



Florida Department of Transportation

RICK SCOTT
GOVERNOR

3400 West Commercial Boulevard
Fort Lauderdale, FL 33309

ANANTH PRASAD, P.E.
SECRETARY

June 11, 2014

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

**SUBJECT: Broward Metropolitan Planning Organization (MPO)
Metropolitan Transportation Planning Process
2014 Modified Joint State/MPO Certification Review Package**

Dear Commissioner Blattner:

Enclosed is the 2014 State Certification Review Package for the Broward MPO including the joint certification statement to be executed by the MPO and the District Four Secretary. In addition, the package includes are your signed 2014 Assurances and Agreements.

Thank you for your MPO's continued participation in the district-wide MPO-FDOT partnership. The District commends the Broward MPO for their active involvement in pedestrian and bicycle safety-related initiatives through the Complete Streets Program and pro-action/pro-activity in advancing public involvement through numerous educational campaigns. We look forward to working with the MPO on implementation of the recommendations in this report, to further enhance the transportation planning process in the coming year and in preparation for the MPO's upcoming federal review. Please contact Arlene Tanis at arlene.tanis@dot.state.fl.us or by phone at 954-777-4651 if you have any questions.

Sincerely,

Stacy L. Miller-Novello, P.E.
Interim District Modal Development Administrator
District Four

SLM/at

cc:
Jeff Weidner, FDOT District Four
Greg Stuart, Broward MPO

**JOINT CERTIFICATION STATEMENT ON THE METROPOLITAN TRANSPORTATION
PLANNING (MPO) PROCESS**

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

1. 23 U.S.C. 134 and 49 U.S.C. 5303;
2. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 C.F.R. Part 21
3. 49 U.S.C. 5332 prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Section 1101(b) of SAFETEA-LU (Public Law 109-59) and 49 C.F.R. Part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
5. 23 C.F.R. Part 230 regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
6. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and the regulations found in 49 C.F.R. Parts 27, 37, and 38;
7. The Older Americans Act, as amended (42 U.S.C. 6101) prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
8. Section 324 of 23 U.S.C. regarding the prohibition of discrimination on the basis of gender; and
9. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 C.F.R. Part 27 regarding discrimination against individuals with disabilities.

Included in this certification package is a summary of noteworthy achievements by the MPO, attachments associated with these achievements, and (if applicable) a list of any recommendations and/or corrective actions. The contents of this Joint Certification Package have been reviewed by the MPO and accurately reflect the results of the joint certification review meeting held on December 13, 2013.

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



District Secretary (or designee)



MPO Chairperson (or designee)

6/30/14

Date

6/16/14

Date

**Miami Urbanized Area (UZA)/Transportation Management Area (TMA)
2014 Joint State/MPO Modified Certification Review**

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

June 2, 2014

The Florida Department of Transportation (FDOT) District Four has conducted a Modified (the 3rd year of 3 years permitted for a modified review) State Certification Review of the Broward MPO. The MPO implemented recommendations from the 2013 State Modified Certification Review and have satisfied findings of the 2011 Federal Certification Review.

This report assesses the written and verbal answers to questions presented to the MPO staff. FDOT staff determined the specific areas for which certain questions were asked based on information from the 2013 Modified Joint State Certification process, 2011 Federal Certification Review, observation of and coordination with MPO staff and attendance at MPO Board and committee meetings. Areas that are not commented on in this report are considered satisfactory by the Department.

The Broward MPO should be commended for their efforts and workshops via Speak Up Broward and the partnership with FDOT's South Florida Commuter Services, as well as for taking the lead on conducting the successful MPOAC Weekend Workshop.

Summary of Key Activities to Support Planning Process

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

- ✓ Signed 2013 Certification Package
- ✓ Signed 2013 DBE Verification
- ✓ Adopted 13/14 Transportation Improvement Program
- ✓ Held informal unfunded priorities meeting in 2013 with FDOT and stakeholders
- ✓ Transmitted official unfunded priorities
- ✓ Adopted 2014/2015 to 2018/2019 FDOT Tentative Work Program
- ✓ Held Modified Certification Review meeting with FDOT on December 13, 2013
- ✓ Responded to Certification Review Questions/Issues

Progress on Implementation of 2013 State Recommendations

1. **Public Involvement / Transportation Improvement Program** - For the purposes of public involvement and ensuring full disclosure of public documents, the MPO should incorporate TIP amendments and related documents into its interactive TIP application within 14 days of amendment being approved.

Comment: For public involvement purposes and to ensure full disclosure of public documents, the Broward MPO incorporates TIP amendments and related documents into its Interactive TIP application within 14 days of amendment being approved. Furthermore, the majority of the amendments are incorporated into the Interactive TIP the same day of the MPO Board/Executive Director approval.

SATISFIED

2. **Public Involvement / Transportation Improvement Program** - The MPO has successfully partnered with the other four MPOs in FDOT's District 4 to implement and maintain the Interactive TIP tool. The MPO should continue to further develop the tool by investigating features and additives to enhance public use (e.g. graphics, maps and detailed project descriptions as provided by FDOT and other transportation providers).

Comment: The Broward MPO continues activities to improve the tool by investigating features to enhance public use. For example, for projects where the description provided by FDOT, in the download of the interactive TIP, is not in enough detail, the tool would provide additional information, e.g., FDOT Project Manager contact information. MPO staff will continue to work with FDOT staff to determine the best approach to provide more information/details about projects.

SATISFIED AND ONGOING

2014 FDOT Recommendations

- 1) **TIP/STIP Amendments:** Staff should continue to take an active role in partnering with FDOT and FHWA in all aspects to improve the TIP/STIP amendment process.
- 2) **2040 LRTP:**
 - a) The MPO should ensure that the upcoming 2040 LRTP meets the requirements outlined in the 2012 FHWA Expectations Letter.
 - b) The upcoming 2040 LRTP should provide more information and technical back up for the method used to derive project costs and associated breakdowns.
- 3) **Interactive TIP:** Continue to evaluate the usefulness of the current Interactive TIP, as it will be an agenda item at the annual "Best Practices" meeting.
- 4) **2015 Federal Certification:** In preparation for the MPO's upcoming quadrenial Federal Certification process, the MPO should continue their efforts to review and evaluate the public involvement process through the assessment and evaluation of current and new techniques and activities. The Federal Review Team is focused on and will continue to look for improvements to the MPO's Public Involvement Plan (PIP) and public involvement strategies. The District recommends the MPO feature a Best Practice for Measures of Effectiveness in its PIP for the upcoming federal certification review.

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

2013 Noteworthy Practices

- Broward MPO took the lead on partnering with FDOT's South Florida Commuter Services program in implementing Transportation Demand Management practices that are jointly important to both the State and the MPO.
- Broward MPO's participation in the Fare Interoperability Project was instrumental in steering the team towards a solution that is in the best interest of the region in implementing EASY Card technology and exploring new fare payment technologies (i.e. mobile ticketing).
- The Broward MPO staff values mentorship, communication and responsiveness as a part of their routine day-to-day business operations. They serve as an example to set the stage for strong working relationships.
- The Broward MPO is administering 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 areas regional transportation network based on the following stressors: sea level rise, storm surge, and precipitation induce flooding. The focus of the Pilot Project is to develop a consistent methodology for integrating vulnerability into the MPO transportation decision making process.
- The MPO's University Drive Congestion Mitigation/Livability Planning and Transit Improvement study is the continuation of the planning effort which began last year with the Hollywood/Pines study, to combine the Congestion Management Process and Livability Planning as a comprehensive approach to implementing the Broward MPO 2035 Long Range Transportation Plan (LRTP). The Study will result 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, multi-modal corridor. The study includes also a "complete streets" demo project to measure and proof the benefits of this vision. Additionally, the project will allow for analysis of the inter-relation of multi-modal transportation and land uses, and recommend the designation of appropriate land uses and guidelines for suitable redevelopment.
- The MPO has implemented an Interactive TIP Tool. This specific tool helps to save time in the development of the annual TIP document. The tool also provides improved project details such as location maps and expanded financial information not previously available until now.
- Speak Up Broward is a new initiative led by the Broward MPO to start a conversation about the future of transportation. It is a grassroots effort, engaged in fact finding and focused on future funding needs. Fifteen community-based organizations submitted letters of interest for the Program for Empowering People mini-grant competition. Six organizations were selected and are finalizing their public outreach proposals.

- The Broward MPO has taken a leadership role in implementing Complete Streets in the Broward region. 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. The Broward MPO, along with its planning partners, developed the “Broward Complete Streets Guidelines”, the Policy Plan provides guidance to local governments in revising regulations to facilitate the adoption and implementation of Complete Streets.
- The MPO developed a Multi Modal Level of Service (MMLOS) tool to provide a more holistic measure of all the modes of transportation. A MMLOS analysis was conducted on two demonstration projects to illustrate and measure the benefits of a “Complete Street”.

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

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

- (1) No Federal or state appropriated funds have been paid or will be paid by or on behalf of the Broward Metropolitan Planning Organization, to any person for influencing or attempting to influence an officer or employee of any Federal or state agency, or a member of Congress or the state legislature in connection with the awarding of any Federal or state contract, the making of any Federal or state grant, the making of any Federal or state loan, extension, continuation, renewal, amendment, or modification of any Federal or state contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The Broward Metropolitan Planning Organization shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants and contracts and subcontracts under grants, subgrants, loans, and cooperative agreement), which exceeds \$100,000, and that all such subrecipients shall certify and disclose accordingly.
- (4) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure.


Chairperson

Broward Metropolitan Planning Organization

Name of MPO

2/4/14

Date

DISCLOSURE OF LOBBYING ACTIVITIES

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

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Broward MPO Trade Centre South 100 W. Cypress Creek Rd. Suite 850 Fort Lauderdale, Fl. 33309	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known: _____	
6. Federal Department/Agency: US DOT	7. Federal Program Name/Description: TIGER, Etc. CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> Holland & Knight, LLP 800 17th Street, NW Washington, DC 20006	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i> Boothe, Jeffrey, F.	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: <u></u> Print Name: <u>Richard Blattner</u> Title: <u>Chair: Broward Metropolitan Planning Organization</u> Telephone No.: <u>(954) 876-0033</u> Date: <u>2/04/2014</u>	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

DEBARMENT and SUSPENSION CERTIFICATION

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

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

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

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

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

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

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



MPO Chairman

2/4/14

Date

DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

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

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

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


Chairperson

Broward Metropolitan Planning Organization

Name of MPO

2/4/14

Date

TITLE VI/ NONDISCRIMINATION POLICY STATEMENT

The Broward Metropolitan Planning Organization assures the Florida Department of Transportation that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and the Florida Civil Rights Act of 1992 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

The Broward Metropolitan Planning Organization further agrees to the following responsibilities with respect to its programs and activities:

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

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

Dated 2/4/14

by 

, Chief Executive Officer