

# 2015 Federal Certification

## SUPPORTING DOCUMENTATION



May 4 & 5, 2015



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# **2015 Federal Certification**

## **SUPPORTING DOCUMENTATION**



**May 4 & 5, 2015**

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broward **MPO**  
metropolitan planning organization



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# 2015 Broward MPO Federal Certification

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## EXHIBITS AND ATTACHMENTS

- Exhibit A** Intergovernmental Coordination JPA
- Exhibit B** Fare Interoperability Pilot Project Agreement
- Exhibit C** FDOT Public Transportation JPA
- Exhibit D** FDOT Transportation Planning Funds JPA
- Exhibit E** FDOT Public Transportation JPA for Corridor Studies
- Exhibit F** FDOT JPA Funding for SR7 Study
- Exhibit G** Florida Transportation Disadvantaged Planning Grant Agreement
- Exhibit H** FDOT JPA Education Corridor Transit Study
- Exhibit I** Fort Lauderdale Agreement for MPO Transportation Planning Services
- Exhibit J** Admin. Serv. Agreement MPO and SFRTA
- Exhibit K** Executive Director Employment Agreement
- Exhibit L** Executive Director Amended Employment Agreement
- Exhibit M** MPO Legal Services Agreement
- Exhibit N** MPO Office Lease Agreement
- Exhibit O** Interlocal Agreement for Creation of Broward MPO
- Exhibit P** Interlocal Agreement for Creation of SEFTC
- Exhibit Q** MPO Organizational Chart
- Exhibit R** MPO Board Voting Structure
- Exhibit S** Rules of the Broward MPO
- Exhibit T** Broward MPO Procurement Rules
- Exhibit U** Broward MPO Personnel Manual
- Exhibit V** Broward MPO Redesignation Approval Package
- Exhibit W** Broward MPO Commitment 2040 LRTP
- Exhibit X** Broward MPO Commitment 2040 LRTP Scope
- Exhibit Y** Broward MPO Transportation Improvement Program
- Exhibit Z** Southeast Florida Regional Freight Plan



# 2015 Broward MPO Federal Certification

## EXHIBITS AND ATTACHMENTS

**Exhibit AA** Broward MPO Public Participation Plan

**Exhibit BB** Broward MPO Title VI Program

**Exhibit CC** Miami Urbanized Area Map

**Exhibit DD** Broward Urban Area Boundary Map

**Exhibit EE** Broward MPO Continuity of Operations Plan

**Attachment 1** Potential Discrimination Complaint

**Attachment 2** Potential Discrimination Complaint

**Attachment 3** Broward MPO Current Consulting Contracts List with DBE Utilization

**Attachment 4** Broward MPO Agreements List





# 2015 Broward MPO Federal Certification

## 2015 FEDERAL CERTIFICATION ADVERTISEMENTS

Posted in area newspapers and distributed to local libraries



### NOTICE OF PUBLIC MEETING

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) will hold a public meeting in coordination with the Broward Metropolitan Planning Organization (Broward MPO) regarding the MPO's Federal Certification Review. Representatives from the FHWA and the FTA will be present and are interested in hearing from the public. The primary purpose of the review is to certify that the MPO is satisfactorily meeting the planning requirements as defined in Federal laws and regulations. The review also provides FHWA and FTA the opportunity to add value to the MPO's planning processes through the sharing of best or innovative planning practices, techniques, and/or technology.

This is an opportunity for the public to express their thoughts and comments about the transportation planning process; to allow the Federal Review Team to obtain a better understanding of the community's issues; and to inform the public about the Federal transportation planning requirements.

**WHEN:** Monday, May 4, 2015  
**TIME:** 5:00 P.M. to 6:00 P.M.  
**WHERE:** Broward Metropolitan Planning Organization  
Trade Centre South Building  
100 West Cypress Creek Road, 8<sup>th</sup> Floor, Suite 850  
Fort Lauderdale, FL 33309

For further information, directions and to obtain a Comment Card please call 954-876-0033 or 0036 or visit [www.browardMPO.org](http://www.browardMPO.org) Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services (free of charge) should contact Christopher Ryan at 954-876-0036 or [ryanc@browardmpo.org](mailto:ryanc@browardmpo.org) at least seven days prior to the meeting. If hearing impaired, telephone 1-800-273-7545 (TDD).

For complaints, questions or concerns about civil rights or non-discrimination please contact: Christopher Ryan, Public Information Officer/Title VI Coordinator at the numbers or e-mail above.





# 2015 Broward MPO Federal Certification

## A. 2011 TMA CERTIFICATION REVIEW RESPONSES

### CORRECTIVE ACTION

Title VI: 23 CFR 200.9(b)(12) requires federal-aid recipients to develop Title VI information for dissemination in other languages, as appropriate. Further, as with all nondiscrimination documentation, the translated versions need to be broadly posted and easily accessible to the public. Broward MPO has an English/Spanish Title VI complaint form that is easily accessible on its website. However, the MPO does not have its Title VI policy or complaint procedures in other languages. The MPO needs to translate its Title VI policy and complaint procedures into Spanish At a minimum, as well as into any other languages identified as having significant LEP presence by November 1, 2011.

### MPO RESPONSE

**The Broward MPO's Title VI policy has been translated into Spanish and is available on the Broward MPO website. The policy was also distributed to Broward County libraries via the Central Library. This corrective action has been satisfied.**

### CORRECTIVE ACTION

Total Project Cost in Transportation Improvement Plan (TIP): In the past, a broader interpretation for federal regulations provided flexibility such that total project cost could be interpreted as total cost per project phase within the TIP/STIP. However, recent clarification requested by FDOT and provided by FHWA distinctly states that total project cost is defined as the total cost for all phases of a project. The TIP must include for each project the estimated total project cost(s), which may extend beyond the timeframe of the TIP in accordance with 23 CFR 450.324(e)(2). In reviewing the TIP, it was observed that the projects shown in the document display only the expenditures during the five year timeframe. The TIP does not display the total project costs which may extend beyond the timeframe of the TIP. FHWA will work with FDOT and Florida MPO's to sufficiently address this requirement during the coming year. The MPO staff needs to update, revise and obtain MPO Board approval of a new TIP which displays total project cost(s) by June 30, 2012.

### MPO RESPONSE

**The TIP was revised to include the estimated total project cost, including the cost beyond the timeframe of the TIP, for each project. MPO Board approval of a new TIP was obtained in a timely manner. The corrective action has been satisfied.**





# 2015 Broward MPO Federal Certification

## A. 2011 TMA CERTIFICATION REVIEW RESPONSES

### RECOMMENDATION

Bicycle/Pedestrian Committee: The MPO recently became independent and the starting of committees is essential to the progress of the agency. The Federal Review Team recommends that the MPO establish their own Bicycle/Pedestrian committee to represent and help address the bike/pedestrian needs of the MPO.

### MPO RESPONSE

Since the 2011 Federal Certification, the Broward MPO has made significant progress in incorporating active transportation into its transportation process. To include all modes of transportation, the Broward MPO formed the Complete Streets Technical Advisory Committee (TAC) as a holistic approach to address the bicycle/pedestrian needs of the region. This multidisciplinary group (comprised of municipal and partner agency staff, representatives of non-profit groups, and advocacy groups) developed the Complete Streets Guidelines to facilitate and assist local governments in the implementation of Complete Streets. These Guidelines serve as a template that can be adopted, modified, customized, or expanded based on each community's needs and desires. The TAC also serves as a forum for exchanging new ideas and projects, allowing members to showcase their individual Complete Streets efforts. More importantly, it is responsible for providing and guiding the Broward MPO Complete Streets initiative. Through the TAC, we have been able to accomplish the following:

- Complete Streets Guidelines
- Model Complete Streets policy - The TAC crafted a model policy framework that could be easily tailored and adopted by local governments. Of note, the City of Fort Lauderdale developed their Complete Streets policy based on the one drafted by the TAC and was nationally awarded the 3rd best policy by Smart Growth America in 2014.
- Model Complete Streets planning framework – This framework aims to provide local jurisdiction the steps to realize Complete Streets. It describes a plan to assess existing and future conditions, identifies resources, and lays out a plan of action for the local jurisdiction to implement Complete Streets. Of note, the City of Sunrise has utilized this model plan framework to move forward with its own Complete Streets efforts.
- Identified a Multimodal Level of Service (MMLOS) tool – Conventionally, roadway efficiency has been measured based on automobile throughput to identify the Level of Service for a roadway. Recognizing the limitations of this measurement, the TAC selected an MMLOS to provide a more holistic measure for all modes of transportation. Of note, this tool was used to conduct analysis on two demonstration projects to illustrate and measure the benefits of a “Complete Street.” *(continued on next page)*





# 2015 Broward MPO Federal Certification

## A. 2011 TMA CERTIFICATION REVIEW RESPONSES

*(continued from page 3)*

- **Demonstration projects – Context Sensitive Solutions are key to the implementation of Complete Streets. With this in mind, we identified two demonstration projects in the City of Hollywood (Hollywood Blvd.) and the City of Sunrise (Sunset Strip) for implementation of Complete Streets concepts.**
- **Performance measures - To truly grasp the value of Complete Streets investments, the Broward MPO has taken the necessary steps to assess the before and after conditions through the development of an evaluation framework for Complete Streets projects. We have identified metrics related to the mobility, safety, health and sustainability, and economic vitality to evaluate the success of all of our future projects.**
- **Finally, in addition to forming the TAC, the Broward MPO has appointed a member of the largest bicycle club in Broward County to its Community Involvement Roundtable (CIR). Furthermore, Broward MPO staff attends the Broward County Bicycle, Pedestrian Advisory Committee (BPAC) meetings when appropriate and has made various presentations to this committee.**

### RECOMMENDATION

Transit: The universal “smart” card project has been an ongoing effort in the region among Palm Beach and Miami-Dade Transit agencies. The Federal Review team recommends that the MPO continue to work with the other two MPOs to develop and support the implementation of a strategy for a universal fare card for the Miami Urbanized area.

### MPO RESPONSE

MPO staff is working with FDOT, the South Florida Regional Transportation Authority (SFRTA), Broward County Transit (BCT) and our neighboring transit operators and MPOs to develop a Universal Fare card for the MUA. The Broward MPO has programed in its current TIP almost \$3.8 million for the implementation of the Universal Fare card. Further, the Broward MPO, in coordination with BCT, executed a subrecipient agreement with Broward County Transit in order to commence a pilot project for the Universal Fare Card. BCT is currently in the process of procuring a vendor to commence the pilot project.





# 2015 Broward MPO Federal Certification

## A. 2011 TMA CERTIFICATION REVIEW RESPONSES

### RECOMMENDATION

Transit: The Federal Review Team recommend that the MPO, BCT and FDOT continue to plan for special transit supportive districts for possible premium levels of transit service. The MPO, BCT and FDOT appear to be well-positioned to advance these proposals for a more multi-modal approach to local and regional needs. For example, proposals like the Broward Boulevard retrofit (recently awarded an \$8.0 million plus Bus Livability grant from FTA); Oakland Park Boulevard improvements, the WAVE Streetcar proposal; the East/West Central Broward Study and Florida East Coast Railway Corridor study (85 miles of commuter rail/intercity rail service through the heart of population centers in Palm Beach, Broward and Miami/Dade Counties) present unique opportunities to serve urban/suburban centers with premium transit .

### MPO RESPONSE

**The Broward MPO continues to work with all its transportation partners to coordinate planning efforts. This coordination has linked the Locally Preferred Alternative (LPA) from the Central Broward East-West Transit Study with the upcoming Wave Streetcar in the City of Fort Lauderdale, future passenger rail service on the FEC corridor, and the existing Tri-Rail commuter rail service. The Broward MPO is contributing funding to and participates in the planning and design of the Wave Streetcar.**

**In addition, the Broward MPO combined the Congestion Management Process and Livability Planning to provide a comprehensive approach to implementing the Mobility Hub concept of the LRTP and the promotion of premium transit service. This combined, comprehensive approach has been used for the Hollywood/Pines Corridor and the University Drive Corridor with a goal to improve transit service along these important facilities. Further, the first Mobility Hub location that is moving toward implementation is in downtown Fort Lauderdale. This Hub is a critical point for a variety of transit and transportation options including the BCT bus transfer facility, the Wave Streetcar, the Sun Trolley community bus, the future Tri-Rail Coastal Link commuter rail service, and the new All Aboard Florida regional passenger rail.**

**It is important to note that the Broward MPO and its transportation partners have recognized that the options for premium transit service in the region are limited due to the lack of a dedicated funding source for transit operations and maintenance (O&M). However, the Speak Up Broward program is creating a path to determine future funding opportunities for the transit vision of Broward.**





# 2015 Broward MPO Federal Certification

## A. 2011 TMA CERTIFICATION REVIEW RESPONSES

### RECOMMENDATION

Freight: With the planning regulation's emphasis on the importance of incorporating providers of freight and freight stakeholders in the planning process, the creation of a freight committee might be extremely beneficial to the MPO's planning process. At a minimum, the Federal Review Team recommend that the MPO put forth a stronger effort in inviting providers of freight to become a part of the process through participation in already established MPO subcommittees.

### MPO RESPONSE

The Broward MPO has been actively working to incorporate freight into its transportation planning process. MPO staff regularly attends freight stakeholders meetings and participates in the development of freight corridor studies. While developing the LRTP, representatives from the seaport and airport were part of the steering committee that guided the development of the LRTP and its freight elements. Currently, the airport and seaport are members of our Technical Coordinating Committee (TCC) and a truck industry representative sits on our Community Involvement Roundtable (CIR). Further, a Regional Freight Advisory Committee was formed as a subcommittee of the SEFTC and is helping to shape the development of the 2040 Southeast Florida Regional Freight Plan (SFRFP), an effort that is being led by the Broward MPO. The Regional Freight Advisory Committee will continue to keep freight and goods movement at the forefront for the region well after the completion and adoption of the Freight Plan.

### RECOMMENDATION

Security: The Federal Review Team recommends the Broward MPO complete their COOP and perform a COOP exercise in order to identify any emergency processes that may need strengthening.

### MPO RESPONSE

The Broward MPO has been proactive in updating its COOP and is currently taking the necessary steps to ensure successful annual COOP exercises/dry runs. These dry runs are scheduled annually in May. The Broward MPO has set up a virtual private network (VPN) on all of its laptops to allow employees access to their computers in the event they are unable to reach the office. Alternative office facilities have been secured with our partners if our current office facility is unusable after an event. With the use of 2 4G aircards and high capacity wireless routers that support up to 30 connections each, this mini network will allow the Broward MPO to function with limited interruptions at any alternate office facility. In addition, the MPO is currently exploring the possibility of a cloud network to serve as a backup system with server licenses for its software.





# 2015 Broward MPO Federal Certification

## A. 2011 TMA CERTIFICATION REVIEW RESPONSES

### RECOMMENDATION

Public Participation: The Broward MPO staff has made tremendous progress in the update of their PIP, since the hiring of the new Public Involvement Officer. The federal review team noted this effort during the site visit. However, the review team recommends that the MPO staff begin to use the “measures of effectiveness” portion of the plan. The measures have been established, they just have not been put in to practice as it relates to documenting how effective the current public involvement efforts are.

### MPO RESPONSE

**The Broward MPO continues to monitor the effectiveness of outreach activities using an outreach summary report after each event. In addition, MPO staff is monitoring our website and the direct effects of particular outreach activities on website activity. A monthly summary report is prepared for website activity. There is also an effort to assess the cost of our public hearings as they relate to the TIP, UPWP and other major documents compared to the amount of input received. Further, the MPO states clearly in all scopes for any project that an evaluation of the public outreach effort should be undertaken and allow for mid-course corrections as needed.**

### RECOMMENDATION

Tribal: The Federal Review Team recommends that the MPO find a mechanism to enhance the Tribal participation in the planning process as well as active participation on the MPO’s committees

### MPO RESPONSE

**The Seminole Tribe is a member of the Broward MPO’s Technical Coordinating Committee (TCC) and is asked to participate in the development of the MPO’s LRTP and other planning efforts. Outreach to the Seminole Tribe to participate in MPO planning efforts is continuous. One such planning effort along SR 7 has begun, and two Tribe members participate as part of the SR 7 Project Advisory Committee (PAC). In addition, MPO staff is actively pursuing Seminole Tribe membership on our Community Involvement Roundtable (CIR).**





# 2015 Broward MPO Federal Certification

## A. 2011 TMA CERTIFICATION REVIEW RESPONSES

### RECOMMENDATION

Title VI: The MPO is commended for its proactive and aggressive use of new technology. However, the MPO should be reminded that nondiscrimination policies, forms and other similar data be posted/available in non-electronic formats and locations. The MPO should also work towards representative disabled membership and obtaining minority citizen representations on its advisory boards. Failing this, it should develop strong and documented partnerships with disability service groups and ensure they have the opportunity to participate in and comment on programs, services and activities likely to affect their service population. Accessible pedestrian features are of critical importance to the disabled community and are required by federal and state law. As such, the MPO should work towards having a representative disabled membership on its advisory boards.

### MPO RESPONSE

**MPO staff continues to update its CIR membership to ensure the make-up of this advisory board represents Broward’s demographics. Several agencies on the CIR represent the disabled and traditionally underserved communities. In addition, major MPO projects and efforts are presented for input and feedback from the MPO’s Local Coordinating Board for Transportation Disadvantaged Services, of which many members represent the disabled community. Also, major documents are available for review in non-electronic formats at the MPO office and in selected Broward libraries. Further, the Broward MPO is actively seeking additional Title VI training opportunities for both MPO staff and our transportation partner agencies and municipalities. The MPO works closely with its representatives at FHWA in Tallahassee to look for opportunities to provide training in the Southeast Florida region. For example, the MPO presented with FHWA at the 2nd Annual Florida Forum for Minority Institutions of Higher Education (MIHE) and participated in the “Wheels of Justice” workshop in the summer of 2013. The MPO has also been an active participant in the TRAC and RIDES program aimed at involving schools in transportation issues. The MPO staff has also participated in FTA webinars focused on Title VI.**



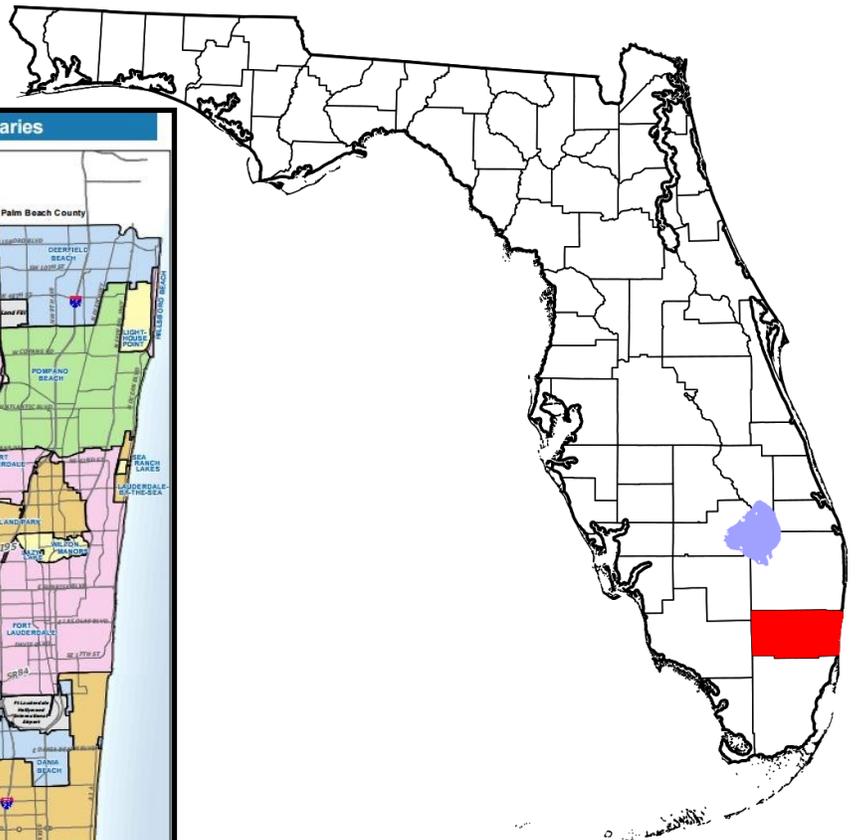
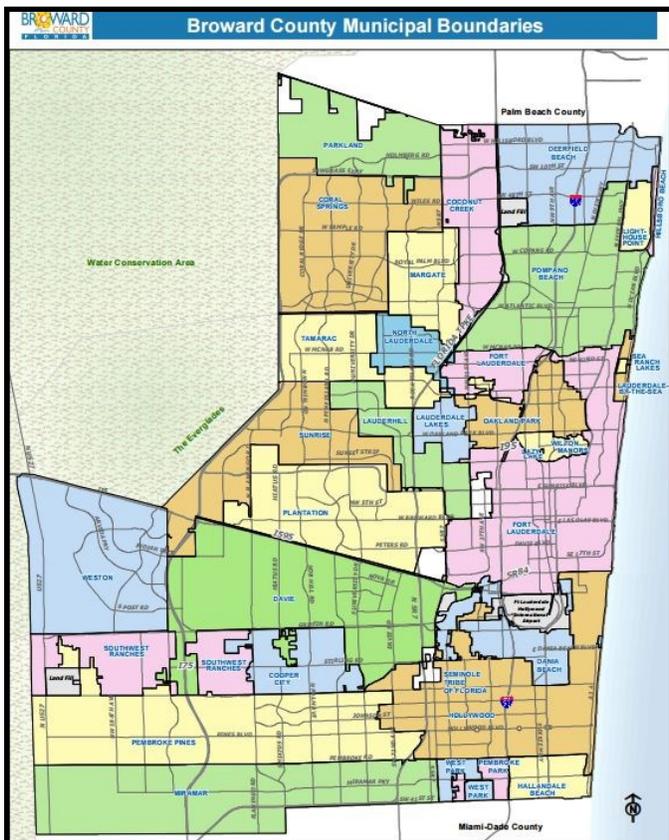


# 2015 Broward MPO Federal Certification

## B. DESCRIPTION OF PLANNING AREA

1. Please give a geographic description of your urbanized area and any unique characteristics or demographics that have changed since the last Federal TMA Certification Review. (e.g. Census boundary changes, new population shifts, housing, and electronic file of the map of your area).

The Broward Metropolitan Planning Organization (MPO) is part of the Miami Urbanized Area/Transportation Management Area (MUA/TMA) which was created in July 1977 under the authority of Chapter 163 of the Florida Statutes. The Broward MPO serves the approximately 1.8 million residents of the Broward Urbanized Area. Broward County is located in the southeastern quadrant of the State of Florida and has a total land area of 1,196.9 square miles. It is bounded by Collier County to the west, the Atlantic Ocean to the east, Miami-Dade County to the south, and Palm Beach County to the north. There are 31 municipalities within the Broward Urbanized Area encompassing 409.8 square miles. The remaining 787.1 square miles is located to the west of the urbanized area and is part of the Everglades Conservation Area. No significant changes have occurred in the urbanized area that would affect the makeup of the Broward MPO. Please see **Exhibits CC and DD** for maps of the urbanized area.



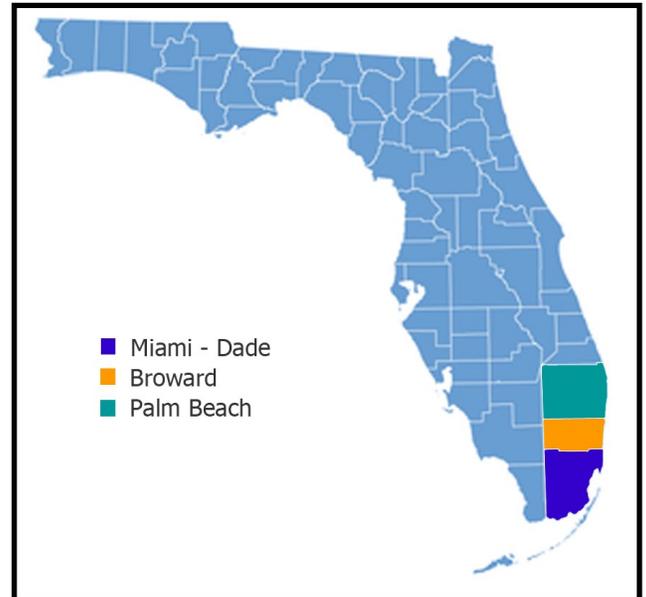


# 2015 Broward MPO Federal Certification

## C. MPO BOUNDARIES

**1. Where multiple Metropolitan Planning Organizations (MPOs) are sharing geographic portions of a TMA, are there agreements in place to address the responsibilities of each MPO for its share of the overall Metropolitan Planning Area (MPA)? If yes, please provide copies (see requested documents).**

Yes. The 2006 Interlocal Agreement between the Broward, Miami-Dade, and Palm Beach MPOs created the Southeast Florida Transportation Council, under Florida Statutes Chapter 339.175, to serve as a formal forum for policy coordination and communication to carry out mutually agreed-upon regional initiatives. The agreement maintains the autonomy of each MPO for decisions that create direct impacts within its geographic area. The Agreement is provided in **Exhibit P**.



**2. If an MPA has been adjusted to include Federal lands and/or Indian Tribal lands, are those “newly” affected appropriately involved in the metropolitan planning process? If yes, please describe how.**

The MPA has not been adjusted to include Federal lands or Indian Tribal lands.





# 2015 Broward MPO Federal Certification

## D. ORGANIZATION/STRUCTURE

### 1. Describe the organization/structure of the MPO?

Who are the members of the MPO?

Who is represented on the policy board?

Is the largest incorporated city represented?

What are the Area transit agencies?

The members of the MPO Board are elected officials representing various local governments. Specifically, the Broward MPO Board consists of 19 voting members, with 18 alternate voting members (37 members total). Of the 19 voting members, four (4) members are from the Broward County Commission of which one represents the South Florida Regional Transportation Authority (SFRTA)(Tri-Rail) and the other three represent Broward County Transit (BCT), the airport and the seaport. Fourteen (14) voting members represent municipalities according to population of which Fort Lauderdale (largest incorporated city) has two voting members. Finally, one member represents the Broward County School Board. The remaining 18 members are municipal alternate voting members such that, in order of population by district, an alternate member may vote in place of any absent voting member. The City of Fort Lauderdale is the largest incorporated city with two voting representatives on the MPO Board and SFRTA and BCT are the two Area transit agencies who also have voting representatives on the MPO Board. Please see below and **Exhibit R** which illustrate the voting membership structure.

Current Condition (19 Voting Members)																																																																																																																																																																								
(A) Municipal Representatives	(B) Non-Municipal Representatives	(C) Alternates																																																																																																																																																																						
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## D. ORGANIZATION/STRUCTURE

### 2. Describe the voting structure of the MPO Board and the MPO committees. (Please provide a copy of organization chart and a summary of staff responsibilities).

Please see the response in D1 for a description of the Broward MPO Board voting structure. The MPO has several advisory committees: the Technical Coordinating Committee (TCC), the Community Involvement Roundtable (CIR), the Transportation Disadvantaged Local Coordinating Board (LCB) and the Complete Streets Technical Advisory Committee (CSTAC). The (TCC) consists of technical staff (planners/engineers) representing each of the MPO Board Member Agencies described above. Like the MPO Board, the TCC has voting members and alternate members with a voting structure mirroring the MPO voting structure. The CIR consists of 45 voting members, of which, like the MPO Board, 14 represent municipal governments with the largest population (Fort Lauderdale has two representatives), three represent the County Commission, one represents the SFRTA and one represents the School Board.

In addition, 5 CIR members are appointed by the CIR and the remaining members are from agencies which represent the transportation disadvantaged, the elderly, transportation industries, Environmental Justice communities, etc. All 45 CIR members are voting members. There are no alternate voting members on the CIR. The LCB membership is dictated by the Florida Administrative Code 41-2.012. As such, LCB membership represents a cross section of various health & human services agencies and organizations (federal, state & local), local for-profit transportation representatives, as well as citizen advocates and users of the paratransit system, providing services to the disabled, elderly, and economically disadvantaged. There are 17 members on the LCB, each with an alternate. Each of the 17 members have one vote with the alternate voting in the absence of the primary voting member.

Finally, the CSTAC membership is variable and continues to grow. The CSTAC membership is multidisciplinary, comprised of municipal and partner agency staff and representatives of non-profit and advocacy groups. All CSTAC members are voting members. There are no alternate voting members on the CSTAC.

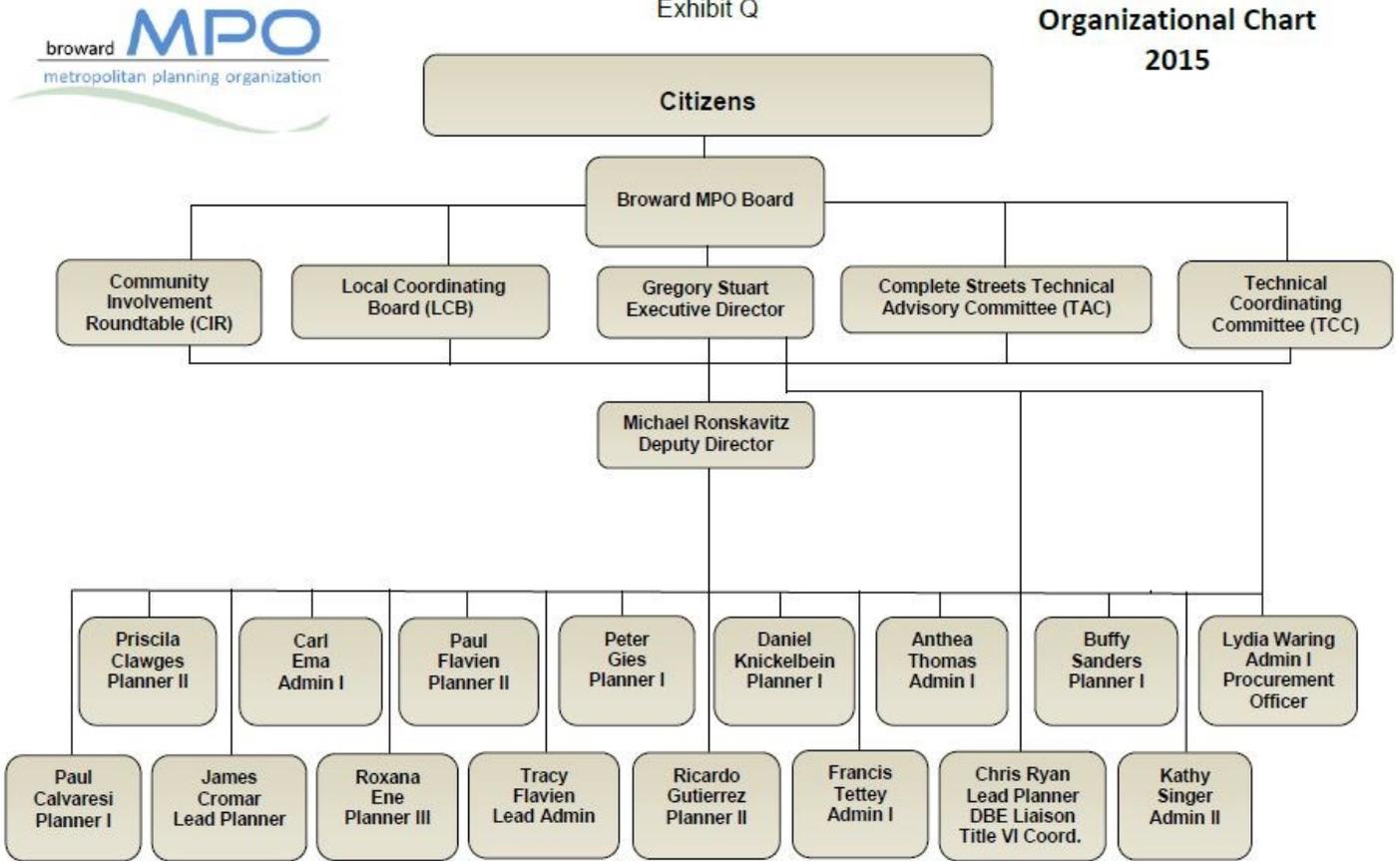
Please see **Exhibit Q** for the organizational chart which depicts the MPO and advisory committees.





# 2015 Broward MPO Federal Certification

## D. ORGANIZATION/STRUCTURE



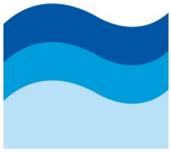
Trade Centre South . 100 West Cypress Creek Road, Suite 850 . Fort Lauderdale, FL 33309-2112 . Phone 954.876.0033

[www.browardMPO.org](http://www.browardMPO.org)

For complaints, questions or concerns about civil rights or nondiscrimination; or for special requests under the American with Disabilities Act, please contact: Christopher Ryan, Public Information Officer/Title VI Coordinator at (954) 876-0036 or [ryan@c@browardmpo.org](mailto:ryan@c@browardmpo.org)

*The Broward MPO Organizational and Staffing Chart*





# 2015 Broward MPO Federal Certification

## E. AGREEMENTS AND CONTRACTS

**1. List all current agreements, the dates executed, and the dates that the agreements are scheduled to expire. If an agreement expiration date is approaching please provide detail about the anticipated date/process for the update of the agreement. (See requested documents).**

**Attachment 4** provides a summary list of Broward MPO Agreements with execution and expiration dates as applicable. For the types of Agreements, see the Requested Documents and Information Section. Also refer to Exhibits A through P. None of the MPO Agreements require immediate renewal.

**2. Provide a current copy of the MPO's staffing agreement and a brief description of the compensation process. (i.e. M/TPO Director resignation or termination terms, see requested documents).**

The Employment Agreement by and between Gregory Stuart and the Broward Metropolitan Planning Organization is provided in **Exhibits K and L**. Sections 3, 4 and 5 of the Agreement spell out the termination, resignation and compensation terms for the Executive Director, respectively. In general, the resignation and termination terms differ and severance pay is restricted by the type of separation. Further, the Broward MPO Executive Director is compensated with an annual salary and phone and car allowance as determined by the MPO Board. The Executive Director's annual performance review is conducted by an MPO Evaluation Committee which is comprised of several MPO Board Members. Through this performance review, the Evaluation Committee makes a recommendation for an annual merit increase for the Executive Director to be considered by the full MPO Board for final action. Other MPO staff members are salaried and employment is at-will. No severance packages are provided to MPO staff. Staff merit increases are based on performance of the individual staff member and the MPO Board sets the average merit increase for MPO staff annually.





# 2015 Broward MPO Federal Certification

## F. REGIONAL COORDINATION

The Broward MPO uses the South East Florida Transportation Committee (SEFTC) as the mechanism for its formalized regional coordination process. **Exhibit P** is the Interlocal Agreement establishing SEFTC. SEFTC serves as the administrative entity for coordination and communication between the three MPOs of the Miami Urbanized Area as designated by the U. S. Bureau of the Census. The voting membership of the SEFTC consists of representatives of the entities charged by federal and state law with the responsibility for transportation planning and includes the Chair of each of the three MPOs who is a party to the inter-local agreement. Each member has one vote. An alternate, who is a member of the respective MPO, may be designated by that MPO and may serve in the absence of the respective Chair with all the powers and duties of the member Chair.

The SEFTC has appointed committees to review and provide recommendations to its members on regional transportation matters. These committees operate under the same general procedures as the SEFTC. Currently, the SEFTC has four committees who meet on a regular basis. They include:

- Regional Transportation Technical Advisory Committee (RTTAC)  
Regional Public Participation Subcommittee
- Regional Freight Advisory Subcommittee
- RTTAC Modeling Subcommittee

The SEFTC is currently developing the following:

- 2040 Regional Transportation Plan
- Regional Model (SERPM)
- Regional Freight Plan
- Regional project prioritization process
- Regional Public Involvement Plan





# 2015 Broward MPO Federal Certification

## G. LONG RANGE TRANSPORTATION PLAN (LRTP)

1. Provide documentation, which demonstrates how each of the MAP-21 factors are considered in the planning process? (i.e. matrix)

MAP-21 Planning Factor	2040 LRTP Goals
1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.	<p><b>Goal: Create Jobs</b></p> <ul style="list-style-type: none"> <li>• Reduce travel time to economic centers</li> <li>• Reduce average in-vehicle travel time (IVTT) to central business districts, ports and regional shopping centers.</li> <li>• Minimize the cost of travel</li> <li>• Reduce the amount of time and money spent by all travelers.</li> </ul>
2. Increase the safety of the transportation system for motorized and nonmotorized users.	<p><b>Goal: Strengthen Communities</b></p> <ul style="list-style-type: none"> <li>• Reduce the number of transportation-related accidents, injuries and fatalities for all modes.</li> </ul>
3. Increase the security of the transportation system for motorized and nonmotorized users.	<p><b>Goal: Strengthen Communities</b></p> <ul style="list-style-type: none"> <li>• Reduce the number of transportation-related accidents, injuries and fatalities for all modes.</li> </ul>
4. Increase the accessibility and mobility of people and for freight.	<p><b>Goal: Move People</b></p> <ul style="list-style-type: none"> <li>• Improve accessibility for all users of the system</li> <li>• Increase the number of jobs within 30 minutes in-vehicle travel time (IVTT).</li> <li>• Reduce gaps in sidewalk and bicycle lane networks.</li> </ul> <p><b>Goal: Create Jobs</b></p> <ul style="list-style-type: none"> <li>• Reduce travel time to economic centers</li> <li>• Reduce average in-vehicle travel time to central business districts, ports and regional shopping centers.</li> </ul>

(continued on page 17)





# 2015 Broward MPO Federal Certification

## G. LONG RANGE TRANSPORTATION PLAN (LRTP)

<p>5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns.</p>	<p><b>Goal: Strengthen Communities</b></p> <ul style="list-style-type: none"> <li>• Promote environmental sensitivity</li> <li>• Reduce energy consumption by person miles traveled.</li> <li>• Reduce tons of ozone precursors and greenhouse gases from mobile sources.</li> </ul> <p>Ensure projects consider aesthetic improvements</p> <ul style="list-style-type: none"> <li>• Increase the number of projects addressing aesthetics.</li> </ul>
<p>6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and for freight.</p>	<p><b>Goal: Move People</b></p> <ul style="list-style-type: none"> <li>• Improve accessibility for all users of the system</li> <li>• Increase the number of jobs within 30 minutes in-vehicle travel time (IVTT).</li> <li>• Reduce gaps in sidewalk and bicycle lane networks.</li> </ul> <p><b>Goal: Create Jobs</b></p> <ul style="list-style-type: none"> <li>• Reduce travel time to economic centers</li> <li>• Reduce average in-vehicle travel time to central business districts, ports and regional shopping centers.</li> </ul>
<p>7. Promote efficient system management and operation.</p>	<p><b>Goal: Move People</b></p> <ul style="list-style-type: none"> <li>• Maintain infrastructure</li> <li>• All operating and maintenance costs for existing and proposed facilities/services are fully funded through existing or reasonably expected revenue sources.</li> <li>• Promote environmental sensitivity</li> <li>• Reduce energy consumption by person miles traveled.</li> <li>• Reduce tons of ozone precursors and greenhouse gases from mobile sources.</li> </ul>
<p>8. Emphasize the preservation of the existing transportation system.</p>	<p><b>Goal: Move People</b></p> <ul style="list-style-type: none"> <li>• Maintain infrastructure</li> <li>• All operating and maintenance costs for existing and proposed facilities/services are fully funded through existing or reasonably expected revenue sources.</li> <li>• Promote environmental sensitivity</li> <li>• Reduce energy consumption by person miles traveled.</li> <li>• Reduce tons of ozone precursors and greenhouse gases from mobile sources.</li> </ul>





## G. LONG RANGE TRANSPORTATION PLAN (LRTP)

### **2. How does the MPO consider local land use decisions in coordinating transportation and land use planning? Please detail any current and past efforts.**

Recognizing the importance of the integration of Land Use and Transportation, the 2040 LRTP contains a number of strategies that facilitate that integration under the Goal Strengthen Communities. Most importantly, land use data from local comprehensive plans formed the basis for the socioeconomic data that is used as input into the Region's Travel Demand Model for the development of the 2040 LRTP. In addition, MPO staff reviews all proposed major changes to the Land Use Plan. Effective changes to that Plan are incorporated into the Travel Demand Model. Further, as part of this integration process, the mobility hub concept was created. This concept was developed specifically to integrate existing and future land use elements of the urban planning practice with transportation. Mobility hubs have been identified as places where a majority of people would interact with the proposed multimodal transportation system. They are places of connection for walking, biking, Park-n-Ride, transit, carpooling, and, depending on the type of mobility hub, can also provide direct connections to concentrated activities such as housing, commercial, office, and entertainment. Through the MPO's Congestion Management/Livability Planning Initiatives, MPO staff, with local governments, will develop and refine the detailed elements of the mobility hubs. This refinement will include the location of facilities, needed bicycle and pedestrian infrastructure, designation of appropriate land uses, and guidelines for appropriate redevelopment and retrofitting.

### **3. How are State programs, policies, and processes (such as the Strategic Intermodal System (SIS), Florida Intrastate Highway System (FIHS), other modal/master plans) integrated into the LRTP and TIP development process?**

The SIS Cost Feasible Plan, in its entirety, was incorporated into the LRTP by reference. In addition, FDOT representatives were members of the 2040 LRTP Steering Committee. Through FDOT staff involvement and coordination, state programs, policies, and processes were considered in developing the 2040 LRTP. As for the TIP development process, FDOT staff is consulted on the MPO's Project Priorities List and is included in the partner agency coordination meeting for the development of that list. This Priorities List guides FDOT in the development of its Draft Work Program which includes projects on the SIS, FIHS and other state master plans. The State's Draft Tentative Work Program is reviewed by MPO staff and the advisory committees for any inconsistencies. The MPO works with FDOT in correcting any inconsistencies before the Draft Work Program is adopted. The MPO uses the State's adopted Work Program as a basis for the development of the MPO's TIP. This collaboration is continued during any subsequent amendments to the TIP.





# 2015 Broward MPO Federal Certification

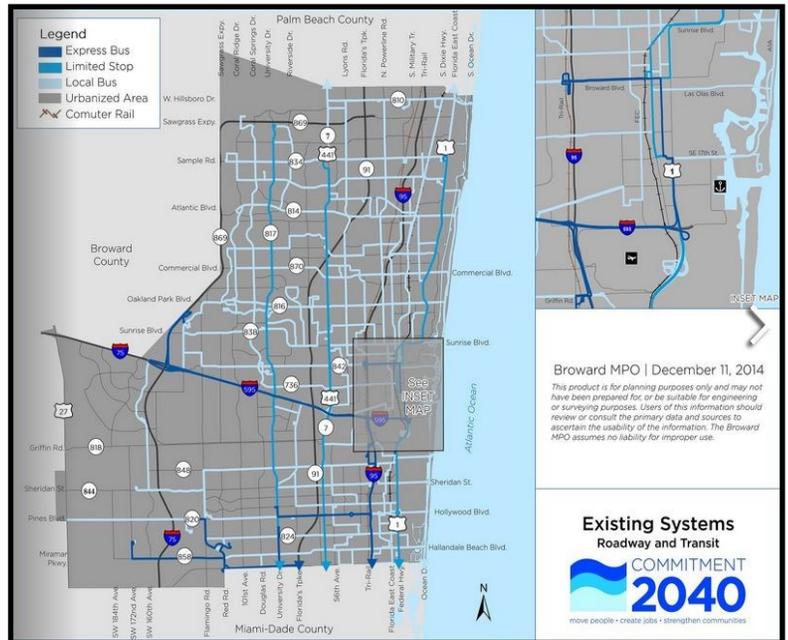
## G. LONG RANGE TRANSPORTATION PLAN (LRTP)

### 4. During the last update of the Transportation Plan, how were the planning assumptions validated?

Planning assumptions, including travel trends, socioeconomic data, lane configurations, etc. were validated utilizing a travel demand model (SERPM) to forecast 2040 traffic volumes with a validated base year of 2010.

### 5. What financial assumptions are being used in the development of the Transportation Plan? (Discussion should include anticipated bond revenue, future tax referendums, anticipated/current sales-tax referendums, as well as assumptions based on failed attempts to generate revenue).

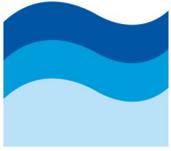
The financial assumptions used for the development of the Transportation Plan are based on the FDOT 2040 Revenue Forecast Handbook and Supplement for the Broward metropolitan area. FDOT provided its forecast of federal and state funding sources that flow through the FDOT Work Program and is consistent with Financial Guidelines for MPO 2040 Long Range Plans adopted by the Metropolitan Planning Organization Advisory Council (MPOAC) in January 2013. The FDOT forecast does not include estimates for local revenue sources. Revenue projections for local revenue sources such as gas taxes and concurrency fees were developed by MPO staff and based on historical trends and projections of relevant data such as vehicle miles traveled as discussed in Section 3 of the Financial Resources report found on the MPO website: <http://www.browardmpo.org/userfiles/files/Report-2040LRTP-FinancialResouces.pdf>. Only revenues that are reasonably expected to be available are included in the forecast. Consequently, anticipated bond revenue, future tax referendums and anticipated sales tax referendums were not considered in the financial forecast. Consistent with the forecast provided by FDOT, the funding projections are presented for FY2019-2020, FY2021-2025, FY2026-2030, and FY2031-2040. All estimates are expressed in year of expenditure dollars.



### 6. How are cost estimates developed? Do they include operating and maintenance costs for transit and local facilities or operating costs for state highways?

Cost estimates were developed for all project types in consultation with the project sponsors (FDOT, County, Transit Agencies) and the estimates include capital, operation and maintenance costs covering the life span of the LRTP.





# 2015 Broward MPO Federal Certification

## G. LONG RANGE TRANSPORTATION PLAN (LRTP)

### 7. When amending the Transportation Plan, how is fiscal constraint ensured and demonstrated?

The LRTP is fiscally constrained through a balance between available financial resources and cost estimates of proposed projects in the LRTP. Therefore, in order to amend the LRTP to add a new project, existing priority projects in the Cost Feasible Plan with similar cost estimates would have to be deleted to insure the fiscal constraints of the LRTP. As an alternative, if new, unexpected funding becomes available, then a new project can be added to the LRTP Cost Feasible Plan. In both instances, documentation/analysis is provided to demonstrate the balance of funding. Any Plan amendment is reviewed by the TCC and CIR and approved by the MPO in an advertised public hearing.

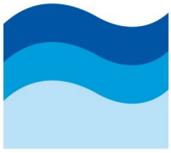
### 8. What is the process for revising the MPO's LRTP?

The LRTP is reviewed annually in light of actual population growth, land use changes, change in the political environment and the available funding sources. A minor amendment to the LRTP is then recommended if necessary. However, this practice is limited to twice a year during the months of June and December. MPO staff, members on the MPO Board, or local municipalities may initiate the update. The process is available to the public through advertising for public hearings and on the MPO web site. Any Plan amendment is reviewed by the TCC and CIR and approved by the MPO in an advertised public hearing.

### 9. If the metropolitan planning area includes Federal public lands and/or Tribal lands, were the affected Federal agencies and Indian Tribes involved appropriately in the development of the plans and programs?

The Seminole Tribe of Indians is represented on the Technical Coordinating Committee (TCC) and the Tribe was provided the opportunity to be involved in the development of the 2040 LRTP through membership on the LRTP Steering Committee. In addition, two Tribe members participate as part of the SR 7 Project Advisory Committee (PAC) for improvements along this corridor.





## G. LONG RANGE TRANSPORTATION PLAN (LRTP)

### 10. What is the role of the transit operator in the development of the LRTP, and how is it involved in the MPO's overall planning and project development process?

The two transit operators, Broward County Transit (BCT) and the South Florida Regional Transportation Authority (SFRTA) played key roles in the development of the 2040 LRTP. BCT and SFRTA staffs were members of the LRTP Steering Committee which was formed to guide and provide technical assistance throughout the development of the 2040 LRTP. Most importantly, BCT's and SFRTA's 10-year Transit Development Plans were taken into consideration in the development of the 2040 LRTP. Further, MPO, BCT and SFRTA staffs met on a regular basis to coordinate the LRTP and the respective TDPs to the greatest extent possible. Lastly, the 2040 LRTP was unanimously adopted by the TCC and MPO Board which have members representing both transit operators.

### 11. How does the plan identify both long-and short-range strategies and actions that will lead to the development of a multimodal transportation system?

The Plan includes a list of regionally significant roadway and transit projects that will be implemented during the planning horizon broken out by time frame. For example, the first sets of project will begin to be implemented in FY 2019. The Plan also includes a breakout of funding by time frame for the Complete Streets and Other Local Initiatives Program which groups non-regionally significant projects. Candidate projects can include the following:

- Complete Streets: Bicycle, pedestrian and transit facilities.
- Safety and security: Education and traffic calming.
- Sustainability initiatives : Mobility hubs and greenways.
- Technology advancement: ITS, upgraded signalization.



*A rendering of the downtown Fort Lauderdale Mobility Hub*





## G. LONG RANGE TRANSPORTATION PLAN (LRTP)

### **12. How does the MPO analyze it's LRTP to ensure that it avoids, minimizes or mitigates disproportionately high and adverse impacts on minority and low income communities?**

The degree to which a segment of the population benefits from each 2040 LRTP project type is measured and compared to the total population benefiting by that project type. To make this comparison, an analysis using Geographic Information System (GIS) was made using 2008-2012 American Community Survey block group data. A half mile buffer of all proposed regionally significant projects included in the Cost Feasible Plan was used to determine potential impacts on minority, low-income, transit dependent and limited English proficiency residents living within the half mile buffer of the projects. This was then compared to the total population benefiting from the project within the half mile buffer.

### **13. Describe how the validity of the original assumptions used in the LRTP are reviewed for any updates to the LRTP.**

Planning assumptions are validated utilizing a travel demand model (SERPM) to forecast 2040 traffic volumes with a validated base year of 2010.

### **14. Does the LRTP contain performance measures? If yes, please describe. Is there a process to measure the effectiveness of the Transportation Plan?**

Yes. The LRTP update process began with the development of the Goals Objectives and Measures of Effectiveness in order to establish the vision that will guide the selection of projects to be implemented during the Plan horizon. The Measures of Effectiveness provide benchmarks to determine if an objective has been met. For example, the effectiveness of the Plan could be measured by the reduction in traffic volumes, reduction of vehicular crashes, and increased transit ridership, etc.





# 2015 Broward MPO Federal Certification

## G. LONG RANGE TRANSPORTATION PLAN (LRTP)

**15. Does the metropolitan transportation planning process include the preparation of technical and other reports used to ensure documentation of the development, refinement, and update of the Transportation Plan? Are these reports available for public review?**

The 2040 LRTP is a collection of strategic transportation investments that recognize financial, environmental, regulatory and social constraints, while also striving towards our vision and goals. Technical components of this planning effort have been organized into the categories listed below and are available on our website for public review.

Public Input: Varied data is available in this section relative to survey results and workshops conducted. For further information, visit <http://www.browardmpo.org/services/development-process/public-involvement>

Goals and Objectives: Information is provided relative to concepts involved in Commitment 2040's development, consistency at the state and national levels, as well as goals and objectives used to assess the potential projects. For further information, visit [www.browardmpo.org/commitment-2040/development-process/goals-and-objectives](http://www.browardmpo.org/commitment-2040/development-process/goals-and-objectives)

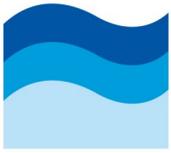
Trends and Performance: Information is provided relative to such items as local population, employment, and future travel conditions. For further information, visit <http://www.browardmpo.org/services/development-process/trends-and-performance>

Available Resources: Information is provided on the available federal, state, county and municipal funding sources. For further information, visit <http://www.browardmpo.org/services/development-process/financial-resources>

Needs Assessment: Information is provided relative to the reaffirmation of the long-term vision and types of improvements needed. For further information, visit [www.browardmpo.org/commitment-2040/development-process/visioning-and-needs](http://www.browardmpo.org/commitment-2040/development-process/visioning-and-needs)

Project Selection: Information is provided relative to how potential projects were identified, evaluated and incorporated into Commitment 2040. For further information, visit <http://www.browardmpo.org/commitment-2040/development-process/project-selection>





## G. LONG RANGE TRANSPORTATION PLAN (LRTP)

**16. Are there any comparisons of Transportation Plans with State conservation plans or maps and inventories of natural or historic resources? If so, please describe the process for the review of these plans.**

All conservation and historical areas have already been identified and established. However, the 2060 Florida Transportation Plan (FTP) was reviewed and compared to the 2040 LRTP. The FTP provides guidance on how the State's transportation investments should be focused, while promoting responsible environmental stewardship. Goals and objectives from the 2040 LRTP are consistent with the FTP including Strengthen Communities which includes promoting environmental sensitivity in making transportation investment decisions.

**17. How does the plan give emphasis to facilities serving important national and regional transportation functions?**

Regionally significant projects were given special attention as the 2040 LRTP was being developed. This was coordinated with the Regional Transportation Plan. The 2040 LRTP's Cost Feasible Plan includes 43 roadway and transit projects on the regional network. In addition, FDOT's SIS Cost Feasible Plan, in its entirety, was incorporated into the LRTP by reference.

**18. How does the LRTP incorporate environmental mitigation strategies from a system-wide perspective?**

One of the overall goals of the LRTP is to Strengthen Communities which includes explicitly taking into account environmental factors in making project selection and investment decisions.





## H. TRAVEL DEMAND FORECASTING

**1. Who is responsible for travel forecasting at the MPO? (If another governmental agency provides required modeling expertise please detail whether or not there is a formal memorandum of agreement between the agencies to delineate technical responsibilities, lines of communication and nature of review).**

Broward MPO staff members are responsible for routine travel forecasting duties. These routine duties include land-use amendment testing, Trafficways Plan amendment evaluation and traffic projections. Regional model development, calibration, and validation activities are performed by a consultant hired and managed by FDOT District IV Office and the Broward, Miami-Dade, and Palm Beach MPOs. The South East Florida Transportation Committee (SEFTC) is the mechanism for the formalized regional coordination process, including the regional model development. Regional modeling activities are guided and reviewed by the Regional Transportation Technical Advisory Committee (RTTAC) Modeling Subcommittee which is a committee of SEFTC. **Exhibit P** is the Interlocal Agreement establishing SEFTC.

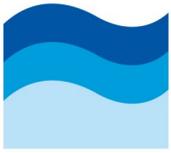
**2. Describe the travel demand forecast model used by the MPO in the transportation planning process.**

SERPM 7.0 comprises several model components that address the vast majority of urban travel in the SE Florida region. At its core is the internal resident travel model, which is based on the CT-RAMP (Coordinated Travel Regional Activity-Based Modeling Platform) family of Activity-Based Models (ABM). The CT-RAMP ABM component forecasts travel by SE Florida residents that starts and ends within the region, with the exception of travel to special events. Travel generated by overnight visitors is forecasted by the Visitor Model (VM), which is also based on an activity-based modeling framework. External-external (EE) and internal-external (EI/IE) travel is forecasted by traditional trip-based models. Finally, like its predecessors, SERPM 7.0 includes a truck model and an airport ground access travel model. The base year for the SERPM 7.0 model is 2010 and the horizon year is 2040. The model contains 4,584 Traffic Analysis Zones (TAZs), 12,022 Micro Analysis Zones and there are 50,489 links.

**3. Who is operating the model? (MPO, consultant, etc.) If a consultant, who on staff is reviewing the work of the consultant?**

MPO staff operate the model for local needs and a consultant operates the regional model as indicated in the response for H1 above. Regional modeling activities are guided and reviewed by the Regional Transportation Technical Advisory Committee (RTTAC) Modeling Subcommittee which is a committee of SEFTC, also noted in H1 above.





# 2015 Broward MPO Federal Certification

## I. ENVIRONMENT

### **1. Does the LRTP provide specific project-level information from the planning process, such as clear project descriptions, purpose and need statements for each project, anticipated project milestones for each phase, and funding source information?**

All regionally significant projects contained in the Cost Feasible Plan have clear project descriptions, purpose and need statements and funding information. In order for a project to be included within the 2040 Cost Feasible Plan, this information was required. For more information, visit:

<http://www.browardmpo.org/services/development-process/project-selection.html>

### **2. To what extent does the MPO participate in defining a project's Purpose and Need that is used to determine the range of reasonable alternatives to be considered in the environmental process?**

The MPO coordinates with project sponsors in defining Purpose and Need for a particular project with the primary responsibility for the definition being with the project sponsor.

### **3. How does the existing consultation process address environmental mitigation activities? (Include consultation by State, Tribal, and local agencies responsible for land-use management, natural resources, environmental protection, conservation, and historic preservation).**

MPO staff participates in the Efficient Transportation Decision Making (ETDM) process in operation by the State of Florida since 2003. The purpose of the ETDM is to improve the efficiency of making transportation decisions by integrating transportation, land use, social, economic and environmental considerations early in the project development process. Broward MPO staff actively participates in the Environmental Technical Advisory Team (ETAT). The ETAT is made up of representatives from the various agencies involved in the ETDM process, such as the Florida Department of Environmental Protection, the Water Management District, the Army Corps of Engineers, the State Historical Preservation Authority, environmental groups, etc. The ETAT advises the MPO on potential project impacts to the natural and human environment and makes recommendations on how to avoid or mitigate these impacts.





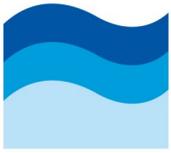
# 2015 Broward MPO Federal Certification

## I. ENVIRONMENT

### 4. Discuss how the MPO consults with the state and local agencies during the transportation planning process.

The MPO continually consults with state and local agencies in the transportation planning process. This consultation is integral to every project and planning activity the MPO completes. Each major planning effort or project has a Steering Committee or Technical Advisory Committee composed of appropriate state and local agency staff which guide each effort to completion. In addition, at major milestones and upon completion, every major planning effort or project is presented to the MPOs TCC, CIR and MPO Board for review, comment and adoption. As noted above, these boards have representatives from all our regional, state and local transportation partners and communities. Further, the MPO, on an annual basis, communicates its desire to involve federal, state, tribal, and local agencies in the planning process. The MPO applies various methods to contact and consult with federal, state, tribal, and local agencies. Copies of the MPO Newsletter, agendas, and information are disseminated via the internet and email. Notices of the MPO, TCC, and CIR Agendas are sent to all members and an extensive list of interested individuals on a monthly basis.





# 2015 Broward MPO Federal Certification

## J. TRANSPORTATION IMPROVEMENT PLAN (TIP)

### **1. How does the MPO ensure that the TIP includes all proposed federally and non-Federally funded regionally significant transportation projects, including intermodal facilities?**

The Broward MPO ensures that the TIP includes all funded regionally significant projects, including intermodal facilities, through a close coordination with FDOT Districts 4 and 6, the South Florida Regional Transportation Authority, the Southeast Florida Transportation Council, the Miami-Dade MPO, the Palm Beach MPO and Broward County modal agencies. The three MPOs of the Miami Urbanized Area maintain and update a regional LRTP that includes a network of corridors, facilities and services considered regionally significant. This document forms the basis for selecting projects to be included in the TIP. Also, the TIP is reviewed by the MPO committees and MPO Board prior to approval.

### **2. Describe the TIP project prioritization and selection process.**

The Multimodal Surface Transportation Priorities List is the basis for the TIP project prioritization and selection process. The projects on the Priorities List represent projects from the adopted LRTP. Broward MPO's LRTP goals, which favor multimodal projects, and the eight MAP-21 Planning Factors are considered in the development of the Priorities List. As noted in responses above, since the LRTP was closely developed with our local, state and regional partners, it is a good starting point for prioritization. The Priorities List is updated each year to ensure that Priorities are consistent with the LRTP and local needs. Each year, our partners are notified that the MPO is performing its annual review and update of the Priorities List. The current list is submitted to partner agencies for review. A follow-up meeting is scheduled to coordinate the updates and address partner comments. All comments are compiled to update the Priorities List. This list is then presented to the our TCC, CIR and MPO Boards for consideration and approval. As noted in earlier responses, local, state and regional partners and local elected officials are represented on these Boards. Once approved, the Priorities List is submitted to FDOT for the programming of high priority projects within FDOT's 5 year work program. To ensure that the MPO's priorities are included in the Work Program, the Work Program is reviewed and approved by MPO staff and the TCC, CIR and MPO Boards. The approved Work Program is then used to develop the MPO's TIP, which is approved by the three boards. Those projects from the Priorities List that are programmed in the Work Program and TIP are removed from the Priorities List. Then the annual cycle begins again with a notification to our partners that the Priorities List is being updated. The latest Priorities List can be found on page 33 of the current adopted TIP at: [http://www.browardmpo.org/userfiles/files/2014\\_15\\_TIP\\_Final\\_BMPO\\_Amended\\_12112014.pdf](http://www.browardmpo.org/userfiles/files/2014_15_TIP_Final_BMPO_Amended_12112014.pdf)





# 2015 Broward MPO Federal Certification

## J. TRANSPORTATION IMPROVEMENT PLAN (TIP)

### 3. How are bicycle, pedestrian, and transit needs addressed in the prioritization process?

Broward MPO's LRTP goals favor multimodal projects. As such, prioritization of projects favors a balance of bicycle, pedestrian and transit projects. This is evident in the current adopted Multimodal Surface Transportation Priorities List (see response to J2). A vast majority of Broward's much needed transit, bicycle and pedestrian facilities projects fall within the top 20 prioritized projects. Transit capital improvement priorities, associated mobility hubs, pedestrian, bicycle, and roadway facilities are grouped to represent a complete mobility project. The latest Priorities List can be found on page 33 of the current adopted TIP at: [http://www.browardmpo.org/userfiles/files/2014\\_15\\_TIP\\_Final\\_BMPO\\_Amended\\_12112014.pdf](http://www.browardmpo.org/userfiles/files/2014_15_TIP_Final_BMPO_Amended_12112014.pdf)

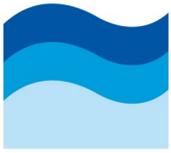
### 4. How do the MPO, the State, and the public transportation operator collaborate on the development of the TIP?

The MPO coordinates with the transit operators, BCT and SFRTA, during the development of various priority lists. Initially, BCT and SFRTA provide to the MPO a priority list for transit projects consistent with their Transit Development Plans and the MPO's LRTP. Through meetings and several reviews, the MPO develops a final Priorities List (see response to J2). This list guides FDOT in the development of its Draft Work Program. After the Priorities List is adopted and transmitted, a Draft Tentative Work Program is developed by FDOT and is presented to the MPO annually. This document is reviewed and commented on by MPO staff and the advisory committees for any inconsistencies. BCT and SFRTA assists the MPO staff in the review of transit and intermodal projects and transit allocations for various FTA programs. The MPO works with FDOT in correcting any inconsistencies before the TIP and Work Program are adopted.

### 5. How is fiscal constraint demonstrated for the TIP?

The TIP is fiscally constrained by year. The level of authorized funding available to the state and the MPO area is used as the basis for financial restraint and scheduling of federally funded projects. FDOT uses federal revenue projections based on a district wide statutory formula and projections from the latest revenue estimating conference for state dollars to implement projects in the Work Program and the MPO's TIP. The TIP is also constrained as a result of local area funds in the Capital Improvement Programs committed towards certain projects in the TIP. The TIP is always developed in cooperation with FDOT and our transit operators (BCT and SFRTA) who are responsible for providing the MPO with estimates of available federal and state funds.





## J. TRANSPORTATION IMPROVEMENT PLAN (TIP)

**6. What is the process for modifying / amending the Transportation Improvement Plan (please provide detail about the steps taken for both)?**

- **How are changes documented?**
- **How the public is made aware of the changes to the plan?**



The process for amending the Broward MPO's TIP adheres to all provisions in Title 12, Sections 134(h) and (i)(2)(3), USC, Part 23, Sections 450.324, 326, 328, 330, and 332, Code of Federal Regulations and Subsection 339.175(5) and (7). Initially, a formal request is made by the agency requesting the amendment, such as FDOT, BCT, SFRTA, city agencies, or Port Everglades. The next step is to determine whether the amendment can be administratively approved by the MPO's Executive Director based on

minimal funding impacts and scope changes. If amended administratively, the MPO advisory committees and Board are notified of the administrative amendment at their next meeting. This notification takes the form of an administrative item which is placed on the agendas for the committees' and Board's information and to inform the public of such action. All committee and Board meetings are Sunshined/Noticed and full agendas with back-up are placed on our web site to provide the public proper notice.

For the most part, TIP amendments are amended by formal action of the Board. When this is the case, the amendment is first placed on the TCC and CIR agendas for their recommendations. The amendment is then placed on the Broward MPO agenda, and the Board determines whether or not to approve amending the TIP. Throughout the amendment process, there is close coordination with FDOT and the agencies requesting the amendments. As noted above, all committee and Board meetings are Sunshined/Noticed and full agendas with back-up are placed on our web site to provide the public proper notice. Once the amendment is approved, the amendment forms are filed with FDOT and the TIP is updated and placed on the MPO website as amended.





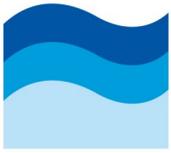
# 2015 Broward MPO Federal Certification

## J. TRANSPORTATION IMPROVEMENT PLAN

### **7. How is the disposition of comments and changes in the TIP documented, analyzed, and reported when significant oral and written comments are submitted?**

The MPO keeps a summary of all amendments by type, FM# and the date of the TCC, CIR and MPO Board approvals. All oral comments are provided in the recorded minutes if presented at one of the MPO or subcommittee meetings. To date, significant oral and/or written comments have not been received by the MPO. However, if any significant oral and written comments are received, the MPO is prepared to document, analyze, and report to the MPO Board these comments as follows: comments will be collected and compiled in a spreadsheet, by year, with follow-up information/analysis/response documented by type and date of the response and the date of when the information was again presented to the TCC, CIR and MPO Board meetings for further consideration.





# 2015 Broward MPO Federal Certification

## K. UNIFIED PLANNING WORK PROGRAM

### 1. How are Federal Funds and expenditures monitored in your organization?

In developing the two year UPWP, a five (5) year Business Plan is also developed. This Business Plan forecasts potential federal funding (FHWA/planning funds and FTA) allocations and potential expenditures. The forecasts for federal funding are based on historical allocations, adjusted for more recent trends and the current political climate. Potential expenditures are forecasted based on existing commitments and ongoing/reoccurring efforts, such as TIP development, LRTP updates, public involvement activities and Congestion Management/Livability Planning efforts. MPO staff salaries, fringe benefits and indirect costs are also included in the expenditure forecasts. The Business Plan takes a conservative approach to the forecasts to ensure the Broward MPO will meet its federal, state and local commitments and remain functionally viable. Further, every year FHWA/FTA provides documentation confirming the available funds for the next UPWP cycle which includes the reconciliation of accounts based on roll-over and de-obligations. MPO staff reviews and addresses any inconsistencies. Each quarter, the expenditures are captured in the accounting system and quarterly reports are produced documenting the progress of activities associated with the funding expenditures as spelled out in the UPWP. On a daily basis, expenditures are tracked utilizing purchase orders and reports to track operating and contractual obligations. MPO staff salaries/fringe benefits and indirect costs are also tracked. As items are expensed, they are captured in the accounting system from which MPO budget management staff develops reports in a management friendly format listing committed funding and year-to-date expenditures. In addition, the MPO has adopted a Procurement Code consistent with federal and state guidelines to ensure the appropriate expenditure of federal allocations. Further, the MPO has a multilevel approval process to determine what expenditures are necessary for approval in accordance to federal funding guidelines for expenditures.

### 2. How are the State, public transit agencies and MPO subcommittees involved in UPWP development?

As the two year UPWP is being developed, the state and public transit agencies, as well as other local governments, are asked to provide input and projects to be addressed in the UPWP. Further, the UPWP, while under development, is presented twice to the Technical Coordinating Committee (TCC), comprised of municipal planners/engineers, and county and regional transportation implementing agencies for review and comment. It is also presented to the Community Involvement Roundtable (CIR) for the community perspective, and the MPO Board receives the same presentation. As needed, MPO staff will also meet with state and public transit agency officials to address specific concerns. After the input and comment period, appropriate comments and projects are incorporated into the UPWP. The final draft is then presented to the TCC, CIR and MPO Board for any final input before approval of the UPWP.





# 2015 Broward MPO Federal Certification

## K. UNIFIED PLANNING WORK PROGRAM

### 3. Specifically, how does the MPO collaborate with the transit operator in the development of the funding aspect of the UPWP?

See previous response in K2. MPO staff works directly with our transit operators (BCT and SFRTA) in the development of funding aspects of the UPWP. As a result, in the past, the MPO has funded projects and plans requested by the implementing agencies. In addition, we include, in the UPWP appendix, the SFRTA's UPWP summary.





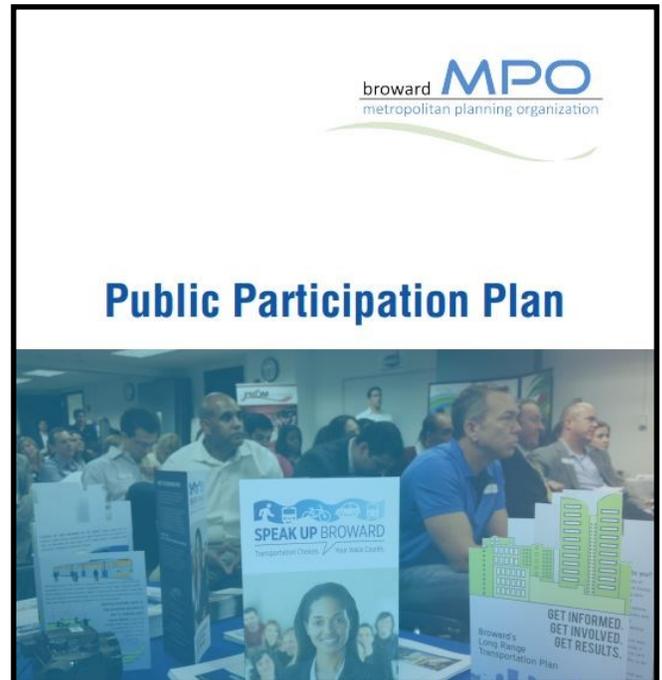
# 2015 Broward MPO Federal Certification

## L. PUBLIC INVOLVEMENT

### 1. How is the effectiveness of the public involvement process evaluated?

- Is it a formalized process?
- How often is the process evaluated?

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 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 ([CLICK HERE](#)). 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 that this encourages mid-course corrections to outreach strategies to make the process better. Further, the MPO analyzes data related to utilization of the organization's website. The data allows the Public Information Officer and staff responsible for updating the website to make changes based on the monthly analysis report. For example, pages that are not being visited frequently may need revamping, updating or removal.



### 2. What are the MPO's major regional projects?

- Regional Long Range Transportation Plan
- Regional Freight Plan
- Tri-Rail Coastal Link and All Aboard Florida (Regional Commuter Service on the FEC Railroad)
- Climate Change and Vulnerability Assessment
- 2-1-1 One Click
- Regional Fare Interoperability
- Quiet Zones for the FEC Railroad





# 2015 Broward MPO Federal Certification

## L. PUBLIC INVOLVEMENT

### **3. What is the public involvement process used by the transit provider(s)? Is there coordination of public involvement between the MPO and the transit provider?**

South Florida Regional Transit Authority/Tri-Rail (SFRTA) satisfies its own public participation requirements for its Program of Projects by annually advertising and holding public meetings for its Program of Projects. SFRTA is the regional transit agency and provides service in the three counties of Miami-Dade, Broward and Palm Beach Counties. SFRTA's transit projects are included in the Long Range Plans of the MPO. As such, SFRTA staff attends the Broward MPO Board meetings as well as the Technical Coordinating Committee (TCC), the Community Involvement Roundtable (CIR), and is involved in the planning process. SFRTA is also serves on the TCC and MPO Board. Broward County Transit (BCT) conducts extensive outreach as part of the Comprehensive Operational Analysis (COA) process and the Transit Development Plan (TDP). In addition, BCT staff makes available information regarding their programs and services to Broward MPO staff to help inform the MPO's outreach efforts. BCT also makes presentations before the MPO Board, TCC and CIR and, like SFRTA, serve on the TCC and MPO Board. Further, as part of the Transportation Disadvantaged Local Coordinating Board (LCB), there is an annual public hearing for the Transportation Disadvantaged (TD) Program. This public hearing is in coordination with BCT and their paratransit program outreach efforts.

### **4. How does the public involvement process demonstrate explicit considerations and responsiveness to public input received during the planning and program development process and how does it alter the decision making of the MPO?**

The Broward MPO staff present all planning and program efforts to the TCC and CIR (community board) for their review, input and approval for recommendation to the MPO Board. The TCC and CIR's input is used to inform the decision making process and any recommended changes are considered and implemented before seeking Board approval. The MPO Board is made aware of the CIR and TCC recommendations via regular committee reports included in monthly agenda packets. In addition, the associated agenda items for MPO consideration includes actions of the subcommittees as well as any significant issues identified. All MPO and committee meetings are open to the public and during each meeting time is allocated for public comment. Public comments are recorded and taken into consideration by staff as the plans and programs are developed and finalized.

### **5. How does the public involvement process address the principles of the Title VI of the Civil Rights Act of 1964, Title VI assurance executed by each state and the traditional underserved, including low income and income and minority households?**

As part of its Action Agenda, on October 9, 2014 the MPO passed a motion to adopt the agency's updated Title VI Program. Also on this date, the MPO passed a motion to adopt the updated Disadvantaged Business Enterprises (DBE) Program. As for the "how," please see the response below for questions L16.





## L. PUBLIC INVOLVEMENT

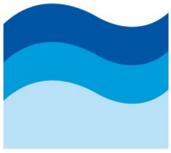
**6. How are the disposition of comments and changes in the final Transportation Plan or TIP documented, analyzed, and reported when significant oral and written comments are submitted? (Is additional time provided for public review if the “final” document is significantly different from the draft originally made available for public review)?**

All comments, significant or otherwise, received regarding the LRTP and responses to the comments are documented. A listing of the comments and responses can be found on our website: <http://www.browardmpo.org/userfiles/files/FactSheet-2040LRTP-PublicCommentsAndResponses.pdf>. With regards to the TIP, all oral comments are provided in the recorded minutes if presented at one of the MPO or subcommittee meetings. To date, significant oral and/or written comments for the TIP have not been received by the MPO. However, if any significant oral and written comments are received, the MPO is prepared to document, analyze, and report to the MPO Board these comments, as follows: comments will be collected and compiled in a spreadsheet, by year, with follow-up information/analysis/response documented by type and date of the response and the date of when the information was again presented to the TCC, CIR and MPO Board meetings for further consideration. Furthermore, if the final draft is significantly different from the original, the Broward MPO Rules provides an additional opportunity for public review. In these cases, the MPO will provide an additional thirty (30) days for public view.

**7. How is public involvement in the metropolitan transportation process coordinated with the district and or statewide public involvement process to enhance public consideration of issues, plans, and programs?**

MPO staff closely coordinates with FDOT and stakeholder agencies on specific project outreach and public involvement meetings. FDOT staff are also members of the MPO’s TCC and is a non-voting member of the MPO Board. Further, FDOT staff regularly attends the MPO Community Involvement Roundtable to address public feedback and comments related to the metropolitan transportation planning process. Additionally, FDOT conducts its own public hearing on the Draft Tentative Work Program in conjunction or coordination with MPO Board approval. Notifications of these public hearings are sent to the Broward MPO and, in turn, the MPO notifies its partner agencies and community outreach participants.





# 2015 Broward MPO Federal Certification

## L. PUBLIC INVOLVEMENT

**8. Describe the opportunities for participation by traffic, ridesharing, parking, transportation safety, and enforcement agencies; commuter rail operators; airport and port authorities; appropriate private transportation providers; and city officials.**

Opportunities for participation by stakeholder agencies are well represented through membership on the MPO's Technical Coordinating Committee (TCC), the Community Involvement Roundtable (CIR), the Local Coordinating Board (LCB) and

the Complete Streets Technical Advisory Committee (CSTAC). Committee activities include coordinating transportation planning and programming activities, reviewing all transportation technical studies and reports, and reviewing work programs and transportation improvement programs. The following details the diverse representation on these committees:



The principal responsibility of the TCC is to provide technical recommendations to the MPO

on transportation matters. In selecting its representative to the TCC, each governmental unit identifies technically qualified representatives for planning transit, pedestrian and bicycle facilities, land use, traffic engineering, or civil engineering. In general, the TCC is comprised of technically qualified representatives of agencies responsible for developing and improving the transportation system in Broward. Each Broward city appoints a member to the TCC. The Seminole Tribe of Florida, the County (traffic engineering, airport, seaport), the state and local/regional transit service providers also have representatives on the TCC.

*(continued on page 37)*





# 2015 Broward MPO Federal Certification

## L. PUBLIC INVOLVEMENT

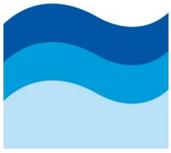
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The CIR is a citizen advisory group to the MPO and functions as a sounding board for public opinion on transportation issues, promoting ways to improve the quality of Broward's transportation system. The CIR formulates goals and objectives for shaping the urban environment, recommends public information programs, provides an effective citizen review of transportation plans and makes recommendations to the MPO. The CIR also annually reviews the MPO's public involvement plan. MPO staff monitors the diversity and composition of the committee, ensuring that a broad cross-section of the community is represented (i.e., elderly persons, minorities, persons with disabilities, economically disadvantaged). Currently, the CIR includes voting members appointed by the County Commission, municipalities, Broward County School Board, SFRTA, American Association of Retired Persons, American Lung Association, Broward College, Broward Sheriff's Office (enforcement), Broward Sierra Club, Florida Trucking Association, Greater Fort Lauderdale Chamber of Commerce, Greater Fort Lauderdale Alliance, Center for Independent Living, Mount Olive Development Corporation (faith-based organization), South Broward Wheelers, Leadership Broward, League of Cities of Broward County, League of Women Voters, NAACP, Puerto Rican Chamber of Commerce, Realtors Association of Greater Fort Lauderdale, Smart Growth Partnership, and Tabernacle Faith and Praise. There are also five (5) "at-large" members of the CIR.

The LCB acts as an advisory body, providing input to the Broward County Transportation Department, the Florida Commission for the Transportation Disadvantaged (FCTD) and the MPO Board. The LCB provides an opportunity for public comment and input at every meeting. Notification of every meeting is advertised in the Florida Administrative Weekly (FAW), Sunshined and sent out county-wide to agencies, municipalities, organizations and individuals that either provide or need transportation services for the disadvantaged. LCB membership represents a cross section of various health & human services agencies and organizations (federal, state & local), a local for-profit transportation representative, as well as citizen advocates and users of the paratransit system that provide services to the disabled, elderly, and economically disadvantaged.

The Complete Streets TAC is a multidisciplinary committee formed to develop the Broward MPO Complete Streets Guidelines. Noteworthy is the involvement of "non-traditional" groups like Smart Growth Partnerships, Florida Department of Health, the Broward YMCA, AARP and other non-profit agencies who have made substantial contributions to the development of the Guidelines and other endeavors directed by the CSTAC. This committee has since evolved into a forum for exchanging new ideas and projects, allowing members to showcase their individual Complete Streets efforts. More importantly, it is responsible for guiding the Broward MPO Complete Streets initiative and providing recommendations to the MPO board.





# 2015 Broward MPO Federal Certification

## L. PUBLIC INVOLVEMENT

### 9. Describe the opportunities for participation by local, State, Tribal, and Federal environmental resource and permit agencies where appropriate.

FDOT conducts NEPA assessments as an outgrowth of the PD&E process. Opportunities for participation by stakeholder agencies are equally well represented on the TCC, CIR, LCB and CSTAC committees described above in L8 and include agencies with permitting authority.

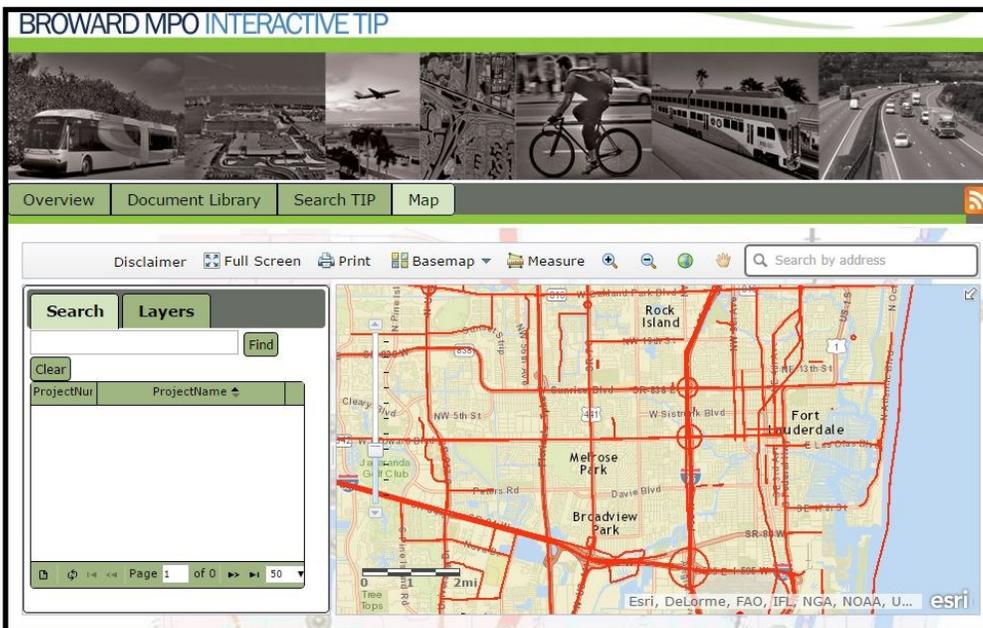
### 10. How was the public involvement program developed, and who participated in its development?

The public involvement program was developed by MPO staff and presented to the TCC, CIR and MPO members for their review and comment. There was also a 45-plus-day public comment period and the Draft Public Participation Plan was advertised in the three designated newspapers: Broward Times, Sun Sentinel and the El Sentinel. The draft Plan was also sent to eight of the main Branch libraries for display and comment during the 45-plus-day comment period.

### 12. How does the MPO engage in public education efforts designed to make the transportation planning process and decisions it produces easier to understand in laypersons' terms?

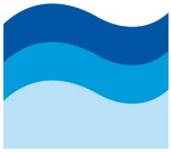
The MPO employs visualization techniques (refer to response to question L14 below) wherever possible to help portray information and data in a more easy to understand format. Staff is also trying to adopt "plain speak" when engaging the public (i.e. less use of acronyms and planning jargon) and the MPO prepares different forms of printed media, brochures, pamphlets and surveys, all designed with the layperson in mind. Further, a list of acronyms is provided on the MPO website. In addition, the MPO has developed a more public friendly Interactive TIP tool

<http://broward.dtstiptool.com> as well



as Interactive maps as part of the Commitment 2040 L RTP update <http://www.browardmpo.org/commitment-2040/investment-plan>.





# 2015 Broward MPO Federal Certification

## L. PUBLIC INVOLVEMENT

### **13. How does the MPO public participation plan reflect adequate public notice of public participation activities and time for public review and comment at key decision points in the transportation process? How does the MPO provide reasonable access to information about transportation issues and process?**

The MPO participates in public outreach events throughout Broward where we ask the public for their feedback on transportation issues of importance to them. Public meeting advertisements are placed in the Sun Sentinel, El Sentinel and Broward Times newspapers at least thirty (30) days before a public meeting is held. Further, ample public notice and review time is provided for all important elements of the transportation process. The follow provides examples for the MPO's major plans and programs:

#### Unified Planning Work Program (UPWP)

Prior to the annual draft UPWP being posted on the website, the MPO issues a "Call for Ideas" in December/January prior to the UPWP update. The draft is posted on the MPO website from approximately mid-March to mid-May when the draft is replaced with the final upon Broward MPO approval. A public notice is published in area newspapers alerting residents to the availability of the Draft on the web page and soliciting further comments. Finally, both the Draft and Final UPWP go before the Technical Coordinating Committee and Community Involvement Roundtable for their comments, input, and review prior to submitting the document to the Broward MPO for approval. The MPO approves the Final UPWP in mid-May. All meetings are open for public comment.

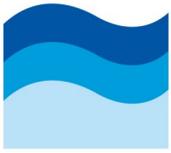
#### Transportation Improvement Plan (TIP)

Information about the TIP annual adoption is distributed to the public through advertisements in general circulation newspapers. Notices are also distributed to the MPO mailing list. This process allows at least thirty (30) days for public review and comment. In addition, copies of the draft and final TIP documents are placed in eight libraries throughout the county with information about attending meetings and providing comments. The draft and final TIP document is also placed on the MPO website. The TIP is adopted following advertised public meetings at the TCC, CIR and MPO meetings, offering the public three opportunities to comment. TIP amendments are presented and adopted by TCC, CIR and MPO at regularly scheduled meetings as action items on the agenda. All meetings are open for public comment.

#### Long Range Transportation Plan (LRTP)

The Broward MPO gives the public opportunities to express their concerns early and often. Before the LRTP update begins, a number of workshops/outreach events are held to give the public an opportunity to express concerns and provide input as to what they would like to see included in the new Plan. Further, the LRTP is adopted following advertised (in local papers) public meetings at the TCC, CIR and MPO meetings, offering the public three opportunities to comment.

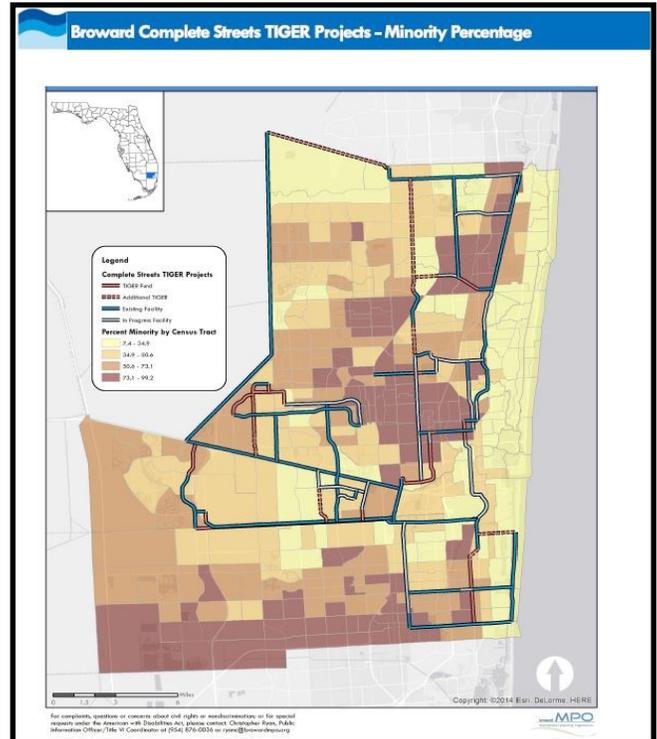




## L. PUBLIC INVOLVEMENT

### 14. Does the MPO employ any visualization techniques? If so, what types of techniques? What are the results?

From past experiences, MPO staff noted requests for maps and other visuals from the MPO Boards and Committees as well as the general public. Therefore, the MPO develops maps and graphics in support of most of the documents we produce and many of the meetings that we conduct. These range from producing maps of the TIP and LRTP projects, to producing graphics to illustrate what a certain project will look like when it is implemented. Most of the public meetings that we conduct include some kind of PowerPoint or Prezi presentation to visualize what we are trying to convey. Producing maps and graphics provides staff an efficient way to solicit input and comments from the public, Committees and the Board. Consequently, most comments result from the visuals provided.



### 15. What information is available to the public in electronic format?

The Broward MPO posts as much information as possible on its website at [www.browardMPO.org](http://www.browardMPO.org) and on our social media platforms. Examples of items the public has access to on our website include:

- Meeting schedule and locations of meetings.
- Meeting agendas and minutes.
- Public Notices
- 2040 Long Range Transportation Plan Update known as Commitment 2040
- Transportation Improvement Program (TIP) as well as the interactive version
- Unified Planning Work Program (UPWP) or Business Plan
- Draft Documents out for public comment
- Adopted Documents
- Information on how to become actively involved in our planning process
- Information on the Board and Committees.
- Information about What and Who the MPO is and the current MPO Staff contact information
- Information on the different programs that are involved in the planning process.





# 2015 Broward MPO Federal Certification

## L. PUBLIC INVOLVEMENT

### 16. Does the Public Participation Plan (PPP) include a specific and separate strategy for engaging low-income and minority populations?



The Public Participation Plan (PPP) goals clearly state that outreach will “Include all communities in the planning area to inform and involve, with special emphasis on those communities with people who have been underrepresented and/or underserved.” To achieve these goals, using the Transportation Outreach Planner tool [MPOtransportationoutreachplanner.org](http://MPOtransportationoutreachplanner.org), the MPO analyzes ZIP code data to identify communities requiring more extensive public

participation outreach efforts, including press releases to media that target special populations. Community and Municipal Background Reports are generated from the web-based Transportation Outreach Planner. These reports provide community boundary definitions and a brief narrative about the origins of each community's incorporation and relative cohesiveness. Contemporary community dynamics and associated important historical events, as well as demographic data are also addressed in these reports.

### Is there a process to evaluate effectiveness of public involvement, including success at engaging low-income and minority residents?

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 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 ([CLICK HERE](#))). 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 that this encourages mid-course corrections to outreach strategies to make the process better.





# 2015 Broward MPO Federal Certification

## L. PUBLIC INVOLVEMENT

### How is this process being carried out? What outreach efforts have proven most effective?

Our experience shows that “going to the public” works better than holding MPO specific workshops or meetings. The MPO has recently started to use both e-townhalls and televised e-townhalls, both of which solicited far more participation than holding a public meeting or workshop. You can see examples (mash-ups) of the Speak Up Broward televised e-townhalls held in September/October 2014 by going to [www.SpeakUpBroward.org](http://www.SpeakUpBroward.org). Further, the processes described below help



project managers make mid-course corrections and rethink outreach techniques for affected areas/communities. Using the Hollywood/Pines Corridor Study as an example, the team used ZIP code analysis for home and work zip code data from public outreach participants. The zip code data were analyzed to evaluate overall participation and also whether public participation is occurring within zip codes identified as “Environmental Justice Areas.” Based on this, zip codes with lower levels of participation were identified. This allowed the team to make mid-course corrections in outreach strategies in an attempt to increase participation in those zip codes identified. To view the maps and for more details on the evaluation please visit <http://www.hollywoodpinescorridorproject.com/docs/final-deliverables/2014/02/17/7---public-outreach-evaluation.PDF>. Similar zip code analysis and evaluation was carried out during the outreach for Commitment 2040, the MPO’s Long Range Transportation Plan. For more information on this approach please visit: [http://www.browardmpo.org/userfiles/files/Maps-2040LRPT-TravelOptionsSurvey\(1\).pdf](http://www.browardmpo.org/userfiles/files/Maps-2040LRPT-TravelOptionsSurvey(1).pdf) & [http://www.browardmpo.org/userfiles/files/FactSheet-2040LRTP-OutreachActivities\(2\).pdf](http://www.browardmpo.org/userfiles/files/FactSheet-2040LRTP-OutreachActivities(2).pdf)

### 17. How is the disposition of comments and changes in the final Transportation Plan documented, analyzed, and reported when significant oral and written comments are submitted?

All comments, significant or otherwise, received regarding the Transportation Plan are documented along with the actions taken based on the comments. A listing of the comments and responses can be found on our website: <http://www.browardmpo.org/userfiles/files/FactSheet-2040LRTP-PublicCommentsAndResponses.pdf>.





## L. PUBLIC INVOLVEMENT

**18. Are there transportation projects in the MPO area which have strong, coordinated opposition and/or are highly controversial? Have any groups been formed and/or have been active in lobbying for or against a project?**

The Broward MPO has facilitated the resolution of controversies regarding a variety of transportation projects. The MPO played a strong role in resolving inter-agency conflicts over projects such as The Wave Streetcar, Central Broward East/West Transportation Study, Eller Drive project in Port Everglades, and the implementation of managed lanes on I-95. When the Marine Industries of South Florida raised concerns about the increased rail traffic on the FEC corridor, the MPO created forums for addressing concerns. Currently, one project has strong local, coordinated opposition and is highly controversial: SW 10th Street connection between Florida's Turnpike and I-95. Because of the controversy, this project has been on hold for almost a decade. Recently, there has been renewed interest in the project and, as a result, the MPO Board gave general direction to staff to gather public input from a variety of perspectives, through a fair and open process, to determine the current issues and concerns regarding SW 10th Street. Consequently, the Broward MPO is now conducting the SW 10th Street Consensus Building project. This consensus building effort provides for extensive public engagement with the residents, businesses, and elected officials along and affected by the SW 10th Street corridor.

**19. What strategies and techniques does the MPO use to engage Tribal governments in the Transportation Decision-making process?**

Direct correspondence with Seminole Tribe Representatives is used to engage the tribal government on specific projects. One such project/planning effort along SR 7 has begun, and two Tribe members participate as part of the SR 7 Project Advisory Committee (PAC). In addition, the Seminole Tribe of Florida is a member of the Broward MPO's Technical Coordinating Committee (TCC), which reviews all MPO planning projects and programs related to the transportation decision-making process. As a member, the Tribe receives monthly agendas electronically. As a member of the TCC, the Tribe has the option to appoint an Alternate, but none has been designated to date.





# 2015 Broward MPO Federal Certification

## M. TITLE VI AND RELATED NON-DISCRIMINATION REQUIREMENTS

### 1. Who is your Title VI Officer? Please explain their roles and responsibilities including coordination with other agencies (if applicable).

Christopher Ryan is the MPO's Title VI Officer. The Broward MPO's Title VI Officer is responsible for overseeing compliance with applicable nondiscrimination authorities in each of the metropolitan transportation planning and programming areas. With involvement and assistance from other MPO staff members, the Title VI Officer is responsible for ensuring all elements of plans are appropriately implemented and maintained. The Title VI Officer is expected to:

- Identify, investigate, and work to eliminate discrimination when found to exist.
- Process discrimination complaints received by the Broward MPO. Any individual may exercise his or her right to file a complaint with the Broward MPO, if that person believes that he or she or any other program beneficiaries have been subjected to discrimination, in their receipt of benefits/services or on the grounds of race, color, national origin, sex, handicap, age, or income status.
- Make a concerted effort to resolve complaints in accordance with Discrimination Complaint Procedures.
- Meet with appropriate staff members to monitor and discuss progress, implementation, and compliance issues related to the Broward MPO Title VI/LEP Plan.
- Keep current with the Title VI requirements, attend training when needed and provide training to the MPO staff, Board, committees and the public if they have questions.
- Periodically review the Broward MPO's Title VI/LEP Plan to assess whether administrative procedures are effective, staffing is appropriate, and adequate resources are available to ensure compliance.
- Work with staff involved with Consultant Contracts and the sub-recipient found to not be noncompliant, to resolve the deficiency status and write a remedial action if necessary, as described in the Consultant Contracts section of this document.
- Review important issues related to nondiscrimination with the Executive Director, as needed.
- Maintain a list of Interpretation Service Providers.
- Assess communication strategies and address additional language needs when needed.
- Disseminate information related to the nondiscrimination authorities. The Broward MPO's Title VI/LEP Plan is to be disseminated to MPO employees, contractors, the general public, and any of the MPO sub-recipients.
- Coordinate with appropriate federal, state, and regional entities to periodically provide MPO employees with training opportunities regarding nondiscrimination.





# 2015 Broward MPO Federal Certification

## M. TITLE VI AND RELATED NON-DISCRIMINATION REQUIREMENTS

### 2. Does the MPO have a Title VI policy and Limited English Proficiency Plan? Please provide a copy.

Yes, the MPO has both a Title VI and Limited English Proficient Plan (**Exhibit BB**) and it can be found in the MPO's Title VI Policy document on our website at: <http://www.browardmpo.org/userfiles/files/SIGNEDBrowardMPOTitleVI10-914.pdf>

### 3. How is the policy disseminated to the public and how often is the policy reviewed?

As per the FTA's requirements the Title VI policy is reviewed and updated on a three year cycle and this requires an action to be taken by the MPO's committees and Board. The MPO also submits on an annual basis a signed Title VI Nondiscrimination policy statement to FDOT District 4. The policy is distributed to eight (8) Regional County libraries. The document is also posted to the MPO website accompanied by mass e-blasts.

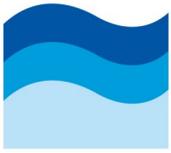
### 4. When is the last time MPO staff received nondiscrimination training?



Since the last Federal Certification Review MPO staff have participated in the following Title VI trainings:

- December 12, 2012: Environmental Justice & Social Equity Measures in Transportation Planning. One hour Brown Bag Lunch.
- February 20, 2013: Participated and presented at the 2nd Annual Florida Forum for Minority Institutions of Higher Education (MIHE): Partnering in Transportation.
- June 17 & 18, 2013: Wheels of Justice Workshop
- March 24 & 25, 2015: Where All Roads Begin, statewide Title VI Program Training.





# 2015 Broward MPO Federal Certification

## M. TITLE VI AND RELATED NON-DISCRIMINATION REQUIREMENTS

**5. Are there any active or previously resolved discrimination complaints regarding the MPO or the transportation planning process? If so, how have these been addressed? Provide all documents created or received by the MPO regarding the complaint, processing and resolution, if any. (This request specifically includes but is not limited to email communication).**

The following potential complaints were received:

**9/24/2013: From Ms. Yusaily Mesa**

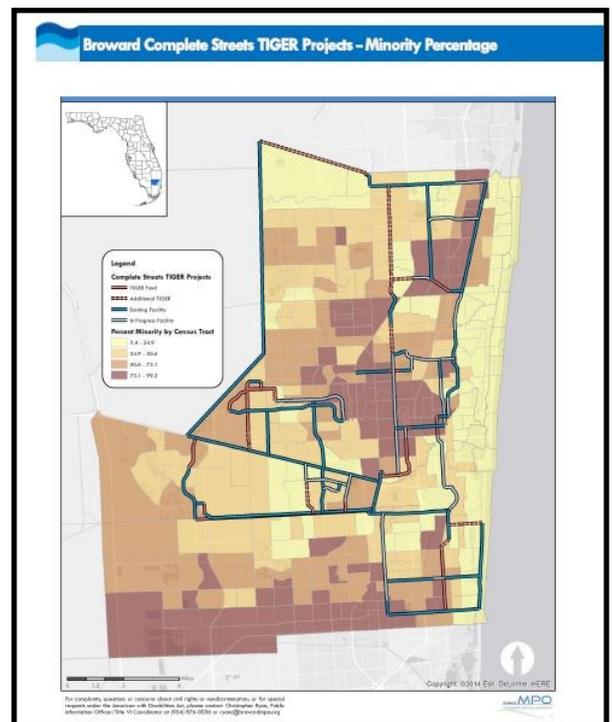
Result: It was not MPO/Transportation related and called Carey Shepherd for advice. Called Ms. Mesa 9/25/13 and have emailed her the information from Carey Shepherd. See **Attachment 1** for related emails.

**10/29/2013: From MPO Board Member Commissioner Rozenzweig.**

Result: Chris Ryan received a call from Commissioner Rozenzweig about a resident and her parking space not being reallocated to her by her HoA. Chris Ryan followed up via email 10/31/13 with Commissioner Rozenzweig who then said issue had been resolved. See **Attachment 2** for related emails.

**6. Has the planning process developed a demographic profile of the metropolitan planning area that includes identification of the locations of socioeconomic groups, including low-income, disabled, religious, and minority populations as covered by Title VI provisions? Explain the process.**

Understanding today’s conditions and tomorrow’s needs is important to successful planning. As such, the MPO developed and uses a demographic profile for the years 2010 and 2040. The 2010 profile is primarily based on US Census data and the 2040 profile is based on estimates developed by the Bureau of Economic and Business Research (BEBR) at the University of Florida. These demographic profiles are used to inform our travel demand forecasts for the year 2040 and are one of the tools to assess the need for transportation investments throughout our planning area. In addition, the Transportation Outreach Planner is also used to develop demographic profiles of the metropolitan planning area. The Outreach Planner can be found at: [MPOtransportationoutreachplanner.org](http://MPOtransportationoutreachplanner.org). This tool assists transportation planners and Public Involvement/Information Officers in the creation of effective public involvement programs and to accomplish Title VI goals by identifying the demographics of a community, selecting appropriate public outreach strategies based on that information, and learning about the area’s history and any challenges they may face.





# 2015 Broward MPO Federal Certification

## M. TITLE VI AND RELATED NON-DISCRIMINATION REQUIREMENTS

### **7. How does the MPO determine the need to have documents available in alternative formats? (e.g., Braille, large print, tape cassette)?**

All agendas, the MPO website and notices provide contact information to request alternative formats and special accommodations.

### **8. Are public meeting locations accessible according to the *Americans with Disabilities Act (ADA)*? Please identify actions exercised by staff to comply with ADA regulations.**

The Broward MPO is cognizant of the ADA requirements and finds appropriate compliant venues to conduct public meetings. Further, persons needing special accommodations to participate in events and public meetings are provided the opportunity to seek additional assistance in advance of the scheduled events.

### **9. What are the MPO's current/future goals for its Title VI and nondiscrimination program and how does the MPO intend to achieve them?**

The Broward MPO follows the goals set forth in its Title VI Program as referenced in the response to M2 above. In addition to the continued use of the Transportation Outreach Planner described in M6 above, the Broward MPO continues to emphasize outreach to communities who usually do not participate in the transportation planning process. Speak Up Broward is a grassroots effort to engage the public in a conversation about transportation. Two examples of this grassroots effort which we expect to continue are:

-Speak Up Broward's Program for Empowering People is designed to have community based organizations work with the MPO as outreach partners. The selected partner organizations designed and conducted community outreach tailored to their specific audiences to spark the transportation conversation in Broward, to obtain input about the future of our transportation system and to gather ideas on how to fund it. For details about our partners and for more information visit <http://www.browardmpo.org/services/speak-up-broward/program-for-empowering-people>

-Speak Up Broward's Speakers Bureau encourages ambassadors to help with outreach efforts across Broward. By becoming a Speak Up Broward ambassador, participants help deliver the message and solicit feedback. Participants also identify civic, advocacy, business and professional organizations that want to learn about transportation projects in Broward. For more information visit <http://www.browardmpo.org/services/speak-up-broward/get-involved-2>. You can also view the locations of presentations made by our Speakers Bureau team at <http://www.browardmpo.org/services/speak-up-broward/special-events.html>





## M. TITLE VI AND RELATED NON-DISCRIMINATION REQUIREMENTS

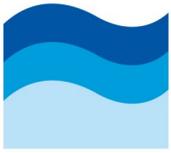
### **10. What are the measures used to verify that the multimodal access and mobility performance improvements in the plan and TIP comply with Title VI?**

The degree to which a segment of the population benefits from each 2040 LRTP project type is measured and compared to the total population benefiting by that project type. To make this comparison, an analysis using a Geographic Information System (GIS) was made using 2008-2012 American Community Survey block group data. A half mile buffer of all proposed regionally significant projects included in the Cost Feasible Plan was used to determine potential impacts on minority, low-income, transit dependent and limited English proficiency residents living within the half-mile buffer of the projects. This was then compared to the total population benefiting from the project within the half mile buffer. The analysis revealed: seventy six (76%) percent of the total minority populations, limited English proficiency and low-income households are within a half-mile of projects included in the Cost Feasible Plan. Consequently, since the TIP must be consistent with the LRTP when funding becomes available, this ratio applies.

### **11. Do the MPO's advisory boards contain representation from protected classifications (elderly, minority, disabled, low income)? If not, what efforts has the MPO made to ensure board participation by underserved groups?**

MPO staff continuously canvasses and makes calls to a variety of groups to request participation in our Community Involvement Roundtable (CIR) advisory board. Currently, the CIR contains representation from several protected classifications as follows: National Association for the Advancement of Colored People (NAACP), League of Women Voters, Puerto Rican Chamber of Commerce, American Association of Retired People (AARP), Center for Independent Living, Mount Olive Development Corporation (faith based organization) and Tabernacle of Faith and Praise (faith based organization representing the Haitian community). In addition, the Transportation Disadvantaged Local Coordinating Board (LCB) contains representation from a cross section of various health & human services agencies and organizations (federal, state & local), a local for-profit transportation representative, as well as citizen advocates and users of the paratransit system that provide services to the disabled, elderly, and economically disadvantaged.





# 2015 Broward MPO Federal Certification

## M. TITLE VI AND RELATED NON-DISCRIMINATION REQUIREMENTS

**12. Does the MPO have other relationships with Historical Black Colleges and Universities (HBCUs) or Minority Institutions of Higher Education (MIHEs) (i.e., student internships; advisory board members from the schools; outreach or public involvement on campus, etc.)?**

Working with our partners at FHWA, the MPO continues to develop relationships with HBCUs and MIHEs. For example, MPO staff presented and participated in the Minority Institutions of Higher Education: Partnering in Transportation Forum in February 2013. In addition, the MPO is under contract with FIU for work on the Transportation Outreach Planner tool and recently worked with the same institution in developing its Bike Route Planner. Furthermore, in partnership with South Florida Commuter Services (SFCS), the MPO conducted outreach at McFatter Technical Center in Davie working with Graphic Design students to develop a safety campaign.





# 2015 Broward MPO Federal Certification

## N. DISADVANTAGED BUSINESS ENTERPRISE (DBE)

**1. List the consultant contracts used by the MPO, annotated to reflect type of work and amount of contracts awarded to minority and women owned businesses or organization (ie, MIHEs/HBCUs).**

Please see list of current contracts and DBE firms used by the MPO in **Attachment 3**.

**2. Does the MPO track DBE participation through the use of the Bid Opportunity List and DBE Participation Statement?**

Yes, the DBE Participation Statement and FDOT's Bid Opportunity List is required as part of Requests for Qualifications (RFQs) issued by the MPO.

**3. Does the MPO report actual payments to DBEs through BizWeb? If not, how does the MPO ensure that DBE utilization is reported to Florida Department of Transportation (FDOT)?**

Invoices are submitted to FDOT monthly and include a vendor invoice sheet that highlights DBE participation and payments. The Broward MPO requires all bidders to provide DBE Participation Statements.

**4. Does the MPO have DBE Assurance language in all of its contracts? *"The contractor or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of United States Department of Transportation (USDOT) assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate."***

Yes, the DBE Assurance language is found in each of our contracts/agreements.

**5. Does the MPO use FDOT's DBE program for FHWA funds in lieu of an independent or internal DBE program or goal?**

Yes, the MPO uses FDOT's DBE program for FHWA funds.

**6. Does the MPO contact FDOT's DBE Supportive Services provider or Equal Opportunity Office to ensure it has the most up-to-date information on available DBEs?**

Yes. The Broward MPO utilizes the services provided by the FDOT on the following website to verify if firms are DBE qualified: <http://www.dot.state.fl.us/equalopportunityoffice/default.shtml>





## O. TRANSIT AND TRANSPORTATION DISADVANTAGED (TD)

### **1. How are transit and the transportation disadvantaged considered in the transportation planning process?**

As part of our planning process for transit and the transportation disadvantaged needs, the Transportation Disadvantaged Local Coordinating Board (LCB) serves as an advisory Board to the MPO. The LCB's role is to identify local service needs and to provide information, advice and direction to Broward's Community Transportation Coordinator (CTC). The CTC for Broward and Broward County Transit (BCT) provides the coordination of services to be provided to the transportation disadvantaged. Further, the LCB focuses on compliance with state requirements for transportation disadvantaged planning and ensuring that public transportation is accessible to everyone, including the transportation disadvantaged. All major transportation planning efforts by the Broward MPO are vetted by the LCB.

### **2. What performance data is needed from transit operators to support MPO activities? How do the transit providers share this data with the MPO?**

Broward County Transit (BCT) and the South Florida Regional Transportation Authority (SFRTA) provide performance data on an annual basis to the National Transit Database (NTD), in addition to other measures. Also, both transit agencies are always included as participants on advisory committees established for each of our planning efforts. This ensures close coordination and access to relevant transit data (ridership, boardings/alightings, on-board surveys, revenue hours/miles, on-time performance, etc.) needed to complete the MPO effort. In addition, the Broward MPO continues the effort from the Commitment 2040 LRTP to update Performance Measures (PM) in anticipation of the MAP-21 PM. We are working with available data and coordinating with BCT and SFRTA to determine additional measures that address transit service reliability and multi-modal accessibility.

### **3. How is the transit authority's planning process coordinated with the MPO's planning process?**

The transit operators (BCT & SFRTA) are represented on the MPO Board as well as the TCC. Staffs from both agencies are directly contacted to provide feedback on the MPO's TIP, Priorities List and UPWP. The transit operators are also represented on our LRTP Steering Committee and project specific Project Advisory Committees (PAC). In turn, MPO staff serve on the transit operators' TDP Steering Committees and participate in related project committee efforts. Through this involvement, the transit operators and the Broward MPO are able to coordinate and provide input into all planning and project development processes occurring at each of the respective agencies.





## O. TRANSIT AND TRANSPORTATION DISADVANTAGED (TD)

### 4. What are the major issues, needs and priorities currently facing the region's transit operator(s)?

- What particular concerns have the operators identified in their planning processes?
- What is the MPO's role in addressing these issues, needs, and priorities?"

The Broward MPO and its transportation partners have recognized that the options for transit service improvements, additional transit service and premium transit service, including BRT and rail, in the region are limited due to the lack of a dedicated funding source for transit operations and maintenance (O&M). Funding for the status quo of the existing transit services is challenging. Understanding this overwhelming challenge and need to identify a dedicated funding source for our priority transit needs, the Broward MPO initiated the Speak Up Broward program which is creating the path to determine future funding opportunities for the transit vision of Broward.

### 5. Has the MPO studied Pedestrian accessibility to transit?

The Broward MPO has prioritized bicycle and pedestrian improvements based on access to transit. Through the 2035 LRTP, bicycle and pedestrian projects were selected and prioritized based on proximity to high activity transit stops and premium transit corridors. In addition, Broward MPO staff is working closely with the South Florida Transportation Authority, operators of the tri-county commuter rail (Tri-Rail), in the development of their pedestrian access plan. This plan aims to identify deficiencies with the pedestrian environment around the transit stations and provide recommendations for improvements. Further, the Broward MPO is currently developing a scope for a Complete Streets Master Plan, which will complement its ongoing Complete Streets efforts. This Plan is envisioned to identify corridors/areas in need of improvement and develop a list of prioritized projects based on criteria to be inclusive of transit. Also, pedestrian accessibility to transit is an integral component of our Congestion Management/Livability Planning studies. To date, 4 such corridor studies have been completed by the MPO or by one of its partner agencies. A fifth study is underway by the MPO.

### 6. What is the role of the transit operator and how is it involved in the MPO's overall planning and project development process?

The transit operators (BCT & SFRTA) are represented on the MPO Board as well as the TCC. Staffs from both agencies are directly contacted to provide feedback on the MPO's TIP, Priorities List and UPWP. The transit operators are also represented on our LRTP Steering Committee and project specific Project Advisory Committees (PAC). In turn, MPO staff serve on the transit operators' TDP Steering Committees and participate in related project committee efforts. Through this involvement, the transit operators and the Broward MPO are able to coordinate and provide input into all planning and project development processes occurring at each of the respective agencies.





# 2015 Broward MPO Federal Certification

## O. TRANSIT AND TRANSPORTATION DISADVANTAGED (TD)

### 7. Are flexible funds (funds appropriated and allocated originally through FHWA or FTA) routinely transferred to the transit agencies for eligible transit uses use?

FHWA and FTA funding is made available to transit agencies as needed for eligible transit uses. Recently, the MPO executed a subrecipient agreement with Broward County Transit for the use of FTA funding to implement transit fare interoperability.

### 8. How are transfer decisions made?

To ensure consistency with the MPO's Plan, transfer decisions are made mutually and cooperatively by each of the respective agencies. Action of the MPO Board is required, as well as formal action by the agency requesting the transfer.

### 9. How does the Transit Development Plan (TDP) interface with TIP/STIP development?

The TDP is used in the development of the MPO's Priorities List and the LRTP. Both transit agencies (BCT and SFRTA) are directly involved in the development of the Priorities List and LRTP. The LRTP and the Priorities List is approved by the MPO Board. The Priorities List is utilized by FDOT for the development of the State Work Program and ultimately the TIP. Therefore, projects in the TDP are included in the TIP/STIP.

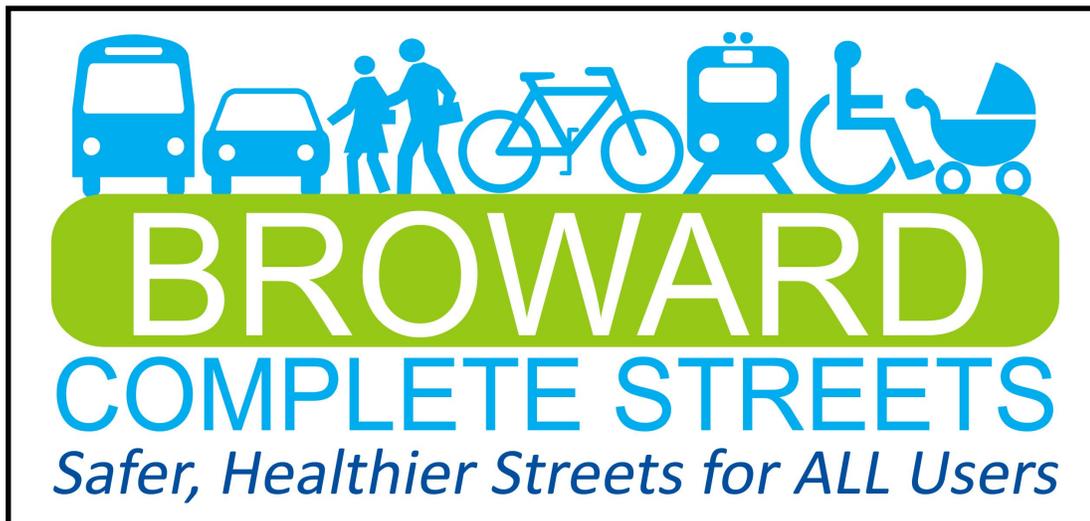




## P. BICYCLE AND PEDESTRIAN

### 1. How are bicycle and pedestrian planning activities being integrated in the transportation planning process?

The 2035 LRTP set the framework for a balanced and forward thinking system of all transportation modes, and balanced levels of investment among these modes. It was the paradigm shift needed to fully integrate bicycle and pedestrian improvements into the transportation planning process. Since the adoption of the 2035 LRTP, the Broward MPO, working closely with the Florida Department of Transportation, developed the Broward MPO Mobility Program to implement bicycle and pedestrian improvements identified in the LRTP and Congestion Management/Livability Planning Studies. The intent of this Program is to move bicycle and



pedestrian improvement projects forward from the planning phase to construction. Through the Broward MPO's Mobility Program, over \$100 million in bicycle and pedestrian improvements (including sidewalks, multi-use paths, bicycle lanes, etc.) have been programmed for construction throughout the region over the next five years (2014-2019). Building on the successful effort, the MPO is developing a Complete Streets and Localized Initiatives funding program. This 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.





## P. BICYCLE AND PEDESTRIAN

### 2. Discuss the selection and prioritization process for bicycle and pedestrian projects.

Over the years the selection and prioritization process has changed. Initially, bicycle and pedestrian projects were standalone projects. Bike project identification and prioritization was based on a gravity model around regional recreation areas and proximity to major trip generators. This process changed with the development of the 2035 LRTP. For the 2035 LRTP, all modes were prioritized together. For this process, projects were prioritized using a numerical weighting that considered connectivity to the network, the adjacent populations access to an automobile and the amount of improvement to the Bicycle Level of Service. Today, the MPO is developing the Complete Streets and Localized Initiatives funding program as envisioned in the 2040 LRTP (Commitment 2040). This 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 prioritize these projects based on their consistency with LRTP’s goals and objectives, demonstrated public support, and Environmental Justice (EJ) and Title VI requirements.

### 3. Does the MPO have dedicated funding for Bike/Ped activities?

In addition to the \$100 million secured by the Broward MPO for Bike and Pedestrian capital projects, dedicated MPO SU funding will be allocated to the Complete Streets and Localized Initiatives funding program described in P1 above. This 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. Further, utilizing MPO PL and 5303 funding, the MPO will continue to fund, maintain and promote the interactive bike route planner. This web-based tool has recently been enhanced to be accessible by smart phones and tablets. In addition, two annual events, funded by the MPO, 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.
- Safe Streets Summit – the overall intent of this summit is to promote the Complete Streets concept, educate and receive “buy-in” from local public officials, provide municipal technical staff with the necessary tools to implement Complete Streets, and highlight the Broward MPO and partners’ ongoing efforts.





## Q. CONGESTION MANAGEMENT PROCESS (CMP)

### 1. Describe the area, network, and modes covered by the CMP.

The entire urbanized area of Broward is covered by the CMP. With Broward County land locked between the Everglades and the ocean, there is no more room for expansion. The CMP covers all state and county roadway facilities. Some local, municipal facilities of significance are also covered by the CMP. Automobile and transit modes are analyzed as part of the CMP.

### 2. Describe how the CMP has been fully integrated into the overall metropolitan planning process.

Task 3.3 Congestion Management Process/Livability Planning of the UPWP outlines the activities and objectives of the CMP. In general, the CMP, as a component of Livability Planning and the LRTP, assists in determining Corridor Study prioritization, performance evaluation/measures and project ranking. At the planning level, the CMP plays a key role in determining the need for congestion management improvements, as well as for providing the framework for their implementation. Strategies identified in CMP/Livability Planning studies are



recommended for inclusion in the Transportation Improvement Program (TIP). Most major capital investment projects are being developed along previously identified CMP corridors, and all new CMP/Livability Planning studies are selected utilizing criteria from the CMP. Such studies include the recently completed Broward Blvd. Study, Oakland Park Blvd. Study, Hollywood/Pines Blvd. Study and University Drive Study.

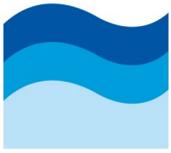
### 3. Does the MPO have a process for periodically evaluating the effectiveness of the CMP?

The effectiveness of the CMP is evaluated on an annual basis. This annual evaluation includes the use of Geographical Information Systems (GIS) analysis of the volume to capacity ratios which assist in determining the positive or negative effects of projects implemented from the CMP along a specific corridor.

### 4. How often is the CMP reviewed and when was the last CMP update?

The Broward MPO's CMP is reviewed and updated annually. The CMP was last updated in 2013. Through Geographic Information Systems (GIS) analysis and maps, the most congested areas/corridors are identified. One significant difference from previous updates is the way the transit congested corridors were identified. Previously, the transit network was analyzed based on bus load factors. For example, if at any time during a bus trip the load factor was greater than 1, the entire bus route would be considered over-capacity. New criteria that have been developed looks at high activity bus stops/locations along the bus routes. These high activity stops/locations are considered good candidates to provide better or more bike/ped connections and to provide additional amenities if needed.





## Q. CONGESTION MANAGEMENT PROCESS (CMP)

### 5. How have Transportation Partners been involved in the development of the CMP and its updates?

As a comprehensive approach to implement the Long Range Transportation Plan, the Broward MPO has combined the CMP and Livability Planning. Transportation partners like FDOT, Broward County Transit and local governments play an integral role and provide guidance in the development of strategies identified in CMP/Livability Planning studies such as those identified in Q2. More importantly, information received from the transportation partners (FDOT and Broward County Transit) is also used to update the CMP.

### 6. What are the performance measures for the CMP and how are they being used? Do these partners share data, performance measures, etc., and do they contribute strategies toward solving regional congestion problems?

Currently, volume to capacity (v/c) ratios are being used to determine system performance. Information (traffic and ridership counts) received from our transportation partners are used to update the CMP. The MPO partners are actively involved in the development of strategies needed to solve the identified congestion problems. As we continue to develop and revise the CMP to integrate with Livability Planning, we will be adding additional performance measures as needed.

### 7. Are the performance measurements based on actual data or are they modeled?

The tier 1 analysis for the CMP is based on actual data collected from the Broward County's Mass Transit Division, the Florida Department of Transportation District 4 Traffic Operations and the South Florida Regional Transportation Authority (SFRTA). The tier 2 analysis is based on projections from the Long Range Transportation Plan model, extrapolating to different time horizons at 5 year intervals.

### 8. Who implements of CMP strategies (e.g., State DOT, transportation management associations, transit agencies, locals)?

Ultimately, most CMP/Livability Planning strategies/projects are recommended for inclusion in the Transportation Improvement Program (TIP). The implementation of the strategies becomes the responsibility of the agency having jurisdiction over the project. Consequently, the implementation is a combination of applicable state and local agencies, including transit agencies. The Broward MPO staff assists in identifying funding for implementation and works directly with the implementing agencies to ensure project completion.





## Q. CONGESTION MANAGEMENT PROCESS (CMP)

**9. How does the Transportation Plan incorporate travel demand and operational management strategies? Are necessary demand reduction and operational management commitments made for new Single Occupant Vehicle (SOV) projects?**

The Transportation Plan incorporates travel demand and operational strategies through the inclusion of 14 cost-feasible projects that deal specifically with ITS and the provision of alternatives to SOV travel like enhanced transit. No necessary demand reduction and operational management commitments are made for new SOV projects. Because Broward’s planning area is built-out and because the MPO’s Transportation Plan has undergone a transformation (beginning with the 2035 LRTP) to a balanced multimodal plan, new single occupant vehicle projects are a thing of the past. Current projects focus on making the best use of existing roadway facilities.

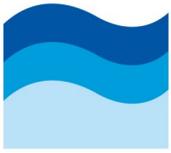
**10. How have other travel demand reduction and operational management strategies been analyzed?**

Travel demand reduction and operational management strategies have been analyzed using a combination of the travel forecast model, ARTplan software and highway capacity software.

**11. What mechanism(s) are in place for measuring performance of Management and Operations (M&O) goals and objectives?**

As part of the Broward Transportation System Management and Operations (TSM&O) Task Team, the MPO participated in the development of the performance measures framework for the integration of the arterial and freeway networks. Also, the MPO is developing a broad baseline of information to help measure our performance in meeting all of the Commitment 2040 goals and objectives.





# 2015 Broward MPO Federal Certification

## R. LIST OF OBLIGATED PROJECTS

**1. Does the MPO prepare annually, a list of projects for which Federal funds have been obligated in the preceding year and publish it or otherwise make it available for public review? Where is it located?**

The MPO annually prepares a list of projects known as the Annual Obligations Listing (AOL) which is provided to FDOT. All federal funds in this list are obligated for projects in the preceding year. The MPO also coordinates with its transit partners to include federal funds coming from the Federal Transit Administration (FTA) in the final AOL. The AOL is available for public review on the MPO's web site: <http://www.browardmpo.org/programs/transportation-improvement-program>. The AOL is also made available for public review at the MPO's TCC, CIR, and MPO Meetings and in the MPO's newsletters, which are distributed at libraries and other public meetings and events.

**2. Have there been any public comments on the listing? If so, how are such comments used in assessing the metropolitan transportation planning process?**

No such public comments have been received. However, if comments were received, the MPO would investigate the comments and their potential impacts to the overall planning process and outreach efforts. The planning process and outreach efforts would be modified accordingly and responses, with corrective actions, would be communicated to those making the comments as well as to the MPO Board and advisory committees.





## S. INTELLIGENT TRANSPORTATION SYSTEM

### 1. How is the regional ITS architecture being used in the transportation planning process?

The Broward MPO met Rule 940 requirements by formally acknowledging the State ITS Architecture and adopting the Regional ITS Architecture into its transportation planning process. The adopted Regional ITS Architecture provides the regional framework for insuring institutional agreements and technical integration for the implementation of ITS projects. This regional architecture functions as a subset of FDOT's Statewide Architecture. Further, the Broward MPO incorporated ITS and ATMS projects within its LRTP and TIP. To build upon these efforts, the Broward MPO has just received an Integrated Management Corridor grant to research how to improve the ATMS along the I-95 corridor and surrounding arterial roads.

### 2. How are the changes to the Regional ITS architecture being documented and processed?

The South Florida Regional ITS Coalition formed the South East Florida Regional TMC Operations Committee (SEFRTOC) in 2003. The purpose of this committee is to further the objectives of the South Florida Regional ITS Coalition by leading initiatives related to day-to-day operations and establishing a regional approach to ITS operations and incident management through coordinated communication, decision-making and planned resource sharing. The SEFRTOC is responsible for documenting ITS changes and procedures as part of the agreement the stakeholders signed with the South Florida Regional ITS Coalition. FDOT keeps a record of the regional ITS architecture process through the following website: <http://www.consystem.com/florida/d46/web/regionhome.htm>.

### 3. How are ITS activities coordinated in the MPO/TMA?

All ITS activities in the Transportation Management Area, including the APTS, are coordinated through the South Florida Regional ITS Coalition. The Broward MPO is a member of the Coalition and actively participates in all Coalition activities. The stakeholders in the process include the FDOT's Traffic Operation Office, Districts 4 and 6; the three MPOs in the metropolitan area (Palm Beach, Broward, Miami-Dade); transit operating agencies (Palm Tram, BCT, MDT, Tri-Rail); the Turnpike Enterprise; Broward's Traffic Engineering Division, Port Everglades Department; and Miami-Dade Aviation. The Broward MPO is also part of the Broward ITS Transit Coalition and, once approved by the Southeast Florida Transportation Council (SEFTC), will be part of the newly formed Regional Transportation System and Operation (TSM&O) subcommittee to operate under the Regional Transportation Technical Advisory Committee (RTTAC) for SEFTC.





# 2015 Broward MPO Federal Certification

## S. INTELLIGENT TRANSPORTATION SYSTEM

### 4. How does the MPO ensure that all ITS projects are consistent with the regional ITS architecture?

SEFRTOC was formed to ensure compatible implementation and operation of Intelligent Transportation Systems (ITS) throughout the region. Also the Broward MPO works with its partners at FDOT and Broward County as well as our regional partners through the Regional Transportation Technical Advisory Committee (RTTAC), the MPO's Technical Coordinating Committee, and project specific technical advisory committees to ensure projects are consistent within the region.

### 5. What is the MPO's involvement with other ITS organizations in the region?

See answer to S3 above.





## T. FREIGHT PLANNING

### 1. How does the MPO incorporate/address freight related goals in the MPO process?

The MPO addressed freight goals and objectives by having representatives from the FDOT, seaport and airport on our TCC/CIR advisory committees, the LRTP Steering Committee and Project Advisory Committees (PAC) for other MPO planning initiatives. This allows the partners/providers to have valuable input and ensures the MPO is aware of freight providers' issues. Representatives from the airport, seaport, and FDOT as well as private sector freight stakeholders also served on the advisory committee that guides the development of the 2040 Southeast Florida Regional Freight Plan (SFRFP). The SFRFP is a collaboration between the three MPOs of the Miami Urbanized Area (Broward, Palm Beach and Miami-Dade) and FDOT Districts 4 & 6.

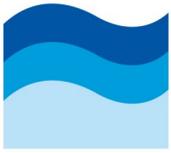


### 2. What process does the MPO use to identify and analyze existing and projected goods movement in the region?

The MPO identified major freight corridors and truck routes through the SFRFP study process. The Florida Statewide Model and the SERPM model were used to forecast heavy truck trips operating on the highway network in Broward County as well as the overall Miami Urbanized Area. The Quick Response Freight Manual

was used in coordination with the SERPM model's socioeconomic data at the traffic analysis zone level to calculate truck trip generation within the county and MUA to illustrate major load centers for both base and future years. The SFRFP includes an analysis of national, state, and county roadway networks and identifies existing and future freight-related volumes as well as capacity deficiencies and lack of facilities (particularly truck parking) along the most traveled freight corridors.





## T. FREIGHT PLANNING

### 3. How are freight providers and freight stakeholders engaged to participate in the development of the LRTP, TIP, and other MPO products?

The Seaport and Airport are active members on our TCC advisory committee, the LRTP Steering Committee and Project Advisory Committees (PAC) for other MPO planning initiatives, including the TIP development. This allows the partners/providers to have valuable input and ensures the MPO is aware of freight providers' issues when developing our plans and programs. Further, the MPO's CIR advisory committee has a representative from the Florida Trucking Association. Airport, seaport and private sector freight stakeholders also served on the advisory committee that guides the development of the 2040 Southeast Florida Regional Freight Plan (SFRFP). The importance of membership on these committees cannot be overemphasized. All products, projects and programs are reviewed and evaluated through a cooperative effort of the various committee members.

### 4. Please identify the freight providers and partners in the MPO area.

FDOT, Airport, Seaport, Florida Trucking Association, CSX & FEC.

### 5. What level of participation from the freight community has the MPO experienced?

Freight stakeholders from the airport, seaport, and the private sector are active members of our TCC, CIR, LRTP Steering Committee and Regional Freight Plan Advisory Committee.





## U. SAFETY CONSIDERATIONS IN THE PLANNING PROCESS

### 1. How is safety addressed for motorized and non-motorized users throughout the Continuous, Cooperative, and Comprehensive (3-C) planning process?

In compliance with the MAP-21 planning factor that provides for increasing the safety of the transportation system for motorized and non-motorized users, safety is one of the key factors considered in all MPO planning efforts. The Broward MPO follows a comprehensive, cooperative, and continuous approach in the development of all plans and programs. The MPO recognizes that planning a safe transportation system for the region becomes more challenging as the population density increases, affecting all modes of transportation. Therefore, safety is one of the critical components in project planning for all roadways, transit, Strategic Intermodal System hubs, bikeways, pedestrian-ways, and rail corridors. Safety is a key factor considered in prioritizing potential projects from the Cost Feasible Plan to the Multimodal Transportation Priority listings. Safety is also the main factor used to prioritize mobility projects from our Congestion Management/Livability Planning Studies for implementation. Further, safety is one of the criteria that will be used to evaluate projects in the MPO's new Complete Streets and Other Local Initiatives Program. As with all these plans and programs, the 3-C planning process is followed and is recognized as a much needed effort to ensure a safe transportation system for all modes.

### 2. Is safety an explicit goal in your planning process (LRTP and TIP)?

Yes, the MPO's newly adopted 2040 LRTP's goals and objectives are explicitly based on the MAP-21 and MPO's vision goals, especially the safety goal to "Increase the safety of the transportation system for motorized and non-motorized users." One of the 2040 LRTP's overarching goals is to Strengthen Communities and one of the primary measures of that goal is safety and security. Safety and security were also used as criteria for the evaluation and prioritization of projects in the LRTP. Further, safety measures are part of the evaluative criteria used in the development of the Multimodal Surface Transportation Priorities annual list. This annual list is used for the TIP development/update. As such, the project prioritization process for projects to be considered/included in the TIP uses a screening process which considers "safety" as an important criterion. Further, the MPO considers safety factors in the evaluation of bicycle and pedestrian improvement projects prioritized for funding. The MPO also identifies bike/ped needs around schools, especially when walking conditions are not safe.





## V. SECURITY CONSIDERATIONS IN THE PLANNING PROCESS

### 1. Does the MPO give special emphasis to Strategic Highway Network (STRAHNET) facilities in the planning process?

The MPO gives special emphasis to projects on the Strategic Intermodal System (SIS) which includes the STRAHNET. When developing the project priorities for the Multimodal Surface Transportation Priorities annual list, projects that are on the SIS and part of our designated transit corridors are given extra points versus projects that are SIS connectors or regionally significant but not on the SIS.

### 2. In the case of a major manmade or natural disaster, does the MPO have a Continuation of Operations Plan (COOP)?

Yes, the Broward MPO has a Continuation of Operations Plan (COOP). The purpose of the COOP is to provide guidance to Broward MPO staff in the policies and procedures to be adopted in the event of an interruption of services due to a natural disaster or other emergency. The primary goal is to allow the Broward MPO to resume its normal operations and functions as quickly and completely as possible after the interruption. The COOP includes descriptions of the Broward MPO's mandated principal activities and the individuals and organizations for which they are provided. A listing of key personnel, tools and facilities required to perform these functions is also part of the COOP. Further, the COOP describes response to events requiring Broward MPO assistance, continuation of Broward MPO essential functions, office evacuation, and relocation procedures.

### 3. Has the MPO's COOP been tested?

- If yes, what, if any, changes were made to the COOP based on the test(s)?
- If no, are there plans to test it the COOP? (please explain)

Yes, the Broward MPO tests the COOP annually, usually in May before the start of the hurricane season. During each annual test, updates and changes to the COOP are made. Most changes relate to updating contact information, confirming/updating alternate facility locations and revising technology requirements/access to database information.

### 4. Is security an explicit goal in the MPO's planning process and LRTP? Does the plan include strategies and implementation steps specifically related to achieving the security goal?

Safety as well as security are explicit goals in the LRTP process. One of the 2040 LRTP's overarching goals is to Strengthen Communities and two of the primary measures of that goal are safety and security. Safety and security were also used as criteria for the evaluation and prioritization of projects in the LRTP. Developing security goals, objectives, performance measures, and strategies, involved entities such as the regional USDOT staff, FDOT staff, Broward County government, planners and engineers representing all municipalities in the County, the South Florida Regional Transportation Authority, and collaboration with regional planning councils and neighboring MPOs. Security is a major consideration in virtually all transportation planning efforts, including transit, aviation, port, rail, climate change, hurricane preparedness, and accessibility of the SIS network.





## V. SECURITY CONSIDERATIONS IN THE PLANNING PROCESS

### 5. How is security considered and evaluated throughout the 3-C planning process?

In 2005, the Southeast Florida Transportation Council (SEFTC) was created in order to oversee regional decision-making, including safety and security issues related to transportation in the tri-county region. With membership from the Palm Beach, Miami-Dade, and Broward MPOs, the Council oversees a corridor plan for the region. Safety and security are key criteria in developing and maintaining functional corridors and intermodal hubs. One of SEFTC's subcommittees is composed of the three MPO staff directors, three county transit providers, FDOT Districts 4 and 6, the South Florida Regional Transportation Authority, Treasure Coast Regional Planning Council, the South Florida Regional Planning Council and area seaport and aviation agencies in each county. In general, the MPO's planning process involves all our transportation partners, including transit agencies and the airport and seaport. Our close coordination with these agencies ensures that their respective security related projects are included within the MPO's LRTP, TIP and other major planning efforts.





# 2015 Broward MPO Federal Certification

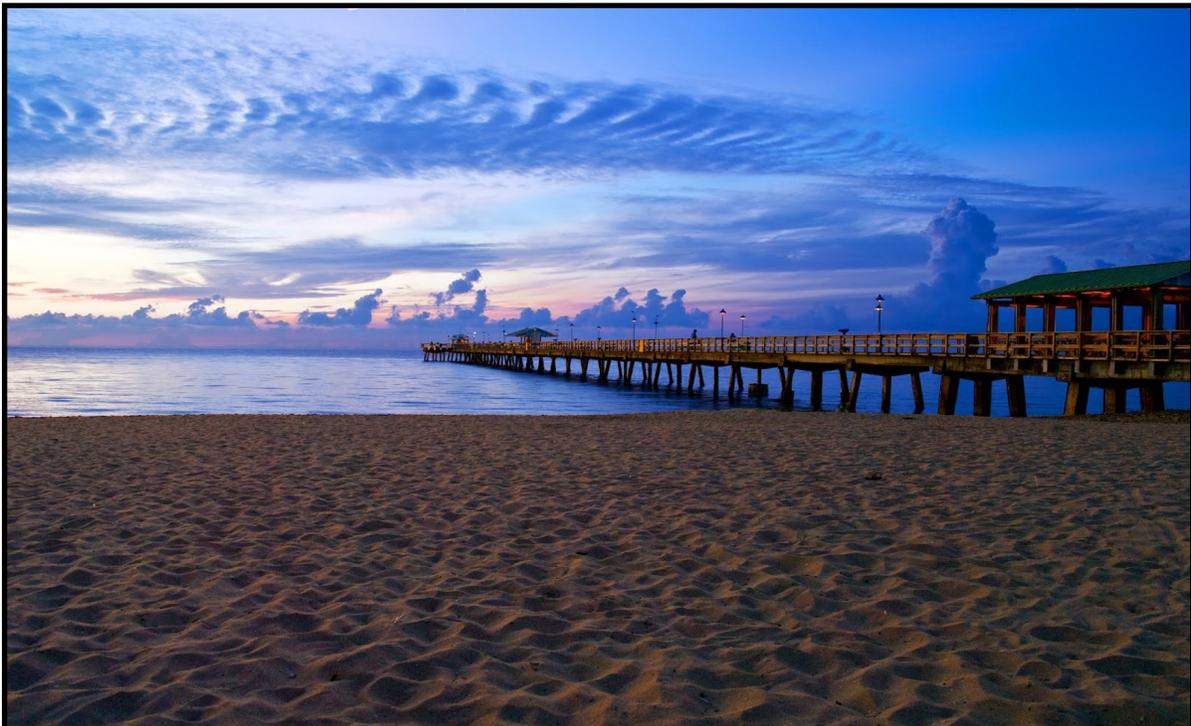
## W. DOT/MPO ANNUAL SELF CERTIFICATIONS

**1. How are the transit authority, State DOT, and other transportation partners involved in the self-certification process? Is there an opportunity for public comment? (If so, how are comments addressed)?**

The Florida Department of Transportation schedules and conducts the annual certification of MPOs. Other transportation partners are involved only to the extent in which questions are proposed by FDOT. The results of the Annual Self Certification are provided to MPO Board and advisory committees, which are open to the public for comment. Any comments received by the public are documented and responses are provided, including follow-up actions as needed.

**2. Does the MPO have processes, procedures, guidelines, and/or policies that address Title VI, ADA, DBE, lobbying, and other regulatory requirements? How are these documented and applied?**

The Broward MPO includes certifications and assurances as part of its UPWP and all regulatory requirements are part of all the MPOs professional services agreements. As part of its Action Agenda, on October 9, 2014 the MPO passed a motion to adopt the agency's updated Title VI Program, which includes the agencies discrimination policies and procedures. Also on this date, the MPO passed a motion to adopt the updated Disadvantaged Business Enterprises (DBE) Program.





# 2015 Broward MPO Federal Certification

## X. REQUESTED DOCUMENTS AND INFORMATION

For a Summary List of all Broward MPO Agreements, please see **Attachment 4**.

### 1. Documentation designating the urbanized area as a MPO.

A. All MPO agreements defining planning and programming responsibilities with other agencies

Operators of public transit services: **Please see Exhibits A and B**

State DOT: **Please see Exhibits C, D, E, F and G**

Local Governments: **Please see Exhibits H and I**

Staffing: **Please see Exhibits J, K and L**

Others (Legal Services, etc.): **Please see Exhibits M and N**

B. Status/documentation of agreements related to the expanded TMA/UA, State, other planning agencies, etc. as applicable. **Please see Exhibits O and P**

C. MPO structure and voting membership of the Policy Committee, including bylaws for the MPO technical, policy, and any other committees. Please include latest version of the MPO's MOU and any related bylaws and procedures referenced in the MOU. **Please see Exhibits Q, R, S, T and U**

D. Any apportionment or redesignation approval packages. **Please see Exhibit V**

### 2. Long Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP); LRTP and TIP project selection and/or development procedures, and scopes.

A. Any regional plans

**Please see Exhibits W and X for the Approved LRTP and respective scope.** Also visit our website at: <http://www.browardmpo.org/commitment-2040>

**Please see Exhibit Y for the TIP with includes the project selection procedures.** Also visit our website at: <http://www.browardmpo.org/programs/transportation-improvement-program>

For regional plans, visit our website at: <http://www.browardmpo.org/regional-partnerships> or: <http://seftc.org/regionalplan>. **Also for the Regional Freight Plan, please see Exhibit Z.**

### 3. Latest Congestion Management Process (CMP) and scopes for development of update to the CMP.

The CMP is performed in-house by MPO staff. For extensive documentation and maps, please visit our website at: <http://www.browardmpo.org/planning/congestion-management-process>





## X. REQUESTED DOCUMENTS AND INFORMATION

### 4. Documentation of environmental mitigation and consultation discussions with Federal, State, Tribal, and local agencies.

The Broward MPO utilizes the Environmental Screening Tool, Efficient Transportation Decision Making (ETDM) in cooperation with FDOT. For more information on ETDM, please visit: <https://etdmpub.fl-etat.org/est/>

### 5. Freight goods and services studies conducted by the MPO and regional plans.

Please see Exhibit Z for the Regional Freight Plan

**6. Description of bike/ped committee membership, frequency of meetings and level of participation.** The Broward MPO formed the Complete Streets Technical Advisory Committee (CSTAC) as a holistic approach to address the bicycle/pedestrian needs of the region. This multidisciplinary group developed the Complete Streets Guidelines to facilitate and assist local governments in the implementation of Complete Streets. The TAC also serves as a forum for exchanging new ideas and projects, allowing members to showcase their individual Complete Streets efforts. More importantly, it is responsible for providing and guiding the Broward MPO Complete Streets initiative. The Complete Streets TAC meets the 2<sup>nd</sup> Monday of every other month at the Broward MPO Board room. It is comprised of representatives from local municipalities, Broward County government, the Florida Department of Transportation, Broward County Transit, Broward Department of Health, Broward YMCA, AARP, Broward County's Bicycle/Pedestrian Advisory Committee as well as non-profit and advocacy groups like Smart Growth Partnerships and Sustainable Community Partners. Most recently, a representative from the Local Coordinating Board has become a member to ensure the needs of the transportation disadvantaged is considered in all of our efforts. Currently, there are 30 members in the CSTAC. Meetings, which are open to the public and other technical professionals, are very well attended, dynamic and very productive as they bring into the conversation different perspectives from groups not traditionally involved in the transportation process.





# 2015 Broward MPO Federal Certification

## X. REQUESTED DOCUMENTS AND INFORMATION

### 7. Public Involvement Participation Plan (including a portfolio for the Certification Review i.e. newsletters, meetings, etc.).

Please see Exhibit AA for the Broward MPO's Public Participation Plan. In addition, the following is a sample "portfolio" of the Broward MPO's outreach efforts.

To view results of many of our meetings with the Broward public during our Speak Up Broward events, click [here](#). Also, the following are two examples of innovative and extensive outreach for Speak Up Broward.

- Program for Empowering People Mini Grant Awards

Speak Up Broward's Program for Empowering People was an effort designed to have community based organizations work with the MPO as outreach partners. The selected partner organizations designed and conducted community outreach tailored to their specific audiences to spark the transportation conversation in Broward, and obtained input about the future of our transportation system and how to fund it. The program culminated in the fall of 2014 with each organization providing a comprehensive report of community feedback gathered throughout the process. Click [here](#) to see more.

- Enjoy our interactive televised eTown Hall events

Speak Up Broward presented "Let's Talk Transportation," a four-part televised eTownHall series featuring panels made up of national, state, and local officials, business leaders and non-profit representatives. During the live events, the public shared their thoughts with the panelists and expressed their opinions over the phone, on social media, and through an online live-chat. To watch the meetings, click [here](#).

Please see the following for a sample of our videos:

[Let's Go Biking Event](#), March 22, 2015

Commitment 2040, available in [English](#) and in [Spanish](#)

Speak Up Broward's [People On The Street](#), Oct 10, 2013

[595 Express](#), Nov 20, 2012

To read a selection of our quarterly newsletters please click [here](#).

#### Other examples related to Safe Streets, Complete Streets for All

- One outreach method involved the Broward public highlighting corridors and areas that could benefit from a street assessment to better promote all modes of transportation. Click [here](#) to join the Broward MPO walking the streets of Broward during our Walking Audits
- The Safe Streets Summit, hosted by the Broward MPO, elevated a countywide discussion on the economic, health, and safety impacts of Complete Streets and focused on Creating Accessible and Equitable Streets for All with an emphasis on transit. View the Annual Safe Street Summit [2014](#) and [2015](#)





## X. REQUESTED DOCUMENTS AND INFORMATION

8. Other materials/documents that would be useful to the Review Team to address the review questions/items:

A. Title VI procedures **Please see Exhibit BB**

B. Boundary Maps for the MPO (also provide in electronic format) **Please see Exhibits CC and DD**

C. Continuity of Operations Plan (COOP) **Please see Exhibit EE**

D. Short write up of MPO's activities not covered in questionnaire (bragging rights for note worthy practices!)

*The following pages highlight the many Broward MPO premier events and noteworthy practices, some of which are recognized nationally.*





# 2015 Broward MPO Federal Certification

## BROWARD MPO NOTEWORTHY PRACTICES

### **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](http://www.SpeakUpBroward.org)





# 2015 Broward MPO Federal Certification

## BROWARD MPO NOTEWORTHY PRACTICES

### TRAC & RIDES Education Program



The Broward MPO has worked with the Federal Highway Administration (FHWA) and the Florida Department of Transportation (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.





# 2015 Broward MPO Federal Certification

## BROWARD MPO NOTEWORTHY PRACTICES

### 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 Florida Department of Transportation (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.





# 2015 Broward MPO Federal Certification

## BROWARD MPO NOTEWORTHY PRACTICES

(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.





# 2015 Broward MPO Federal Certification

## BROWARD MPO NOTEWORTHY PRACTICES

### **MPOAC State Wide Freight Advisory Committee**

At the urging of the Broward MPO, the Florida Metropolitan Planning Organization Advisory Council (MPOAC) created the Freight Advisory Committee in April 2013 to serve as a clearinghouse of actionable ideas that allow Florida's Metropolitan Planning Organizations (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 Southeast Florida Regional Freight Plan (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 Regional Transportation Plan (RTP) as well as the individual MPO 2040 Long Range Transportation Plan 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.





# 2015 Broward MPO Federal Certification

## BROWARD MPO NOTEWORTHY PRACTICES

### **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 Pilot 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 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](http://www.211-broward.org).





# 2015 Broward MPO Federal Certification

## BROWARD MPO NOTEWORTHY PRACTICES

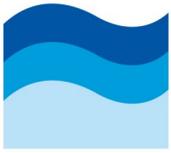
### **Interactive TIP Tool**

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/>





# 2015 Broward MPO Federal Certification

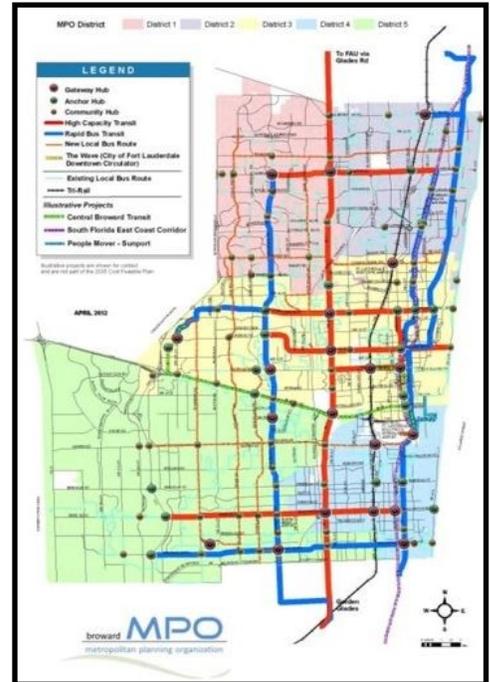
## BROWARD MPO NOTEWORTHY PRACTICES

### Mobility Hubs

The Broward MPO's 2035 Long Range Transportation Plan (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 Florida East Coast Railroad (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 subrecipient 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.





# 2015 Broward MPO Federal Certification

## BROWARD MPO NOTEWORTHY PRACTICES

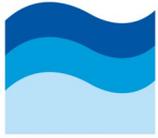
### **Education Corridor Coordinated Transit Service**

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](#) 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.





# Broward MPO Executive Committee & Board Members



Mayor  
Tim Ryan  
Broward County  
SFRTA



Commissioner  
Bruce Roberts  
2nd Vice Chair  
Fort Lauderdale



Commissioner  
Richard Blattner  
Chairman  
Hollywood



Councilmember  
Bryan Caletka  
Vice Chairman  
Davie



Commissioner  
Sandy Johnson  
Small Cities  
Lighthouse Point

Vice Mayor Larry Vignola  
Coral Springs

Mayor Harry Dressler  
Tamarac

Mayor Joanne Simone  
Margate

Vice Mayor Jerry Grazioplene  
North Lauderdale

Commissioner David Rosenof  
Parkland

Vice Mayor Charlotte Burrie  
Pompano Beach

Commissioner Richard Rosenzweig  
Deerfield Beach

Commissioner Mikkie Belvedere  
Coconut Creek

Commissioner Sandy Johnson  
Lighthouse Point

Commissioner Mark Brown  
Lauderdale-By-The-Sea

Vacant  
Hillsboro Beach

Vice Mayor Romney Rogers  
Fort Lauderdale



Mayor Richard J. Kaplan  
Lauderhill

Deputy Mayor Lawrence A. Sofield  
Sunrise

Councilman Ron Jacobs  
Plantation

Vice Mayor Beverly Williams  
Lauderdale Lakes

Commissioner Shari McCartney  
Oakland Park

Vice Mayor Tom Green  
Wilton Manors

Councilman Gregory Sollitto  
Sea Ranch Lakes

Vacant  
Village of Lazy Lake

Mayor Joy Cooper  
Hallandale Beach

Commissioner Walter Duke  
Dania Beach

Vice Mayor Yvette Colbourne  
Miramar

Mayor Frank C. Ortis  
Pembroke Pines

Commissioner Toby Feuer  
Weston

Commissioner Lisa Mallozzi  
Cooper City

Vice Mayor Freddy Fisikelli  
Southwest Ranches

Mayor Ashira Mohammed  
Pembroke Park

Mayor Eric H. Jones, Jr.  
West Park

School Board Member Patricia Good  
School Board of Broward County

Commissioner Barbara Sharief  
Broward County Board of County  
Commissioners

Commissioner Lois Wexler  
Broward County Board of County  
Commissioners

Commissioner Holness  
Broward County Board of County  
Commissioners

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