

# Unified Planning Work Program

Fiscal Years 2014-15 and 2015-16



**Metropolitan Transportation Planning Organization  
for the Gainesville Urbanized Area**

March 3, 2014



# Unified Planning Work Program

## Fiscal Years 2014-15 and 2015-16

(July 1, 2014 through June 30, 2015)

(July 1, 2015 through June 30, 2016)

Federal Project Identification Number: FAP 0241(049)M

Catalog of Federal Domestic Assistance Numbers:

20.205 - Highway Planning and Construction - Federal Highway Administration

20.505 - Federal Transit Technical Studies Grant (Metropolitan Planning) -  
Federal Transit Administration

Florida Department of Transportation Financial Project #422186-2-14-01

Fiscal Years 2014-15 and 2015-16

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Approved by the

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# Introduction

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# Introduction

## A. Unified Planning Work Program - Defined

The Fiscal Years 2014-15 and 2015-16 Unified Planning Work Program for the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area outlines and describes the planning efforts to be undertaken by participating agencies to maintain a comprehensive, cooperative and continuing transportation planning program in the Gainesville Metropolitan Area.

This Unified Planning Work Program has been prepared to define the tasks and anticipated funding requirements of the Gainesville Metropolitan Area transportation planning process for Fiscal Year 2014-15 and Fiscal Year 2015-16. This document serves to inform the public and all public officials and agencies, who contribute manpower and allocate funds to the transportation planning process, about all of the transportation planning tasks currently being conducted in the Gainesville Metropolitan Area. In addition, the Unified Planning Work Program provides the basis for federal funding of transportation planning activities identified in the document.

Transportation planning in the Gainesville Metropolitan Area is currently guided by a long range transportation plan using input from public officials, technical experts and local citizens. State and federal governments participate in this planning process through the Florida Department of Transportation, the Federal Highway Administration, the Federal Aviation Administration and the Federal Transit Administration.

The metropolitan area transportation planning process is administered by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area. Voting members of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area include the Gainesville City Commission and the Alachua County Commission. Non-voting members include the Florida Department of Transportation, the University of Florida and a Rural Advisor selected by the Alachua County League of Cities. The North Central Florida Regional Planning Council provides staff services pursuant to a professional staff services agreement to the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area.

## B. Overview of Local and Regional Comprehensive Transportation Planning Activities

Local and regional comprehensive transportation planning activities are currently underway in the Gainesville Metropolitan Area. Both the City of Gainesville and Alachua County have adopted comprehensive plans. City and County comprehensive plans are updated on a regular basis. In addition, the North Central Florida Regional Planning Council has an adopted strategic regional policy plan and the University of Florida has an adopted campus master plan.

These local and regional planning programs are incorporated into the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area planning program. This is primarily accomplished through the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Technical Advisory Committee. The City of Gainesville, Alachua County, Florida Department of Transportation, Gainesville/Alachua County Regional Airport Authority, School Board of Alachua County and University of Florida representatives are all members of this Committee.

## **C. Justification for the Level of Planning Effort Designated in the Unified Planning Work Program**

The work tasks included in this document are those necessary to meet the transportation planning needs of the Gainesville Metropolitan Area. These work tasks are also required to maintain a level of proficiency necessary for continued certification by the federal agencies involved. Certification of the transportation planning process for the area is required for eligibility to receive federal funds to implement transportation improvement projects.

### **1. Planning Priorities Facing the Metropolitan Planning Area**

- an effective Community Involvement Program that involves citizens in the transportation planning process
- an accurate Transportation Improvement Program that informs the public concerning proposed transportation projects that will be implemented over the next several years
- updated land use and socioeconomic information that supports the long range transportation planning models
- updated level of service information concerning traffic congestion and the development of a mobility plan
- an annual review of the long range transportation plan to identify needed revisions
- updating the long range transportation plan every five years
- the need for transit planning to support the Regional Transit System
- the development of bicycle and pedestrian plans, including a Pedestrian Safety Action Plan
- development of additional effective modeling systems that view transit, pedestrian and bicycling activities as viable modes of transportation
- identification of tasks that Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will perform with regard to implementation of Florida Department of Transportation Efficient Transportation Decision-Making process
- development of future year socioeconomic information by traffic analysis zone
- developing priorities for projects that are needed, but not currently funded
- development of a level of service assessment tool to identify needed safety projects
- implementation of a bus rapid transit system
- better connect people and destinations

- increase economic vitality and community livability
- develop a sustainable transportation system
- increase safety and security of the transportation system
- reduce greenhouse gas emissions

## **2. Title 23 United States Code and Title 49 Code of Federal Regulations**

This document contains planning tasks to be performed with funds under Title 23 United States Code and Title 49 Code of Federal Regulations. These tasks are identified in Task 8.3- Section 5305(d) Federal Transit Administration Grant.

## **3. Public Involvement Process**

This Unified Planning Work Program was developed by involving the public and other transportation agencies. Planning tasks included in this Unified Planning Work Program were reviewed by the Citizens Advisory Committee on April 2, 2014, Technical Advisory Committee on April 2, 2014 and the Bicycle/Pedestrian Advisory Board on April 3, 2014. In addition, this document was reviewed and approved by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area on April 14, 2014. These meetings were noticed and time was allocated for public comment. In addition, the draft Unified Planning Work Program was available on the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area website and available for comments to Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area during regular business hours between 8:00 a.m. to 5:00 p.m., Monday through Friday. All comments received from the public were considered and revisions were made where appropriate.

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has also prepared a Citizens' Guide to Transportation Planning document that overviews the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area planning process. This document is available at the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area website or printed copies can be obtained by contacting the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area.

## **4. Regional, State and Federal Planning Emphasis Areas**

There is one planning emphasis area for Fiscal Years 2014-15 and 2015-16- the development of a Pedestrian Safety Action Plan.

## **5. Title VI**

The Unified Planning Work Program complies with the public involvement provisions of Title VI, which states: No person in the United States shall, on grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has adopted a Title VI Policy Statement and has also adopted a Title VI Complaint Process/Procedure. Attached as Appendix G is the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's Title VI information.

## **6. Performance-Based Approach**

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area planning process will provide for the establishment and use of a performance-based approach to transportation decision-making to support national goals. Later in this document, the performance-based approach is used to identify measurable products for individual Unified Planning Work Program work tasks.

# Chapter I

## Organization and Management

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# Chapter I: Organization and Management

## A. Participants and Their Respective Roles in the Transportation Planning Process

The Metropolitan Planning Organization for the Gainesville Urbanized Area is advised by the following committees and boards- the Citizens Advisory Committee, the Technical Advisory Committee, the Bicycle/Pedestrian Advisory Board, the Alachua County Traffic Safety Team, and the Alachua County Transportation Disadvantaged Coordinating Board. Each conducts its prescribed responsibilities at regularly scheduled meetings.

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area is responsible for transportation planning in the Gainesville Metropolitan Area. The Technical Advisory Committee conducts research, reviews plans and programs and makes recommendations based upon technical expertise. The Citizens Advisory Committee and the Bicycle/Pedestrian Advisory Board provide the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area with citizen viewpoints and recommendations. The Alachua County Transportation Disadvantaged Coordinating Board works to increase transportation services to low-income persons, the elderly and persons with disabilities. Additional public input is provided through public meetings, meetings with local civic organizations, public workshops and public hearings. In addition, the Alachua County Traffic Safety Team develops recommendations to the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area for safety-funded projects.

The work effort required to support the planning process will be conducted by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, the Florida Department of Transportation Tallahassee Office and the Florida Department of Transportation District Two Office. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area assembles and disseminates data, reports and other information generated by the continuing transportation planning process.

## B. Planning and Funding Agreements

The following planning and funding agreements have been executed by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area:

1. Interlocal Agreement for Creation of the Metropolitan Transportation Planning Organization (May 26, 2004)- The purpose of this Agreement is to ensure eligibility for the receipt of federal capital and operating assistance pursuant to 23 United States Code 134 and Section 3 (a) (2), 4 (a), 5 (g) (1) and 5 (1) of the Urban Mass Transportation Act of 1964, as amended [49 United States Code 1602 (a) (2), 1603 (a), and 1604 (g) (1) and (1)], and to implement and ensure a continuing, cooperative and comprehensive transportation planning process that results in coordinated plans and programs consistent with the comprehensively planned development of the affected urbanized area in cooperation with the Florida Department of Transportation.
2. Transportation Planning Funds Joint Participation Agreement (July 1, 2010)- The purpose of this Agreement is to assist in the undertaking of the planning funded portion of the Unified Planning Work Program of the Gainesville Metropolitan Area prepared by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area in conformance with 23 Code of Federal Regulations Part 1 and 23 Code of Federal

Regulations 450, Subpart A, to provide financial assistance to the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area for transportation planning related activities, as required under 23 United States Code 134, to state the terms and conditions upon which such assistance will be provided, and to recite the understanding as to the manner in which the Project will be undertaken and completed.

3. Standard Joint Participation Agreement for Section 5305(d) Federal Transit Administration Funds- Cash Match (November 25, 2002)- The purpose of this Agreement is to provide Florida Department of Transportation assistance to the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area for the undertaking of Federal Transit Administration funded work elements as defined in the Unified Planning Work Program, and to state the terms and conditions upon which such assistance will be provided.
4. Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement (January 26, 2007)- The purpose of this Agreement is to set forth mutually acceptable procedures for implementing the provisions of Title 23 of the Code of Federal Regulations, Chapter 1, Part 450, Subpart A and B, Governor's Executive Order 83-150 and Federal Highway Program Manual 4-1-4.
5. Professional Staff Services Agreement (July 1, 2010)- The purpose of this Agreement is to set forth the responsibilities of the North Central Florida Regional Planning Council and the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area in performing the professional staff planning functions relative to the transportation planning process for the Gainesville Metropolitan Area, and to describe the cooperative procedures under which planning and programming will be conducted.
6. Interlocal Agreement for Creation of a Regional Transportation Plan (December 14, 2006)- The purpose of this Agreement is to create a regional transportation plan which identifies project priorities for funding through the Florida Transportation Regional Incentive Program.
7. Interlocal Agreement for Bicycle/Pedestrian Advisory Board Funding (May 22, 2002)- The purpose of this Agreement is for the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area to provide financial support to the City of Gainesville for providing staff services to the Bicycle/Pedestrian Advisory Board.

## **C. Operational Procedures and Bylaws**

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has adopted bylaws for the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, its Technical Advisory Committee and its Citizens Advisory Committee. The intent is to provide procedures and policies for the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area and its Advisory Committees in fulfilling the requirements for the transportation planning process for all modes of travel, and to ensure the accomplishment of the planning tasks within a cooperative framework properly related to comprehensive planning on a continuing basis. A copy of the bylaws can be obtained by contacting the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area at 352.955.2200 or from the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area website at [http://www.ncfrpc.org/mtpo/publications/MTPO\\_Publications.html](http://www.ncfrpc.org/mtpo/publications/MTPO_Publications.html).



## **D. Grant Application, Certifications and Assurances Required in the Unified Planning Work Program**

The following certifications and assurances are included in Appendix B:

1. Federal Fiscal Year 2014-15 Certification Regarding Lobbying
2. Forms Required for Federal Transit Administration Section 5305(d) Funds:
  - A. Standard Form 424, Application for Federal Assistance;
  - B. Federal Fiscal Year 2014-15 Federal Transit Administration Certifications and Assurances;
  - C. Section 5305(d) Planning Line Item Codes - Fiscal Year 2014-15 (Federal Transit Administration Funds Only); and
  - D. Section 5305(d) Approved Project Budget for Fiscal Year 2014-15 (total dollars).
3. Federal Fiscal Year 2014-15 Debarment and Suspension Certification
4. Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Resolution for Section 5305(d) Reimbursement
5. Statement of Continued Validity of One-time Submissions
6. Disadvantaged Business Enterprise Utilization
7. Title VI/Nondiscrimination Policy Statement

## **E. State/Metropolitan Planning Organization Certification- Summary Report Required in the Unified Planning Work Program**

Appendix K contains certification materials, including a summary report by the Florida Department of Transportation of the findings and noteworthy practices of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area.

## **F. Eight Federal Metropolitan Planning Factors Relationship to Unified Planning Work Program Tasks**

The work tasks included in this document are assessed as to their relationship to meeting the eight metropolitan planning factors. These areas are required to be considered as part of the metropolitan planning process by 23 United States Code 134(f)(1). The eight metropolitan planning factors are listed and a metropolitan planning area-Unified Planning Work Program work task matrix is provided in Appendix C.

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# Chapter II

## Work Program

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## Chapter II: Work Program

The 2014-15 and 2015-16 Unified Planning Work Program, covering the Fiscal Year from July 1, 2014 to June 30, 2015 and the Fiscal Year from July 1, 2015 to June 30, 2016, was developed by Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, in accordance with its *Public Involvement Plan*, with the cooperation and participation of the Florida Department of Transportation, the public and other transportation agencies.

The Work Program Section of the Unified Planning Work Program documents each specific transportation planning task to be undertaken during Fiscal Years 2014-15 and 2015-16, including the purpose of the task, previous work accomplished, proposed methodology, responsible agencies, cost estimates and proposed funding sources, as well as an end product.

The Unified Planning Work Program is made up of eight major sections of which some are further subdivided to individual tasks. The final section contains summary tables detailing the Unified Planning Work Program tasks by participating agencies and funding sources.

The eight major categories of the Unified Planning Work Program are briefly described, as follows:

- 1.0 Administration--The administration section describes task functions required to manage the transportation planning process on a continual basis, including program administration, development, review and reporting, staff development and an annual audit.
- 2.0 Data Collection--The data collection section includes work tasks needed to monitor area travel characteristics and factors affecting travel, such as socioeconomic, community and land use data, transportation system data, natural, physical and human environmental concerns and issues.
- 3.0 Transportation Improvement Program--The transportation improvement program section includes tasks required for the development and management of the transportation improvement program.
- 4.0 Long Range Transportation Plan--The long range transportation plan section addresses the plan actions to be taken in this Unified Planning Work Program for developing the long range transportation plan.
- 5.0 Special Project Planning--The special project planning section describes non-recurring planning projects and/or projects that do not fit readily into other categories.
- 6.0 Regional Planning--The regional planning section includes a description of the planning activities the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area plans to conduct that include other metropolitan planning organizations and/or counties.
- 7.0 Public Participation--The public participation section describes the tasks necessary to implement the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's public participation program during the development of the unified planning work program, long range transportation plan, transportation improvement program and other plans and programs as required.

- 8.0 Systems Planning--The systems planning section describes recurring planning studies/projects including transit, bicycle/pedestrian, transportation demand management or transportation disadvantaged planning.

# Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

## 1.0 Administration

### 1.1 Program Management

#### a. Purpose

To properly manage the transportation planning process on a continual basis, including program administration, development, review and reporting, staff development and an annual audit. The focus of this task is to provide the venue and policy context for the Florida Department of Transportation to consult with local officials.

#### b. Previous Work Completed

Work during Fiscal Years 2012-13 and 2013-14 consisted of Staff Support for the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area and its Advisory Committees and the Community Involvement Program. In addition, an audit was performed of financial statements of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area for the fiscal year ended September 30, 2013.

#### c. Methodology

Program Management- professional, technical and administrative activities conducted in accordance with the Professional Staff Services Agreement entered into by the North Central Florida Regional Planning Council and the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area. Some of the activities that the staff performs in support of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area include: providing assistance in developing transportation plans and programs; providing staff support for the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Advisory Committees; maintaining files for the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area; arranging all Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area meetings; and performing the financial accounting, bookkeeping and grants management.

Financial Statements and Auditor's Report- an audit will be performed of financial statements of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area for each fiscal year, Year One ending September 30, 2015 and Year Two ending September 30, 2016. This audit will be performed in accordance with the provisions of Office of Management and Budget Circular A-133.

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Advisory Committees- staff will review materials and attend meetings as necessary in support of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Advisory Committees. In addition, this task will include paying the City of Gainesville \$8,870.10 in Year One and \$9,313.61 in Year Two to provide staff support to the Bicycle/Pedestrian Advisory Board when it discusses Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area issues and agenda items.

Annual Certification- Preparation for and assistance to federal and state officials in the annual certification process. The annual certification review meeting is conducted along with the development of the Unified Planning Work Program.

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Bylaws- The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Bylaws will be reviewed and updated (if needed).

Consideration of Safety and Security in the Transportation Planning Process- Continuity of Operations Plan- The Continuity of Operations Plan will be reviewed and revised as part of addressing consideration of safety and security in the transportation planning process. This plan is concerned with how the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will continue to function in the event of a natural or man-made disaster.

#### Three-Year Business Plan

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has developed a Three-Year Business Plan that describes major planning activities anticipated to occur in the future. This Business Plan, shown in Appendix E, explains the need for maintaining a Planning funds carryover balance in excess of 50 percent of the annual Planning Fund allocation.

#### Review Agreements

The Interlocal Agreement for Creation of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area (May 26, 2004) will be updated (if needed).

### **d. End Products and Estimated Completion Dates**

The end products will be sound record keeping, two Financial Statements and Auditor's Reports, Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area meeting notice display ads, minutes for the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area and Advisory Committee meetings, two updated Continuity of Operations Plans, two certification documents and a transportation planning program that is accepted and understood by the public and transportation planning and programming that is coordinated with the comprehensively planned development of the metropolitan area.



Product	Schedule of Activities											
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Year One	Fiscal Year 2014-15											
	2014						2015					
Bylaws	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Certification Report							✓	✓	✓			
Continuity of Operations Plan							✓	✓	✓			
Financial Statement and Auditor's Reports						✓	✓	✓	✓			
Year Two	Fiscal Year 2015-16											
	2015						2016					
Bylaws	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Certification Report							✓	✓	✓			
Continuity of Operations Plan							✓	✓	✓			
Financial Statement and Auditor's Reports						✓	✓	✓	✓			

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area  
Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year One- Fiscal Year 2014-15</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$68,000	-	-	-	-	\$68,000
Florida Department of Transportation	-	-	\$14,996	-	-	\$14,996
Alachua County	-	-	-	-	\$9,360	\$9, 360
City of Gainesville	-	-	-	-	\$16,326	\$16,326
University of Florida	-	-	-	-	\$2,000	\$2,000
<b>Total</b>	<b>\$68,000</b>	<b>-</b>	<b>\$14,995</b>	<b>-</b>	<b>\$27,686</b>	<b>\$110,682</b>
Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year Two- Fiscal Year 2015-16#</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$68,000	-	-	-	-	\$68,000
Florida Department of Transportation	-	-	\$14,996	-	-	\$14,996
Alachua County	-	-	-	-	\$9,360	\$9, 360
City of Gainesville	-	-	-	-	\$16,526	\$16,526
University of Florida	-	-	-	-	\$2,000	\$2,000
<b>Total</b>	<b>\$68,000</b>	<b>-</b>	<b>\$14,996</b>	<b>-</b>	<b>\$27,886</b>	<b>\$110,882</b>

\*Lead Agency; #Planning Budget for Year Two is illustrative until approved by the Florida Legislature.

# Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

## 1.2 Unified Planning Work Program

### a. Purpose

The preparation of documents used to delineate the functional and financial responsibilities for transportation planning implementation.

### b. Previous Work Completed:

Preparation of the Fiscal Years 2014-15 and 2015-16 Unified Planning Work Program and the preparation of Unified Planning Work Program revisions/modifications as needed.

### c. Methodology:

The development of a Unified Planning Work Program document that contains all transportation and transportation-related planning activities anticipated within the Gainesville Metropolitan Area during the next two years, regardless of funding source. This task also includes making revisions/modifications to the Unified Planning Work Program as needed.

### d. End Products:

**Year One-** Anticipated completion date is June 30, 2015.

Fiscal Year 2014-15 Unified Planning Work Program revisions/modifications as needed during the Fiscal Year.

**Year Two-** Anticipated completion date is June 30, 2016.

Fiscal Years 2016-17 and 2017-18 Unified Planning Work Program report prepared and submitted in the fourth quarter of Fiscal Year 2015-16.

Fiscal Year 2015-16 Unified Planning Work Program revisions/modifications as needed during the Fiscal Year.

Schedule of Activities											
Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Year One - Fiscal Year 2014-15											
2014						2015					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Year Two - Fiscal Year 2015-16											
2015						2016					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year One- Fiscal Year 2014-15</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$30,000	-	-	-	-	\$30,000
Florida Department of Transportation	-	-	\$6,617	-	-	\$6,617
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	<b>\$30,000</b>	<b>-</b>	<b>\$6,617</b>	<b>-</b>	<b>-</b>	<b>\$36,617</b>
Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year Two- Fiscal Year 2015-16#</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$30,000	-	-	-	-	\$30,000
Florida Department of Transportation	-	-	\$6,617	-	-	\$6,617
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	<b>\$30,000</b>	<b>-</b>	<b>\$6,617</b>	<b>-</b>	<b>-</b>	<b>\$36,617</b>

\*Lead Agency; #Planning Budget for Year Two is illustrative until approved by the Florida Legislature

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# Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

## 1.3 Professional Development

### a. Purpose

To keep up-to-date with the latest techniques and guidelines in transportation planning, management, financing and implementation. To inform all local governments about these new concepts in an effort to streamline and improve the transportation planning process.

### b. Previous Work Completed

During Fiscal Years 2012-13 and 2013-14, staff and Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area members attended several statewide meetings, seminars and training workshops on urban transportation planning and program management. Some of the meetings, training workshops and seminars that staff and Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area members attended included the following:

1. Metropolitan Planning Organization Advisory Council quarterly meetings;
2. Florida Department of Transportation Level of Service Task Team meetings;
3. American Planning Association, Florida Chapter annual conferences;
4. Northeast Florida Transportation Forum quarterly meetings;
5. Florida Department of Transportation Community Traffic Safety Team Coalition meetings;
6. Association of Metropolitan Planning Organizations annual national conferences;
7. Florida Department of Transportation Model Task Force meetings;
8. Alachua County Traffic Safety Team monthly meetings;
9. Federal Highway Administration/Federal Transit Administration/Metropolitan Planning Organization/Florida Department of Transportation Central Office/Florida Department of Transportation District Liaison Videoconferences;
10. American Planning Association annual national conferences; and
11. Metropolitan Planning Organization Advisory Council Policy and Technical Subcommittee meetings.

### c. Methodology

In order to keep abreast of new and changing techniques and guidelines related to transportation planning, various staff members will attend training workshops, seminars and conferences. Prior to incurring any costs related to training workshops, seminars or conferences, prior approval will be obtained from the Florida Department of Transportation and/or the Federal Highway Administration when appropriate.

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area staff plans to attend training workshops as needed and necessary in order to be able to evaluate the reliability of the data used by the traffic forecast model. A Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area member and an alternate participate in the Florida Metropolitan Planning Organization Advisory Council quarterly meetings. Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area staff also participates in Metropolitan Planning Organization Advisory Council staff meetings. Metropolitan Transportation Planning Organization for the Gainesville Urbanized

Area staff also participates in Public Involvement Officer meetings in conjunction with the Metropolitan Planning Organization Advisory Council meetings.

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area staff serves on the Florida Department of Transportation's statewide Level of Service Task Team and participates in several meetings and training workshops as needed. In addition, Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area staff also attend Statewide Model Task Force meetings.

The metropolitan transportation planning processes have become critical tools for responding to increasingly complex issues at the State and local levels. The purpose of this task is to enhance the skills and capabilities used to conduct effective transportation planning processes.

Attendance at workshops, seminars and conferences will increase the expertise of staff with respect to technical tools, data sources and forecasting models. This will help ensure that staff is adequately prepared to provide information needed to support local decision-making.

#### d. End Product

Staff will maintain training materials, manuals and presentations from training and/or conferences. Enhanced staff skills and capabilities.

Schedule of Activities											
Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Year One - Fiscal Year 2014-15											
2014						2015					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Year Two - Fiscal Year 2015-16											
2015						2016					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓



Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year One- Fiscal Year 2014-15</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$30,000	-	-	\$8,662	-	\$38,662
Florida Department of Transportation	-	-	\$6,617	-	-	\$6,617
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	<b>\$30,000</b>	<b>-</b>	<b>\$6,617</b>	<b>\$8,662</b>	<b>-</b>	<b>\$45,279</b>
Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year Two- Fiscal Year 2015-16#</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$25,000	-	-	\$8,662	-	\$33,662
Florida Department of Transportation	-	-	\$5,514	-	-	\$5,514
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	<b>\$25,000</b>	<b>-</b>	<b>\$5,514</b>	<b>\$8,662</b>	<b>-</b>	<b>\$39,176</b>

\*Lead Agency; #Planning Budget for Year Two is illustrative until approved by the Florida Legislature

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# Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

## 1.4 Program Reporting

### a. Purpose

To prepare reporting documents for distribution to local, state and federal agencies and financial oversight for the Unified Planning Work Program.

### b. Previous Work Completed

Preparation of: Quarterly Progress Reports and Invoices for Planning Funds

Technical Memorandum concerning a project to “smooth” the Census Bureau urbanized area line

Technical Memorandum concerning a comparative analysis of Eugene, Oregon and Gainesville, Florida

Technical Memorandum concerning Alachua County Federal and State funds by mode of transportation

Technical Memorandum concerning a priority list of needed bus pullout locations

### c. Methodology

Quarterly Progress Reports and Invoices for Planning Funds- prepare progress (activity) reports and invoices on a quarterly basis and conduct financial oversight of the Unified Planning Work Program.

Technical Memorandums- preparation of special studies which could not be anticipated. Some of these special studies may be conducted using purchase orders to obtain consultant services for planning related tasks and studies, such as corridor planning studies and charrettes. This arrangement was approved by Florida Department of Transportation District 2 staff on March 19, 2001 after discussing this arrangement with Federal Highway Administration staff.

### d. End Products: Anticipated completion date is not applicable.

Quarterly progress reports and invoices to the Florida Department of Transportation and the Federal Highway Administration that accompany the Planning funds invoices. These reports and invoices are completed at the end of each quarter.

Technical Memorandums for the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area prepared as needed during each year.

Schedule of Activities											
Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Year One - Fiscal Year 2014-15											
2014						2015					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Year Two - Fiscal Year 2015-16											
2015						2016					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year One- Fiscal Year 2014-15</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$30,000	-	-	-	-	\$30,000
Florida Department of Transportation	-	-	\$6,617	-	-	\$6,617
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	<b>\$30,000</b>	<b>-</b>	<b>\$6,617</b>	<b>-</b>	<b>-</b>	<b>\$36,617</b>
Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year Two- Fiscal Year 2015-16#</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$30,000	-	-	-	-	\$30,000
Florida Department of Transportation	-	-	\$6,617	-	-	\$6,617
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	<b>\$30,000</b>	<b>-</b>	<b>\$6,617</b>	<b>-</b>	<b>-</b>	<b>\$36,617</b>

\*Lead Agency; #Planning Budget for Year Two is illustrative until approved by the Florida Legislature

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# Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

## 1.5 State Support and Program Management and Technical Assistance Federal Transit Administration

### a. Purpose

To provide guidance and technical assistance to the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, staff and various committees as requested and/or required by Florida Department of Transportation policy for the Federal Transit Administration Section 5305(d) program. These funds are used to support the following activities in Task 8.3:

To examine transportation system management and transportation demand management techniques which are designed to improve the transportation system through low-cost measures to reduce traffic congestion and obtain greater capacity out of the existing highway system. The activities discussed in this task are funded with Federal Transit Administration Section 5305(d) funds.

To maintain current data about roadway conditions affecting bicycle, pedestrian and transit level of service and to use current data for setting bicycle, pedestrian and transit project priorities. The project priorities shall be based upon aggregations of facility segment data that create logical project termini.

### b. Previous Work Completed

The previous work completed using these funds include the following tasks reported in Task 8.3:

1. A multimodal [automotive (highway), bicycle, pedestrian and transit service] level of service evaluation was conducted using the Florida Department of Transportation 2009 Quality/Level of Service Handbook level of service analysis tools, Generalized Tables and LOSPLAN software. About 100 roadway facilities were analyzed using Florida Department of Transportation's Generalized Tables. The results of this evaluation are contained in the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's Multimodal Level of Service Report which is available on the ncfrpc.org website;
2. The monitoring of pedestrian, bicycle and transit activity, including the preparation of an annual transit ridership report;
3. Incorporated transit projects into the Transportation Improvement Program;
4. Assisted Regional Transit System staff in developing priorities for needed, but unfunded, transit projects;
5. Activities related to improving transportation services to the elderly and persons with disabilities;

6. Incorporated Federal Transit Administration grant-funded transportation disadvantaged projects into the Transportation Improvement Program; and
7. Assisted Regional Transit System staff in developing transit planning studies.
8. Incorporated safety and security into the transportation planning process.

### c. Methodology

Management efforts include guidance and supervision of administrative tasks (program management, development, review and reporting) necessary to carry out the transportation planning process within the future metropolitan area boundaries of the Gainesville Metropolitan Area. Technical assistance includes both computer usage and staff analysis of various systems and project planning efforts (routine reviews and planning evaluations) as spelled out in current study designs. Match for this task is cash and not "soft match" funds.

To develop the following eligible Federal Transit Administration Section 5305(d) transit planning activities in Task 8.3-

1. Program Support and Administration (44.21.00)- development of the Unified Planning Work Program, interagency coordination, citizen participation, public information and local assistance.
2. Long Range Transportation Planning- System Level (44.23.01)- the monitoring of pedestrian, bicycle and transit activity. In addition, this task will also include an assessment of bicycle, pedestrian and transit service using the Florida Department of Transportation Quality/Level of Service Handbook multimodal level of service analysis generalized tables to analyze existing roadway facilities to include evaluation for bicycle, pedestrian and transit modes of travel added to the current highway (automotive) travel mode analysis.
3. Short Range Transportation Planning (44.24.00)- the monitoring of transit activity, including the preparation of an annual transit ridership report, and providing technical assistance to Regional Transit System staff (including providing assistance in the development of the Transit Development Plan); and the monitoring of bicycling activity, including the preparation of a bicycle usage trends program report.
4. Transportation Improvement Program (44.25.00)- activities specifically emphasizing Transportation Improvement Program development and monitoring and developing transit project priorities for unfunded transit projects.
5. Coordination of Non-Emergency Service Transportation (44.26.12)- the planning, development and improvement of transportation services to the elderly and persons with disabilities.
6. Incorporating Safety and Security in the Transportation Planning (44.26.16)- activities that incorporate safety and security into the transportation planning process.



#### d. End Product

##### Year One-

An annual transit ridership monitoring report (anticipated completion date of March 2015).

A report that assesses the quality of bicycle, pedestrian and transit levels of service using Florida Department of Transportation-approved procedures (anticipated completion date of September 2014).

Fiscal Years 2015-16 to 2019-20 Transportation Improvement Program with an anticipated completion date of June 30, 2015.

##### Year Two-

An annual transit ridership monitoring report (anticipated completion date of March 2016).

A report that assesses the quality of bicycle, pedestrian and transit levels of service using Florida Department of Transportation-approved procedures (anticipated completion date of September 2015).

Fiscal Years 2016-17 to 2020-21 Transportation Improvement Program (anticipated completion date of June 30, 2016).

Schedule of Activities											
Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Year One - Fiscal Year 2014-15											
2014						2015					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Year Two - Fiscal Year 2015-16											
2015						2016					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year One- Fiscal Year 2014-15</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	-	-	-	-	-	-
Florida Department of Transportation	-	\$15,338	-	-	-	\$15,338
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	-	\$15,338	-	-	-	\$15,338
Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year Two- Fiscal Year 2015-16#</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	-	-	-	-	-	-
Florida Department of Transportation	-	\$15,338	-	-	-	\$15,338
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	-	\$15,338	-	-	-	\$15,338

\*Lead Agency; #Planning Budget for Year Two is illustrative until approved by the Florida Legislature

# Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

## 2.0 Data Collection

### 2.1 System Characteristics

#### a. Purpose

Routine surveillance activities to assess the network condition and the actual growth and changes in travel demand characteristics. Task 2.1 is a comprehensive multi-agency on-going task that is performed each year by the Florida Department of Transportation, Alachua County and the City of Gainesville. This task is included in the Unified Planning Work Program because of the data collection and reporting done by the Florida Department of Transportation, Alachua County and the City of Gainesville.

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area participates in the Intelligent Transportation System Consortium. As needed, Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will convene a meeting of the Consortium to discuss prioritizing Intelligent Transportation System projects within the Gainesville Metropolitan Area. In addition, this task item also includes maintenance of the regional Intelligent Transportation System architecture.

#### b. Previous Work Completed

Traffic Volume Surveillance - City of Gainesville, Alachua County and Florida Department of Transportation traffic counting program.

Crash Surveillance Study and Program - City of Gainesville Crash Map and Alachua County Crash Surveillance Program.

#### c. Methodology

Traffic Volume Surveillance- the maintenance of a traffic count program by Florida Department of Transportation, Alachua County and the City of Gainesville.

Crash Surveillance Study- the collection and analysis of crash data by Florida Department of Transportation, Alachua County and the City of Gainesville.

#### d. End Product

**Year One**- Anticipated completion date is June 30, 2015.

Traffic Volume Surveillance- traffic count information in the form of a report. Crash Surveillance- crash information in the form of a report.

**Year Two**- Anticipated completion date is June 30, 2016.

Traffic Volume Surveillance- traffic count information in the form of a report. Crash Surveillance- crash information in the form of a report.

Schedule of Activities											
Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Year One - Fiscal Year 2014-15											
2014						2015					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Year Two - Fiscal Year 2015-16											
2015						2016					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year One- Fiscal Year 2014-15</b>						
Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	-	-	-	-	-	-
Florida Department of Transportation	-	-	-	-	-	-
*Alachua County	-	-	-	-	\$37,780	\$37,780
*City of Gainesville	-	-	-	-	\$39,500	\$39,500
University of Florida	-	-	-	-	-	-
<b>Total</b>	-	-	-	-	\$77,280	\$77,280
Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year Two- Fiscal Year 2015-16#</b>						
Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	-	-	-	-	-	-
Florida Department of Transportation	-	-	-	-	-	-
*Alachua County	-	-	-	-	\$37,780	\$37,780
*City of Gainesville	-	-	-	-	\$40,200	\$40,200
University of Florida	-	-	-	-	-	-
<b>Total</b>	-	-	-	-	\$77,980	\$77,980

\*Lead Agency; #Planning Budget for Year Two is illustrative until approved by the Florida Legislature

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# Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

## 2.2 System-Associated Characteristics

### a. Purpose

Monitoring area travel characteristics and factors affecting travel, such as socioeconomic, community and land use data, transportation system data, natural, physical and human environmental concerns and issues.

### b. Previous Work Completed

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area developed the base year (Year 2010) socioeconomic information that will be used in the (Year 2040) update of the long range transportation plan.

### c. Methodology

#### **Traffic Analysis Zone Socioeconomic Information**

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will work to maintain the socioeconomic information by traffic analysis zone. This information will be used in the next update of the long range transportation plan. This work may also involve updating and revising the Traffic Analysis Zone structure to allow for greater accuracy and flexibility in modeling of land use impacts to the transportation system. The maintenance of this information will include working with City of Gainesville and Alachua County to review individual traffic analysis zones and the associated land use and population information assigned to that zone. In addition, amendments to local government comprehensive plans will be monitored to see if revisions are needed to specific traffic analysis zones.

#### **Air Quality**

National Ambient Air Quality Standards will be tracked. The purpose of this task is to monitor the United States Environmental Protection Agency for potential changes to the National Ambient Air Quality Standards.

### d. End Product

Continued maintenance of the system-associated characteristics data base of land use and socioeconomic information to maintain an accurate and current zonal data file, including the update of ZDATA files. A report proposing changes to the traffic analysis zone delineations that are consistent with and/or compatible to the comprehensive plans of Alachua County and the municipalities located within Alachua County.

A report concerning the monitoring of National Ambient Air Quality Standards.

Anticipated completion date is June 30, 2016.

Schedule of Activities											
Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Year One - Fiscal Year 2014-15											
2014						2015					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Year Two - Fiscal Year 2015-16											
2015						2016					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓



Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year One- Fiscal Year 2014-15</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$30,000	-	-	-	-	\$30,000
Florida Department of Transportation	-	-	\$6,617	-	-	\$6,617
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	<b>\$30,000</b>	<b>-</b>	<b>\$6,617</b>	<b>-</b>	<b>-</b>	<b>\$36,617</b>
Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year Two- Fiscal Year 2015-16#</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$30,000	-	-	-	-	\$30,000
Florida Department of Transportation	-	-	\$6,617	-	-	\$6,617
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	<b>\$30,000</b>	<b>-</b>	<b>\$6,617</b>	<b>-</b>	<b>-</b>	<b>\$36,617</b>

\*Lead Agency; #Planning Budget for Year Two is illustrative until approved by the Florida Legislature

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# Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

## 3.0 Transportation Improvement Program

### 3.1 Transportation Improvement Program

#### a. Purpose

Tasks required for the development and management of the Transportation Improvement Program.

#### b. Previous Work Completed

Preparation of the Fiscal Years 2012-13 to 2016-17 and Fiscal Years 2013-14 to 2017-18 Transportation Improvement Programs and the preparation of Transportation Improvement Program amendments as needed.

#### c. Methodology

The development of a document which is a staged five-year program of transportation improvement projects consistent with the transportation plans of the area. This task also includes making amendments to the Transportation Improvement Program as needed. In addition, this task will include:

- A. The development of tangible strategies and activities for proactively involving freight shippers and users of public transportation in the development of the transportation improvement program.
- B. The identification of transportation projects and strategies that "increase the safety and security of transportation systems." This entails communication and collaboration among safety professionals, the enforcement community and transportation planners in order to successfully integrate safety and security into all stages of the transportation planning process.
- C. Federal Funds Obligation Project List- An annual listing of projects for which federal funds have been obligated in the preceding year will be published or otherwise made available for public review. This information will be consistent with the categories identified in the Transportation Improvement Program. This list is included in the Appendix of the List of Priority Projects document and the Appendix of the Transportation Improvement Program document.

**Metropolitan Planning Organization Transportation Improvement Program Project Prioritization Process**

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will ensure that its Transportation Improvement Program includes a description of the methodology that was used to prioritize projects.

**d. End Products**

**Year One-** Anticipated completion date is June 30, 2015.

Fiscal Years 2015-16 to 2019-20 Transportation Improvement Program report prepared and submitted in the fourth quarter of Fiscal Years 2014-15.

Fiscal Years 2014-15 to 2018-19 Transportation Improvement Program amendments as needed during the Fiscal Year.

Fiscal Years 2014-15 Federal Funds Obligation Project List prepared and submitted in the first quarter of Fiscal Years 2014-15 as an appendix to the List of Priority Projects document and the Transportation Improvement Program document.

**Year Two-** Anticipated completion date is June 30, 2016.

Fiscal Years 2016-17 to 2020-21 Transportation Improvement Program report prepared and submitted in the third and fourth quarter of Fiscal Year 2015-16.

Fiscal Years 2015-16 to 2019-20 Transportation Improvement Program amendments as needed during the Fiscal Year.

Fiscal Years 2015-16 Federal Funds Obligation Project List prepared and submitted in the first quarter of Fiscal Year 2015-16 as an appendix to the List of Priority Projects document and the Transportation Improvement Programs document.

Schedule of Activities											
Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Year One - Fiscal Year 2014-15											
2014						2015					
								✓	✓	✓	✓
Year Two - Fiscal Year 2015-16											
2015						2016					
								✓	✓	✓	✓

Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year One- Fiscal Year 2014-15</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$46,000	-	-	-	-	\$46,000
Florida Department of Transportation	-	-	\$10,144	-	-	\$10,144
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	\$5,800	\$5,800
University of Florida	-	-	-	-	-	-
<b>Total</b>	\$46,000	-	\$10,144	-	\$5,800	\$61,944
Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year Two- Fiscal Year 2015-16#</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$30,000	-	-	-	-	\$30,000
Florida Department of Transportation	-	-	\$6,617	-	-	\$6,617
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	\$5,900	\$5,900
University of Florida	-	-	-	-	-	-
<b>Total</b>	\$30,000	-	\$6,617	-	\$5,900	\$42,517

\*Lead Agency; #Planning Budget for Year Two is illustrative until approved by the Florida Legislature

# Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

## 4.0 Long Range Transportation Plan

### 4.1 Long Range Transportation Plan

#### a. Purpose

Update current adopted long range plans to be consistent with the planning requirements identified in federal legislation.

Integrate the Efficient Transportation Decision Making process into the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area planning and programming process.

#### b. Previous Work Completed

Reviewed the current adopted long range transportation plan for consistency with the applicable provisions of federal legislation and Florida law. In addition, the current adopted long range plan was reviewed to identify needed, but unfunded projects. Based upon this review, projects were added to the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's priority list of needed projects.

In Fiscal Years 2012-13 and 2013-14, the Consultant scope-of-work, contract and request for proposal documents were developed for the Year 2040 long range transportation plan.

#### c. Methodology

The current adopted long range transportation plan will be reviewed each year for consistency with the applicable provisions of federal legislation and Florida law. In order to try and identify possible future revenues to implement additional projects in the long range transportation plan, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will continue exploring alternative funding sources through the planning process.

In addition, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area must update its long range transportation plan by October 27, 2015.

## **EFFICIENT TRANSPORTATION DECISION MAKING**

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will load the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's long range needs and/or cost feasible plan into the Efficient Transportation Decision-Making data base and adopt policies relating to the submittal of projects both at the planning and programming phase. In addition, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will develop the purpose and need statements and logical termini for projects in the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's long range transportation plan. These policies should also set up processes to respond to resource agency comments and to prepare planning summary reports. Additional activities will include uploading information about the community (such as socio-economic data) into the Efficient Transportation Decision-Making database to assist in the review of submitted projects and to strengthen the overall planning processes of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area. The Florida Department of Transportation Environmental Management Office, in Tallahassee, will provide technical assistance. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area process will continue efforts to link planning and the National Environmental Policy Act of 1969 process in all steps of planning efforts including any regionally significant projects.

### Linking the Planning and Environmental Protection Agency Processes

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will continue to integrate Efficient Transportation Decision-Making into its existing planning and programming process. Additionally, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will continue efforts to link planning and the National Environmental Protection Act process in all steps of planning efforts, including any regionally significant projects.

### Consideration of Management and Operations within Planning Processes

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will include estimates for programs that support, operate and maintain the current system in long range transportation plan documents. These estimates will be provided for the highway (state and local) and transit components. For the State Highway System, the Florida Department of Transportation will provide the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area with an appendix describing these costs. This information will be included in the appendix of the long range transportation plan.

## **d. End Products**

A long range transportation plan that is compliant with federal legislation and state law and integrates Efficient Transportation Decision-Making into its existing planning and programming process. In addition, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area long range transportation plan will be reviewed during the fourth quarter of Fiscal Year 2014-15 and Fiscal Year 2015-16 to identify needed, but unfunded, projects that will be included in the List of Priority Projects report discussed in Task 8.1. If necessary, the long range transportation plan will be amended and updated materials will be prepared describing the amended plan.

Anticipated completion dates for the tasks described are June 30, 2015 and June 30, 2016.



Schedule of Activities											
Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Year One - Fiscal Year 2014-15											
2014						2015					
			✓	✓	✓	✓	✓	✓	✓	✓	✓
Year Two - Fiscal Year 2015-16											
2015						2016					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year One- Fiscal Year 2014-15</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$53,442	-	-	-	-	\$53,442
Florida Department of Transportation	-	\$100,000	\$25,020	-	-	\$125,020
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	\$4,800	\$4,800
University of Florida	-	-	-	-	-	-
Consultant	\$60,000	-	-	-	-	\$60,000
<b>Total</b>	<b>\$113,442</b>	<b>\$100,000</b>	<b>\$25,020</b>	<b>-</b>	<b>\$4,800</b>	<b>\$243,262</b>
Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year Two- Fiscal Year 2015-16#</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$3,442	-	-	-	-	\$3,442
Florida Department of Transportation	-		\$9,581	-	-	\$9,581
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	\$1,200	\$1,200
University of Florida	-	-	-	-	-	-
Consultant	\$40,000		-	-	-	\$40,000
<b>Total</b>	<b>\$43,442</b>		<b>\$9,581</b>	<b>-</b>	<b>\$1,200</b>	<b>\$54,223</b>

\*Lead Agency; #Planning Budget for Year Two is illustrative until approved by the Florida Legislature

# Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

## 5.0 Special Project Planning

### 5.1 Pedestrian Safety Action Plan

#### a. Purpose

To provide a guide to help state and local officials know where to begin to address pedestrian safety issues. It is intended to assist agencies in further enhancing their existing pedestrian safety program and activities, including identifying safety problems and selecting optimal solutions.

#### b. Previous Work Completed

None.

#### c. Methodology

Florida has been ranked in the top five states in regards to pedestrian and bicyclist deaths over the past decade. A concerted effort from all partners involved is needed to reduce both pedestrian and bicycle crashes. The Florida Highway Safety Plan contains a vulnerable road users emphasis area. A major strategy within this area is to develop and use a systematic approach to identify locations and behaviors prone to pedestrian and bicycle crashes and implement multidisciplinary countermeasures. The Florida Department of Transportation Safety Office now has the ability to identify clusters of bicycle and pedestrian safety crashes on a statewide basis. The system they have developed can also access accident reports associated with the crashes to provide specific information in addition to the locational data. Initial "hot spot" maps have been distributed to the Florida Department of Transportation Districts during the first quarter of 2014.

This task is to prepare a *Pedestrian Safety Action Plan*. Several Florida metropolitan planning organizations, including MetroPlan Orlando and Pinellas Metropolitan Planning Organization, already have developed and adopted along with their partners pedestrian safety action plans. The Federal Highway Administration provides extensive resources and guidance regarding the development of *Pedestrian Safety Action Plans*. Training will be available within the State in the upcoming year.

A major planning emphasis area for this year for the metropolitan planning organizations is to develop or further implement a Pedestrian Safety Action Plan. The objective is to specifically adopt and implement a process to identify locations and behaviors prone to historical pedestrian bicycle crashes and develop with their applicable partners countermeasures designed to eliminate them.

#### d. End Products

A Pedestrian Safety Action Plan (anticipated completion date of June 2016).

Schedule of Activities											
Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Year One - Fiscal Year 2014-15											
2014						2015					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Year Two - Fiscal Year 2015-16											
2015						2016					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year One- Fiscal Year 2014-15</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$35,000	-	-	-	-	\$35,000
Florida Department of Transportation	-	-	\$7,719	-	-	\$7,719
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	<b>\$35,000</b>	<b>-</b>	<b>\$7,719</b>	<b>-</b>	<b>-</b>	<b>\$42,719</b>
Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year Two- Fiscal Year 2015-16</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$35,000	-	-	-	-	\$35,000
Florida Department of Transportation	-	-	\$7,719	-	-	\$7,719
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	<b>\$35,000</b>	<b>-</b>	<b>\$7,719</b>	<b>-</b>	<b>-</b>	<b>\$42,719</b>

\*Lead Agency;

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## 5.2 State Road 26 Multimodal Study

### a. Purpose

Priority #3 in the State Highway portion of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's adopted Year 2035 Cost Feasible Plan is the State Road 26/University Avenue Multimodal Emphasis Corridor (from Gale Lemerand Drive east to Waldo Road). The purpose of this Study is to identify specific multimodal projects within this portion of State Road 26 that can be programmed for implementation by the Florida Department of Transportation in its Five-Year Work Program. Part of this project is to document existing conditions within the corridor and data collection for bicycle, pedestrian and transit users.

### b. Previous Work Completed

None.

### c. Methodology

The methodology will consist of reviewing and evaluating the Multimodal Emphasis Corridor Design Elements, and use other appropriate resources, in order to identify specific multimodal projects that can, and should, be implemented within the State Road 26 Corridor.

Phase 1 will include:

1. documenting existing conditions within the corridor, including right-of-way (using existing right-of-way information [note original surveys do not need to be prepared]), existing multimodal corridor design elements, other existing multimodal infrastructure, bicycle/pedestrian counts, average annual daily traffic, transit levels of service, crash data and environmental or hazardous locations;
2. preparing an existing conditions report (and mapping); and
3. preliminary review and ranking of multimodal corridor design elements for the corridor or segments of the corridor.

Phase 2 will include a final listing of preferred multimodal corridor design elements to implement on the corridor (or segments of the corridor). The recommendation will include documentation of costs and phasing to the best effort available for implementation and maintenance, if element requires perpetual maintenance. Final report and final mapping are included in Phase 2.

### d. End Products

A State Road 26 Multimodal Study report (anticipated completion date of June 2015).

Schedule of Activities											
Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Year One - Fiscal Year 2014-15											
2014						2015					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Year Two - Fiscal Year 2015-16											
2015						2016					
-	-	-	-	-	-	-	-	-	-	-	-



Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year One- Fiscal Year 2014-15</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	-	-	-	-	-	-
Florida Department of Transportation	-	\$100,000	-	-	-	\$100,000
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	-	\$100,000	-	-	-	\$100,000
Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year Two- Fiscal Year 2015-16</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	-	-	-	-	-	-
Florida Department of Transportation	-	-	-	-	-	-
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	-	-	-	-	-	-

\*Lead Agency;

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# Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

## 6.0 Regional Planning

### 6.1 Regional Planning

#### a. Purpose

To provide products and processes that result in regional planning and cooperation between metropolitan planning organizations and integration of the Strategic Intermodal System, including planning activities the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area plans to conduct with other metropolitan planning organizations, the North Central Florida Regional Planning Council and/or other counties.

#### b. Previous Work Completed

The previous work completed includes working with the Ocala/Marion County Regional Transportation Planning Organization to approve the submission of a City of Gainesville Transportation Regional Incentive Program application for SW 62nd Boulevard.

#### c. Methodology

During the coming year, Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will develop products and processes that result in regional planning and cooperation between the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area and integration of Florida Department of Transportation's Strategic Intermodal System. For proposed Transportation Regional Incentive Program projects with identified 50 percent local funding, Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will prepare any needed updates to the interlocal agreement and the regional transportation plan. This Plan will include regional project prioritization and ranking.

State and Regional Clearinghouse Review of Transportation Projects- to review and comment on state and regional Clearinghouse review projects that pertain to the systemwide 3-C transportation planning process in the Gainesville Metropolitan Area. This does not include state and regional Clearinghouse review of preliminary engineering and construction projects or environmental impact studies on projects.

Regional Visioning- The North Central Florida Regional Planning Council will be convening and coordinating a regional visioning process, Vision North Central Florida - *Charting a Course for Economic Prosperity*. The regional visioning process encompasses the Enterprise Florida North Central Region, which includes the 11 counties in the North Central Florida Regional Planning Council region, plus two counties in the Withlacoochee Regional Planning Council region (Levy and Marion Counties).

Regional visioning processes have taken place in all major metropolitan regions, and some small metropolitan and rural regions in Florida. The regional visioning process will use the Florida Chamber Foundation's Six Pillars for Securing Florida's Future as the organizing framework. The Six Pillars are Talent Supply and Education, Innovation and Economic Development, Infrastructure and Growth Leadership, Business Climate and Competitiveness, Civic and Governance Systems and Quality of

Life and Quality Places. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will provide \$10,000 for this regional visioning process.

#### d. End products

An updated regional transportation plan that identifies regionally significant transportation facilities that are located within the regional transportation area and contain a priority list of regionally significant projects. State and regional Clearinghouse review of projects that pertain to the systemwide 3-C transportation planning process.

A regional visioning process- Vision North Central Florida.

Anticipated completion date is June 30, 2016.

Schedule of Activities											
Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Year One - Fiscal Year 2014-15											
2014						2015					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Year Two - Fiscal Year 2015-16											
2015						2016					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year One- Fiscal Year 2014-15</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$30,000	-	-	-	-	\$30,000
Florida Department of Transportation	-	-	\$6,617	-	-	\$6,617
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	<b>\$30,000</b>	<b>-</b>	<b>\$6,617</b>	<b>-</b>	<b>-</b>	<b>\$36,617</b>
Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year Two- Fiscal Year 2015-16#</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$30,000	-	-	-	-	\$30,000
Florida Department of Transportation	-	-	\$6,617	-	-	\$6,617
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	<b>\$30,000</b>	<b>-</b>	<b>\$6,617</b>	<b>-</b>	<b>-</b>	<b>\$36,617</b>

\*Lead Agency; #Planning Budget for Year Two is illustrative until approved by the Florida Legislature

# Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

## 7.0 Public Participation

### 7.1 Public Participation

#### a. Purpose

Tasks necessary to implement the public participation program of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area during development of the Unified Planning Work Program, long range transportation plan, transportation improvement program and other plans and programs as required.

#### b. Previous Work Completed

The update of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's adopted Public Involvement Plan.

#### c. Methodology

The Community Involvement Program is designed to give citizens an opportunity to participate at the system planning level and not restrict them to involvement at the project level when it is sometimes too late to effectuate changes. In the accomplishment of the Public Involvement Process, Advisory Committee and Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area meetings are scheduled bimonthly.

This task will work on increasing public participation, particularly among traditionally underserved segments of the population. In addition, this task will include evaluating the effectiveness of public involvement activities and using the results to improve the public involvement process. This task includes the following work activities:

1. Staff support to the Bicycle/Pedestrian Advisory Board, Citizens Advisory Committee and Technical Advisory Committee;
2. "Reader friendly" display ads will be published for public hearings;
3. Public Information Network workshops will be held as needed;
4. Display ads will be published each year prior to adoption of the Transportation Improvement Program;
5. Each year, the public involvement program will be reviewed for overall performance and effectiveness, especially for low-income and minority populations, and if necessary, revised to increase public participation in the transportation planning process;
6. Each year, a document entitled Citizens' Guide to Transportation Planning is updated and distributed to the public;

7. Outreach programs will continue to be provided to identify and involve disadvantaged transportation users, including minority and low-income communities, or any other segment of the business or public community in the transportation planning process. This includes the use of data to map the location of linguistically isolated populations - the "traditionally underserved" to include limited English speakers and limited mobility population;
8. The focus of public involvement efforts will be expanded to include special efforts to engage low income communities, minority communities, limited English speakers, limited mobility populations and those who may otherwise be traditionally underserved and under-represented by the transportation system in order to increase their representation in the planning process;
9. Meeting formats will encourage or facilitate participation by minorities or persons with disabilities. All public meetings or public workshops are Title VI compliant and Americans with Disabilities Act compliant;
10. Technical information will be available in formats and at places and times conducive to review by minorities or persons with disabilities;
11. Contacts with minority groups or leaders will be used appropriately to identify information needs and planning/programming issues of concern;
12. Minority media sources will be appropriately included in notification activities for public meetings or public review of agency documents;
13. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will ensure that its planning process is open and that public input is acknowledged and is considered in the decision-making of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area;
14. Outreach programs will continue to identify and involve freight shippers and providers of freight transportation in the transportation planning process; and
15. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area website includes many documents and studies available in draft and then final form. Website maintenance activities are updated on a regular basis.

#### **d. End Products**

Updated Public Involvement Plan and flyers, letters and notices for workshops, periodical advertisements for planning level projects and meetings. Anticipated completion date is June 30, 2014.

Updated Public Involvement Plan and flyers, letters and notices for workshops, periodical advertisements for planning level projects and meetings. Anticipated completion date is June 30, 2015.



Schedule of Activities											
Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Year One - Fiscal Year 2014-15											
2014						2015					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Year Two - Fiscal Year 2015-16											
2015						2016					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year One- Fiscal Year 2014-15</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$40,000	-	-	-	-	\$40,000
Florida Department of Transportation	-	-	\$8,822	-	-	\$8,822
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	<b>\$40,000</b>	<b>-</b>	<b>\$8,822</b>	<b>-</b>	<b>-</b>	<b>\$48,822</b>
Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year Two- Fiscal Year 2015-16#</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$40,000	-	-	-	-	\$40,000
Florida Department of Transportation	-	-	\$8,822	-	-	\$8,822
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	<b>\$40,000</b>	<b>-</b>	<b>\$8,822</b>	<b>-</b>	<b>-</b>	<b>\$48,822</b>

\*Lead Agency; #Planning Budget for Year Two is illustrative until approved by the Florida Legislature

# Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

## 7.2 Civil Rights - Title VI

### a. Purpose

This task implements United States Department of Transportation Title VI regulations in 49 Code of Federal Regulations Part 21 and integrates Title VI provisions into Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area programs and activities.

### b. Previous Work Completed

The preparation of *Title VI Program* required forms and assurances.

### c. Methodology

The following general requirements and guidelines will be implemented:

1. Preparation of Title VI assurances;
2. Preparation and submission of a Title VI Program that is approved by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area and submitted to the Florida Department of Transportation;
3. Provide information to the public regarding the obligations of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area under the U.S. Department of Transportation Title VI regulations and apprise the public of the protections against discrimination afforded to them by Title VI;
4. Develop procedures for investigating and tracking Title VI complaints filed against them and ensure that procedures for filing a complaint are available to members of the public upon request, including the development of a Title VI complaint form;
5. Record and report transit-related Title VI investigations, complaints and law suits;
6. Integrate into the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's established public involvement plan or process the contents and considerations of Title VI, the Executive Order on Limited English Proficiency and the United States Department of Transportation's Limited English Proficiency Guidance;
7. Ensure meaningful access to benefits, services, information and other important portions of Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area programs and activities for individuals who are Limited English Proficient;
8. Provide a table depicting the racial breakdown of the membership of Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area boards and committees and a description of efforts made to encourage the participation of minorities on such advisory bodies;

9. Prepare and submit a Title VI Program that is approved by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area and the Florida Department of Transportation (next due date is April 23, 2015); and
10. Submit Title VI compliance reports for planning activities and self-certify compliance with all applicable Federal requirements.

**d. End Products**

Title VI Assurances  
Title VI / Nondiscrimination Policy Statement  
Title VI Program (due date is April 23, 2015)  
Title VI Compliance Reports

Anticipated completion date is June 30, 2016.

Schedule of Activities											
Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Year One - Fiscal Year 2014-15											
2014						2015					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Year Two - Fiscal Year 2015-16											
2015						2016					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area  
Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year One- Fiscal Year 2014-15</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$30,000	-	-	-	-	\$30,000
Florida Department of Transportation	-	-	\$6,617	-	-	\$6,617
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	<b>\$30,000</b>	<b>-</b>	<b>\$6,617</b>	<b>-</b>	<b>-</b>	<b>\$36,617</b>
Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year Two- Fiscal Year 2015-16#</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$30,000	-	-	-	-	\$30,000
Florida Department of Transportation	-	-	\$6,617	-	-	\$6,617
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	<b>\$30,000</b>	<b>-</b>	<b>\$6,617</b>	<b>-</b>	<b>-</b>	<b>\$36,617</b>

\*Lead Agency; #Planning Budget for Year Two is illustrative until approved by the Florida Legislature

# Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

## 7.3 Civil Rights - Environmental Justice

### a. Purpose

Incorporate environmental justice principles into Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area plans, projects and activities.

### b. Previous Work Completed:

The preparation of environmental justice activities in the report entitled *Fiscal Years 2013/14 - 2017/18 Transportation Improvement Program- Appendix E- Service Equity Supplemental Information*.

### c. Methodology

The following activities will be implemented:

1. Develop procedures to fully engage environmental justice populations in the public transportation decisionmaking process;
2. Determine whether environmental justice populations would be subjected to disproportionately high and adverse human health or environmental effects as a result of a transportation plan, project or activity; and
3. Investigate ways to avoid, minimize or mitigate these effects.

### d. End Products

An Environmental Justice Analysis of the Fiscal Years 2014-15 to 2018-19 Transportation Improvement Program. Anticipated completion date is June 30, 2015.

An Environmental Justice Analysis of the Fiscal Years 2015-16 to 2019-20 Transportation Improvement Program. Anticipated completion date is June 30, 2016.

Schedule of Activities											
Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Year One - Fiscal Year 2014-15											
2014						2015					
								✓	✓	✓	✓
Year Two - Fiscal Year 2015-16											
2015						2016					
								✓	✓	✓	✓



Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year One- Fiscal Year 2014-15</b>						
<b>*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area</b>	\$30,000	-	-	-	-	\$30,000
Florida Department of Transportation	-	-	\$6,617	-	-	\$6,617
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	\$30,000	-	\$6,617	-	-	\$36,617
Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year Two- Fiscal Year 2015-16#</b>						
<b>*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area</b>	\$25,000	-	-	-	-	\$25,000
Florida Department of Transportation	-	-	\$5,514	-	-	\$5,514
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	\$25,000	-	\$5,514	-	-	\$30,514

\*Lead Agency; #Planning Budget for Year Two is illustrative until approved by the Florida Legislature

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# Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

## 8.0 System Planning

### 8.1 System Review and Analysis

#### a. Purpose

To perform continual reviews of the highway system and update networks and plans as needed and identify methods to integrate safety and security within the transportation planning process. In addition, this task will also evaluate the transportation impacts of large, proposed developments.

#### b. Previous Work Completed

Evaluation of the impact of proposed changes to the highway system to reflect land use, policy and other changes was completed. Submission of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area transportation priorities in the List of Priority Projects (Federal, State and Local) to use in developing the Florida Department of Transportation's District II 5-Year Work Program.

#### c. Methodology

Evaluate the impact of proposed changes to the highway system to reflect land use, policy and other changes. This includes evaluating the transportation impacts of large, proposed developments within the Gainesville Metropolitan Area. This task will also include:

A. Consideration of Safety and Security in the Transportation Planning Process- Federal legislation emphasizes the safety and security of transportation systems as a national priority and calls for transportation projects and strategies that "increase the safety and security of transportation systems." This entails communication and collaboration among safety professionals, the enforcement community and transportation planners in order to successfully integrate safety and security into all stages of the transportation planning process. This task will include developing priority lists of needed projects that are not currently funded. A special emphasis will be given to assigning a high priority to projects that increase the safety and security of transportation systems. Staff will continue to serve on the Alachua County Traffic Safety Team. Participation on this Team helps implement the State Strategic Highway Safety Plan.

B. List of Priority Projects- This task will be developed by considering the following eight metropolitan planning factors:

FACTOR 1      Consideration of projects and strategies that will support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency;

FACTOR 2      Consideration of projects and strategies that will increase the safety of the transportation system for motorized and nonmotorized users;

- FACTOR 3      Consideration of projects and strategies that will increase the accessibility and mobility options available to people and for freight;
- FACTOR 4      Consideration of projects and strategies that will protect and enhance the environment, promote energy conservation, promote consistency between transportation improvements and State and local planned growth and economic development patterns and improve quality of life;
- FACTOR 5      Consideration of projects and strategies that will enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- FACTOR 6      Consideration of projects and strategies that will promote efficient system management and operation;
- FACTOR 7      Consideration of projects and strategies that will emphasize the preservation of the existing transportation system; and
- FACTOR 8      Consideration of projects and strategies that will increase the security of the transportation system for motorized and nonmotorized users.
- C.      Review of Florida Department of Transportation Tentative Work Program- Each December, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area reviews the Florida Department of Transportation Tentative Work Program.
- D.      Gainesville Intelligent Transportation System Consortium- Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area participates in the Consortium. As needed, Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will convene a meeting of the Consortium to discuss prioritizing Intelligent Transportation System projects within the Gainesville Metropolitan Area. In addition, this task item also includes maintenance of the regional Intelligent Transportation System architecture.

#### **d.      End Products**

**Year One-** Anticipated completion date is June 30, 2015.

A report that discusses the transportation impacts of large, proposed developments within the Gainesville Metropolitan Area.

List of Priority Projects Report for the Florida Department of Transportation Work Program will be developed in the fourth quarter of Fiscal Year 2014-15.

**Year Two-** Anticipated completion date is June 30, 2016.

A report that discusses the transportation impacts of large, proposed developments within the Gainesville Metropolitan Area.

List of Priority Projects Report for the Florida Department of Transportation Work Program will be developed in the fourth quarter of Fiscal Year 2015-16.

Schedule of Activities											
Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Year One - Fiscal Year 2014-15											
2014						2015					
						✓	✓	✓	✓	✓	✓
Year Two - Fiscal Year 2015-16											
2015						2016					
						✓	✓	✓	✓	✓	✓

Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year One- Fiscal Year 2014-15</b>						
<b>*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area</b>	\$30,000	-	-	-	-	\$30,000
Florida Department of Transportation	-	-	\$6,617	-	-	\$6,617
Alachua County	-	-	-	-	\$19,470	\$19,470
City of Gainesville	-	-	-	-	\$5,600	\$5,600
University of Florida	-	-	-	-	\$2,000	\$2,000
<b>Total</b>	<b>\$30,000</b>	<b>-</b>	<b>\$6,617</b>	<b>-</b>	<b>\$27,070</b>	<b>\$63,387</b>
Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year Two- Fiscal Year 2015-16#</b>						
<b>*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area</b>	\$31,000	-	-	-	-	\$31,000
Florida Department of Transportation	-	-	\$6,837	-	-	\$6,837
Alachua County	-	-	-	-	\$19,470	\$19,470
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	\$2,000	\$2,000
<b>Total</b>	<b>\$31,000</b>	<b>-</b>	<b>\$6,837</b>	<b>-</b>	<b>\$21,470</b>	<b>\$59,307</b>

\*Lead Agency; #Planning Budget for Year Two is illustrative until approved by the Florida Legislature

# Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

## 8.2 Management Systems

### a. Purpose

Continue to review and update the congestion management process.

### b. Previous Work Completed

Updated level of service information as part of the Congestion Management Process by compiling a data base of information needed to estimate existing levels of service. The Level of Service Report was updated to account for the latest annual average daily traffic counts provided by Alachua County, the City of Gainesville and the Florida Department of Transportation for the Gainesville Metropolitan Area. This report includes facility analyses using the Florida Department of Transportation Level of Service Handbook Generalized Tables.

The Mobility Plan was updated to be compliant with federal legislation. This monitoring system is a key component for prioritizing bicycle facility, pedestrian facility, roadway facility and transit projects that address congestion management in the Long Range Transportation Plan and Transportation Improvement Program. This report addressed the congestion management process requirements in federal and state legislation.

### c. Methodology

Continue to develop the congestion management system as a tool to improve the Gainesville Metropolitan Area transportation system by ameliorating congestion and increasing mobility choice. The development of a data base of information needed to estimate existing levels of service using the Generalized Level of Service Tables and ARTPLAN and HIGHPLAN software. Use level of service information as an assessment tool for safety based upon existing level of service problems and identify how proposed projects will decrease safety problems in a regional context.

### d. End Products

#### Year One-

Annual Multimodal Level of Service Report and Mobility Plan Status Report (anticipated completion date September 2014).

#### Year Two-

Annual Multimodal Level of Service Report and Mobility Plan Status Report (anticipated completion date September 2015).

Schedule of Activities											
Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Year One - Fiscal Year 2014-15											
2014						2015					
✓	✓	✓							✓	✓	✓
Year Two - Fiscal Year 2015-16											
2015						2016					
✓	✓	✓	✓	✓	✓				✓	✓	✓



Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year One- Fiscal Year 2014-15</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$48,000	-	-	-	-	\$48,000
Florida Department of Transportation	-	-	\$10,587	-	-	\$10,587
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	\$1,456	\$1,456
University of Florida	-	-	-	-	-	-
<b>Total</b>	<b>\$48,000</b>	<b>-</b>	<b>\$10,587</b>	<b>-</b>	<b>\$1,456</b>	<b>\$60,043</b>
Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year Two- Fiscal Year 2015-16#</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$48,000	-	-	-	-	\$48,000
Florida Department of Transportation	-	-	\$10,587	-	-	\$10,587
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	\$1,456	\$1,456
University of Florida	-	-	-	-	-	-
<b>Total</b>	<b>\$48,000</b>	<b>-</b>	<b>\$10,587</b>	<b>-</b>	<b>\$1,456</b>	<b>\$60,043</b>

\*Lead Agency; #Planning Budget for Year Two is illustrative until approved by the Florida Legislature

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# Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

## 8.3 Section 5305(d) Federal Transit Administration Grant

### a. Purpose

To examine transportation system management and transportation demand management techniques which are designed to improve the transportation system through low-cost measures to reduce traffic congestion and obtain greater capacity out of the existing highway system. The activities discussed in this task are funded with Federal Transit Administration Section 5305(d) funds.

To maintain current data about roadway conditions affecting bicycle, pedestrian and transit level of service and to use current data for setting bicycle, pedestrian and transit project priorities. The project priorities shall be based upon aggregations of facility segment data that create logical project termini and can be analyzed for aggregate benefit-cost determination.

### b. Previous Work Completed

The completion of the following tasks:

1. A multimodal [automotive (highway), bicycle, pedestrian and transit service] level of service evaluation was conducted using the Florida Department of Transportation 2009 Quality/Level of Service Handbook level of service analysis tools, Generalized Tables and LOSPLAN software. About 100 roadway facilities were analyzed using Florida Department of Transportation's Generalized Tables. The results of this evaluation are contained in the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's Multimodal Level of Service Report and on the [ncfrpc.org/mtpo](http://ncfrpc.org/mtpo) website;
2. The monitoring of pedestrian, bicycle and transit activity, including the preparation of an annual transit ridership report;
3. Incorporated transit projects into the Transportation Improvement Program;
4. Assisted Regional Transit System in developing priorities for needed, but unfunded, transit projects;
5. Activities related to improving transportation services to the elderly and persons with disabilities;
6. Incorporated Federal Transit Administration grant-funded transportation disadvantaged projects into the Transportation Improvement program; and
7. Assisted Regional Transit System in developing transit planning studies.

### c. Methodology

To develop the following eligible Federal Transit Administration Section 5305(d) transit planning activities-

1. Program Support and Administration (44.21.00)- development of the Unified Planning Work Program, interagency coordination, citizen participation, public information and local assistance;
2. Long Range Transportation Planning- System Level (44.23.01)- the monitoring of pedestrian, bicycle and transit activity. In addition, this task will also include an assessment of bicycle, pedestrian and transit service using the Florida Department of Transportation Quality/Level of Service Handbook multimodal level of service analysis generalized tables to analyze existing roadway facilities to include evaluation for bicycle, pedestrian and transit modes of travel added to the current highway (automotive) travel mode analysis;
3. Short Range Transportation Planning (44.24.00)- the preparation of an annual transit ridership report and providing technical assistance to Regional Transit System (including providing assistance in the development of the Transit Development Plan); and the monitoring of bicycling activity, including the preparation of a bicycle usage trends program report;
4. Transportation Improvement Program (44.25.00)- activities specifically emphasizing Transportation Improvement Program development and monitoring and developing transit project priorities for unfunded transit projects; and
5. Coordination of Non-Emergency Service Transportation (44.26.12)- the planning, development and improvement of transportation services to the elderly and persons with disabilities.
6. Incorporating Safety and Security in the Transportation Planning (44.26.16)- activities that incorporate safety and security into the transportation planning process.

### d. End Products

#### Year One -

An annual transit ridership monitoring report (anticipated completion date of March 2015).

A report that assesses the quality of bicycle, pedestrian and transit levels of service using Florida Department of Transportation-approved procedures (anticipated completion date of September 2014).

Fiscal Years 2015-16 to 2019-20 Transportation Improvement Program (anticipated completion date of June 30, 2015).

#### Year Two -

An annual transit ridership monitoring report (anticipated completion date of March 2016).

A report that assesses the quality of bicycle, pedestrian and transit levels of service using Florida Department of Transportation-approved procedures (anticipated completion date of September 2015).

Fiscal Years 2016-17 to 2020-21 Transportation Improvement Program (anticipated completion date of June 30, 2016).

Schedule of Activities											
Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Year One - Fiscal Year 2014-15											
2014						2015					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Year Two - Fiscal Year 2015-16											
2015						2016					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year One- Fiscal Year 2014-15</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$122,707	-	-	\$15,338	-	\$138,045
Florida Department of Transportation	-	-	-	-	-	-
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	\$2,000	\$2,000
<b>Total</b>	<b>\$122,707</b>	<b>-</b>	<b>-</b>	<b>\$15,338</b>	<b>\$2,000</b>	<b>\$140,045</b>
Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year Two- Fiscal Year 2015-16#</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	\$122,707	-	-	\$15,338	-	\$138,045
Florida Department of Transportation	-	-	-	-	-	-
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	\$2,000	\$2,000
<b>Total</b>	<b>\$122,707</b>	<b>-</b>	<b>-</b>	<b>\$15,338</b>	<b>\$2,000</b>	<b>\$140,045</b>

\*Lead Agency; #Planning Budget for Year Two is illustrative until approved by the Florida Legislature

# Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

## 8.4 Transportation Disadvantaged Program

### a. Purpose

To establish a planning program that meets the requirements of Chapter 427, Florida Statutes, and Rule 41-2 of the Florida Administrative Code with respect to planning coordinated transportation services for the transportation disadvantaged (low-income, elderly and persons with disabilities).

### b. Previous Work Completed

Assistance to the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area in providing staff support to the Alachua County Transportation Disadvantaged Coordinating Board for the following tasks:

- Provided a process for the appointment and reappointment of voting and non-voting members of the local coordinating board;
- Prepared agendas for local coordinating board meetings consistent with the Local Coordinating Board and Planning Agency Operating Guidelines;
- Prepared official minutes of local coordinating board meetings. For committee meetings, prepared minutes in the form of a brief summary of basic points, discussions, decisions and recommendations to the full board. Kept records of all meetings for at least three years;
- Provided at least one public hearing annually by the local coordinating board;
- Developed and updated by-laws for local coordinating board approval;
- Developed, updated and implemented local coordinating board grievance procedures in accordance with the Florida Commission for the Transportation Disadvantaged guidelines;
- Maintained a current membership roster and mailing list of local coordinating board members;
- Provided public notice of local coordinating board meetings and local public hearings in accordance with the Coordinating Board and Planning Agency Operating Guidelines;
- Reviewed and commented on the Annual Operating Report for submittal to the local coordinating board, and forwarded comments/concerns to the Florida Commission for the Transportation Disadvantaged;
- Jointly developed the transportation disadvantaged service plan with the community transportation coordinator and coordinating board;
- Reviewed the Alachua County Transportation Disadvantaged Service Plan and recommended approval or changes to the local coordinating board;

- Reported the actual expenditures of direct federal and local government transportation funds to the Florida Commission for the Transportation Disadvantaged;
- Prepared the Alachua County Transportation Disadvantaged Service Plan following the Commission guidelines. This Service Plan addressed the Coordinated Human Service Plan requirements in federal legislation;
- Encouraged integration of "transportation disadvantaged" issues into local and regional comprehensive plans. Ensured activities of the local coordinating board and community transportation coordinator were consistent with local comprehensive planning activities;
- Provided the local coordinating board with quarterly reports of planning accomplishments and expenditures as outlined in the planning grant agreement or any other activities related to the transportation disadvantaged program including but not limited to consultant contracts, special studies and marketing efforts;
- Attended Florida Commission for the Transportation Disadvantaged-sponsored training, the Commission's quarterly regional meetings, and the Commission's annual training workshop, within budget/staff/schedule availability;
- Attended at least one Commission meeting each year within budget/staff/schedule availability;
- Provided training for newly-appointed local coordinating board members;
- Provided technical assistance to the community transportation coordinator, purchasing agencies and others, as needed within budget/staff/schedule availability; and
- Ensured the local coordinating board conducts, at a minimum, an annual evaluation of the community transportation coordinator based on local standards and using the Florida for the Transportation Disadvantaged Commission Evaluation Workbook for Community Transportation Coordinators and Providers in Florida (at a minimum, using the modules concerning Competition in Use of Operators, Cost Effectiveness and Efficiency and Availability of Service).

### **c. Methodology**

Provide the Alachua County Transportation Disadvantaged Coordinating Board with sufficient staff support and resources to enable it to meet its responsibilities. Coordinate program resources for transportation services in order to increase service availability and more cost-effective transportation services to persons with limited access and special needs.

This task will include the update of United States Bureau of the Census information to identify the location of low-income, minority, elderly and disabled populations. This information will be used to assess the distribution of benefits and adverse environmental impacts of proposed plans and projects on these populations.



Coordinated Human Service Plan and Coordination of Human Service Transportation

In accordance with Section 427.015 and Section 427.0157, Florida Statutes, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will develop local service needs and provide information, advice and direction to the community transportation coordinator. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will assist the Alachua County Transportation Disadvantaged Coordinating Board in development and implementation of its Transportation Disadvantaged Service Plan and provide information, advice and direction to the community transportation coordinator. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will work with federal, state and local agencies to ensure that transportation services are seamless, comprehensive and accessible to all citizens.

**d. End Products**

**Year One-** Anticipated completion date is June 30, 2015.

Various work tasks and products required by Chapter 427, Florida Statutes and Florida Administrative Code, Rule 41-2, including:

1. A report that identifies the location of low-income, minority, elderly and disabled populations;
2. The Alachua County Transportation Disadvantaged Service Plan; and
3. The preparation of meeting agendas, meeting minutes and meeting notices for Alachua County Coordinating Board meetings.

**Year Two-** Anticipated completion date is June 30, 2016.

Various work tasks and products required by Chapter 427, Florida Statutes and Florida Administrative Code, Rule 41-2, including:

1. A report that identifies the location of low-income, minority, elderly and disabled populations;
2. The Alachua County Transportation Disadvantaged Service Plan; and
3. The preparation of meeting agendas, meeting minutes and meeting notices for Alachua County Coordinating Board meetings.

Schedule of Activities											
Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Year One - Fiscal Year 2014-15											
2014						2015					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Year Two - Fiscal Year 2015-16											
2015						2016					
✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year One- Fiscal Year 2014-15</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	-	\$24,245	-	-	-	\$24,245
Florida Department of Transportation	-	-	-	-	-	-
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	-	\$24,245	-	-	-	\$24,245
Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year Two- Fiscal Year 2015-16#</b>						
*Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	-	\$24,245	-	-	-	\$24,245
Florida Department of Transportation	-	-	-	-	-	-
Alachua County	-	-	-	-	-	-
City of Gainesville	-	-	-	-	-	-
University of Florida	-	-	-	-	-	-
<b>Total</b>	-	\$24,245	-	-	-	\$24,245

\*Lead Agency; #Planning Budget for Year Two is illustrative until approved by the Florida Legislature

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# Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

## 8.5 Transit Development Planning

### a. Purpose

The State of Florida Public Transit Block Grant Program was enacted by the Florida Legislature to provide a stable source of state funding for public transportation. The Block Grant Program requires public transit service providers to develop and adopt a ten-year Transit Development Plan, per the requirements set forth in Rule 14-73, Florida Administrative Code. Annual progress reports also must be submitted to the Florida Department of Transportation by September 1st of each year. A major update is required every five years and the annual progress reports are required in the interim years. The City of Gainesville Regional Transit System's next major update is due September 1, 2016.

### b. Previous Work Completed

The City of Gainesville Regional Transit System prepared a Transit Development Plan.

### c. Methodology

The ten-year Transit Development Plan is a strategic guide for public transportation in the community over the next ten years. It represents the transit agency's vision for public transportation in its service area during this time period. Generally, the Transit Development Plan process includes an assessment of overall transit-related needs in the community along with a phased implementation plan of recommended improvements for helping address those needs. Specifically, a Transit Development Plan includes the following major elements:

- Public involvement plan and process;
- Base data compilation and analysis (review of demographic and travel behavior characteristics of the service area);
- Performance evaluation of existing services;
- Situation appraisal (transit agency strengths and weaknesses; external barriers and opportunities; estimation of community demand for transit);
- Goals and objectives;
- Transit demand and mobility needs;
- Development of proposed transit enhancements (funded and unfunded);
- Ten-year implementation plan;
- Ten-year financial plan (projected costs and revenues); and
- Other strategic issues specific to a given study area.

#### d. End Products

**Year One-** There are no tasks scheduled for Year One.

**Year Two-** Anticipated completion date is June 30, 2016.

The Transit Development Plan update process that will be completed by June 30, 2016 will culminate in a plan document that will include the following types of information:

- Demographic, socio-economic, land-use, transportation, and transit data for the study area;
- Public involvement plan (including stakeholder interviews, on-board survey, etc.);
- Capacity/supply evaluation of transit services;
- Peer review analysis;
- Estimate of demand for transit services;
- Key themes and trends from local plans and documents; and
- Ten-year transit plan.

Schedule of Activities											
Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Year One - Fiscal Year 2014-15											
2014						2015					
-	-	-	-	-	-	-	-	-	-	-	-
Year Two - Fiscal Year 2015-16											
2015						2016					
-	-	-	-	✓	✓	✓	✓	✓	✓	✓	✓

Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year One- Fiscal Year 2014-15</b>						
Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	-	-	-	-	-	-
Florida Department of Transportation	-	-	-	-	-	-
Alachua County	-	-	-	-	-	-
City of Gainesville	\$151,036 <sup>a</sup>	-	-	-	-	\$151,036 <sup>a</sup>
University of Florida	-	-	-	-	-	-
<b>Total</b>	<b>\$151,036<sup>a</sup></b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$151,036<sup>a</sup></b>
Responsible Agency	Funding Sources					
	Federal (Planning)	State Cash	State In-Kind	Local Cash	Local In-Kind	Total
<b>Year Two- Fiscal Year 2015-16</b>						
Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	-	-	-	-	-	-
Florida Department of Transportation	-	-	-	-	-	-
Alachua County	-	-	-	-	-	-
*City of Gainesville		-	-	-	-	
University of Florida	-	-	-	-	-	-
<b>Total</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

\*Lead Agency

<sup>a</sup> Federal Transit Administration Section 5307 funds

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# Chapter III

## Summary Budget Tables

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## Chapter III: Summary Budget Tables

The following pages contain the following summary budget tables.

Table 1: Agency Participation Table, Fiscal Year 2014-15

Table 2: Funding Source Table, Fiscal Year 2014-15

Table 3: Federal Transit Administration Deliverable Table, Fiscal Year 2014-15

Table 4: Agency Participation Table, Fiscal Year 2015-16

Table 5: Funding Source Table, Fiscal Year 2015-16

Table 6: Federal Transit Administration Deliverable Table, Fiscal Year 2015-16

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**Table 1**  
**Agency Participation Table**  
**Fiscal Year 2014-15**

Task Number	FDOT	MTPO	Alachua County	City of Gainesville	University of Florida	Total
<b>1.0 Administration</b>						
1.1 Program Management	14,996	68,000	9,360	16,326	2,000	110,682
1.2 Unified Planning Work Program	6,617	30,000				36,617
1.3 Professional Development	6,617	38,662				45,279
1.4 Program Reporting	6,617	30,000				36,617
1.5 State Support and Program Management and Technical Assistance FTA		15,338				15,338
<b>2.0 Data Collection</b>						
2.1 System Characteristics			37,780	39,500		77,280
2.2 System-Associated Characteristics	6,617	30,000				36,617
<b>3.0 Transportation Improvement Program</b>						
3.1 Transportation Improvement Program	10,144	46,000		5,800		61,944
<b>4.0 Long Range Transportation Plan</b>						
4.1 Long Range Transportation Plan	125,020	113,442		4,800		243,262
<b>5.0 Special Project Planning</b>						
5.1 Pedestrian Safety Action Plan	7,719	35,000				42,719
5.2 State Road 26 Multimodal Study	100,000					100,000
<b>6.0 Regional Planning</b>						
6.1 Regional Planning	6,617	30,000				36,617
<b>7.0 Public Participation</b>						
7.1 Public Participation	8,822	40,000				48,822
7.2 Civil Rights- Title VI	6,617	30,000				36,617
7.3 Civil Rights- Environmental Justice	6,617	30,000				36,617
<b>8.0 System Planning</b>						
8.1 System Review and Analysis	6,617	30,000	19,470	5,600	2,000	63,687
8.2 Management Systems	10,587	48,000		1,456		60,043
8.3 Section 5305 (d) FTA Grant		138,045			2,000	140,045
8.4 Transportation Disadvantaged Program		24,245				24,245
8.5 Transit Development Planning	151,036					151,036
<b>Total</b>	<b>481,260</b>	<b>776,732</b>	<b>66,610</b>	<b>73,482</b>	<b>6,000</b>	<b>1,404,084</b>

FDOT - Florida Department of Transportation

FTA - Federal Transit Administration

MTPO - Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area  
Unified Planning Work Program Fiscal Years 2014-15 and 2015-16

Table 2

**Funding Source Table  
Fiscal Year 2014-15**

Task Number	1		2		3		4		5		6		7		8		9		10		(1+3+7)	(2+4+8+10)	(5+6+9)	(1-10)
	USDOT		SPR		FTA		Other Local/		FHWA		FDOT/		PL Funds		MTPO		Grants		Total		Total	Total	Total	Grand
	Federal	State	Federal	State	Local	Agency Work	Federal	State	MTPO	Agency Work	Federal	State	MTPO	Agency Work	Federal	State	MTPO	Agency Work	Federal	State	Federal	State	Local	Total
<b>1.0 Administration</b>																								
1.1 Program Management						27,686															68,000	14,996	27,686	110,682
1.2 Unified Planning Work Program																					30,000	6,617		36,617
1.3 Professional Development						8,662															30,000	6,617	8,662	45,279
1.4 Program Reporting																					30,000	6,617		36,617
1.5 State Support and Program Management and Technical Assistance FTA					15,338																	15,338		15,338
<b>2.0 Data Collection</b>																								
2.1 System Characteristics						77,280															30,000	6,617	77,280	77,280
2.2 System-Associated Characteristics																								36,617
<b>3.0 Transportation Improvement Program</b>																								
3.1 Transportation Improvement Program						5,800															46,000	10,144	5,800	61,944
<b>4.0 Long Range Transportation Plan</b>																								
4.1 Long Range Transportation Plan						4,800															113,442	125,020	4,800	243,262
<b>5.0 Special Project Planning</b>																								
5.1 Pedestrian Safety Action Plan																					35,000	7,719		42,719
5.2 State Road 26 Multimodal Study																					100,000	100,000		100,000
<b>6.0 Regional Planning</b>																								
6.1 Regional Planning																					30,000	6,617		36,617
<b>7.0 Public Participation</b>																								
7.1 Public Participation																					40,000	8,822		48,822
7.2 Civil Rights- Title VI																					30,000	6,617		36,617
7.3 Civil Rights- Environmental Justice																					30,000	6,617		36,617
<b>8.0 System Planning</b>																								
8.1 System Review and Analysis						27,070															30,000	6,617	27,070	63,687
8.2 Management Systems						1,456															48,000	10,587	1,456	60,043
8.3 Section 5305 (d) FTA Grant						2,000															122,707		17,338	140,045
8.4 Transportation Disadvantaged Program																						24,245		24,245
8.5 Transit Development Planning						151,036															151,036			151,036
<b>Total</b>						<b>273,743</b>															<b>864,185</b>	<b>369,807</b>	<b>170,092</b>	<b>1,404,084</b>

1

The Florida Department of Transportation will soft match the Public Law funds using toll revenue expenditures as a credit toward the non-Federal matching share. The amount identified on this line represents the amount of soft match required (both State and local) for the amount of Federal Planning funds requested in this Unified Planning Work Program.

FDOT - Florida Department of Transportation

FHWA - Federal Highway Administration

FTA - Federal Transit Administration

MTPO - Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

PL - Planning

SPR - Statewide Planning and Research

TD - Transportation Disadvantaged

USDOT - United States Department of Transportation

**Table 3**

**Federal Transit Administration Deliverables Table  
Fiscal Year 2014-15**

Task Receiving Federal Transit Administration Funds	Amount Allocated	Specific Deliverable/End Product	Task Page Number
8.3	\$122,707	Audit	75
		Public Involvement Plan	
		Multimodal Level of Service Report	
		Annual Transit Ridership Report	
		Transportation Improvement Program	
		Alachua County Transportation Disadvantaged Service Plan	
8.5	\$151,036	Updated Transit Development Plan	85

**Table 4**  
**Agency Participation Table**  
**Fiscal Year 2015-16**

Task Number		FDOT	MTPO	Alachua County	City of Gainesville	University of Florida	Total
<b>1.0</b>	<b>Administration</b>						
1.1	Program Management	14,996	68,000	9,360	16,526	2,000	110,882
1.2	Unified Planning Work Program	6,617	30,000				36,617
1.3	Professional Development	5,514	33,662				39,176
1.4	Program Reporting	6,617	30,000				36,617
1.5	State Support and Program Management and Technical Assistance FTA		15,338				15,338
<b>2.0</b>	<b>Data Collection</b>						
2.1	System Characteristics			37,780	40,200		77,980
2.2	System-Associated Characteristics	6,617	30,000				36,617
<b>3.0</b>	<b>Transportation Improvement Program</b>						
3.1	Transportation Improvement Program	6,617	30,000		5,900		42,517
<b>4.0</b>	<b>Long Range Transportation Plan</b>						
4.1	Long Range Transportation Plan	9,581	43,442		1,200		54,223
<b>5.0</b>	<b>Special Project Planning</b>						
5.1	Pedestrian Safety Action Plan	7,719	35,000				42,719
<b>6.0</b>	<b>Regional Planning</b>						
6.1	Regional Planning	6,617	30,000				36,617
<b>7.0</b>	<b>Public Participation</b>						
7.1	Public Participation	8,822	40,000				48,822
7.2	Civil Rights- Title VI	6,617	30,000				36,617
7.3	Civil Rights- Environmental Justice	5,514	25,000				30,514
<b>8.0</b>	<b>System Planning</b>						
8.1	System Review and Analysis	6,837	31,000	19,470		2,000	59,307
8.2	Management Systems	10,587	48,000		1,456		60,043
8.3	Section 5305 (d) FTA Grant		138,045			2,000	140,045
8.4	Transportation Disadvantaged Program		24,245				24,245
<b>Total</b>		<b>109,272</b>	<b>681,732</b>	<b>66,610</b>	<b>65,282</b>	<b>6,000</b>	<b>928,896</b>

\*Planning budget for year two is illustrative until approved by the United States Congress.

FDOT - Florida Department of Transportation

FTA - Federal Transit Administration

MTPO - Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area



**Table 5**

**Funding Source Table  
Fiscal Year 2015-16**

Task Number		1	2	3		4	5	6	7		8	9	10	(1+3+7)	(2+4+8+10)	(5+6+9)	(1-10)
		USDOT SPR		FTA			Other Local/ Agency Work	FHWA PL Funds			FDOT/ TD Grants	Total Federal	Total State	Total Local	Grand Total		
		Federal	State	Federal	State	MTPO/ Local		Federal	State	MTPO							
1.0	Administration																
1.1	Program Management							27,886	68,000	14,996				68,000	14,996	27,886	110,882
1.2	Unified Planning Work Program								30,000	6,617				30,000	6,617		36,617
1.3	Professional Development							8,662	25,000	5,514				25,000	5,514	8,662	39,176
1.4	Program Reporting								30,000	6,617				30,000	6,617		36,617
1.5	State Support and Program Management and Technical Assistance FTA					15,338									15,338		15,338
2.0	Data Collection																
2.1	System Characteristics							77,980									
2.2	System-Associated Characteristics								30,000	6,617				30,000	6,617	77,980	77,980
3.0	Transportation Improvement Program																
3.1	Transportation Improvement Program							5,900	30,000	6,617				30,000	6,617	5,900	42,517
4.0	Long Range Transportation Plan																
4.1	Long Range Transportation Plan							1,200	43,442	9,581				43,442	9,581	1,200	54,223
5.0	Special Project Planning																
5.1	Pedestrian Safety Action Plan								35,000	7,719				35,000	7,719		42,719
6.0	Regional Planning																
6.1	Regional Planning								30,000	6,617				30,000	6,617		36,617
7.0	Public Participation																
7.1	Public Participation								40,000	8,822				40,000	8,822		48,822
7.2	Civil Rights- Title VI								30,000	6,617				30,000	6,617		36,617
7.3	Civil Rights- Environmental Justice								25,000	5,514				25,000	5,514		30,514
8.0	System Planning																
8.1	System Review and Analysis							21,470	31,000	6,837				31,000	6,837	21,470	59,307
8.2	Management Systems							1,456	48,000	10,587				48,000	10,587	1,456	60,043
8.3	Section 5305 (d) FTA Grant			122,707		15,338		2,000						122,707		17,338	140,045
8.4	Transportation Disadvantaged Program											24,245			24,245		24,245
	Total			122,707	15,338	15,338		146,554	495,442	109,272	1		24,245	618,149	148,855	161,892	928,896

\*Planning Budget for year two is illustrative until approved by the United States Congress.

<sup>1</sup>

The Florida Department of Transportation will soft match the Public Law funds using toll revenue expenditures as a credit toward the non-Federal matching share. The amount identified on this line represents the amount of soft match required (both State and local) for the amount of Federal Planning funds requested in this Unified Planning Work Program.

FDOT - Florida Department of Transportation  
FHWA - Federal Highway Administration  
FTA - Federal Transit Administration  
MTPO - Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

PL - Planning  
SPR - Statewide Planning and Research  
TD - Transportation Disadvantaged  
USDOT - United States Department of Transportation

**Table 6**

**Federal Transit Administration Deliverables Table  
Fiscal Year 2015-16**

Task Receiving Federal Transit Administration Funds	Amount Allocated	Specific Deliverable/End Product	Task Page Number
8.3	\$122,707	Audit	75
		Public Involvement Plan	
		Multimodal Level of Service Report	
		Annual Transit Ridership Report	
		Transportation Improvement Program	
		Alachua County Transportation Disadvantaged Service Plan	
8.5	\$151,036	Updated Transit Development Plan	85

# Appendix A

## Funding Codes

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## Appendix A: Funding Codes

The following is an explanation of the Funding Codes for Tables 2, 3, 5 and 6:

- Column 1 - United States Department of Transportation funds for Highway Planning and Research (Statewide Planning and Research);
- Column 2 - Florida Department of Transportation funds used to match Highway Planning and Research funds;
- Column 3 - Federal Transit Administration Section 5305(d) Funds;
- Column 4 - Florida Department of Transportation funds for matching the Federal Transit Administration Section 5305(d) funds;
- Column 5 - Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area funds for matching the Section 5305(d) funds;
- Column 6 - Other Local/Local Agency Work participation in the transportation planning program;
- Column 7 - Federal Highway Administration Planning (Planning) funds;
- Column 8 - Florida Department of Transportation funds (in-kind services) for matching Planning funds;
- Column 9 - Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area funds for matching Planning funds; and
- Column 10 - Florida Department of Transportation and Florida Commission for the Transportation Disadvantaged funds.

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# Appendix B

## Grant Applications, Certifications and Assurances Required in the Metropolitan Planning Organization Unified Planning Work Program

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## Appendix B: Grant Application, Certifications and Assurances Required in the Metropolitan Planning Organization Unified Planning Work Program

The following certifications and assurances are included in this Appendix:

- I. Unified Planning Work Program Fiscal Year 2014-15- Year One
  - A. Federal Fiscal Year 2014-15 Certification Regarding Lobbying
  - B. Forms Required for Federal Transit Administration Section 5305(d) Funds
    - 1. Standard Form 424, Application for Federal Assistance
    - 2. Federal Fiscal Year 2014-15 Certifications and Assurances for Federal Transit Administration Assistance
    - 3. Section 5305(d) Grant Management Information System Planning Line Item Codes - Fiscal Year 2014-15 (Federal Transit Administration Funds Only)
    - 4. Section 5305(d) Approved Project Budget for Fiscal Year 2014-15 (total dollars)
  - C. Federal Fiscal Year 2014-15 Debarment and Suspension Certification
  - D. Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Resolution for Section 5305(d) Reimbursement
  - E. Disadvantaged Business Enterprise Utilization
  - F. Title VI /Nondiscrimination Policy Statement
- II. Unified Planning Work Program Fiscal Year 2015-16- Year Two  
**[RESERVED- to be provided in Fiscal Year 2015-16]**
  - A. Federal Fiscal Year 2015-16 Certification Regarding Lobbying
  - B. Forms Required for Federal Transit Administration Section 5305(d) Funds
    - 1. Standard Form 424, Application for Federal Assistance
    - 2. Federal Fiscal Year 2015-16 Certifications and Assurances for Federal Transit Administration Assistance
    - 3. Section 5305(d) Grant Management Information System Planning Line Item Codes - Fiscal Year 2015-16 (Federal Transit Administration Funds Only)
    - 4. Section 5305(d) Approved Project Budget for Fiscal Year 2015-16 (total dollars)
  - C. Federal Fiscal Year 2015-16 Debarment and Suspension Certification

- D. Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area  
Resolution for Section 5305(d) Reimbursement
- E. Disadvantaged Business Enterprise Utilization
- F. Title VI /Nondiscrimination Policy Statement

**I**

**Unified Planning Work Program Fiscal Year 2014-15 - Year One  
Grant Application, Certifications and Assurances  
Required In The Metropolitan Planning Organization  
Unified Planning Work Program**

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**FEDERAL FISCAL YEAR 2014-2015 CERTIFICATION REGARDING LOBBYING**

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of her or his knowledge and belief, that:

- (1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any Federal Contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal 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 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 undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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, United States Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000.00 and not more than \$100,000.00 for each such failure.

Metropolitan Transportation  
Planning Organization  
for the Gainesville Urbanized Area

Susan Baird, Chair

Name of MPO

Date

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OMB Number: 4040-0004  
Expiration Date: 03/31/2012

<b>Application for Federal Assistance SF-424</b>			
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	
		<b>* If Revision, select appropriate letter(s):</b> <input type="text"/> <b>* Other (Specify)</b> <input type="text"/>	
<b>* 3. Date Received:</b> <input type="text"/>		<b>4. Applicant Identifier:</b> <input type="text"/>	
<b>5a. Federal Entity Identifier:</b> <input type="text"/>		<b>* 5b. Federal Award Identifier:</b> <input type="text"/>	
<b>State Use Only:</b>			
<b>6. Date Received by State:</b> <input type="text"/>		<b>7. State Application Identifier:</b> <input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>			
<b>* a. Legal Name:</b> <input type="text" value="Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area"/>			
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 59- 1834302		<b>* c. Organizational DUNS:</b> <input type="text" value="044233590"/>	
<b>d. Address:</b>			
<b>* Street1:</b> <input type="text" value="2009 NW 67th Place"/> <b>Street2:</b> <input type="text"/> <b>* City:</b> <input type="text" value="Gainesville"/> <b>County:</b> <input type="text" value="Alachua"/> <b>* State:</b> <input type="text" value="Florida"/> <b>Province:</b> <input type="text"/> <b>* Country:</b> <input type="text" value="USA: UNITED STATES"/> <b>* Zip / Postal Code:</b> <input type="text" value="32653-1063"/>			
<b>e. Organizational Unit:</b>			
<b>Department Name:</b> <input type="text" value="Transportation Planning"/>		<b>Division Name:</b> <input type="text"/>	
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>			
<b>Prefix:</b> <input type="text" value="Mr."/> <b>* First Name:</b> <input type="text" value="Scott"/> <b>Middle Name:</b> <input type="text" value="R."/> <b>* Last Name:</b> <input type="text" value="Koons"/> <b>Suffix:</b> <input type="text"/> <b>Title:</b> <input type="text" value="Executive Director"/> <b>Organizational Affiliation:</b> <input type="text" value="North Central Florida Regional Planning Council"/> <b>* Telephone Number:</b> <input type="text" value="352.955.2200"/> <b>Fax Number:</b> <input type="text" value="352.955.2209"/> <b>* Email:</b> <input type="text" value="koons@ncfrpc.org"/>			

<b>Application for Federal Assistance SF-424</b>
<b>9. Type of Applicant 1: Select Applicant Type:</b> <input type="text"/>
Type of Applicant 2: Select Applicant Type: <input type="text"/>
Type of Applicant 3: Select Applicant Type: <input type="text"/>
* Other (specify): <input type="text" value="X. Substate Organization"/>
<b>* 10. Name of Federal Agency:</b> <input type="text" value="Federal Transit Administration"/>
<b>11. Catalog of Federal Domestic Assistance Number:</b> <input type="text" value="20-505"/> CFDA Title: <input type="text"/>
<b>* 12. Funding Opportunity Number:</b> <input type="text"/> * Title: <input type="text"/>
<b>13. Competition Identification Number:</b> <input type="text"/> Title: <input type="text"/>
<b>14. Areas Affected by Project (Cities, Counties, States, etc.):</b> <input type="text" value="Alachua County"/>
<b>* 15. Descriptive Title of Applicant's Project:</b> <input type="text" value="Technical Studies in Support of FY 2014-15 Unified Planning Work Program (UPWP)"/>
Attach supporting documents as specified in agency instructions.



<b>Application for Federal Assistance SF-424</b>	
<b>16. Congressional Districts Of:</b>	
* a. Applicant      3, 6	* b. Program/Project      3, 6
Attach an additional list of Program/Project Congressional Districts if needed. <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<b>17. Proposed Project:</b>	
* a. Start Date:      7/01/14	* b. End Date:      6/30/15
<b>18. Estimated Funding (\$):</b>	
* a. Federal              \$122,707 * b. Applicant * c. State                \$15,338 * d. Local                \$15,338 * e. Other * f. Program Income * g. TOTAL               \$153,383	
<b>* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?</b>	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on      6/30/14 . <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input type="checkbox"/> c. Program is not covered by E.O. 12372.	
<b>* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.) Applicant Federal Debt Delinquency Explanation</b>	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)  <input checked="" type="checkbox"/> ** I AGREE  <small>** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.</small>	
<b>Authorized Representative:</b>	
Prefix:      Hon.	* First Name:      Susan
Middle Name:	
* Last Name:      Baird	
Suffix:	
* Title:      Chair, Gainesville MTPO	
* Telephone Number:      352.955.2200	Fax Number:      352.955.2209
* Email:      koons@ncfrpc.org	
* Signature of Authorized Representative:	* Date Signed:

**Application for Federal Assistance SF-424**

**\* Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

Not Applicable

APPENDIX A

**FEDERAL FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES FOR  
FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS**

*(Signature page alternative to providing Certifications and Assurances in TEAM-Web)*

**Name of Applicant:** Metropolitan Transportation Planning Organization for the  
Gainesville Urbanized Area

**The Applicant agrees to comply with applicable provisions of Groups 01 – 24. XX**  
**OR**

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

**Group    Description**

- |     |  |       |
|-----|--|-------|
| 01. | Assurances Required For Each Applicant.  | _____ |
| 02. | Lobbying.  | _____ |
| 03. | Procurement Compliance.  | _____ |
| 04. | Protections for Private Providers of Public Transportation.                              | _____ |
| 05. | Public Hearing.  | _____ |
| 06. | Acquisition of Rolling Stock for Use in Revenue Service.                                 | _____ |
| 07. | Acquisition of Capital Assets by Lease.  | _____ |
| 08. | Bus Testing.   | _____ |
| 09. | Charter Service Agreement.   | _____ |
| 10. | School Transportation Agreement.   | _____ |
| 11. | Demand Responsive Service.   | _____ |
| 12. | Alcohol Misuse and Prohibited Drug Use.  | _____ |
| 13. | Interest and Other Financing Costs.  | _____ |
| 14. | Intelligent Transportation Systems.  | _____ |
| 15. | Urbanized Area Formula Program.  | _____ |
| 16. | Clean Fuels Grant Program.   | _____ |
| 17. | Elderly Individuals and Individuals with Disabilities Formula Program and Pilot Program. | _____ |
| 18. | Nonurbanized Area Formula Program for States.  | _____ |
| 19. | Job Access and Reverse Commute Program.  | _____ |
| 20. | New Freedom Program.   | _____ |
| 21. | Paul S. Sarbanes Transit in Parks Program.   | _____ |
| 22. | Tribal Transit Program.  | _____ |
| 23. | Transportation Infrastructure Finance and Innovation Act Projects                        | _____ |
| 24. | Deposits of Federal Financial Funding to a State Infrastructure Banks.                   | _____ |

APPENDIX A

**FEDERAL FISCAL YEAR 2014 FEDERAL TRANSIT ADMINISTRATION CERTIFICATIONS AND  
ASSURANCES SIGNATURE PAGE**

*(Required of all Applicants for Federal Transit Administration funding and all Federal Transit Administration Grantees  
with an active capital or formula project)*

AFFIRMATION OF APPLICANT

Name of Applicant: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

Name and Relationship of Authorized Representative: Susan Baird, Chair

BY SIGNING BELOW, on behalf of the Applicant, I declare that the Applicant has duly authorized me to make these certifications and assurances and bind the Applicant's compliance. Thus, the Applicant agrees to comply with all Federal statutes and regulations, and follow applicable Federal directives, and comply with the certifications and assurances as indicated on the foregoing page applicable to each application it makes to the Federal Transit Administration in Federal Fiscal Year 2014.

The Federal Transit Administration intends that the certifications and assurances the Applicant selects on the other side of this document, as representative of the certifications and assurances, should apply, as provided, to each project for which the Applicant seeks now, or may later seek Federal Transit Administration funding during Federal Fiscal Year 2014.

The Applicant affirms the truthfulness and accuracy of the certifications and assurances it has made in the statements submitted with this document and any other submission made to the Federal Transit Administration, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 United States Code 3801 *et seq.*, and implementing United States Department of Transportation regulations, "Program Fraud Civil Remedies," 49 Code of Federal Regulations part 31 apply to any certification, assurance or submission made to the Federal Transit Administration. The criminal provisions of 18 United States Code 1001 apply to any certification, assurance, or submission made in connection with a Federal public transportation program authorized in 49 United States Code chapter 53 or any other statute

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

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Name Susan Baird, Chair

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Applicant): Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

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

I further affirm to the Applicant that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these certifications and assurances, or of the performance of the project.

Signature \_\_\_\_\_ Date: \_\_\_\_\_

Name David C. Schwartz, Attorney for Applicant

Each Applicant for Federal Transit Administration funding and each Federal Transit Administration Grantee with an active capital or formula project must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its signature in lieu of the Attorney's signature, provided the Applicant has on file this Affirmation, signed by the attorney and dated this Federal fiscal year.

**Section 5305(d)**  
**GMIS Planning Line Item Codes- Fiscal Year 2014-15**  
**(Federal Transit Administration Funds Only)**

Technical Classifications:

44.21.00	Program Support Administration	\$30,000
44.22.00	General Development and Comprehensive Planning	
44.23.01	Long Range Transportation Plan: System Level	30,000
44.23.02	Long Range Transportation Planning: Project Level	
44.24.00	Short Range Transportation Planning	12,000
44.25.00	Transportation Improvement Program	30,000
44.26.00	Planing Emphasis Areas	
44.26.12	Coordination of Non-Emergency Human Service Transportation	20,707
44.26.13	Participation of Transit Operators in Metropolitan Planning	
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	
44.26.16	Incorporating Safety & Security in Transportation Planning	
44.27.00	Other Activities	
Total Net Projects Cost		\$122,707

Accounting Classifications

44.30.01	Personnel	
44.30.02	Fringe Benefits	
44.30.03	Travel	
44.30.04	Equipment	
44.30.05	Supplies	
44.30.06	Contractual	\$122,707
44.30.07	Other	
44.30.08	Indirect Charges	
Total Net Projects Cost		\$122,707

Fund Allocations

44.40.01	MPO Activities	\$122,707
44.04.02	Transit Operator Activities	
44.40.03	State and/or Local Agency Activities	
Total Net Projects Cost		\$122,707

**Section 5305(d)**  
**GMIS Planning Line Item Codes- Fiscal Year 2014-15**  
**(Total Dollars)**

Technical Classifications:

44.21.00	Program Support Administration	\$38,000
44.22.00	General Development and Comprehensive Planning	
44.23.01	Long Range Transportation Plan: System Level	38,000
44.23.02	Long Range Transportation Planning: Project Level	
44.24.00	Short Range Transportation Planning	15,000
44.25.00	Transportation Improvement Program	38,000
44.26.00	Planing Emphasis Areas	
44.26.12	Coordination of Non-Emergency Human Service Transportation	24,383
44.26.13	Participation of Transit Operators in Metropolitan Planning	
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	
44.26.16	Incorporating Safety & Security in Transportation Planning	
44.27.00	Other Activities	
Total Net Projects Cost		\$153,383

Accounting Classifications

44.30.01	Personnel	
44.30.02	Fringe Benefits	
44.30.03	Travel	
44.30.04	Equipment	
44.30.05	Supplies	
44.30.06	Contractual	\$153,383
44.30.07	Other	
44.30.08	Indirect Charges	
Total Net Projects Cost		\$153,383

Fund Allocations

44.40.01	MPO Activities	\$153,383
44.04.02	Transit Operator Activities	
44.40.03	State and/or Local Agency Activities	
Total Net Projects Cost		\$153,383

Federal Share (80%)	\$122,707
Local Share (20%)	\$30,676

Accounting Classification	
91.37.08.8P-2	\$153,383

**FEDERAL FISCAL YEAR 2014-2015 DEBARMENT AND SUSPENSION CERTIFICATION**

As required by United States Regulations on Government wide Debarment and Suspension (Nonprocurement) at 49 Code of Federal Regulations 29.510

- (1) The Metropolitan Planning Organization hereby certifies to the best of its knowledge and belief, that it and its principles:
- (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 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 United States Department of Transportation.

Metropolitan Transportation  
Planning Organization  
for the Gainesville Urbanized Area

Susan Baird, Chair

Name of MPO

Date

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RESOLUTION NO. 2014-02

A RESOLUTION OF THE METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION FOR THE GAINESVILLE URBANIZED AREA AUTHORIZING THE CHAIR TO ENTER INTO A JOINT PARTICIPATION AGREEMENT BETWEEN THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION AND THE METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION FOR THE GAINESVILLE URBANIZED AREA REGARDING FISCAL YEAR 2014/2015 FEDERAL TRANSIT ADMINISTRATION SECTION 5305(d) PUBLIC TRANSIT OFFICE PLANNING FUNDS IN ALACHUA COUNTY, FLORIDA; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has decided to seek Fiscal Year 2014/2015 Federal Transit Administration Section 5305(d) Public Transit Office planning funds in Alachua County in order to examine transportation system management and transportation demand management techniques which are designed to improve the transportation system through low-cost measures to reduce traffic congestion and obtain greater capacity out of the existing highway system;

WHEREAS, the Florida Department of Transportation requires that the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area execute a Joint Participation Agreement FIN# 411762-3-14-14 [to be determined later] in order to be able to expend Fiscal Year 2014/2015 Federal Transit Administration Section 5305(d) Public Transit Office planning funds in Alachua County;

WHEREAS, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has the authority to enter into said Joint Participation Agreement and to undertake the project hereinafter described, as authorized under Section 339.175(10)(b), Florida Statutes; and

WHEREAS, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will prepare these studies and then seek reimbursement of funds from the Florida Department of Transportation.

NOW THEREFORE, BE IT RESOLVED BY THE METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION FOR THE GAINESVILLE URBANIZED AREA:

1. That the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has the authority to enter in the Joint Participation Agreement .
2. That the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area authorizes its Chair to execute the Joint Participation Agreement on behalf of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area with the Florida Department of Transportation for planning to facilitate Public Transit Office planning activities in Alachua County, Florida.
3. That the total project cost is one hundred and fifty-three thousand three hundred and eighty-three dollars and no cents (\$153,383.00) which represents one hundred twenty-two thousand seven hundred and seven dollars and no cents (\$122,707.00) federal funds (at 80 percent), fifteen thousand three hundred and thirty-eight dollars and no cents (\$15,338.00) State funds (at 10 percent) and fifteen thousand three hundred and thirty-eight dollars and no cents (\$15,338.00) local funds (at 10 percent).

4. That the amount of reimbursement is not to exceed one hundred thirty-eight thousand and forty-five dollars and no cents (\$138,045.00) which represents the federal and State portion of the project cost.

5. That the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area authorizes its Executive Director to act in connection with the Joint Participation Agreement to provide such additional information as may be required by the Florida Department of Transportation.

6. That the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area authorizes its Chair to execute any Supplemental Joint Participation Agreements, for the purpose of Scope Changes and/or funding adjustments, as well as execute Assurances, Certifications, and all other documents as may be required in support of the project.

7. That the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area authorizes its Executive Director to sign requests for Contract Time Extension(s), as may be required in support of the project.

8. That the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area authorizes its Executive Director to sign any and all reimbursement invoices and warranties that may be required in connection with the Joint Participation Agreement or subsequent Supplemental Joint Participation Agreements.

9. That this resolution shall take effect upon its adoption.

DULY ADOPTED in regular session, this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 2014.

METROPOLITAN TRANSPORTATION  
PLANNING ORGANIZATION FOR THE  
GAINESVILLE URBANIZED AREA

\_\_\_\_\_  
Susan Baird, Chair

ATTEST:

\_\_\_\_\_  
Robert Hutchinson, Secretary

APPROVED AS TO FORM

\_\_\_\_\_  
David C. Schwartz, Attorney  
Metropolitan Transportation Planning Organization  
or the Gainesville Urbanized Area

t:\marlie\msl4\section 5305(d)\resolutionmarch1.doc

## DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

It is the policy of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area that disadvantaged businesses, as defined by 49 Code of Federal Regulations, Part 26, shall have an opportunity to participate in the performance of Metropolitan Planning Organization 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 Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area and its consultants shall take all necessary and reasonable steps to ensure that disadvantage businesses have an opportunity to compete for and perform the contract work of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area in a non-discriminatory environment.

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area shall require its consultants to not discriminate on the basis of race, color, national origin, sex, age, disability, familial status, religious status, marital status, sexual orientation, or gender identity 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.

Metropolitan Transportation Planning Organization  
for the Gainesville Urbanized Area

---

Susan Baird, Chair

Name of MPO

Date

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## TITLE VI/ NONDISCRIMINATION POLICY STATEMENT

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area assures the Florida Department of Transportation that no person shall on the basis of race, color, national origin, sex, age, disability, familial status, religious status, marital status, sexual orientation, or gender identity, 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 Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area program or activity.

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area 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 Florida Department of Transportation District Title VI Coordinator;
5. Participate in training offered on Title VI and other nondiscrimination requirements;
6. If reviewed by Florida Department of Transportation or United States Department of Transportation, take affirmative action to correct any deficiencies found within a reasonable time period, not to exceed ninety (90) calendar days; and
7. Have a process to collect racial and ethnic data on persons impacted by Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area 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 \_\_\_\_\_

by \_\_\_\_\_

Scott R. Koons, AICP, Executive Director  
Metropolitan Transportation Planning Organization for the  
Gainesville Urbanized Area



## APPENDIX A

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

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

- (5.) **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the *Florida Department of Transportation* shall impose such contract sanctions as it or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may determine to be appropriate, including, but not limited to:
- a. withholding of payments to the Contractor under the contract until the Contractor complies, and/or
  - b. cancellation, termination or suspension of the contract, in whole or in part.
- (6.) **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the Contractor may request the *Florida Department of Transportation* to enter into such litigation to protect the interests of the *Florida Department of Transportation*, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

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**II**

**UNIFIED PLANNING WORK PROGRAM FISCAL YEARS 2015-16- YEAR TWO  
GRANT APPLICATION, CERTIFICATIONS AND ASSURANCES  
REQUIRED IN THE METROPOLITAN PLANNING ORGANIZATION  
UNIFIED PLANNING WORK PROGRAM**

*[RESERVED- TO BE PROVIDED IN FISCAL YEARS 2015-16]*

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# Appendix C

## Eight Federal Metropolitan Planning Factors for Fiscal Years 2014-15 and 2015-16 Relationship to Metropolitan Planning Organization Unified Planning Work Program Tasks

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## **Appendix C: Eight Federal Metropolitan Planning Factors Relationship to Metropolitan Planning Organization Unified Planning Work Program Tasks**

The following is a listing of the areas to be considered in the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users. As required by Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users, these areas are being addressed in the development of transportation plans and programs.

- FACTOR 1 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- FACTOR 2 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will increase the safety of the transportation system for motorized and nonmotorized users;
- FACTOR 3 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will increase the accessibility and mobility options available to people and for freight;
- FACTOR 4 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will protect and enhance the environment, promote energy conservation, promote consistency between transportation improvements and State and local planned growth and economic development patterns and improve quality of life;
- FACTOR 5 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- FACTOR 6 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will promote efficient system management and operation;
- FACTOR 7 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will emphasize the preservation of the existing transportation system; and
- FACTOR 8 The metropolitan transportation planning process shall provide for consideration of projects and strategies that will increase the security of the transportation system for motorized and nonmotorized users.

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**Fiscal Years 2014-15 and 2015-16 WORK TASKS SUMMARY DESCRIPTION**

<b>NUMBER</b>	<b>TASK TITLE</b>
1.1	Program Management
1.2	Unified Planning Work Program
1.3	Professional Development
1.4	Program Reporting
1.5	State Support and Program Management, and Technical Assistance Federal Transit Administration
2.1	System Characteristics
2.2	System-Associated Characteristics
3.1	Transportation Improvement Program
4.1	Long Range Transportation Plan
5.1	Pedestrian Safety Action Plan
5.2	State Road 26 Multimodal Study
6.1	Regional Planning
7.1	Public Participation
7.2	Civil Rights- Title VI
7.3	Civil Rights- Environmental Justice
8.1	System Review and Analysis
8.2	Management Systems
8.3	Section 5305(d) Federal Transit Administration Grant
8.4	Transportation Disadvantaged Program
8.5	Transit Development Plan

**Table 7**

**Moving Ahead for Progress in the 21st Century  
Metropolitan Planning Factors  
Unified Planning Work Program Fiscal Years 2014-15 and 2015-16**

Task	Federal Metropolitan Planning Factor							
	1	2	3	4	5	6	7	8
1.1								
1.2	X	X	X	X	X	X	X	X
1.3	X	X	X	X	X	X	X	X
1.4		X		X	X	X	X	X
1.5		X		X		X	X	X
2.1						X	X	X
2.2				X				
3.1	X	X	X	X	X	X	X	X
4.1	X	X	X	X	X	X	X	X
5.1		X	X	X			X	
5.2		X	X	X	X	X	X	
6.1	X	X	X	X	X	X	X	X
7.1	X			X	X			
7.2	X			X	X			
7.3	X			X	X			
8.1	X				X	X	X	
8.2	X		X			X	X	
8.3		X	X			X	X	X
8.4		X		X	X	X	X	X
8.5	X		X	X	X	X	X	



# Appendix D

## Gainesville Metropolitan Area Planning Studies

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## Appendix D: Gainesville Metropolitan Area Planning Studies

### METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION FOR THE GAINESVILLE URBANIZED AREA PLANNING STUDIES

1. Long range transportation plan, including needs and cost feasible plans  
  
Anticipated Completion Date - Five-year cycle; latest edition adopted in 2010  
Expected Products - Gainesville Metropolitan Area-wide long range (25-year) transportation planning
2. Transportation Improvement Program  
  
Anticipated Completion Date - annual  
Expected Products - Gainesville Metropolitan Area-wide short range (5-year) transportation planning
3. Multimodal Level of Service Report  
  
Anticipated Completion Date - annual  
Expected Products - Gainesville Metropolitan Area-wide average annual daily traffic study, with multimodal (automotive, bicycle, pedestrian and transit) analysis using Florida Department of Transportation approved procedures
4. Regional Transit System Annual Ridership Monitoring Report  
  
Anticipated Completion Date - annual  
Expected Products - Regional Transit System fixed-route bus annual ridership study
5. Mobility Plan-Gainesville Metropolitan Area Congestion Management Process and Mobility Plan Status Report  
  
Anticipated Completion Date - Mobility Plan- Reviewed and/or revised as needed concurrent with Long Range Transportation Plan Update and changes to Federal and State legislation; latest edition Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users compliant in 2007  
  
Anticipated Completion Date - Mobility Plan Status Report- annual  
  
Expected Products - Gainesville Metropolitan Area-wide congestion management process and monitoring

**CITY OF GAINESVILLE AND ALACHUA COUNTY**

1. Traffic Volume Surveillance

Anticipated Completion Date - annual  
Expected Products - annual traffic counts

2. Accident Surveillance and Study Program

Anticipated Completion Date - annual  
Expected Products - annual crash information

3. Transit Development Plan for the Regional Transit System

Anticipated Completion Date - annual  
Expected Products - annual transit service plan

4. Transportation Disadvantaged Service Plan

Anticipated Completion Date - annual  
Expected Products - countywide short range (3-year) paratransit service planning

# Appendix E

## Business Plan

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## Appendix E: Proposed Business Plan for Carryover Funds Fiscal Years 2014-15 to 2018-19

Item	Fiscal Years				
	2014-15 <sup>1</sup>	2015-16	2016-17	2017-18	2018-19
Allocation/Estimated Allocation	\$455,442	\$455,442	\$455,442	\$455,442	\$455,442
Estimated Carryover	\$305,565	\$145,565	\$5,565	\$5,565	\$5,565
Available for Programming	\$761,007	\$601,007	\$461,007	\$461,007	\$461,007
Amount Programmed	\$615,442	\$595,442	\$455,442	\$455,442	\$455,442
Amount of Carryover for Next Fiscal Year	\$145,565	\$5,565	\$5,565	\$5,565	\$5,565

\\transportation\Marlie\ms14\UPWP Update\lrtpbudget.xlsx

<sup>1</sup>Work continues in Fiscal Year 2014-15 on the Year 2040 Long Range Transportation Plan update with a total estimated cost of \$400,000 (half-funded by the Florida Department of Transportation and half-funded by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area at \$200,000 each). Expenditures by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area in Fiscal Year 2014-15 are estimated to be \$80,000 and expenditures in Fiscal Year 2015-16 are estimated to be \$20,000.

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# Appendix F

## Amendments to

### Fiscal Years 2014-15 and 2015-16

### Unified Planning Work Program

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# Appendix F: Amendments to Fiscal Years 2014-15 and 2015-16 Unified Planning Work Program

## Unified Planning Work Program Amendment Log

The following log of projects are approved amendments to the Unified Planning Work Program. This Unified Planning Work Program amendment log, Exhibit III, includes the following information:

1. Unified Planning Work Program amendment number (as assigned by Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area)
2. Date Unified Planning Work Program amendment was approved by the Metropolitan Transportation Planning Organization
3. Unified Planning Work Program amendment purpose, including, but not limited to:
  - A. adding a new task;
  - B. changing an existing task (refer to amendment description);
  - C. deleting an existing task; and
  - D. revising the tables to reflect changes in Unified Planning Work Program funding.
4. Amendment description.
  - A. task/table number; and
  - B. task/table modification.

This information will be incorporated into appropriate Unified Planning Work Program tasks and tables as the Unified Planning Work Program is amended in order to assure the consistency and accuracy of an up-to-date Unified Planning Work Program document.

**Exhibit III**

**Unified Planning Work Program Amendment Log**

Unified Planning Work Program Amendment			Amendment Description	
Number	Approval Date	Purpose	Task/ Table Number	Task/Table Modification
Year One				
-	-	-	-	-
Year Two				
-	-	-	-	-

# Appendix G

## Title VI Program

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## Appendix G: Title VI Program



### *Florida Department of Transportation*

RICK SCOTT  
GOVERNOR

2198 Edison Avenue MS 2812  
Jacksonville, FL 32204-2730

ANANTH PRASAD, P.E.  
SECRETARY

April 23, 2012

Mr. Marlie Sanderson, AICP  
Director of Transportation Planning  
2009 NW 67<sup>th</sup> Place  
Gainesville, FL 32653

RE: Title VI Non Discrimination Program Certification Review for the Gainesville  
Metropolitan Transportation Planning Organization (MTPO)

Dear Marlie:

The Florida Department of Transportation (FDOT) District Two staff has completed a review of the Metropolitan Transportation Planning Organization (MTPO) Title VI Non Discrimination Program.

The District Two liaison provided a copy of the MTPO Title VI Non Discrimination Program to the District Administrative Compliance Monitor, the State Title VI Monitor and the Federal Highway Administration (FHWA), Florida Division Civil Rights Program Coordinator. A compilation of all the comments were previously provided to you. We believe the final program document reflects consideration and inclusion of a great majority of the comments and considerations.

The District agrees the MTPO Title VI Non Discrimination Program is in compliance. We request you continue to improve upon and consider best practices for the MTPO adopted program as needed, based on the comments that have been provided in this comprehensive review. The Title VI Non Discrimination Program review is part of the reporting/review requirements outlined in FTA Circular 4702.1, "Title VI Program Guidelines for Federal Transit Administration Recipients." As a sub recipient of FTA funding, the MTPO program compliance report is submitted for review every three (3) years as stated in the Circular. If major changes occur to the Program during the interim years, please submit an update of the program for review.

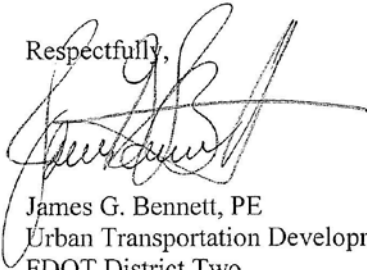
Thank you for your continued cooperation. Should you have any questions or need additional information, please contact me.

[www.dot.state.fl.us](http://www.dot.state.fl.us)

NORTH CENTRAL FLORIDA  
RECEIVED  
APR 25 2012  
REGIONAL PLANNING COMMISSION

MTPO Title VI Certification  
April 23, 2012

Respectfully,

A handwritten signature in black ink, appearing to read 'James G. Bennett', written over the word 'Respectfully,'.

James G. Bennett, PE  
Urban Transportation Development Manager  
FDOT District Two  
904-360-5646  
[James.Bennett@dot.state.fl.us](mailto:James.Bennett@dot.state.fl.us)

xc: Scott Koons, Executive Director, NCFRPC  
Yvonne Arens, MPO Statewide Coordinator  
Charlotte Thomas, State Title VI Coordinator, FDOT  
Carey Shepherd, Civil Rights Program Coordinator, FHWA Florida Division  
Philip Worth, Modal Development Director, D2 FDOT



### **Title VI / Nondiscrimination Policy Statement**

It is the policy of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area that no person shall on the basis of race, color, national origin, sex, age, disability, familial status, religious status, marital status, sexual orientation, or gender identity, 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.

	Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area	
Susan Baird, Chair	Name of MPO	Date

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**Title VI Complaint Procedure**  
**Metropolitan Transportation Planning Organization**  
**for the Gainesville Urbanized Area**

1. Any person who believes that he or she, or any specific class of persons, has been subjected to discrimination or retaliation prohibited by the Title VI of the Civil Rights Act of 1964, as amended, and related statutes, may file a written complaint. All written complaints received by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area shall be referred immediately by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Director of Transportation Planning to the Florida Department of Transportation's District Two Title VI Coordinator for processing in accordance with approved State procedures.
2. Verbal and non-written complaints received by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area shall be resolved informally by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Director of Transportation Planning. If the issue has not been satisfactorily resolved through informal means, or if at any time the person(s) request(s) to file a formal written complaint, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Director of Transportation Planning shall refer the Complainant to the Florida Department of Transportation's District Two Title VI Coordinator for processing in accordance with approved State procedures.
3. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Director of Transportation Planning will advise the Florida Department of Transportation's District Two Title VI Coordinator within five (5) calendar days of receipt of the allegations. The following information will be included in every notification to the Florida Department of Transportation's District Two Title VI Coordinator.
  - (a) Name, address, and phone number of the complainant.
  - (b) Name(s) and address(es) of respondent.
  - (c) Basis of complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation).
  - (d) Date of alleged discriminatory act(s).
  - (e) Date of complaint received by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area.
  - (f) A statement of the complaint.
  - (g) Other agencies (state, local or Federal) where the complaint has been filed.
  - (h) An explanation of the actions the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has taken or proposed to resolve the allegation(s) raised in the complaint.
4. Within ten (10) calendar days, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Director of Transportation Planning will acknowledge receipt of the allegation(s), inform the complainant of action taken or proposed action to process the allegation(s), and advise the complainant of other avenues of redress available, such as the Florida Department of Transportation's Equal Opportunity Office.

5. Within sixty (60) calendar days, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Director of Transportation Planning will conduct and complete a review of the verbal or non-written allegation(s) and based on the information obtained, will render a recommendation for action in a report of findings to the Chief Staff Official of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area.
6. Within ninety (90) calendar days of the verbal or non-written allegation(s) receipt, the Chief Staff Official of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will notify the Complainant in writing of the final decision reached, including the proposed disposition of the matter. The notification will advise the Complainant of his/her right to file a formal complaint with the Florida Department of Transportation's Equal Opportunity Office, if they are dissatisfied with the final decision rendered by the Chief Staff Official of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Director of Transportation Planning will also provide the Florida Department of Transportation's District Two Title VI Coordinator with a copy of this decision and summary of findings.
7. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Director of Transportation Planning will maintain a log of all verbal and non-written complaints received by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area. The log will include the following information:
  - a. Name of complainant.
  - b. Name of respondent.
  - c. Basis of complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation).
  - d. Date verbal or non-written complaint was received by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area.
  - e. Date Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area notified the Florida Department of Transportation's District Two Title VI Coordinator of the verbal or non-written complaint.
  - f. Explanation of the actions the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has taken or proposed to resolve the issue raised in the complaint.

# Appendix H

## State Planning Emphasis Areas

### *[Reserved]*

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## **Appendix H: State Planning Emphasis Areas** *[Reserved]*

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# Appendix I

## Summary of District Two Planning Activities

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# Appendix I: Summary of District Two Planning Activities

## FDOT District Two Planning Activities

District Two Planning Activities encompass continuing, cooperative, comprehensive efforts to coordinate State, District, regional and local transportation planning in the areas of policy planning, systems planning, statistics, environmental and safety. The District's Planning Activities include implementing policies, rules and procedures from SAFETEA-LU legislation and FTP 2060 policies that provide a strategic approach to transportation investments for statewide, regional and local priorities.

### Air Quality /Environmental

The Department supports policies and programs to reduce transportation's contribution to air quality and climate change. Statewide transportation policies aim to support Federal law, promote energy conservation and protect and enhance the environment. The current state objectives/policies include the 2060 Florida Transportation Plan objective:

Plan and develop transportation systems and facilities in a manner which protects and, where feasible, restores the function and character of the natural environment and avoids or minimizes adverse environmental impacts.

Plan and develop transportation systems to reduce energy consumption, improve air quality, and reduce greenhouse gas emissions.

The Governor's Action Team on Energy and Climate Change developed recommendations and strategies for reducing greenhouse gas (GHG) emissions. Many of the Governor's Energy and Climate Change Action Team's recommendations reinforce on-going FDOT activities.

### Bicycle and Pedestrian/Safety Activities

The District Reviews and identifies possible opportunities to add bicycle and sidewalk accommodations to resurfacing and capacity projects. Review and identify safety issues for opportunities to recommend additional programs or grant opportunities. Review Florida Department of Transportation (FDOT) plans and recommend, to the extent feasible, additional bicycle and sidewalk facilities that are consistent with the Gainesville Metropolitan Transportation Planning Organization and North Florida TPO plans. Review FDOT project scopes and plans for recommended safety or traffic operations policy review, if any. The District maintains and documents crash data and roadway characteristics inventory for all 18 counties. District Two participates on the local Community Traffic Safety Teams. District Two hosted a two day workshop in January, 2012, at the Lake City District Office, entitled *Designing for Pedestrian Safety*.

### Community/Government Liaison

The District Provides policy, technical and administrative support, overall coordination, cooperation and assistance to the TPO Policy Board, TPO Committees, local governments and communities to include full participation in technical and staff support for advisory committees. Assist TPOs in conducting effective on-going transportation planning programs and processes; developing, maintaining and implementing plans and programs which meet state and federal requirements, and to promote cooperation among their planning processes and consistency in their plans and programs. Programs and plans include the Unified Planning Work Program, List of Priority Projects and Transportation Improvement Program, Long Range Transportation Plan, Public Involvement Plan and other plans and policy documents. The District coordinates with the TPOs to meet critical deadlines and to process amendments to the TIP and STIP. The District is responsible for conducting Joint Certification with the TPOs and ensuring that the planning process is certified. The District develops materials for the Five Year Work Program and coordinates the public involvement and presentations of the Work Program.

### Corridor Planning Studies

The District conducts studies to identify and evaluate travel issues on major travel corridors, and evaluates the effectiveness and impacts of proposed alternatives, including a no build alternative. The results may range from a set of short-term recommended improvements that address specific problems to a long-range comprehensive action plan for improving the corridor. Project studies are both on and off FDOT system.

On the Strategic Intermodal System (SIS), these studies include the development of strategies and plans for service, interchange spacing and access management. This may include preparation of Action Plans, Master Plans, corridor studies, managed lanes and others as identified.

### Design Traffic Forecast

Develop and update traffic projections for state highway corridors and supporting regional roads. These traffic projections are necessary to support road design for capacity and operational improvements and pavement design for resurfacing. The District provides traffic count updates yearly as well as historic and trend data, traffic forecasts, mapping and transportation modeling assistance, as requested.

### Development of Regional Impact (DRI) Review

Performing under Florida Chapter 380 and associated rules, District Two staff serves in an advisory capacity to two regional planning councils, numerous local governments and the state Department of Economic Opportunity (DEO), by evaluating the projected transportation impacts from large, multi-use land development projects known as DRIs. If such land development projects adversely impact the level of service on nearby roads, planners identify these roads as deficient and propose suitable remedies to address the problem. A transportation analysis may start with the initial application for development approval (ADA) for a new DRI and culminate in a local government development order (DO). As a project matures over time, planners re-evaluate the project's transportation impacts through the notice of proposed change (NOPC) used by a developer to amend the development order. The District provides comment to local governments and DEO, as appropriate, on local government comprehensive plans, plan amendments, evaluation and appraisal reports (EAR). The District participates in methodology reviews and meetings for DRIs, Planned Unit Developments (PUDs), and establishment of Multi-Modal Transportation Districts and Transit Oriented Developments, as appropriate.

### Joint Participation Agreements/Local Agency Program

The District develops, coordinates and reviews Joint Participation Agreements with TPOs, local and county government staff. The District develops, coordinates and assists local agencies and local and county government staff with a certification process (Local Agency Program – LAP) for federal dollars. The LAP certification and program allows FDOT to contract with other governmental agencies to develop, design, acquire right-of-way, and construct transportation facilities and to reimburse these governmental agencies for services provided to the traveling public.

### Intelligent Transportation Systems (ITS) Planning

The Department will support the TPOs efforts to plan the ITS program and to structure ITS into their respective organizations. These ITS planning activities include ITS master plans, ITS Management Plan and an ITS Program Plan for each county, development of the TPOs capability to manage the Regional ITS Architecture, and developing ITS programs and projects for the TPOs Long-Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP). Further, this support includes integrating intra-regional ITS deployment and operations, as well as assuring that intra-regional ITS deployment and operations are coordinated. FDOT staff participates in the North Florida TPO and Gainesville MTPO ITS Coalitions. District Two has become active in the North Florida 511 traffic advisory information system as part of the ITS architecture.

### **Efficient Transportation Decision-Making (ETDM) Process**

The Efficient Transportation Decision-Making (ETDM) Process is designed to link planning with the NEPA process and the streamlining objectives identified in the Transportation Efficient Act for the 21<sup>st</sup> Century (TEA-21) legislation. District Two has implemented the ETDM process in all 18 counties. The District has an ETDM Coordinator and each TPO participates with an ETDM reviewer or participant on the Environmental Technical Advisory Team (ETAT) conducting project screening and review. For counties not in a TPO, the District Coordinator provides this planning level screen in concert with the local government.

### **Level of Service/Statistics**

Identify roads that have a deficient level-of service for existing and future conditions; determine level of need and determine timing of improvements. Provide level-of-service analysis for all Strategic Intermodal System (SIS), and State Highway System (SHS) designated facilities for the 18 counties in District Two. The District participates on the TPOs Level of Service Committee. The Transportation Statistics Office is the principal source for highway and traffic data. Transportation statistics include traffic data collection (for example, AADT) system support data and GIS data, as well as mapping.

### **Local Government Comprehensive Plans**

The District reviews and comments, pursuant to Chapter 163, F.S. and FDOT procedure 525-010-101-C, regarding major comprehensive plan changes and proposed land use changes having the potential to impact the level of service on the Strategic Intermodal Service (SIS) and the State Highway System (SHS).

Review Capital Improvements Elements and Five Year Schedules of Capital Improvements and coordinate with the Department Economic Opportunity, other agencies and local governments regarding the projected transportation impacts of the comprehensive plan amendment.

Coordinate as needed regarding the implementation of transportation mitigation proposals to the State system pursuant to recent changes to Chapter 163, F.S.

### **Long-Range Transportation Plan Update and Maintenance**

Provide technical and policy advisory assistance to the District Two TPOs in developing, updating and maintaining their Long-Range Transportation Plan (LRTP) through coordinated and consistent effort. The District ensures that TPOs are aware of any Federal or State requirements and legislative changes involving compliance of the LRTP. The District provides state and federal revenue forecasts and district transportation costs.

District Two and the TPOs work in a coordinated and consistent effort by using a mutually agreed upon set of modeling and planning assumptions for the LRTP process. The District participates in the review of the overall performance of the Northeast Florida Regional Planning Model (NERPM) and the Gainesville Urban Area Transportations Planning Model (GUATS), in the maintenance of the TPOs long range plans and in the conduct of corridor and sub -area transportation studies to identify needed model enhancements and refinements.

The District supports the Northeast Florida Transportation Applications Forum as a way to provide an exchange of information on planning, LRTP and modeling issues to TPOs, district staff and local governments.

### **Multi-modal Transportation Studies**

Conduct or provide technical assistance for corridor studies, sub-area studies and other special transportation analysis needed to identify local travel patterns and transportation needs and to evaluate and recommend improvements to meets those needs. The specific studies will be identified as needs are identified.

District staff coordinates with the Jacksonville Transportation Authority (JTA), a multi-modal independent state agency, and the Gainesville Regional Transit System (RTS) in development and review of planning and design of highway and premium transit (i.e. bus rapid transit) projects.

### **Regional Transportation Planning Coordination**

Furthering the language and mandate of SAFETEA-LU, District Two supports and participates in all levels of regional coordination and proposed activities among the TPOs and local governments.

Provide on-going technical and policy advisory assistance to the TPOs and counties in District Two for participation in the Transportation Regional Incentive Grant Program (TRIP). FDOT staff conducts meetings and workshops to assist in development and understanding of the TRIP requirements and process.

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# Appendix J

## Consultant Dollars

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## Appendix J: Consultant Dollars

The following table shows the consultant dollars to be spent for the tasks contained in this Unified Planning Work Program and represents all anticipated consultant work.

Task	Consultant	Consultant Dollars	End Product
4.1	Long Range Transportation Plan	\$400,000	Year 2040 Long Range Transportation Plan Update

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# Appendix K

## Certification Materials

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## Appendix K: Certification Materials

### Joint Certification Statement on the Metropolitan Transportation Planning Process

Pursuant to the requirements of 23 United States Code 134 (k)(5), 23 Code of Federal Regulations 450.334(a), the Department and the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area have performed a review of the certification status of the metropolitan transportation planning process for the **Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area** with respect to the requirements of:

1. 23 United States Code. 134 and 49 United States Code 5303;
2. Title VI of the Civil Rights Act of 1964, as amended (42 United States Code 2000d-1) and 49 Code of Federal Regulations Part 21;
3. 49 United States Code 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 the Moving Ahead for Progress in the 21st Century Act and 49 Code of Federal Regulations Part 26 regarding the involvement of disadvantaged business enterprises in United States Department of Transportation funded projects;
5. 23 Code of Federal Regulations 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 United States Code 12101 et seq.) and the regulations found in 49 Code of Federal Regulations Parts 27, 37, and 38;
7. the Older Americans Act, as amended (42 United States Code 6101) prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
8. Section 324 of 23 United States Code regarding the prohibition of discrimination on the basis of gender; and
9. Section 504 of the Rehabilitation Act of 1973 (29 United States Code 794) and 49 Code of Federal Regulations Part 27 regarding discrimination against individuals with disabilities.

Included in this certification package is a summary of Noteworthy Achievements by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area and, a list of any recommendations and/ or corrective actions. The contents of this Joint Certification Package have been reviewed by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area and accurately reflect the results of the joint certification review meeting held on March 25, 2014.

Based on a joint review and evaluation, the Florida Department of Transportation and the **Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area** recommend that the **Metropolitan Transportation Planning Process for the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area** be **Certified**.

\_\_\_\_\_  
Florida Department of Transportation  
District Two Secretary (or designee)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Metropolitan Transportation Planning Organization  
for the Gainesville Urbanized Area Chair (or designee)

\_\_\_\_\_  
Date

**[Reserved- FDOT Certification Memo]**



**SUMMARY OF NOTEWORTHY ACHIEVEMENTS- 2013**

**METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION  
FOR THE GAINESVILLE URBANIZED AREA**

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# Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

## *Unified Planning Work Program Team*

Scott R. Koons, AICP, Executive Director

\* Marlie Sanderson, AICP, Director of Transportation Planning

\*\* Steven Dopp, Senior Planner

\*\* Michael Escalante, AICP, Senior Planner

\* Primary Responsibility  
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