraging local funds to construct needed transportation projects that are identified in its 2040 LRTP.
- 4. Interactive TIP Tool Improvements:** Lead the region in producing a more public friendly tool with robust uses including identification of Environmental Justice Areas.
- 5. Complete Streets and Localized Initiatives:** Implement the new funding program as envisioned in the 2040 LRTP to expedite the implementation of non-regionally significant mobility projects.
- 6. Transit Fare Interoperability:** Work with the tri-county partners in implementation of an interoperable fare card.
- 7. Southeast Florida Transportation Council (SEFTC):** Continue to utilize SEFTC as the mechanism for formalized regional coordination processes.
- 8. Florida Transportation Plan (FTP) and Strategic Intermodal System (SIS) Policy Plan Updates:** Continue to assist the Department in their outreach efforts in obtaining input to the plans, utilizing the MPO's vast outreach network.

2014 Noteworthy Practices

The following highlights provided by the Broward MPO summarize the many premier events and noteworthy practices, some of which are recognized nationally.

Speak Up Broward

Initiated in February 2013, Speak Up Broward is the MPO's grassroots public awareness initiative designed to promote awareness about regional transportation planning projects, engage the community to become more involved in the planning process, and solicit feedback that will help us improve our efforts toward providing Broward County residents with a safe, convenient, and efficient multimodal transportation system. Over the past two years, Speak Up Broward has launched a number of successful campaigns, including:

- eTownhall series – a live televised panel featuring experts who answered the public's questions about transportation topics that matter most to them. Guest panelists included, Congresswoman Lois Frankel, Congresswoman Debbie Wasserman Schultz, City of Hollywood Commissioner and MPO Chair Richard Blattner, as well as County Commissioners Chip LaMarca and Barbara Sharief.
- Speak Up Broward's Program for Empowering People (PEP) – mini-grants were awarded to select partner organizations with the goal of conducting outreach and soliciting feedback tailored to specific audiences, including traditionally under-represented communities and neighborhoods. Mini-grants were awarded to the following organizations:
 - Covenant Keepers Community Development, Inc.
 - Downtown Fort Lauderdale Transportation Management Association
 - iCenter Foundation
 - Lighthouse of Broward/Stand Among Friends at Florida Atlantic University (FAU)
 - Mount Olive Development Corporation
 - Stand Among Friends
 - Tayan Alliances
- Speakers Bureau Program – this program is committed to recruiting, organizing, and training "transportation ambassadors," who then identify and educate organizations and individuals throughout Broward about the benefits of a multimodal transportation system.

Speak Up Broward outreach has been extensive. As of 1/26/15 there were 35,000 plus unique visitors to the website that was launched September 2013, 54 presentations were given by the Speakers Bureau, over 700 people were reached in 11 different PEP events and there were over 5,300 followers on our social media. For more information visit www.SpeakUpBroward.org

TRAC & RIDES Education Program

The Broward MPO has worked with the FHWA and the FDOT to bring various training programs to Florida. For example, TRAC (Transportation and Civil Engineering) & RIDES (Roadways Into Developing Elementary Students) is a hands-on, educational outreach program of the American Association of State Highway Transportation Officials (AASHTO). The TRAC program is designed for integration into science, technology, engineering, and math (STEM) courses. State Departments of Transportation provide the program free of charge to middle and high schools in their state. The MPO has worked hard with the Broward County School Board to move this important education initiative forward. Two all day TRAC & RIDES education programs were hosted by the Broward MPO on February 10 and 11, 2015.

TRAC & RIDES Vision: To deliver educational outreach programs that connect students to the world of transportation while enhancing math, science, and technology skills.

TRAC & RIDES Mission: To introduce students in grades K-12 to the working world of transportation, especially civil engineering, and inspire them to consider careers in those fields.

Complete Streets

The Broward MPO has taken a leadership role in implementing Complete Streets in Broward. Moving people safely, regardless of the mode, is the key component of Complete Streets. The vision for Complete Streets is to create a safe and efficient transportation network that promotes the health and mobility of all citizens and visitors by providing high quality pedestrian, bicycle, transit and automobile access to all destinations throughout Broward. Understanding the importance of a multi-modal transportation system, the Broward MPO, along with its planning partners, developed the “Broward Complete Streets Guidelines.” The general intent of these guidelines is to assist local governments in modifying their standards and manuals in preparation for Complete Streets. Furthermore, it provides a template that can be adopted, modified, customized, or expanded based on each community’s needs and desires. The Complete Streets Guidelines were adopted by the MPO Executive Board on July 12, 2012. Additionally, a Multimodal Level of Service (MMLOS) tool was identified and developed to provide a more holistic measure of all the modes of transportation (bike, pedestrian, transit, roadway). A MMLOS analysis was conducted on two demonstration projects to illustrate and measure the benefits of a more flexible tool and to illustrate the benefits of a “Complete Street.” The Broward MPO has also developed a Complete Streets Model Policy and a Complete Streets Model Plan Framework. The general intent of these resources is to assist local governments in promoting the Complete Streets concept at a local level. Furthermore, it provides a template that can be adopted, modified, customized, or expanded based on each community’s needs and desires.

To date, 12 municipalities have taken steps to implement Complete Streets in their community utilizing one or more of the aforementioned resources. The concept has been wholly embraced by our partners at Broward County Engineering (who have modified their minimum design standards and adopted Complete Streets Guidelines) and the FDOT District 4. The Broward MPO is currently moving into the implementation phase of over \$100 million in Complete Streets projects programmed in our current FY 14/15 Transportation Improvement Program – adding approximately 90 miles of bicycle facilities and 35 miles of pedestrian facilities to our existing network. As a result, the Broward MPO has forged a close relationship with FDOT District 4, Broward County Engineering, and all of our municipal partners to ensure stakeholders are actively involved in the design and construction of these projects. The Broward MPO will continue to program Complete Streets projects using this approach and will continue working with our partners through design and implementation. For example, Complete Streets design principles are included in the Corridor Management Plan (CMP) for the 2014 Florida A1A Scenic Byway Redesignation. The Broward MPO has also committed to monitoring and evaluating our Complete Streets program through the development of performance measures at both a corridor and program level. This effort is currently under way. Metrics related to the mobility, safety, health and sustainability, and economic vitality have been identified and will be used to evaluate the success of all of existing and future projects.

Through our Complete Streets Initiative, the Broward MPO has established two annual events that emphasize the benefits of active transportation.

- Let’s Go Biking - this annual event provides an opportunity for cyclists of all ages and abilities to ride along a predetermined route and experience the benefits of active transportation. In addition to the bike ride, helmet and bicycle giveaways, healthy eating demonstrations and other fun activities are planned. The last Let’s Go Biking Event was held on March 22, 2015.

- **Safe Streets Summit** – this annual summit promotes the Complete Streets concept, educates and receives “buy-in” from local public officials, provides municipal technical staff with the necessary tools to implement Complete Streets, and highlights the Broward MPO and partners’ ongoing efforts. The events feature nationally recognized experts and panelists who speak on the economic, health, and safety benefits of a street designed for all users.

Complete Streets and Localized Initiatives Program

The focus of Commitment 2040, the Broward MPO’s LRTP, is to improve the transit experience, to provide safe, connected sidewalks and bicycle facilities and to make Broward’s existing roadways function more effectively for those who wish to travel by transit, car, bicycle or by walking. A key component of Commitment 2040 is the Broward MPO’s Complete Streets and Localized Initiatives Program. This Program consolidates eligible classes of localized projects into one overall program. The Program is intended to expedite the implementation of much needed mobility projects.

Bicycle/pedestrian facilities, crosswalk improvements, mobility hubs, bus shelters, greenways and traffic light synchronizations are just a few examples of mobility projects targeted for funding. An annual process will evaluate and fund these projects based on their consistency with LRTP’s goals and objectives, demonstrated public support, and Environmental Justice (EJ) and Title VI requirements. Broward MPO’s discretionary funding (SU) will be available for the Complete Streets and Localized Initiatives Program. Eligible recipients such as local governments, transit service providers, educational institutions and others can apply for MPO discretionary funding for candidate projects. The “application” and process to prioritize these projects will be a collaborative effort between local government agencies and MPO staff. The “application” is intended to be automated/on-line and require minimal effort by the applicant to complete. The prioritization of projects will also be automated and is intended to be based on completely objective criteria. While this Program is still in the development stages, we have received concurrence from FDOT staff that the current Transportation Alternative Program (TAP) funding can be rolled into the Complete Streets and Localized Initiatives Program. FDOT has also agreed to construct projects resulting from this program which will lighten the burden placed on local municipalities to follow the Local Agency Program (LAP) requirements for project construction. To date, we have received positive responses from our local governments.

Bicycle and Pedestrian Safety Action Plan

The State’s Planning Emphasis Area (PEA) is to develop or further implement a Pedestrian Safety Action Plan. Understanding that bicycle and pedestrian safety issues are closely related, the Broward MPO has developed a scope for a Bicycle and Pedestrian Safety Action Plan and is currently circulating the draft scope to our partners for feedback. This plan will analyze crash data, identify high crash locations, and develop countermeasures that address safety issues based on accident type. A list of recommendations, based on the goals and objectives of the Bicycle and Pedestrian Safety Action Plan, will also be included in the final plan. Furthermore, the Broward MPO will use this analysis to inform our Complete Streets Initiative and other planning efforts.

MPOAC State Wide Freight Advisory Committee

At the urging of the Broward MPO, the Florida MPOAC created the Freight Advisory Committee in April 2013 to serve as a clearinghouse of actionable ideas that allow Florida’s MPOs to foster and support sound freight planning and freight initiatives. The members of the Freight Advisory Committee seek to understand the economic effects of proposed freight-supportive projects; foster relationships between public agencies with responsibilities for freight movement and private freight interests; and reduce policy barriers to goods movement to, from, and within Florida. The Chair of the MPOAC Freight Committee is

Gregory Stuart (Executive Director of the Broward MPO) and the Vice-Chair is Gary Huttman (Deputy Executive Director of MetroPlan Orlando). The Freight Committee meets on a quarterly basis throughout the year in concert with the statewide meetings of the MPOAC.

Southeast Florida Regional Freight Plan

The SFRFP is a collaboration of the three MPOs of the Miami Urbanized Area and the two Florida Department of Transportation Districts (District 4 & 6). The SFRFP is conducted every 5 years and the Broward MPO is responsible for its administration during this update cycle. The SFRFP provided critical input into the 2040 RTP as well as the individual MPO 2040 LRTP updates. It highlights key trends, developments and initiatives that are shaping our freight system, creating opportunities to grow and expand our economy. The Plan identifies and prioritizes our freight system needs, including seaport, rail, air, and highway projects, taking into consideration the most current master plans and capital improvement plans. This Plan also includes a hot spot analysis that helped identify short term operational improvements along critical freight corridors, including arterials functioning as critical access points to our warehouse/distribution and industrial areas.

South Florida Climate Change Vulnerability and Adaptation Pilot Project

The Broward MPO administered the South Florida Climate Change Vulnerability and Adaptation Pilot Project. The Pilot Project covers the four counties and three MPOs in the South Florida area. The purpose of the Pilot Project is to determine the impact of extreme weather on the area's regional transportation network based on the following stressors: sea level rise, storm surge, and precipitation induced flooding. The focus of the Pilot Project is to develop a consistent methodology for integrating vulnerability into the MPO transportation decision making process. A second phase to this project will apply the climate change stressors to county and local roadways within the Broward region. The analysis will result in the identification of vulnerable facilities and methods for treatment of the roadways in areas that might be impacted by these stressors. Planning level cost estimates for these treatments and recommended strategic approaches to help the decision-makers determine where transportation investments make sense will also be provided in the second phase. The South Florida Climate Change Vulnerability and Adaptation Pilot Project was endorsed by the MPO Board on March 12, 2015. On December 11, 2014, the Broward MPO authorized the funding of the second phase of the Pilot Project.

Quiet Zones

In anticipation of passenger rail service and increasing freight service on the Florida East Coast (FEC), the Broward MPO has coordinated with eight municipalities, FDOT District 4, Broward County Engineering, and All Aboard Florida, to optimize funding and timing to create a single continuous quiet zone throughout Broward County on the FEC railroad corridor. Staff and elected officials were included in every step of the process which included a workshop from the Federal Railroad Administration (FRA) on using the FRA Quiet Zone Calculator; a tool developed to maximize safety. Through the combined efforts of all parties involved, the Broward MPO designed a Quiet Zone which exceeds FRA's minimum standards, while meeting the planning goals of the local municipalities. It is anticipated the Broward MPO will approve a consulting services agreement at its April 9, 2015 meeting to provide technical support for the establishment of a quiet zone for Broward along the FEC.

Transportation Disadvantaged –1-Click South Florida

A Federal Transit Administration (FTA) Grant was awarded to the Broward MPO in partnership with 2-1-1 Broward to expand the 2-1-1 services to include a new “1-Click” service. “1-Click” is a transportation feature for Broward 2-1-1 that assists the Transportation Disadvantaged with the planning and mapping of easy and efficient routes to a number of destinations within South Florida, including shopping, medical, and entertainment venues. This service is free of charge, is available 24/7/365, and is available in English, Spanish, and Creole. For more information, please visit: www.211-broward.org.

Interactive TIP Tool

As part of the TIP development process, the MPO has implemented an Interactive TIP Tool. The Tool helps save time and personnel requirements in the development of the annual TIP document. The tool also improves information about projects by providing project location maps and detailed financial information features not available prior to the implementation of this interactive software. Additionally, to assist its transportation partners in using the Interactive TIP Tool and to add locally funded projects to the new TIP, the Broward MPO provides training classes that demonstrate how to use the tool. Also, individual meetings are scheduled, when requested, to address any questions related to the software. Further, as noted above, the Broward MPO continues to evaluate the usefulness of the current Interactive TIP Tool. In order to address concerns related to “user-friendliness” of the current interface, the Broward MPO is taking the lead to upgrade the existing tool. Once the upgrade is completed, it is expected that the Interactive TIP Tool will be easier to use, incorporate more robust mapping functions, and include more resources for TIP analysis including Title VI. A new Agreement with the Interactive TIP Tool provider to upgrade the system has been finalized and is anticipated to be approved by the MPO Board at their April 9, 2015 meeting.

Congestion Mitigation/Livability Planning Efforts

The University Drive Congestion Mitigation/Livability Planning and Transit Improvement Study is the second planning effort to combine the Congestion Management Process and Livability Planning as a comprehensive approach to implementing the Broward MPO’s 2040 LRTP. The Study has resulted in recommendations for near-term actions to address congestion and improve transit service, while taking into consideration the mid- to long-term effects on creating a transit-supportive, multimodal corridor. The main intent of the Study is to develop and implement strategies other than road widening to improve safety and mobility through other modes of transportation (i.e., transit, bicycle and pedestrian use, etc.) and to reduce single occupancy vehicle (SOV) travel. The University Drive Study Locally Preferred Alternative (LPA) was approved by the MPO Board on September 11, 2014 and identified a range of potential short-term, mid-term and long-term solutions for the corridor. Final endorsement of the Study and prioritized projects were approved by the MPO Board on March 12, 2015. Given the success of combining the Congestion Management Process and Livability Planning, the Broward MPO will continue to incorporate the combined concept on future studies, such as the SR 7 Congestion Mitigation/Livability Planning Study (which began in January 2015). Like all our planning efforts, MPO staff will take the lead, in cooperation with FDOT and local municipalities, to implement Study recommendations/projects. For additional information about the University Drive Study, please visit: <http://UniversityDriveImprovements.org/>.

Mobility Hubs

The Broward MPO’s 2035 LRTP created a Mobility Hub concept and defined Hubs as transit access points with frequent transit service, high development potential and a critical point for trip generation or transfers within the transit system. The 2035 LRTP identified 103 potential Hub locations in three major categories (Gateway, Anchor and Community Hubs) based on a variety of land use and transit criteria. As a consequence of economic and demographic changes to South Florida, the original criteria for selecting

and categorizing the Hubs are no longer applicable. Therefore, in conjunction with the Commitment 2040 LRTP, which is an update of the 2035 LRTP, the Broward MPO is updating the typology and screening process for identifying Hub locations. This analysis will provide opportunities to revisit not only the location criteria, but also the Mobility Hub concept, as the Broward MPO examines how to leverage its investments to maximize a Mobility Hub's economic and transit potential. Because the Hub concept is evolving, MPO staff is working with partner agencies and local governments to design and implement Hubs. There has been a greater focus on pedestrian and bicycle connections to the transit corridors, on secure and comfortable places to wait for transit, and on safe and easy transfers between routes. These investments in public spaces provide the framework for private investment in places where people live, work and play.

One such example of this evolution is the Downtown Fort Lauderdale Mobility Hub Project. Since 2011, the Broward MPO has partnered with the City of Fort Lauderdale and other project partners to complete the Downtown Mobility Hub and Joint Development Initiative (JDI). This initiative provided the blueprint and design concepts for streetscape improvements for the Mobility Hub. The overall goal is to enhance the experience of pedestrians and transit passengers, to improve the walkability and access to transit options, to encourage transit oriented development, and to spur economic development in the Downtown Mobility Hub area. The Downtown Fort Lauderdale Mobility Hub is located within a four block area generally bounded by Broward Boulevard, Andrews Avenue, NW 4th Street, and the FEC tracks. To make the Downtown Fort Lauderdale Mobility Hub a reality, the Broward MPO has set aside \$3.5 million to reimburse the City for the design and construction of improvements within the Mobility Hub area. A sub recipient agreement sets out the terms and conditions for the City to provide management of the design and construction. The MPO, as the grant recipient, is responsible for ensuring compliance with the FTA's Section 5307 grant requirements and the general oversight of the project.

Education Corridor Coordinated Transit Service

The Broward MPO is leading a study, funded by a Federal grant, to improve access to the educational facilities amongst four municipalities: Pompano Beach, Margate, Coconut Creek and Coral Springs. Our analysis will include the various transit services in the area including Broward County Transit (BCT), local community buses (<http://www.browardmpo.org/projects-studies/community-shuttles>) and Tri-Rail Shuttles. We will also examine how school schedules (primary, secondary and post-secondary) interact with the current transit service. Our team will use creative strategies to enhance or redesign the existing system into one that provides the most convenient public transportation (with fewest transfers) between the educational facilities, the local business community and neighboring residential communities. The goal is to develop a transit and shuttle/circulator concept plan that will focus on improvements that can be implemented in the near- (1-5 years) and mid-term (6-10 years) horizons.

Community Bus Coordination

The Broward MPO hosts a bimonthly Community Bus Coalition meeting. This meeting of municipal community bus administrators share best practices, and is working towards actionable goals which could include sharing resources, regional collaboration on routing, and funding opportunities.

DEBARMENT and SUSPENSION CERTIFICATION

As required by the USDOT regulation on Government wide Debarment and Suspension at 49 CFR 29.510

(1) The Broward MPO hereby certifies to the best of its knowledge and belief, that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;

(b) Have not, within a three-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses listed in paragraph (b) of this certification; and

(d) Have not, within a three-year period preceding this certification, had one or more public transactions (federal, state or local) terminated for cause or default.

(2) The Broward MPO also hereby certifies that if, later, it becomes aware of any information contradicting the statements of paragraphs (a) through (d) above, it will promptly provide that information to the U.S.D.O.T.


MPO Chairman

3-3-14
Date

**LOBBYING CERTIFICATION for GRANTS, LOANS
and COOPERATIVE AGREEMENTS**

In accordance with Section 1352 of Title 31, United States Code, it is the policy of the Broward MPO that:

(1) No Federal or state appropriated funds have been paid or will be paid by or on behalf of the Broward MPO, to any person for influencing or attempting to influence an officer or employee of any Federal or state agency, or a member of Congress or the state legislature in connection with the awarding of any Federal or state contract, the making of any Federal or state grant, the making of any Federal or state loan, extension, continuation, renewal, amendment, or modification of any Federal or state contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The Broward MPO shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants and contracts and subcontracts under grants, subgrants, loans, and cooperative agreement), which exceeds \$100,000, and that all such subrecipients shall certify and disclose accordingly.

(4) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure.


Chairperson

Broward MPO
Name of MPO

3-3-16
Date

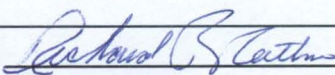
DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

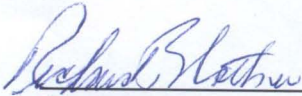
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4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Broward MPO Trade Center South 100 W. Cypress Creek Rd, Suite 850 Fort Lauderdale, FL 33309 Congressional District, if known: 4c	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known:	
6. Federal Department/Agency: US DOT	7. Federal Program Name/Description: TIGER, etc. CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> Holland and Knight, LLP 800 17th Street, NW Washington, DC 20006	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i> Hettinger, Lauri; Barkovic, Lisa; Klein, Ron	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u></u> Print Name: <u>Richard Blattner</u> Title: <u>Chair, Broward Metropolitan Planning Organization</u> Telephone No.: <u>954-876-0033</u> Date: <u>3-3-16</u>	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

It is the policy of the Broward MPO that disadvantaged businesses, as defined by 49 Code of Federal Regulations, Part 26, shall have an opportunity to participate in the performance of MPO contracts in a nondiscriminatory environment. The objectives of the Disadvantaged Business Enterprise Program are to ensure non-discrimination in the award and administration of contracts, ensure firms fully meet eligibility standards, help remove barriers to participation, create a level playing field, assist in development of a firm so it can compete successfully outside of the program, provide flexibility, and ensure narrow tailoring of the program.

The Broward MPO, and its consultants shall take all necessary and reasonable steps to ensure that disadvantaged businesses have an opportunity to compete for and perform the contract work of the Broward MPO in a non-discriminatory environment.

The Broward MPO shall require its consultants to not discriminate on the basis of race, color, national origin and sex in the award and performance of its contracts. This policy covers in part the applicable federal regulations and the applicable statutory references contained therein for the Disadvantaged Business Enterprise Program Plan, Chapters 337 and 339, Florida Statutes, and Rule Chapter 14-78, Florida Administrative Code.



Chairperson

Broward MPO

Name of MPO

3-3-16

Date

TITLE VI/ NONDISCRIMINATION ASSURANCE

Pursuant to Section 9 of US DOT Order 1050.2A, the Broward MPO assures the Florida Department of Transportation (FDOT) that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Florida Civil Rights Act of 1992 and other nondiscrimination authorities be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

The Broward MPO further assures FDOT that it will undertake the following with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the Recipient's Chief Executive Officer.
2. Issue a policy statement signed by the Chief Executive Officer, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Recipient's organization and to the general public. Such information shall be published where appropriate in languages other than English.
3. Insert the clauses of *Appendices A and E* of this agreement in every contract subject to the Acts and the Regulations
4. Develop a complaint process and attempt to resolve complaints of discrimination against sub-recipients. Complaints against the Recipient shall immediately be forwarded to the FDOT District Title VI Coordinator.
5. Participate in training offered on Title VI and other nondiscrimination requirements.
6. If reviewed by FDOT or USDOT, take affirmative action to correct any deficiencies found within a reasonable time period, not to exceed ninety (90) calendar days.
7. Have a process to collect racial and ethnic data on persons impacted by your agency's programs.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal funds, grants, loans, contracts, properties, discounts or other federal financial assistance under all programs and activities and is binding. The person whose signature appears below is authorized to sign this assurance on behalf of the Recipient.

Dated 3-3-16

by 

, Chief Executive Officer

APPENDICES A and E

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

- (1.) **Compliance with Regulations:** The Contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (hereinafter, "USDOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
- (2.) **Nondiscrimination:** The Contractor, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- (3.) **Solicitations for Subcontractors, including Procurements of Materials and Equipment:** In all solicitations made by the Contractor, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials or leases of equipment; each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.
- (4.) **Information and Reports:** The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information the Contractor shall so certify to the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* as appropriate, and shall set forth what efforts it has made to obtain the information.
- (5.) **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the *Florida Department of Transportation* shall impose such contract sanctions as it or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may determine to be appropriate, including, but not limited to:
 - a. withholding of payments to the Contractor under the contract until the Contractor complies, and/or
 - b. cancellation, termination or suspension of the contract, in whole or in part.
- (6.) **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (7) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the

Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the Contractor may request the *Florida Department of Transportation* to enter into such litigation to protect the interests of the *Florida Department of Transportation*, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

- (7.) **Compliance with Nondiscrimination Statutes and Authorities:** Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 -- 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

APPENDIX C

Federal Highway Administration (FHWA) and Federal Transit Administration (FTA)
Comments

Broward MPO

Agency Comment Matrix

FHWA

<u>CRITICAL</u>	
Agency Comment	BMPO Response
General	
<ul style="list-style-type: none"> • Thank you for a very thorough and comprehensive UPWP. 	Thank you for the comment.
<ul style="list-style-type: none"> • Please ensure the updated Federal Aid Project (FAP) number and the State Financial Management (FM) numbers are used for the final UPWP. 	The numbers have been incorporated.
<ul style="list-style-type: none"> • Please note that any equipment (including software) purchases equal to or greater than \$5,000 must have prior review and approval from FHWA unless the UPWP contains sufficient detailed information for this review. Currently as written, the UPWP does not provide the level of detail necessary to pre-approve purchases. 	Understood.
<ul style="list-style-type: none"> • Please review all tasks to ensure activities/planned work, memberships and procurements are reasonable, allowable and necessary for the MPO's mission and in accordance with 2 CFR 200. If you have any questions please work with your District and FHWA Liaisons. 	Understood. We are coordinating with our District Liaison. If there are any specific areas which need clarification, please let us know.
<ul style="list-style-type: none"> • Tasks that involve consultant participation should provide enough detail (such as project scope, work to be accomplished for each project, anticipated completion dates and project costs) about what the consultant responsibilities are concerning the activities to be undertaken using federal-aid funds. If that is not possible at this time, prior to the MPO's use of PL funds for these types of planning projects or activities, the District should forward a copy of the scope of services, the anticipated cost and completion date to FHWA for review. It will continue to be the responsibility of the District and MPO to ensure that all activities undertaken as part of these tasks are eligible and are allowable costs. 	The Tasks have been updated with more detailed information for projects underway. Same will occur with future projects when project scopes have been written.

<ul style="list-style-type: none"> All Agreements or Certifications including Debarment and Suspension, Contracts, Grants, and Cooperative Agreements, Title VI Nondiscrimination Policy Statement and Disadvantaged Business Enterprise (DBE) statements should be signed and dated, and included in the final copy of the document. Please also include a copy of the Annual Certification as well. 	<p>The latest documents have been incorporated. The annual 2016 State Certification is underway. We are awaiting a final report from the State.</p>
<ul style="list-style-type: none"> If the MPO will be contributing any federal funds to another MPO or entity for regional coordination work and end products (or the MPO is receiving federal funds from other MPOs for the same or any purpose) those funds must be reflected in the all the participating MPOs' UPWPs consistently. Please coordinate with the District and FHWA to ensure the proper format to reflect these funds is being used as some should be included in the total PL funds being requested and in other circumstances those funds should not be included. Please also provide the FHWA with a copy of any Memorandum of Understandings (MOUs) for these types of activities. 	<p>The funding tables have been updated accordingly and future MOU's will be provided.</p>
<p>Planning Priorities</p>	
<ul style="list-style-type: none"> Please review this section to ensure consistency with the narrative and number of planning factors listed. 	<p>This has been review and corrected.</p>
<p>Section G Soft Match</p>	
<ul style="list-style-type: none"> Please ensure you identify the match amount and rate for all federal funds that will be used in the UPWP. 	<p>The figures in the table have been updated.</p>
<p>Organization and Management</p>	
<ul style="list-style-type: none"> A new Agreement will be in place when this UPWP becomes effective on July 1, 2016. Please update the agreement section to reflect the new agreement information. 	<p>The agreement section has been updated.</p>
<p>Task 1.4</p>	
<ul style="list-style-type: none"> Please review the task to ensure the tasks and end products identified for Fiscal Year (FY) 2017 support the budget requested. The total requested for 2017 is far more than FY 2018 with fewer end products. If the end products for the majority of activities will be in FY 2018, then milestones for those activities should be identified in 2017 while the work is being performed. 	<p>The end products have been clarified to indicate the "Ongoing" products in 2017/18. Further, the total request in FY 2017 is more than FY 2018 because the bulk of the Speak-Up Broward effort in 2017 will be completed through consultants, but in FY 2018, MPO staff will assume more of this responsibility in house as reflected in the "Personnel Services" funding request.</p>
<p>Task 3.2</p>	
<ul style="list-style-type: none"> Please see general comment regarding regional activities and end products. 	<p>See above "general comment" for response.</p>

<ul style="list-style-type: none"> Work Products: Are there any end products/deliverables in FY 2017? If not, please identify milestones. 	End products are associated with Fare Interoperability and the 2045 Regional Transportation Plan.
<ul style="list-style-type: none"> Work Products - Please ensure that there are there deliverables for the activities in this task. If the end product/deliverable will be outside the time frame of this UPWP, please identify the product milestones. (e.g. but not limited to – Regional Transit SMART CARD Program implementation, Regional Transportation Improvement Program and other regional products, etc.) 	See above. In addition, the work products have been updated to clarify the major ongoing activities.
<ul style="list-style-type: none"> Work Product - should the term "methodology" be replaced with "Required Activities?" 	This item has been removed.
Task 3.5	
<ul style="list-style-type: none"> Please review the task to ensure the tasks and end products identified for Fiscal Year (FY) 2017 support the budget requested. Are there any end products/deliverables in FY 2017? If not, please identify milestones. 	The work products are major ongoing activities. Language has been updated to clarify.

<u>ENHANCEMENT</u>	
Agency Comment	BMPO Response
General Comment	
<ul style="list-style-type: none"> Please update references throughout document as appropriate from Moving Ahead for Progress in the 21st Century (Map-21) to Fixing America's Surface Transportation (FAST) Act. 	References have been updated where appropriate.
Section G. Soft Match Definition	
<ul style="list-style-type: none"> It is recommended that the last sentence in the narrative just before the table is deleted. Since the Toll Credits soft match policy is being implemented for the PL funds, mention of the use of services also being a soft match by the state and local partner may confuse the reader. 	The sentence has been modified for clarification.

FTA

GENERAL COMMENTS	
Agency Comment	BMPO Response
<p>Thank you for the opportunity to review the above UPWP document. We appreciate the considerable scope of planning and public involvement work evidenced in the document. We are especially impressed with the effort to develop Corridor Plans, Complete Streets, transportation enhancements for bike, ped. and trail use; planning for enhanced bus projects, light rail/streetcar and commuter rail opportunities and linking same to land use and multi-modal transportation options. We are also impressed by the level of cooperation and collaboration to boost and improve public transit and surface transportation funding within the region; SEFTC modeling; use of FLEX funds and Toll Development Credits; and fare media development work for public transit trips across jurisdictions. FTA has reviewed the draft UPWP and the subject document appears to satisfy the requirements of 23 U.S.C. 134, 49 U.S.C. 5303 and 2CFR Part 200. We look forward to receiving the final document.</p>	<p>Thank you for the comments.</p>

APPENDIX D

Florida Department of Transportation Comments

FDOT CENTRAL OFFICE: OFFICE OF POLICY PLANNING & OFFICE OF COMPTROLLER

GENERAL COMMENTS	
Agency Comment	BMPO Response
Broward has an excellent format; we especially appreciate the descriptions of the all the budget line items.	Thank you.
The FM Number and Federal Aid Project number have now been provided to the Districts; please transmit these to the MPO for inclusion in the UPWP.	These numbers have been updated.
Page 21 – the discussion of agreements that the MPO has should be updated to reflect the expiration of the existing PL JPA and other FHWA-funded agreements, and the execution of the new MPO Agreement.	The discussion has been updated.
The headers in the Estimated Budget Detail tables refer to contract numbers that should be expiring (ARN28, G0708, G0349) and replaced with the new MPO Agreement (contract number should be available upon encumbrance of funds).	We have removed the contract numbers as shown in the MPO handbook Chapter 3 examples.
Task 1.1 Specific line item questions:	
<ul style="list-style-type: none"> Insurance – we noticed that automobile insurance is included in this line item. Does the MPO own or lease a vehicle? 	The MPO does not own or lease any vehicles. The auto insurance obtained is to protect the MPO from liability since employee’s travel on behalf of agency to carry out official business. The insurance covers the agency, not the employee’s.
<ul style="list-style-type: none"> Equipment – a reminder should be provided that all individual equipment expenses over \$5,000 must be approved by FHWA. 	Understood.
<ul style="list-style-type: none"> Dues & Memberships – some clarification should be provided on this line item. Individual memberships (such as an APA membership for one staff person) are unallowable using federal funds. 2 CFR 200.454 provides a definition on what is allowable regarding membership dues. 	Understood. The heading and description have been revised to reflect allowable memberships.

FDOT DISTRICT IV

A. COVER AND TITLE PAGE				
Items:	Y	N	Agency Comment	BMPO Response
Includes CFDA Number?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Includes Federal Aid Project Number (FAP)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated FAP is 0058(054).	Updated.
Includes FM Number (Work Program)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Updated FM No. is 439324-1-14-01.	Updated.
Name of MPO and Funding Agencies?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
The correct fiscal years for the proposed UPWP are listed?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
MPO physical, mailing, and website addresses; phone numbers	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
The Final UPWP includes an approved signature or MPO resolution and the date of MPO Board action?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	UPWP is in draft form.	Approved signature and resolution has been included.
The Final UPWP includes a Cost Analysis statement signed and dated by the Grant Manager (MPO Liaison)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	UPWP is in draft form.	The signed Cost Analysis has been included.
ADDITIONAL COMMENTS:				
N/A				

B. TABLE OF CONTENTS				
Items:	Y	N	Agency Comment	BMPO Response
Introduction	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Organization and Management	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Work Program Task Sheets – includes the following sections:				
• Administration	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Data Collection	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Transportation Improvement Program	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Long Range Transportation Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Special Project Planning	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

• Regional Planning	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Public Involvement	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
District Planning Activities	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Please include the final version of the District Planning Activities e-mailed 3/29/16.	Final version has been included.
Joint Certification Package	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Joint Certification Package- Please Incorporate final upon completion of joint certification.	The latest Joint Certification Package has been included.
FTA Grant Application (if included in UPWP)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Summary Budget – Table 1 Agency Participation (broken out by year)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Summary Budget – Table 2 Funding Source (broken out by year)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Statements and Assurances	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Each Task is consistent in number, wording, and references page numbers with each respective task sheet	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
ADDITIONAL COMMENTS:				
N/A				

C. INTRODUCTION				
Items:	Y	N	Agency Comment	BMPO Response
Brief definition of the UPWP	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Current overview of the status of comprehensive transportation planning activities	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Discussion of local planning priorities	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Planning tasks to be performed with funds under Title 23 Sections 134 (Metropolitan Transportation Planning) and 135 (Statewide Transportation Planning) and Title 49 Chapter 53 (Public Transportation)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Specific regulations should be mentioned, and planning tasks should be listed.	Appropriate language has been added in the last paragraph of the “Current Overview of Comprehensive Transportation Planning Activities” section.
Discussion of soft match, including a definition and the amount (both as a total and the percent)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Indirect Cost Rate (if applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	UPWP reflects only actual direct costs, no indirect cost rate is proposed.	Correct.

Description of Public Involvement process used in development of UPWP	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Discussion of Planning Emphasis Areas and Planning Factors	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
ADDITIONAL COMMENTS:			
1. On P. 12, the introduction to Figure 2 mentions 8 Planning Factors, but Figure 2 shows 10 items.	The language was modified to reflect 10 Planning Factors		
2. On P. 14, please provide a title for the table under section G.	"Soft Match" title was added.		
3. On P. 14, Section G, is "FHWA Cash" SU Funds?	Item 1. Reflects PL Funds.		
4. On P. 14, Section G, is "FTA Cash" Section 5305d funds?	Item 2. Reflects FTA 5305(d) Funds.		
5. On P. 14, Section G, please show FDOT's match for the FHWA ICM funds as 21.73% per the JPA.	Amount updated to 21.74% (rounded).		
6. Acronyms, Pg. 3: please add, "OMD" Office of Modal Development (FDOT)."	Added.		
7. On P. 20, please add the RTTAC's Transportation System Management and Operations subcommittee.	Added.		

D. ORGANIZATION AND MANAGEMENT				
Items:	Y	N	Agency Comment	BMPO Response
Identification of participants and a brief description of their respective roles in the UPWP metropolitan area planning process	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Discussion of appropriate agreements:				
• Standard Interlocal Agreement	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Joint Participation Agreement – Planning (PL) funds	<input type="checkbox"/>	<input checked="" type="checkbox"/>	UPWP is in draft form. Please include upon final execution.	Updated.
• Joint Participation Agreement – FTA 5303 funds	<input type="checkbox"/>	<input checked="" type="checkbox"/>	On P. 21, is item B6 the Section 5305d agreement?	Yes.
• ICAR Agreement	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Other agreements	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Identification and discussion of operational procedures and bylaws	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
ADDITIONAL COMMENTS:				
1. Please replace references to "Section 5303" with "Section 5305d" funds throughout the document.	We did not find any references to Sect 5303. Let us know if there is a specific place referred to.			

2. On P. 21- please mention that all FHWA funded planning agreements will be merged into one agreement.	Language has been added.
3. On P. 21, B3, Please identify the parties to this contract. Item B8 is a very good example of detailing the contract's parties and purpose.	Parties have been identified.
4. On P. 21, Section C, We recommend mentioning that the MPO is a 501c3, non-profit corporation.	Language has been added.
5. On P. 21, Section C, How often is the 5 cent local contribution assessed?	The local contribution is assessed on an "as needed basis" as determined by the MPO Board.
6. On P. 22, Please clarify that the MPO rules are effectively the organization's bylaws.	Language has been added to clarify.
7. Please mention FDOT's membership on all MPO boards and committees as non-voting members.	Language has been added.

E.1 WORK PROGRAM TASK SHEETS – ELEMENT 1: ADMINISTRATION				
TASK 1.1 Unified Planning Work Program (UPWP) and Organization Administration				
Items:	Y	N	Agency Comment	BMPO Response
Each sheet should describe individual tasks, be in the same format, and include:				
• Task number and title	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Purpose	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Previous work completed	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Proposed methodology – how task will be performed; who will perform the task	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Responsible agency or agencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Schedule that adequately describes activities that will take place during the year, including:	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Schedule of milestones or benchmarks	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• End product(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Estimated completion date(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
An Estimated Budget Detail made up of proposed funding source(s) with anticipated costs by fiscal year and by budget line item	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
ADDITIONAL COMMENTS:				
1. The headers in the Estimated Budget Details Tables should be replaced with new FHWA planning funds contract numbers when it becomes available.				We have removed the contract numbers as shown in the MPO handbook Chapter 3 examples.
2. Title VI activities should be reflected in the Required Activities if Consultant Services are being used.				Title VI activities have been added to the Required Activities.

3. Page 27, Section E of the table, is “Local MPO (Cash)” an expense? If not, please clarify their inclusion or perhaps relocate to another section of the UPWP.	The funds represent bank balances, not expenditures. A description has been included on the tables.
4. Please ensure that distribution of FTA and FHWA funds, within the table, accurately reflects the MPO’s distribution of efforts/resources towards the respective line items.	All expenditures reflected in the UPWP represent efforts to accomplish MPO goals. The essence of the comment is not understood, please elaborate further.
5. Please indicate local matching amounts for Section 5305d funds in the table.	The local matching amounts are soft match (in-kind) and is reflected as instructed in the Soft Match section in the introduction, Table I and Table II.
6. Be mindful of the requirements under 2 CFR 200.439 for large purchase items (i.e., office furniture) to be purchased and 2 CFR 200.436 for the items being replaced or disposed.	Noted. Amounts listed are estimates, however, the employee handbook indicates that individual items of \$5,000 or more are to be approved by FHWA.
7. Regarding local funds, the budget shows a float, how does this impact the staff service’s agreement with SFRTA?	These funds have no impact on the Staff Services Agreement with the SFRTA. These are “unrestricted” funds.
8. Insurance – we noticed that automobile insurance is included in this line item. Does the MPO own or lease a vehicle?	The MPO does not own or lease any vehicles. The auto insurance obtained is to protect the MPO from liability since employee’s travel on behalf of agency to carry out official business. The insurance covers the agency, not the employee’s.
9. Equipment – a reminder should be provided that all individual equipment expenses over \$5,000 must be approved by FHWA.	Understood.
10. Dues & Memberships – some clarification should be provided on this line item. Individual memberships (such as an APA membership for one staff person) are unallowable using federal funds. 2 CFR 200.454 provides a definition on what is allowable regarding membership dues. 11.	Understood. The heading and description have been revised to reflect allowable memberships
12. The MPO should ensure that all costs elements are reasonable and developed in accordance with applicable comparative cost analysis.	The figures represented in the UPWP are estimates unless previously competitively negotiated. All purchases will be in accordance with 200.404, 200.88, 200.320 and the Broward MPO Procurement Code. Further, the MPO will coordinate cost analyses with its FDOT/MPO liaison.

TASK 1.2 MPO Board and Committee Coordination				
Items:	Y	N	Agency Comment	BMPO Response
Each sheet should describe individual tasks, be in the same format, and include:				
• Task number and title	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

• Purpose	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Previous work completed	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Proposed methodology – how task will be performed; who will perform the task	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Responsible agency or agencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Schedule that adequately describes activities that will take place during the year, including:	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Schedule of milestones or benchmarks	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• End product(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Estimated completion date(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
An Estimated Budget Detail made up of proposed funding source(s) with anticipated costs by fiscal year and by budget line item	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
ADDITIONAL COMMENTS:				
1. Headers in the Estimated Budget Details Tables should be replaced with new FHWA planning funds contract numbers (when new contract becomes available).				We have removed the contract numbers as shown in the MPO handbook Chapter 3 examples.
2. Regarding the voting software, (Equipment) – a reminder should be provided that all individual equipment expenses over \$5,000 must be approved by FHWA.				Understood.

TASK 1.3 Transportation Disadvantaged Coordinating Board and Program Administration				
Items:	Y	N	Agency Comment	BMPO Response
Each sheet should describe individual tasks, be in the same format, and include:				
• Task number and title	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Purpose	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Previous work completed	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Proposed methodology – how task will be performed; who will perform the task	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Responsible agency or agencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Schedule that adequately describes activities that will take place during the year, including:	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Schedule of milestones or benchmarks	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• End product(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

• Estimated completion date(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
An Estimated Budget Detail made up of proposed funding source(s) with anticipated costs by fiscal year and by budget line item	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
ADDITIONAL COMMENTS:				
1. Headers in the Estimated Budget Details Tables should be replaced with new FHWA planning funds contract numbers (when available).				We have removed the contract numbers as shown in the MPO handbook Chapter 3 examples.
2. Please include and describe Contract GO211 in the existing agreement section of the Introduction.				A description has been provided. The contract number changes annually.

TASK 1.4 Public Participation and Education				
Items:	Y	N	Agency Comment	BMPO Response
Each sheet should describe individual tasks, be in the same format, and include:				
• Task number and title	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Purpose	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Previous work completed	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Proposed methodology – how task will be performed; who will perform the task	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Responsible agency or agencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Schedule that adequately describes activities that will take place during the year, including:	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Schedule of milestones or benchmarks	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• End product(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Estimated completion date(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
An Estimated Budget Detail made up of proposed funding source(s) with anticipated costs by fiscal year and by budget line item	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
ADDITIONAL COMMENTS:				
1. Headers in the Estimated Budget Details Tables should be replaced with new FHWA planning funds contract numbers (when available).				We have removed the contract numbers as shown in the MPO handbook Chapter 3 examples.

TASK 1.5 Strategic Business Planning				
Items:	Y	N	Agency Comment	BMPO Response
Each sheet should describe individual tasks, be in the same format, and include:				
• Task number and title	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Purpose	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Previous work completed	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Proposed methodology – how task will be performed; who will perform the task	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Responsible agency or agencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Schedule that adequately describes activities that will take place during the year, including:	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Schedule of milestones or benchmarks	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• End product(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Estimated completion date(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
An Estimated Budget Detail made up of proposed funding source(s) with anticipated costs by fiscal year and by budget line item	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
ADDITIONAL COMMENTS:				
1. Headers in the Estimated Budget Details Tables should be replaced with new FHWA planning funds contract numbers (when available).			We have removed the contract numbers as shown in the MPO handbook Chapter 3 examples.	
2. Per 2 CFR 200.455, please, verify approval of Strategic Business Plan expenditures with FHWA/FTA.			FHWA/FTA have not indicated an issue with the Strategic Business Plan expenditures.	
3. Please ensure that distribution of FTA and FHWA funds, within the table, accurately reflects the MPO's distribution of efforts/resources towards the task.			All expenditures reflected in the UPWP represent efforts to accomplish MPO goals. The essence of the comment is not understood, please elaborate further.	

E.2 WORK PROGRAM TASK SHEETS – ELEMENT 2 DATA COLLECTION AND ANALYSIS				
TASK 2.1 Highway, Transit and Safety Data				
Items:	Y	N	Agency Comment	BMPO Response
Each sheet should describe individual tasks, be in the same format, and include:				
• Task number and title	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Purpose	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Previous work completed	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

• Proposed methodology – how task will be performed; who will perform the task	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Responsible agency or agencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Schedule that adequately describes activities that will take place during the year, including:	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Schedule of milestones or benchmarks	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• End product(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Estimated completion date(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
An Estimated Budget Detail made up of proposed funding source(s) with anticipated costs by fiscal year and by budget line item	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
ADDITIONAL COMMENTS:				
1. Headers in the Estimated Budget Details Tables should be replaced with new FHWA planning funds contract numbers (when available).	We have removed the contract numbers as shown in the MPO handbook Chapter 3 examples.			
2. The required activities should reflect coordination with FDOT Safety Office, FDOT Statistics Office and FDOT TSM&O Office for data collection efforts. The data needed may already be available.	Language has been added.			

TASK 2.2 Land Use and Traffic Ways Impact Analysis				
Items:	Y	N	Agency Comment	BMPO Response
Each sheet should describe individual tasks, be in the same format, and include:				
• Task number and title	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Purpose	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Previous work completed	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Proposed methodology – how task will be performed; who will perform the task	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Responsible agency or agencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Schedule that adequately describes activities that will take place during the year, including:	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Schedule of milestones or benchmarks	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• End product(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Estimated completion date(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

An Estimated Budget Detail made up of proposed funding source(s) with anticipated costs by fiscal year and by budget line item	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
ADDITIONAL COMMENTS:			
1. Headers in the Estimated Budget Details Tables should be replaced with new FHWA planning funds contract numbers (when available).	We have removed the contract numbers as shown in the MPO handbook Chapter 3 examples.		
2. Required Activities, second bullet, please consider deleting "Applications for Development Approval (ADAs)" for DRIs since proposed DRI-scale developments are now reviewed through the state coordinated review process for comprehensive plan amendments (i.e., as comprehensive plan amendments).	Language has been removed.		
3. Required activities, third bullet, please consider including coordination regarding data and methodology.	Language has been added.		

E.3 WORK PROGRAM TASK SHEETS – ELEMENT 3 PROGRAM AND PLAN DEVELOPMENT			
3.1 Long Range Transportation Planning			
Items:	Y	N	Agency Comment
BMPO Response			
Each sheet should describe individual tasks, be in the same format, and include:			
• Task number and title	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
• Purpose	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
• Previous work completed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
• Proposed methodology – how task will be performed; who will perform the task	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
• Responsible agency or agencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Schedule that adequately describes activities that will take place during the year, including:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
• Schedule of milestones or benchmarks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
• End product(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
• Estimated completion date(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
An Estimated Budget Detail made up of proposed funding source(s) with anticipated costs by fiscal year and by budget line item	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
ADDITIONAL COMMENTS:			
1. Headers in the Estimated Budget Details Tables should be replaced with new FHWA planning funds contract numbers (when available).	We have removed the contract numbers as shown in the MPO handbook Chapter 3 examples.		

2. First Item of Required Activities, final bullet, and Work Product, please consider adding target setting for performance measures, at a minimum for performance measures established by federal agency rule under MAP-21/FAST Act. That includes coordination with neighboring MPOs, transit agencies, and FDOT.	Language has been added where appropriate.
3. Completing updates to the LRTP at least every 5 years is covered in the first bullet under Required Activities. Use of consultant services for the LRTP update is noted in the financial section of the task. Related items should be added under Work Product (e.g., completion of scoping and consultant selection for the 2045 LRTP update and development of socio-economic data). Coordination with the Miami-Dade and Palm Beach MPOs on LRTP and Regional Transportation Plan (RTP) update schedules and scoping also should be covered.	Language has been added where appropriate.

TASK 3.2 Regional Transportation Plan				
Items:	Y	N	Agency Comment	BMPO Response
Each sheet should describe individual tasks, be in the same format, and include:				
• Task number and title	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Purpose	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Previous work completed	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Proposed methodology – how task will be performed; who will perform the task	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Responsible agency or agencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Schedule that adequately describes activities that will take place during the year, including:	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Schedule of milestones or benchmarks	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• End product(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Estimated completion date(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
An Estimated Budget Detail made up of proposed funding source(s) with anticipated costs by fiscal year and by budget line item	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
ADDITIONAL COMMENTS:				
1. Headers in the Estimated Budget Details Tables should be replaced with new FHWA planning funds contract numbers (when available).	We have removed the contract numbers as shown in the MPO handbook Chapter 3 examples.			

2. Fair interoperability, please clarify if Section 5307 funds for to be used for planning or project implementation?	The funding is Section 5307.
3. What is the work product for the Fair Interoperability Pilot?	A work product has been included.
4. Are there any other planned expenditures to indicate the MPO's level of participation with SEFTC?	None.
5. In Purpose, please consider changing "Southeast Florida urbanized area" to "Miami urbanized area."	Language has been changed.
6. Required Activities, ninth bullet, please consider changing "2060 Regional Vision and Blueprint for Economic Prosperity (RVB)/Sustainable Communities Initiative" with "Seven50 Prosperity Plan."	Language has been changed.
7. Updating regional plans and programs is covered in the first bullet under Required Activities. Please consider supplementing this bullet or adding a bullet focused on implementing the current (2040) RTP. Also, the Work Product and Financial sections should address the RTP update. The approach taken by the Broward, Palm Beach, and Miami-Dade MPOs for the 2040 planning cycle - i.e., coordinated scheduling and scoping of local and regional plan updates - is recommended for the 2045 planning cycle.	Appropriate language has been added to the Required Activities and Work Product. The Financial Section will be updated, through a UPWP amendment, when the financial participation/transfer of funding details are determined.
8. Work Product, final item, please consider the addition of "SEFTC and its technical committee with subcommittees."	Language has been added.
9. Please consider adding content under Work Product and in the Financial section recognizing the role the Broward MPO will play in managing the next regional planning consultant contract (funded by the three MPOs) to include SEFTC support and the RTP update.	Language has been added to the Work Product. The Financial Section will be updated, through a UPWP amendment, when the financial participation/transfer of funding details are determined.

TASK 3.3 Congestion Management Process/Livability Planning				
Items:	Y	N	Agency Comment	BMPO Response
Each sheet should describe individual tasks, be in the same format, and include:				
• Task number and title	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Purpose	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Previous work completed	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Proposed methodology – how task will be performed; who will perform the task	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Responsible agency or agencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

Schedule that adequately describes activities that will take place during the year, including:	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Schedule of milestones or benchmarks	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• End product(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Estimated completion date(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
An Estimated Budget Detail made up of proposed funding source(s) with anticipated costs by fiscal year and by budget line item	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
ADDITIONAL COMMENTS:				
1. Headers in the Estimated Budget Details Tables should be replaced with new FHWA planning funds contract numbers (when available).	We have removed the contract numbers as shown in the MPO handbook Chapter 3 examples.			
2. Please consider including a Work Product or Required Activity that captures discussing and identifying active arterial management projects and contract options for project prioritization with key stakeholders, including but not limited to FDOT Traffic Operations and Broward County Transit and Broward County Traffic.	Considered.			
3. A Work Product should reflect the Broward MPO's ICM planning grant and how this would get reflected in the congestion management process, for example, "Review ICM planning grant Implementation Plan and include recommendations in project priorities by [date] 2018."	Appropriate language has been added to the Work Product.			

TASK 3.4 Transportation Improvement Plan				
Items:	Y	N	Agency Comment	BMPO Response
Each sheet should describe individual tasks, be in the same format, and include:				
• Task number and title	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Purpose	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Previous work completed	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Proposed methodology – how task will be performed; who will perform the task	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Responsible agency or agencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Schedule that adequately describes activities that will take place during the year, including:	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Schedule of milestones or benchmarks	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• End product(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

• Estimated completion date(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
An Estimated Budget Detail made up of proposed funding source(s) with anticipated costs by fiscal year and by budget line item	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
ADDITIONAL COMMENTS:				
1. Headers in the Estimated Budget Details Tables should be replaced with new FHWA planning funds contract numbers (when available).	We have removed the contract numbers as shown in the MPO handbook Chapter 3 examples.			

TASK 3.5 Freight and Goods Management /Intermodal Planning				
Items:	Y	N	Agency Comment	BMPO Response
Each sheet should describe individual tasks, be in the same format, and include:				
• Task number and title	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Purpose	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Previous work completed	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Proposed methodology – how task will be performed; who will perform the task	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Responsible agency or agencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Schedule that adequately describes activities that will take place during the year, including:	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Schedule of milestones or benchmarks	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• End product(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Estimated completion date(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
An Estimated Budget Detail made up of proposed funding source(s) with anticipated costs by fiscal year and by budget line item	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
ADDITIONAL COMMENTS:				
1. Headers in the Estimated Budget Details Tables should be replaced with new FHWA planning funds contract numbers (when available).	We have removed the contract numbers as shown in the MPO handbook Chapter 3 examples.			
2. Under work product, please modify “port” to reflect Port Everglades.	Language has been modified.			

TASK 3.6 Transit Planning and Development

Items:	Y	N	Agency Comment	BMPO Response
Each sheet should describe individual tasks, be in the same format, and include:				
• Task number and title	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Purpose	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Previous work completed	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Proposed methodology – how task will be performed; who will perform the task	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Responsible agency or agencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Schedule that adequately describes activities that will take place during the year, including:	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Schedule of milestones or benchmarks	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• End product(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Estimated completion date(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
An Estimated Budget Detail made up of proposed funding source(s) with anticipated costs by fiscal year and by budget line item	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
ADDITIONAL COMMENTS:				
1. Headers in the Estimated Budget Details Tables should be replaced with new FHWA planning funds contract numbers (when available).				We have removed the contract numbers as shown in the MPO handbook Chapter 3 examples.
2. Required Activities, the second bullet, reflect to include "...optimize passenger, staff and general public safety..."				Language added.
3. June 2018, under work product, mentions the fair interoperability project, should this be in the regional section?				Yes. This has been corrected.
4. Under task 3.6, Work product or Required Activities, please consider referencing Central Broward Transit Study for consistency with other UPWPs. Suggested verbiage: Coordination with transportation partners on the planning for remaining phases of the Central Broward Transit project."				Language has been added under Required Activities.

TASK 3.7 Complete Streets and Transportation Related Enhancements

Items:	Y	N	Agency Comment	BMPO Response
Each sheet should describe individual tasks, be in the same format, and include:				
• Task number and title	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Purpose	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Previous work completed	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Proposed methodology – how task will be performed; who will perform the task	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Responsible agency or agencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

Schedule that adequately describes activities that will take place during the year, including:	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Schedule of milestones or benchmarks	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• End product(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
• Estimated completion date(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
An Estimated Budget Detail made up of proposed funding source(s) with anticipated costs by fiscal year and by budget line item	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

ADDITIONAL COMMENTS:

1. Headers in the Estimated Budget Details Tables should be replaced with new FHWA planning funds contract numbers (when available).	We have removed the contract numbers as shown in the MPO handbook Chapter 3 examples.			
2. Please add and discuss Contract AQA78 in the existing agreement section.	Contract AQA78 has been added.			

F. JOINT CERTIFICATION PACKAGE

Items:	Y	N	Agency Comment	BMPO Response
Signed certification statement	<input type="checkbox"/>	<input type="checkbox"/>		
Brief description of noteworthy achievements	<input type="checkbox"/>	<input type="checkbox"/>		
Any corrective actions or recommendations	<input type="checkbox"/>	<input type="checkbox"/>		

ADDITIONAL COMMENTS:

1. The district expects inclusion upon the completion of the 2016 joint certification.	The latest Joint Certification Package is included.			
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G. STATEMENTS AND ASSURANCES

Items:	Y	N	Agency Comment	BMPO Response
DBE	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Debarment and Suspension	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Lobbying	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Title VI Nondiscrimination Agreement	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
ADDITIONAL COMMENTS:				
N/A				

H. FTA SECTION 5303 APPLICATION (IF INCLUDED IN UPWP)

Items:	Y	N	Agency Comment	BMPO Response
Certain FTA grants – Form 424	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Certain FTA Grants: FTA Certification / Assurances	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Affirmation of Applicant	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Affirmation of Applicant's Attorney	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Budget showing total funds by classifications	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Budget showing FTA funds only by classifications	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
ADDITIONAL COMMENTS:				
N/A				

I. TABLE 1: AGENCY PARTICIPATION

Items:	Y	N	Agency Comment	BMPO Response
Participating agencies identified with funding commitments	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Agency types (i.e. federal, state, local) are shown but not the agencies' names (i.e. FHWA, FTA, FDOT, etc.).	The Table has been revised based on the sample tables shown in the MPO Handbook Chapter 3, Appendix B.
Table includes only those District planning activities scheduled to occur within the MPO Boundaries	<input checked="" type="checkbox"/>	<input type="checkbox"/>	In addition to regional coordination.	Correct.

Table shows the amount of funds set aside for work by consultants	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Per Chapter 3 of the MPO Program Management Handbook, Table 1 must show the amount of funds set aside for work by consultants.	The Table has been revised based on the sample tables shown in the MPO Handbook Chapter 3, Appendix B.
There is one table for Year 1 and one table for Year 2	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
ADDITIONAL COMMENTS:				
N/A				

J. TABLE 2: FUNDING SOURCE				
Items:	Y	N	Agency Comment	BMPO Response
Proposed funding sources and budgeted funds are identified by task and subtask for each appropriate funding source, and are consistent with applicable Task Sheet	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
The Department's PL and FTA matching funds are shown separately	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Columns are included for match. Discussions need to be held regarding match methodology.	The Table has been revised based on the sample tables shown in the MPO Handbook Chapter 3, Appendix B. Please elaborate on methodology.
"D" funds for a grant or consultant contract are included	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Match for FTA funds is reflected as "FDOT," which is typically D funds.	The Table has been revised based on the sample tables shown in the MPO Handbook Chapter 3, Appendix B.
Federal, state, and local contribution levels are provided by task and subtask	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Columns are included for match. Discussions need to be held regarding match methodology.	Please elaborate on methodology.
The total amounts shown in each task agree with the amounts shown in Table 1: Agency Participation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Additional information is requested regarding local match in each task where Section 5305d funds are shown.	Please elaborate on "additional information."
Balances, amount, and work to be carried over from the previous year's UPWP into the Proposed Year are clearly identified and separated from the Proposed Year	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Reflected in Five Year Forecast of Funding (p. 87).	There is no information in the Handbook that advises this should be done. Please provide details on where to add and in what format.
There is one table for Year 1 and one table for Year 2	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
ADDITIONAL COMMENTS:				
N/A				

K. GENERAL				
Items:	Y	N	Agency Comment	BMPO Response
The Final UPWP was reviewed and endorsed or approved by the TAC, CAC, and the MPO prior to distribution	<input type="checkbox"/>	<input checked="" type="checkbox"/>	UPWP is in draft form.	The Final UPWP has been approved by the TAC and CAC on April 27, 2016 and by the MPO on May 12, 2016.
Documentation of the endorsement or approvals (e.g., a MPO Resolution, meeting minutes, letter of authentication) are included	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Tasks or activities to correct or eliminate deficiencies noted in the previous federal and/or state certification reviews are identified in the UPWP	<input checked="" type="checkbox"/>	<input type="checkbox"/>	The district expects inclusion upon the completion of the 2016 joint certification.	Based on the latest information, this has been included.
The annual audit is included as part of the Program Administration Task, and as a separate line item	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Equipment purchases are identified as part of a task	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Training and Travel expenses are identified on separate task sheets	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Equipment rentals and leases are included by tasks	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Matrix that identifies how each task relates to the Planning Emphasis Areas and Planning Factors	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
ADDITIONAL COMMENTS:				
N/A				

OTHER GENERAL COMMENTS	
Agency Comment	BMPO Response
1. 5305d funds listed appear to be higher than current and future allocations including the rollover funds, please clarify	The funds/expenditures have been adjusted based on the most recently amended JPA and the remaining balance showing in FDOT's system.

<p>2. For the direct expenses listed for 5305d funds, please ensure compliance with the Supercircular and FTA guidelines especially for large purchases, event sponsorships and education and outreach.</p>	<p>The figures represented in the UPWP are estimates unless previously competitively negotiated. All purchases will be in accordance with 200.404, 200.421, 200.88, 200.320 and the Broward MPO Procurement Code.</p>
<p>3. The MPO should ensure that all costs elements are reasonable and developed in accordance with applicable comparative cost analysis.</p>	<p>The figures represented in the UPWP are estimates unless previously competitively negotiated. All purchases will be in accordance with 200.404, 200.421, 200.88, 200.320 and the Broward MPO Procurement Code. Further, the MPO will coordinate cost analyses with its FDOT/MPO liaison.</p>
<p>4. Delete "2060" before "Florida Transportation Plan" (multiple places).</p>	<p>2060 has been deleted.</p>