MARTIN MPO

MARTIN METROPOLITAN PLANNING ORGANIZATION

FY 16/17 – 17/18

UNIFIED PLANNING WORK PROGRAM

JULY 1, 2016 THROUGH JUNE 30, 2018

Martin Metropolitan Planning Organization
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Catalog of Federal Domestic Assistance Numbers:

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20.505. Federal Transit Administration Technical Studies Grant

Funding for this Planning Work Program Provided by:

Federal Highway Administration
Federal Transit Administration
Florida Department of Transportation
Florida Commission for the Transportation Disadvantaged
Martin County Board of County Commissioners

Federal Aid Project Number PL-0413 (054)
Financial Project Number 439328-1-14-01
FM #427830-2

Adopted May 9, 2016

_______________________
Commissioner Troy McDonald, MPO Chairman
COST ANALYSIS CERTIFICATION
AS REQUIRED BY SECTION 216.3475, FLORIDA STATUTES:

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

FDOT District MPO Liaison (Grant Manager) Name

________________________________________________________
Signature

________________________________________________________
Date
MPO ACRONYMS* - (*Note: not all acronyms listed here are referred to in this document)

AADT ....... Annual Average Daily Traffic
AOR .......... Annual Operating Report
AAR .......... Administrative Approval Request
AADT ....... Annual Average Daily Traffic
ARC .......... Advocates for the Rights of Challenged
AARP ......... American Association of Retired Persons
BCC .......... Board of County Commissioners
BPAC ........ Bicycle and Pedestrian Advisory Committee
BPAC ........ Bicycle and Pedestrian Advisory Committee
BPSAP ...... Bicycle and Pedestrian Safety Action Plan
CFR .......... Code of Federal Regulations
CIP ........... Capital Improvement Program
CAC .......... Citizens Advisory Committee
CMS .......... Congestion Management System
CTC.......... Community Transportation Coordinator
CTD .......... Commission for the Transportation Disadvantaged
CTPP ........ Census Transportation Planning Program
CR .......... County Road
CRA .......... Community Redevelopment Area
CUTR ........ Center for Urban Transportation Research
DOPA ......... Designated Official Planning Agency
ETAT ........ Environmental Technical Advisory Team
ETDM ...... Efficient Transportation Decision Making
FAA ......... Federal Aviation Administration
FAC.......... Florida Administrative Code
FCTS .......... Florida Coordinated Transportation System
FDOT ......... Florida Department of Transportation
FHWA ......... Federal Highway Administration
FPTA ........ Florida Public Transportation Association
FS .......... Florida Statutes
FSUTMS ...... Florida Standard Urban Transportation Model Structure
FTA .......... Federal Transit Administration
FTP .......... Florida Transportation Plan
FY ........... Fiscal Year
GIS-TM..... Geographical Information System - Transportation Modeling
GUI .......... Graphic User Interface
HPMS ....... Highway Performance Monitoring System
ITS .......... Intelligent Transportation System
JPA .......... Joint Participation Agreement
LCB ........ Local Coordinating Board
LGCP ........ Local Government Comprehensive Plan
LOS .......... Level of Service
LRTP ......... Long-Range Transportation Plan
MPA .......... Metropolitan Planning Area
MPO........ Metropolitan Planning Organization
MPOAC .... MPO Advisory Council
NAC ......... Neighborhood Advisory Committee
NEPA ......... National Environmental Policy Act
OMD ......... Office of Modal Development
PD&E....... Project Development & Environmental (Study)
PEA......... Planning Emphasis Areas
PIP.......... Public Involvement Plan
POP.......... Program of Projects
RFP......... Request for Proposal
SAFETEA-LU..... Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
SEE ........ Sociocultural Effects Evaluation
SFRTA....... South Florida Regional Transportation Authority
SIS.......... Strategic Intermodal System
SR.......... State Road
STIP ......... State Transportation Improvement Program
TAC ........ Technical Advisory Committee
TAZ .......... Traffic Analysis Zone
TCQSM..... Transit Capacity and Quality of Service Manual
TCRPC..... Treasure Coast Regional Planning Council
TCSP........ Transportation and Community and System Preservation (Grant)
TDM......... Transportation Demand Management
TDP......... Transit Development Plan
TD .......... Transportation Disadvantaged
TDSP ......... Transportation Disadvantaged Service Plan
TEA-21 ..... Transportation Equity Act for the 21st Century
TIMAS ...... Transportation Inventory Management and Analysis
TIP .......... Transportation Improvement Program
TMA......... Transportation Management Area
ULAM....... Urban Land use Allocation Model
UPWP ....... Unified Planning Work Program
USC.......... United States Code
USDOT ..... United States Department of Transportation
UZA ......... Urbanized Area
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SECTION I – INTRODUCTION

1.1 Definition, Purpose and Process of the Unified Planning Work Program (UPWP)

The Martin Metropolitan Transportation Organization (MPO) works with local citizens and agencies to prioritize state and federal transportation funding for the Martin County planning area. This Unified Planning Work Program (UPWP) defines the planning studies and tasks that will be undertaken by the MPO over the next two years, specifically from July 1, 2016 to June 30, 2018. This document outlines the Martin MPO transportation planning tasks and initiatives as well as on-going, regional coordination efforts.

The objective of the UPWP is to ensure that the Martin MPO’s continuing, cooperative and comprehensive (3-C) approach to planning for transportation needs is maintained and coordinated with other parties as appropriate and required. This effort includes the monitoring and evaluation of existing conditions, the development of improvement strategies, the facilitation of meaningful public input, and the implementation of evaluated and funded strategies. The UPWP is a comprehensive document which communicates to the public and stakeholders how federal and state transportation dollars will be used for transportation planning activities. MPO plans are often the earliest stage of any major transportation project implemented within the planning area. The MPO provides the public with information about these activities and with opportunities to comment very early in the planning process.

The UPWP is required in order for the MPO to receive funds from the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Florida Commission for the Transportation Disadvantaged (FCTD) and Florida Department of Transportation (FDOT). The major funding categories are FHWA PL (Planning) and FTA Section 5303(d) funds. The UPWP is reviewed and endorsed biannually by the MPO Policy Board and is submitted for review and approval by various federal funding agencies.

The MPO Policy Board includes elected officials from the Martin County Board of County Commissioners, the City of Stuart, the Town of Sewall’s Point and a non-voting member from unincorporated Indiantown. FDOT is not a voting member on the MPO Board and committees but serves in an advisory capacity.

The Martin MPO will continue to promote regional coordination by participating in local, regional and state organizations. These include but are not limited to FDOT, FHWA, FTA, Martin County, the City of Stuart, and the Towns of Ocean Breeze, Jupiter Island and Sewall’s Point, the St. Lucie TPO and Indian River MPO. Coordination of planning and projects has also occurred with the Palm Beach MPO through MPO staff attendance at meetings of the Regional
Transportation Technical Advisory Committee (RTTAC) and the Southeast Florida Transportation Council (SEFTC) on regional planning issues.

### 1.2 Transportation Planning Activities

The Martin MPO has ongoing comprehensive transportation planning activities as follows:

- **2040 Long Range Transportation Plan (LRTP)** – In FY 2016, the Martin MPO adopted the 2040 Update to the LRTP to include transportation projects for all modes of transportation (automobile, bicycle, pedestrian, transit). At the LRTP public meetings the top three priorities consistently were: improvements for bicycle and pedestrian facilities, maintaining existing roadways and providing additional bus service. In response to this a multimodal transportation plan was developed.

- **Bicycle and Pedestrian Safety Action Plan** – In consideration of the State’s Planning Emphasis Area (PEA) for pedestrian safety during development of the FY 2014/15 UPWP, Martin MPO is currently developing the Bicycle and Pedestrian Safety Action Plan (BPSAP). This process includes identifying strategies for guiding local officials in addressing bicycle and pedestrian safety issues. The objective of the BPSAP is to help reduce the number of pedestrian/cyclist injuries and fatalities in Martin County, while providing guidance on investments for safer, more connected multimodal facilities. The BPSAP target date for completion is May 2016.

- **Bicycle and Pedestrian Action Plan** – Staff developed the Bicycle and Pedestrian Action Plan in February 2012. Staff has updated this document, and the next update will transition into the proposed Bicycle and Pedestrian Master Plan. Both of these plans prioritize and list potential projects to improve multimodal facilities for bicycles and pedestrians.

- **Congestion Management Process** – The Congestion Management Process was last updated in 2014. After staff completed Tier I and selected the East Ocean Boulevard area (including portions of Monterey Road) for this study, staff conducted a detailed operational analysis focusing on methods to improve mobility without increasing roadway capacity. The Tier II report was adopted by the MPO Policy Board in June 2014, and recommendations such as pedestrian medians for East Ocean Boulevard and Monterey Boulevard were included on the MPO’s FY17 list of project priorities, and subsequently funded in FDOT’s FY17-FY21 Tentative Work Program.

- **Transit Development Plan** – the MPO completed a Major Update to the Transit Development Plan (TDP) in June 2014. The TDP was completed for 2014-2023 with the intent of defining public transportation needs and developing a systematic plan and monitoring program that is realistic for implementation by Martin County Public Transit.
• Transportation Disadvantaged Service Plan – In October 2013, the Martin Local Coordinating Board for the Transportation Disadvantaged (LCB-TD) approved the Transportation Disadvantaged Service Plan (TDSP). Staff prepared this Major Update to the TDSP for service years 2013-2018. The TDSP serves as a comprehensive operational plan, defining the framework that governs the Transportation Disadvantaged (TD) services in Martin County. The TDSP includes a needs assessment and demand estimates based upon U.S. Census data.

1.3 Local Planning Priorities

• Bicycle and Pedestrian Safety – Bicyclist and pedestrian crashes and the resulting deaths and injuries are a serious concern for Martin County. Florida has consistently had the highest pedestrian and bicyclist fatality ratio in the United States; Martin County’s percentage of pedestrian and bicyclist fatalities surpasses the state’s percentages. Approximately one in every three traffic fatalities in Martin County is a pedestrian or a bicyclist. This is significant as less than 5 percent of all trips are made on foot or by bicycle. These data underscore a need to improve bicycling and walking conditions in Martin County.

• Congestion Management Process – The Congestion Management Process (CMP) is a systematic procedure that provides for safe and effective management and operation of transportation facilities through the use of demand reduction and operational management strategies. Demand reduction may include improving street and land use connectivity so that fewer local trips must use arterial roadways, as well as providing facilities for pedestrian and bicycle travel. Operational management strategies may include intersection and driveway improvements. Both strategies are lower cost alternatives to traditional roadway widening.

• The Livable Communities Initiative (LCI) – The objectives of the LCI are to improve mobility and quality of life through improvements that encourage the use of alternative transportation modes. These objectives are accomplished through broad-based strategies and slow, managed growth.

• Grade Separation Feasibility Study - Conduct a detailed evaluation of roadway grade separation options over the FEC Railroad corridor to address impacts from expanded rail freight and inter-city passenger rail trains.

1.4 Air Quality Planning Activities

Air Quality – According to the U.S. Environmental Protection Agency (EPA), the National Ambient Air Quality Standards (NAAQS) for ground level ozone have been strengthened to 70
parts per billion (ppb). Ozone values as monitored by the Florida Department of Environmental Protection, Division of Air Resource Management show that all Florida locations are in compliance with the NAAQS. Martin County, Florida is in attainment.

Multimodal Transportation – The most effective way to reduce CO2 emissions is to reduce fossil fuel consumption which, according to the Environmental Protection Agency (EPA), accounts for about 31% of the total U. S. CO2 emissions. The 2040 LRTP Update was intentionally crafted to address all modes of transportation. Providing transportation choices reduces automobile use and increases human-powered transportation. This results in a reduction of greenhouse gases such as carbon dioxide (CO2).

1.5 Planning Tasks to be Funded by Titles 23 & 49 of the Federal Transit Act

Task 4.4, Transit Planning, is to be funded under Titles 23 and 49 of the Federal Transit Act (FTA Section 5305d funding). This planning task is summarized under Section III, Element 4 - Transportation Systems Planning, Task 4.4 of the UPWP.

1.6 Public Involvement in Developing the UPWP

The Martin MPO obtains public input on a regular, on-going basis through the involvement of its advisory committees, informational meeting, public hearings and the active involvement of its MPO Policy Board members. The advisory committees are the: Citizens’ Advisory Committee (CAC); Technical Advisory Committee (TAC); Bicycle & Pedestrian Advisory Committee (BPAC). The MPO also staffs the Local Coordinating Board for the Transportation Disadvantaged (LCB-TD). These committees provide recommendations regarding projects, activities and priorities to the MPO Policy Board. The culmination of this input is reflected in this UPWP and other planning documents to be developed through this UPWP.

The MPO has used the principles of environmental justice in the preparation of this document. This is responsive to Title VI of the Civil Rights Act of 1964, the Transportation Equity Act for the 21st Century (TEA-21) the Safe, Accountable, Flexible Transportation Equity Act: A Legacy for Users (SAFETEA-LU) and most recently, Fixing America’s Surface Transportation (FAST) Act. This includes information contained in the Martin MPO Public Involvement Plan, materials posted on the MPO website, circulation of informational newsletters/flyers, use of the Advisory Committees input from public workshops, communications with other Martin County Advisory Committees [such as the Community Redevelopment Areas’ (CRAs’) Neighborhood Advisory Committees (NACs)], coordination with other local and regional land and transportation planning agencies and the local government TV broadcast station (MCTV).
All draft documents are made available to the public for comment in reference sections of the County’s libraries and are posted to the MPO’s website. The locations of these documents are provided in the public hearing/review period announcement published in the local newspaper of widest circulation (Stuart News). Comments received through the website, email or in writing are responded to and tracked electronically through a Request for Service (RFS) System.

1.7 State and Federal Planning Emphasis Areas

Transportation planning in Florida has expanded over the past decade to include more emphasis on non-automobile modes. This shift from an automobile-focused process to other modes includes safety considerations for bicycle and pedestrian planning, designing for complete streets, efficient freight movement and integrating transit use for increased mobility. The 2040 LRTP update includes in-depth consideration of multimodal improvement opportunities.

Priority is also given to Federal emphasis areas in this updated UPWP. MAP-21 implementation encourages performance-based planning and programing. Regarding regional models of cooperation, the Martin MPO is working across traditional boundaries in developing a regional transportation plan for the Treasure Coast to include all multimodal users, with oversight by the Treasure Coast Transportation Council (TCTC).

As part of the transportation planning process, using the “Ladders of Opportunity” example, the Martin MPO is identifying transportation connectivity gaps in accessing essential services such as employment, health care, schools/education, and recreation. During the 2040 LRTP update, the MPO reached out to traditionally underserved populations to ensure they were engaged in an equitable planning process. Individuals from these communities have also joined the MPO advisory boards.

1.8 Soft Match Definition

Section 120 of Title 23, U.S.C., permits a state to use certain toll revenue expenditures as a credit toward the non-federal matching share of all programs authorized by Title 23, (with the exception of Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a "soft-match" provision that allows the federal share to be increased up to 100% to the extent credits are available.

The “soft match” amount being utilized to match the FHWA funding in this UPWP is $156,020 for FY 2016/17 and $150,380 for FY 2017/18 for a total soft match amount of $306,400 (18% of total FHWA PL funding).
SECTION II – ORGANIZATION AND MANAGEMENT

The Martin MPO is a governmental entity that functions independently but is under the umbrella of Martin County host support systems through a contract for services agreement and in close coordination with the Martin County Engineering Department. The MPO is the primary agency for coordinating transportation planning activities effecting Martin County. A Policy Board composed of local elected officials directs activities of the MPO. Citizen and standing committee input is regularly solicited and obtained in the course of developing and carrying out MPO responsibilities. The following is a membership profile of the Policy Board and standing committees active in Martin MPO planning activities implemented through this UPWP.

2.1 Participants in the Transportation Planning Process

Metropolitan Planning Organization Policy Board

The Martin Metropolitan Planning Organization Policy Board is a seven voting member Board responsible for establishing policies to guide MPO planning activities and projects. The following documents govern the characteristics of this Board: Title 23 USC 134(b), 23 CFR 450.306 and 311 (Federal) and Sec.339.175(2) FS (State). The make-up of the Board is as follows:

- Martin County: four Commissioners
- City of Stuart: two Commissioners
- Town of Sewall’s Point: one Commissioner
- Non-voting representation from the Indiantown NAC

The Florida Department of Transportation (FDOT) is not a voting member on the MPO Board and committees but serves in an advisory capacity.

Technical Advisory Committee (TAC)

The TAC is comprised of representatives of those agencies responsible for the planning and implementation of the transportation system within the Metropolitan Planning Area (MPA). This Committee provides a vital inter-governmental coordination function in addition to providing technical input to the MPO Policy Board. The 13 members are representatives of:

- County Engineering Department
- County Growth Management Department
- City of Stuart Planning or Development Department
- City of Stuart Public Works Department
- Town of Sewall’s Point
Town of Ocean Breeze  
Town of Jupiter Island  
Martin County Airport (Witham Field)  
Martin County Public Transit Provider  
Treasure Coast Regional Planning Council  
Florida DOT District IV Planning and Environmental Management Office  
Florida DOT District IV Office of Modal Development  
Transportation Director - Martin County School Board

**Citizens’ Advisory Committee (CAC)**

The purpose of this 11-person committee is to provide input to the MPO Policy Board and the planning process from a diverse geographic and demographic group of citizens. The members represent the following entities:

- Five appointed by each of the five Martin County Commissioners
- One appointed by the Stuart City Commission
- One appointed by the Sewall’s Point Town Commission
- One appointed by the Jupiter Island Town Commission
- Three at large members; at least two of which represent either the disabled or age 65 or older, and a minority population

**Bicycle and Pedestrian Advisory Committee (BPAC)**

This group is charged with providing public input to the MPO Policy Board on transportation planning needs and issues relating to bicycle routes, sidewalks and other non-motorized mobility facilities. The 15 members, 3 are non-voting, are appointed as follows:

- Martin County: five; one appointed by each County Commissioner
- City of Stuart: two appointed by the City Commission
- Sewall’s Point: one appointed by the Town Commission
- Seven appointed by the MPO Administrator representing persons with disabilities, local merchants, the County Parks and Recreation Department, the bicycling community,
Senior Citizens, neighborhood associations, homeowner associations and parents of a school age children.

- Three non-voting members representing Martin County Sheriff’s Office, the City of Stuart and Town of Sewall’s Point Police Departments, or FDOT

**Local Coordinating Board for the Transportation Disadvantaged (LCB-TD)**

The mission of this Board is to guide mobility services through coordination of transportation services provided to the transportation disadvantaged through the Florida Commission for the Transportation Disadvantaged (CTD) supported through the administration of Transportation Disadvantaged Trust Fund. The LCB is comprised of 17 members representing the following entities:

- MPO Policy Board (Chairperson)
- FDOT District IV Office of Modal Development
- Florida Department of Children and Families
- Florida Division of Vocational Rehabilitation or the Division of Blind Services representing the Department of Education
- The public education community (School Board of Martin County)
- The Florida Department of Veterans Affairs
- A representative for the economically disadvantaged
- A person with a disability
- Two (2) citizens advocates – users of the system
- The elderly (a person over 60 years of age)
- A representative for “children at risk”
- Florida Department of Elder Affairs
- Florida Agency for Health Care Administration
- The private transportation industry
- The Region 20 Work Force Development Board
- The local medical community
Treasure Coast Transportation Council

As referenced in Governor Scott’s re-designation letter dated September 5, 2013, the Treasure Coast Transportation Council (TCTC) is an entity created to address regional transportation funding and priorities to meet the growing, cross-county travel demands. Officially established on April 10, 2006, membership is comprised of the Chairs and a second member of the Martin, St. Lucie and Indian River M/TPOs. The TCTC will meet on a reoccurring basis to address regional projects, including projects eligible for Transportation Regional Incentive Program (TRIP) funding. The meetings of the TCTC and its technical advisory committee will be alternately hosted by the three MPOs on a rotating basis. The staff of the host M/TPO provides the support for the business of the meetings that are held.

The Martin MPO is serving as the Lead Agency in the development of the 2040 Regional Long Range Transportation Plan (Regional LRTP), building upon the three M/TPOs 2040 LRTPs. The 2040 Regional LRTP focuses on the regional level while the LRTPs focus on the community/county level. These four plans together provide for a complete transportation system, well integrated with land use, able to meet community/county level and regional level transportation needs. The TCTC will review and approve the Regional LRTP document.

2.2 MPO Agreements

The MPO has executed agreements with state and local governments and agencies to promote a comprehensive, continuing, and cooperative (3-C) transportation planning process. All MPO agreements will be reviewed and updated for accuracy and applicability. The current agreements are listed below:

Treasure Coast Transportation Council Interlocal Agreement - April 10, 2006

This agreement involves the MPOs serving three counties: Martin, St. Lucie and Indian River, establishing the entity responsible for regional transportation planning activities and goals in the tri-county region referred to as the “Treasure Coast.”

Staff Services Agreement - Executed October 16, 2007

This agreement between the Martin MPO and Martin County for Staff Services provides professional services to carry out the terms of the Interlocal Agreement establishing the MPO and the Urbanized Area Transportation Planning Agreement between the MPO and the FDOT, and to provide personnel for the administration of the MPO.
Standard Interlocal Agreement - Executed April 7, 2015

This is an agreement involving Martin County, the City of Stuart, the Town of Sewall’s Point and the FDOT, establishing the MPO as the entity responsible for conducting transportation planning activities in the MPA. It also sets authorities, responsibilities, membership, and other necessary features of the MPO.

Standard Intergovernmental Coordination and Review Agreement - July 18, 2006

This agreement between the MPO, Martin County, the Treasure Coast Regional Planning Council, the Council on Aging and the FDOT and sets forth mutually agreeable procedures for carrying out applicable federal and state laws.

Joint Participation Agreement for FTA Section 5305(d) Planning Funds – Executed October 1, 2015

The Federal Transportation Administration (FTA) Section 5305(d) Grant Program provides funding for the planning activities that aid in the financing of transit planning, transportation disadvantaged planning and other tasks specified in the Martin MPO Unified Planning Work Program (UPWP). FTA Section 5305(d) funds are first apportioned to the Florida Department of Transportation (FDOT), and FDOT then distributes these planning funds to the MPO’s through a Joint Participation Agreement (JPA) between the MPO and FDOT.

Joint Participation Agreement for FHWA Planning (PL) Funds will be Executed July 1, 2016

This agreement between the FDOT and the MPO provides for the administration of all “pass through” PL funds to the MPO. It identifies the responsibilities and outlines the requirements that must be met to receive these FHWA program funds, which will be effective July 1, 2016 - June 30, 2018. All FHWA funded planning agreements will be in the form of a single agreement going forward.

2.3 Operational Procedures and Bylaws

The Martin MPO operates under a duly adopted set of By-Laws and in conformance with all applicable federal, state and local, laws, rules, regulations and procedures. With recommendations from its advisory committees, the MPO Policy Board approves operating By-Laws and any revisions to them. The By-Laws describe membership composition, voting status and procedures of the MPO Policy Board and its advisory committees. These groups generally follow Roberts Rules of Order in the conduct of its meetings.

Martin County provides support services (legal, financial, purchasing, and others). The MPO staff positions consist of an MPO Administrator, a Senior Planner, a Planner II, a Senior
Associate Planner, an Administrative Assistant, and a part-time employee to provide financial support. Consultant services are purchased as needed and affordable within budget constraints.

The Official Records of the MPO are maintained in the MPO Administrative Office located on the 2nd Floor of the Martin County Board of County Commissioners Administrative Center, 2401 S.E. Monterey Road, Stuart, Florida 34996. All of the MPO records are available for public inspection during normal business hours.

The Martin MPO’s operational procedures fully comply with the Public Records laws and the Sunshine Laws of the State of Florida. The MPO operates under applicable rules and procedures set forth by Martin County, the State of Florida, and the Federal Government.

2. 4 Forms, Certifications and Assurances

Annually, the State and the MPO are required to certify to the FHWA and FTA that the planning process is addressing the major issues facing the Metropolitan Planning Area and that it is being conducted in accordance with all applicable requirements of:

- Section 134 of Title 23, United States Code (Metropolitan Planning),
- Section 5305(d) of the Federal Transit Act,
- Section 450.334 of Title 23, Code of Federal Regulations (Certification),
- Sections 174 and 176 (c) & (d) of the Clean Air Act,
- Title VI of the Civil Rights Act of 1964 and the Title VI assurance executed by the State,
- Provisions of the American Disabilities Act of 1990 and the United States Department of Transportation (USDOT) regulations (“Transportation for Individuals with Disabilities”),
- All applicable provisions and corresponding regulations identified in current Federal legislation.

FHWA and FTA conduct federal certification reviews of MPOs designated for census urbanized areas that are also TMAs (i.e., greater than 200,000 in population). The most recent review for the Martin MPO -- as part of the Port St. Lucie TMA along with the St. Lucie TPO -- was conducted in December 2012. The Martin MPO received certification from FHWA in September 2013, without corrective actions. Federal law and regulation requires FDOT and the MPO to jointly certify the transportation planning process for the metropolitan area, on an annual basis. Recommendations identified in the federal and state certifications are addressed throughout this UPWP in various tasks. The Joint Certification Package, as well as the Statements and Assurances for the Martin MPO are in the Appendices.
2.5 Planning Factors and Task Matrix

MAP-21 identifies the planning factors to be considered that shall:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and nonmotorized users.
3. Increase the security of the transportation system for motorized and nonmotorized users.
4. Increase the accessibility and mobility of people and for freight.
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.

The recently-enacted FAST Act carries forward the above-listed planning factors and also provides for consideration of projects and strategies that will:

9. Improve the resiliency and reliability of the transportation system.
10. Reduce or mitigate storm water impacts of surface transportation.
11. Enhance travel and tourism.

In addition, the State Planning Emphasis Areas (PEAs) in Florida include:

12. Freight Planning
13. Transit Planning
14. Complete Streets
15. Bicycle/Pedestrian
<table>
<thead>
<tr>
<th>Work Element Tasks</th>
<th>MAP-21 &amp; FAST Act Planning Factors/State PEAs</th>
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<tr>
<td><strong>Element 1: Administration</strong></td>
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<tr>
<td>1.1 Program Management</td>
<td>X</td>
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<td>1.2 Unified Planning Work Program (UPWP) Development</td>
<td>X</td>
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<td><strong>Element 2: Public Involvement</strong></td>
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<td>2.1 Public Involvement and Outreach</td>
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<td><strong>Element 3: Data Collection</strong></td>
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<td>3.1 Land Use and Socio-economic Data Analysis</td>
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<td>3.2 Traffic Count and Transportation Data Collection and Analysis</td>
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<td><strong>Element 4: Transportation Systems Planning</strong></td>
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<td>4.1 Long Range Transportation Plan</td>
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<td>4.3 Bicycle, Pedestrian and Greenways Planning</td>
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<td><strong>Element 5: Special Project Planning</strong></td>
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<td>5.3 Freight and Intermodal Planning</td>
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SECTION III – UPWP WORK ELEMENTS AND TASKS

ELEMENT 1: ADMINISTRATION
  Task 1.1 - Program Management
  Task 1.2 - Unified Planning Work Program (UPWP) Development

ELEMENT 2: PUBLIC INVOLVEMENT
  Task 2.1 - Public Involvement and Outreach

ELEMENT 3: DATA COLLECTION
  Task 3.1 - Land Use and Socio-economic Data Analysis
  Task 3.2 - Traffic Count and Transportation Data Collection and Analysis

ELEMENT 4: TRANSPORTATION SYSTEMS PLANNING
  Task 4.1 - Long Range Transportation Plan
  Task 4.2 - Transportation Improvement Program
  Task 4.3 - Bicycle, Pedestrian and Greenways Planning
  Task 4.4 - Transit Planning
  Task 4.5 - Congestion Management Process/Livability Planning

ELEMENT 5: SPECIAL PROJECT PLANNING
  Task 5.1 - Regional Transportation Planning and Coordination
  Task 5.2 - US 1 Corridor Retrofit Project
  Task 5.3 - Freight and Intermodal Planning
ELEMENT 1: Administration

Task 1.1 Program Management

Purpose:

To support, coordinate and administer, a continuing, comprehensive and cooperative transportation planning process for the Martin Metropolitan Planning Area (MPA), and coordinate with the planning, goals and processes of other transportation planning entities in the Treasure Coast Region. The Martin MPO will adhere to all federal, state and local, laws, rules, regulations, procedures and guidelines, as applicable. This includes reviewing and updating all agreements as needed and requested by FDOT, FHWA, the Governor’s office or local municipality.

Previous Work:

The MPO provided technical and administrative support to local and regional planning and public transit efforts, MPO Board and advisory committees including attendance and minutes of meetings. Administrative activities also involve preparation and coordination of various assessments, creation of planning documents, and reviews and studies required to assure legal, regulatory and procedural compliance with local, state and federal laws, rules, regulations, procedures and guidelines applicable to activities supported by transportation funding. Intergovernmental liaison responsibilities fall under this area of responsibility. These Administrative and Intergovernmental activities have been carried out. Workshops and training sessions were attended to facilitate the above activities.

Required Activities:

The following activities will be performed:

- Provide technical assistance to the MPO Policy Board and appropriate committees;
- Scheduling and arrangements for facilities to conduct training, inter-agency meetings, CAC, TAC, BPAC, MPO Policy Board, and TCTC meetings and others;
- Create and distribute materials (meeting minutes, notifications, agendas, packets, schedules, documents, etc.) for meetings;
- Provide staff support to joint meetings with the St. Lucie, Indian River, and Palm Beach MPOs;
- Coordinate with FDOT, TCRPC, St. Lucie TPO, Indian River County MPO, Palm Beach MPO; local governments, CRAs, Chambers of Commerce and other entities, as appropriate and as needed;
- Participate in the process to achieve Federal Certification and annual State Certification of the MPO;
- Review and update agreements;
• Prepare FDOT Quarterly Progress Reports and invoices;
• Fiscal accounting and invoicing completed for MPO; Martin MPO UPWP 16/17 - 17/18
• Maintain financial records including an annual audit as required by 23 CFR 420.121(c); the audit will be performed in accordance with 49 CFR 18.26, 49 CFR Part 90, OMB Circular A133 and Section 215.97 FS;
• MPO Administrator and Board member attendance at quarterly meetings of the MPO Advisory Council and regional planning and transportation forums;
• Attend workshops, conferences and training sessions to facilitate the planning process and provide staff with the necessary education to maintain and acquire professional certifications;
• Select (based on qualifications) and contract with one or more consulting firms (General Planning Consultants) to provide assistance to staff on a task order basis and assist the MPO with FHWA audit and required work products;
• Purchase equipment and furniture to ensure efficiency in MPO activities.
• Purchase new and update existing software to enable maximize staff productivity and allow a multitude of capabilities.
• Purchase and update equipment to enable capable record and reference storage.

Responsible Agencies:
Martin MPO

Products and Schedule:

Computer/Equipment Purchase FY 17 & FY 18
Software Purchase FY 17 & FY 18
Policy Board Meetings, Packets, Minutes, Agendas Bi-Monthly & As Needed
Advisory Committee Meetings, Packets, Minutes, Agendas Bi-Monthly & As Needed
Arrangements for Training & Meeting Rooms As Needed
Regional Coordination As Needed
Collaborative Meetings As Needed
Annual State Certification Review January 2017 & 2018
Federal Certification 2017
RLRTP Performance Report June 2018
Annual Audit November 2017 & 2018
Financial and Other Record Keeping Ongoing
Progress Reports and Invoices Quarterly
Workshops and Training As Needed
MPOAC Meetings Quarterly & As Needed
## Task 1.1 Program Management
### Estimated Budget Detail for FY 2016/17

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## Task 1.1 Program Management
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Task 1.2 Unified Planning Work Program (UPWP) Development

Purpose:

To prepare and monitor, as needed, the Two-year, FY 2016/17 - 2017/18 UPWP, reflecting a program of planning activities and financial support for the activities to be undertaken during this period.

Previous Work:

Preparation, adoption, development and revision of the FY 2014/15 - 2015/16 UPWP and all previous fiscal years since 1994

Required Activities:

- Review and update agreements;
- Prepare FDOT Quarterly Progress Reports and invoices;
- Implement the 2016/2017 – FY 2017/2018 UPWP
- Develop the FY 2018/2019 – FY 2019/2020 UPWP
- Process amendments to the adopted UPWP as necessary
- Process budget revisions to the adopted UPWP as necessary
- Coordinate with neighboring MPOs

Responsible Agencies:

Martin MPO

Products and Schedule:

FY 2018/19-2019/20 UPWP Kickoff Meeting December 2017
FY 2018/19-2019/20 Draft submitted to FDOT March 15, 2018
FY 2016/17-2017/18 Draft to Advisory Committees & MPO Board April, 2018
Meetings with St. Lucie and Indian River T/MPOs As Needed
Open Comment Period March 15 - Apr. 16, 2018
Final Submittal to FDOT May 15, 2018
FY 2016/17-2017/18 Amendments/Modifications As Needed
Progress Reports Quarterly
### Task 1.2 Unified Planning Work Program (UPWP) Development
#### Year 1 – FY 2016/17

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<th>Budget Category &amp; Description</th>
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#### Task 1.2 Unified Planning Work Program (UPWP) Development
#### Year 2 – FY 2017/18

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ELEMENT 2: Public Involvement

Task 2.1 Public Involvement and Outreach

Purpose:

To ensure citizen participation in the transportation planning process. This involves presenting information to the citizens and soliciting input and using it to continually revise and refine proposed programs, plans and projects. These efforts include ensuring that population groups and geographic areas have opportunities to provide input on transportation planning and have access to and be involved in the MPO decision-making process.

Previous Work:

The MPO has worked to improve its public access to information through several avenues. The MPO website continues to include an interactive calendar, regular links to MPO surveys, and opportunities for public suggestions.

The Interactive TIP web-application is used as a means of allowing users to download current and past TIP documents, search for projects on a map, and customize project reports. This consisted of an improved mapping system for ease of use by the public. Because it utilizes the FDOT Central Office project database, real-time information is readily-available. In addition, comment sheets were made available at all local libraries and the County Administration Building during the TIP comment period.

Through the development of Moving Martin Forward (2040 LRTP), a website and Facebook page were utilized for public outreach. Staff had the ability to track site visits and analyze the data through Google Analytics. In addition, the public could submit comments directly on the website/Facebook page. As part of the outreach for the LRTP, MPO staff provided Open Houses at key locations in the county and also targeted focus groups for input into the transportation planning process. Focus groups included: Kane Center Day Club (members are 65 and older), the United Way (provides services to the underserved population), Indianwood (a 55 and older community in Indiantown), and the Indiantown Chamber of Commerce Breakfast Meeting. Other outreach efforts included staff speaking at the City of Stuart Commission meeting and the Martin County Chamber of Commerce Transportation/Local Government Committee. There were numerous way for the public to provide input including: Interactive polling, “Martin Mobility Bucks” with which participants were given $100 to represent how they wish to spend transportation funding, and comment boxes.

During the development of the 2014-2023 Transit Development Plan (TDP), MPO staff conducted rider and non-rider surveys to understand the transit system needs and desires from existing customers and potential riders. The rider and non-rider survey questionnaire were
distributed at various libraries, public workshops, and at County buildings throughout Martin County. Additionally, the rider survey questionnaire was distributed on all MCPT fixed bus routes.

Staff updated the Public Involvement Plan (PIP) to ensure compliance with Title VI requirements. The 2015 PIP Annual Report was also composed and approved by the MPO Board on February 22, 2016.

**Required Activities:**

- Public Involvement Plan (PIP) Implementation and Update
- PIP Annual Report
- Title VI Plan Implementation and Update and comply with Environmental Justice requirements
- Maintain MPO Website to disseminate information
- Create public awareness of the Martin MPO
- Attend Community Redevelopment Area (CRA), Neighborhood Advisory Committee (NAC) meetings and other community meetings
- Create newsletters and brochures to inform the public of MPO activities

**Responsible Agencies:**

Martin MPO

**Products and Schedule:**

- Documentation of public involvement efforts: Ongoing
- Committee meetings: Ongoing
- Website maintenance: Ongoing
- PIP Review and Update: January/February 2017 & 2018
- PIP Annual Report: January/February 2017 & 2018
- Title VI Plan Review and Update: January/February 2017 & 2018
- Bicycle and Pedestrian Safety Education: Ongoing
## Task 2.1 Public Involvement and Outreach
### Year 1 – FY 2016/17

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## Task 2.1 Public Involvement and Outreach
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ELEMENT 3: Data Collection

Task 3.1 Land Use and Socio-economic Data Analysis

Purpose:

To support data collection efforts that address multimodal planning, including land use, roadway, rail, transit, and bicycle/pedestrian. To analyze social and economic factors as well as the use of land during the planning process.

Previous Work:

MPO staff updated the FY 12 Community Characteristics Report. The data provided a better understanding of our local communities and contained descriptions of MPO Planning Areas based on Minority, Senior Citizen, Poverty, No Vehicle, and Limited English Proficiency (LEP) populations and households. The report helped the MPO follow the requirements as set forth in Title VI of the Civil Rights Act of 1964, and Executive Orders 12898 and 13166.

Required Activities:

- Community Characteristics Report Update
- Plans and Development Review
- GIS Analyses

Responsible Agencies:
Martin MPO

Products and Schedule:

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Task 3.2 Traffic Count and Transportation Data Collection & Analysis

Purpose:

To maintain the traffic volume, turning movements and crash databases on the public roadway network impacting the MPA; and to support data collection efforts that address multimodal planning, including land use, roadway, rail, transit, and bicycle/pedestrian. Task is also funded through in-kind contributions made by Martin County.

Previous Work:

The County Engineering Department continued to gather traffic count data so that Average Annual Daily Traffic (AADT) counts could be calculated for the collector and arterial roadway system within the MPA. Annual crash data and selected turning movement data were also assembled. The data was used to help plan roadway improvements that further the safety and security of the system. Data was also provided to the CMP and 2040 LRTP planning processes.

MPO staff collected and analyzed crash data using a web-based database managed by the University of Florida. The crash database, Signal Four Analytics, was used to collect the crash hotspots in relation to bicyclists and pedestrians. The data displayed bicycle/pedestrian crashes over a span of five years (2010-2014) and is being used to develop the Bicycle and Pedestrian Safety Action Plan (BPSAP).

The Treasure Coast Regional Planning Model was used during the 2040 LRTP planning process.

Required Activities:

- Work with County’s Traffic Division to access and analyze traffic count data
- Collect and analyze crash data
- Collect and analyze bicycle and pedestrian volume data
- Utilize Treasure Coast Regional Planning Model to incorporate traffic forecasts into future plans

Responsible Agencies:

Martin MPO
Martin County Engineering

Products and Schedule:

- Bicycle/Pedestrian Data Collection
  - FY 16/17
- LOS reports
  - FY 2016/17 & 2017/18
- Traffic Counts
  - Ongoing
- Review Databases
  - Ongoing
- Crash Report
  - FY 16/17
### Task 3.2 Traffic Count and Transportation Data Collection & Analysis
#### Year 1 – FY 2016/17

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### Task 3.2 Traffic Count and Transportation Data Collection & Analysis
#### Year 2 – FY 2017/18

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ELEMENT 4: Transportation Systems Planning

Task 4.1 Long Range Transportation Plan

Purpose:

The Long Range Transportation Plan (LRTP) is developed to cover a 20-year planning horizon and is updated and adopted every five years. The intent and purpose of the LRTP is to ensure that a continuous, cooperative, and comprehensive transportation planning process follows all federal, state and local rules and regulations. This long-range process encourages and promotes the safe and efficient management, operation, and development of a multimodal transportation system that serves the mobility needs for both people and freight, while simultaneously minimizing fuel-consumption and air pollution.

Previous Work:

Moving Martin Forward, the Martin MPO 2040 LRTP, was adopted on December 14, 2015 with a multimodal focus. MPO staff prepared a strong foundation for this plan by participating in the Treasure Coast Regional Planning Model (TCRPM4) validation process. Staff and their consultant conducted a Household Travel Survey which provided detailed travel patterns from actual Martin County residents. In addition, the LRTP was developed with extensive public input through Open Houses and workshops held throughout Martin County (See Task 2.1 for additional 2040 LRTP public involvement).

Required Activities:

- Implement 2040 LRTP performance measures
- MAP-21 performance measure implementation
- Process amendments to 2040 LRTP to address changing transportation needs
- Coordinate with other agencies to implement projects identified in the 2040 LRTP
- Collect and update socioeconomic and travel data used for the transportation model
- FAST Act implementation

Responsible Agencies:
Martin MPO

Products and Schedule:

| Implement 2040 LRTP Projects/Performance Measures | June 2017 & 2018 |
| Amend 2040 LRTP | As Needed |
| Attend Model Task Force meetings | Ongoing |
| MAP-21/FAST Act Implementation | Ongoing |
### Task 4.1 Long Range Transportation Plan
#### Year 1 – FY 2016/17

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Task 4.2 Transportation Improvement Program

Purpose:

To develop an annual list of project priorities, serving as the basis of this five-year capital improvement plan. The project priorities will be coordinated and maintained in a single document reflecting federal, state, and local funding levels for the Martin County Area.

Previous Work:

The MPO has prepared a TIP and a priority projects list each fiscal year since FY 1994. The MPO has annually reviewed FDOT’s Draft Tentative Five-Year Work Program and has coordinated with FDOT. The MPO has also coordinated with local municipalities to include the Capital Improvement Programs. The completed TIP’s are submitted to FDOT. Staff worked with FDOT and District 4 MPO’s to develop the Interactive TIP.

Required Activities:

- Develop annual List of Project Priorities
- Review and endorse FDOT’s Draft Tentative Work Program
- Develop annual TIP
- Utilize Interactive TIP tool
- Amendments to TIP/STIP
- Coordinate with FDOT to ensure consistency with NEPA and ETDM
- Coordinate with local governments on TIP projects

Responsible Agencies:

Martin MPO

Products and Schedule:

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<td>Transportation Improvement Program (TIP) amendments</td>
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<td>Coordination &amp; Training for Interactive TIP Tool</td>
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### Task 4.2 Transportation Improvement Program

#### Year 1 – FY 2016/17

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#### Task 4.2 Transportation Improvement Program

#### Year 2 – FY 2017/18

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Task 4.3 Bicycle, Pedestrian and Greenways Planning

Purpose:

The MPO coordinates local, county, regional and state multi-modal non-motorized projects in order to: develop and implement complete streets policies and design guidelines; to integrate the planning of bicycle, pedestrian and greenway facilities into the transportation system, while placing emphasis on the equal treatment of all travel modes.

Previous Work:

The MPO staff updated the priority projects listings in the 2012 Bicycle and Pedestrian Action Plan with input from the BPAC. Staff updated the database containing contact information for various community partners and stakeholders. The updated GIS database of the bicycle/pedestrian/greenway facilities is being shared with other local, county, and state-level departments as we plan for multi-modal, non-motorized facilities.

- Staff refined the list of potential projects based on discussions with the BPAC and agency partners for incorporation into the Bicycle and Pedestrian Action Plan.
- Staff obtained bike/ped safety resources from FDOT for distribution to local schools, bicycle shops, civic buildings and non-profit organizations.
- Staff coordinated with Florida Department of Environmental Protection (FDEP) staff to update data for the Florida Greenways and Trails Opportunity Map and the SUN Trail network and to discuss the East Coast Greenway.
- Staff coordinated with local stakeholder partners for the purpose of holding a Bicycle and Pedestrian Safety Action Plan Stakeholder seminar.
- Staff worked with consultants to develop the Planning Emphasis Area (PEA) Bicycle and Pedestrian Safety Action Plan (BPSAP). Open House was held in January 2016, and the BPSAP will be completed in Spring 2016.
- Support and data provided to the 2040 LRTP consultant including the review of products and comments on the Bicycle/Pedestrian/Greenways Plan and maps.
- Staff participated in Walk-to-School Day with local elementary schools while partnering with non-profit organizations, Stuart Lodge and East Stuart Recreation Center.

Required Activities:

- Develop a Bicycle and Pedestrian Master Plan
- Collect collision data and multimodal level of service data
- Collaborate with community partners on Complete Streets initiatives
- Evaluate bicycle and pedestrian components of programmed projects that go through Electronic Review Comments (ERC) System
- Coordinate with governments, agencies and organizations on planning, prioritizing and funding bicycle/pedestrian/greenways facilities, including the East Coast Greenway
• Work with community groups and local governments to develop bicycle/pedestrian awareness and traffic safety

Responsible Agencies:
Martin MPO

Products and Schedule:

Bicycle/Pedestrian Master Plan  FY16/17
BPAC Meetings  Bi-monthly
BPAC Coordination and Support  Ongoing
Coordinate Bicycle and Pedestrian Safety and Data Analysis  Ongoing
Project Review  Ongoing
Inter-governmental and agency coordination  Ongoing

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Task 4.4 Transit Planning

Purpose:

To support public transportation planning activities and improve regional coordination with an emphasis on intermodal connectivity. In addition, to provide planning services as the Designated Official Planning Agency (DOPA) to the Florida Commission for the Transportation Disadvantaged (FCTD) for the Transportation Disadvantaged (TD) Program in accordance with Chapter 427, Florida Statutes and Rule 41-2.

Previous Work:

The MPO serves as the DOPA for Martin County. The MPO provided staff support to the Community Transportation Coordinator (CTC), Medical Transportation Management (MTM), and to the Local Coordinating Board for the Transportation Disadvantaged (LCB-TD).

The MPO staff advertised and held annual Public Hearings. MPO staff submitted TD grant quarterly reports, as required by State Law, and worked with the CTC to provide quarterly progress reports to the LCB-TD. The MPO performed the FY 2014-15 annual update of the Transportation Disadvantaged Service Plan (TDSP), as required by Florida Statutes.

The MPO continued to provide planning support for Martin County Public Transit (MCPT), and develop the transit component of the 2040 LRTP.

The 2014-2023 Martin County Transit Development Plan, the comprehensive planning document for transit in Martin County, was also developed by the MPO and was approved by the Martin County Board of County Commissioners.

Required Activities:

- Staff LCB-TD
- TDSP Annual Report
- Initiate TDSP Major Update
- CTC Evaluation
- CTC Request for Proposal
- Attend conferences, workshops and training
- Analyze transit data
- MCPT Operations Center Feasibility Study (Consultant Services)
- Initiate TDP Major Update (Consultant Services)
- Coordinate with MCPT
- Meet public participation requirements for the MCPT Program of Projects (POP)
- Regional Coordination
Responsible Agencies:
Martin MPO

Products and Schedule:

- LCB Meetings: Quarterly
- LCB Annual Public Hearing: August 2017 & 2018
- TDSP Annual Report: Spring 2017
- Initiate TDSP Major Update: Spring 2018
- CTC Evaluation: Spring 2017
- CTC Request for Proposals: Spring 2018
- Annual CTD Conference and Business Meeting: Fall 2016 & 2017
- MCPT Operations Center Feasibility Study: FY 16/17
- Initiate TDP Major Update: Spring 2018
- Treasure Coast Transit Meeting: Quarterly
- Transit List of Project Priorities: September 2016 & 2017
- MCPT POP/Public Involvement: FY 16/17 & FY 17/18

### Task 4.4 Transit Planning
#### Year 1 – FY 2016/17

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### Task 4.4 Transit Planning
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Task 4.5 Congestion Management Process/Livability Planning

Purpose:
To develop, implement and maintain the MPO’s Congestion Management Process (CMP) including implementation of CMP projects which support all modes of transportation. Collaborating with FDOT’s Transportation Systems Management and Operations (TSM&O) staff in developing the TSM&O strategies and identifying the investments needed. Collaborating with County Engineering Staff and utilizing Intelligent Transportation System to assist in data collection for monitoring and improving traffic flows. To incorporate livability into the transportation planning process.

Previous Work:
Martin MPO staff conducted the Congestion Management Tier I Study, which identified East Ocean Boulevard area (East Ocean Boulevard from SE Monterey Road to SE St. Lucie Boulevard, and SE Monterey Road from Kingswood Terrace to East Ocean Boulevard) as the ideal roadway segment for detailed study to identify congestion and mobility deficiencies. An operational analysis of the study area was done and included recommended CMP improvements. The study included extensive public involvement with workshops in two multi-family neighborhoods and one at the Blake Library for businesses. The design phase of two recommendations was funded in the FY 17 – FY 21 Tentative Work Program.

Required Activities:
- CMP Major Update
- CMP project coordination and prioritization
- Identify congestion management and livability planning strategies to reduce congestion, improve mobility and address multimodal transportation options

Responsible Agencies:
Martin MPO

Products and Schedule:
- MPO staff related training: Ongoing
- CMP improvements recommended for funding: Annual Priority Setting
- CMP Major Update: FY 17/18
### Task 4.5 Congestion Management Process/Livability Planning
#### Year 1 – FY 2016/17

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### Task 4.5 Congestion Management Process/Livability Planning
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ELEMENT 5: Special Project Planning

Task 5.1 Regional Transportation and Coordination

Purpose:

To support a regional transportation planning process while considering both local and regional transportation needs and ensuring multi-jurisdictional coordination for the Treasure Coast urbanized area.

Previous Work:

The Martin MPO partnered with the St. Lucie TPO, the Florida Inland Navigation District and the Treasure Coast Regional Planning Council to develop the Martin/St. Lucie Regional Waterways Plan. This MPO Plan was the second in the state and the first regional one. The Waterways Plan was approved by the Martin MPO and St. Lucie Policy Boards in the Fall of 2014.

The Treasure Coast Transportation Council (TCTC) met in May 2014 to allocate Transportation Regional Incentive Program (TRIP) funding and took action to form the Treasure Coast Technical Advisory Committee (TCTAC). Staff attended Southeast Florida Transportation Council (SEFTC) and Regional Transportation Technical Advisory Committee (RTTAC) meetings to learn more about regional coordination.

Staff attended the Treasure Coast Transit Meetings (TCTMs), as well as participated in the validation process of the Treasure Coast Regional Planning Model (TCRPM). Other meetings attended include Treasure Coast Regional Planning Council, Southeast Florida Freight Advisory Committee, FDOT-District IV Annual MPO Best Practices, St. Lucie TPO Board/Advisory Committees and Palm Beach MPO BPAC.

Martin MPO worked with FDOT and St. Lucie TPO to conduct a study to identify techniques to manage congestion in a section of US 1 that extends from Martin County into St. Lucie County. Staff also worked with the TCRPC on regionally significant projects, such as the East Coast Greenway.

Martin MPO agreed to be the Lead MPO in the development of the 2040 Regional Long Range Transportation Plan (RLRTP). The scope and Memorandum of Understanding were approved by the Treasure Coast M/TPOs, and work will continue into the FY16/17-FY17/18 UPWP funding cycle.

Required Activities:

- Project Manager of the 2040 RLRTP
- Staff TCTC and TCTAC meetings
- Attend regional meetings
- Work with other agencies and stakeholder groups on regional significant projects, such as Greenways and Blueways
- Coordinate with neighboring MPOs and other government agencies

**Responsible Agencies:**
Martin MPO, FDOT, St. Lucie TPO, Indian River MPO, TCRPC

**Products and Schedule:**

2040 Regional LRTP
TCTC Meetings
TCTAC Meetings
Attend other agency and regional meetings

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*Total cost of 2040 Regional LRTP is $60,000. Indian River MPO and St. Lucie TPO will reimburse Martin MPO $20,000 each, per Memorandum of Understanding (MOU).*
Task 5.2 US 1 Corridor Retrofit Project

Purpose:
To provide for connectivity and increased mobility options by providing multimodal transportation facilities including sidewalks, bicycle paths and lanes, and transit infrastructure. US 1 serves as the primary north-south arterial for the coastal communities of Martin and St. Lucie Counties since Interstate 95 shifts inland north of the Palm Beach County line. Balancing local/community multimodal objectives with the need to support longer-distance trip-making that occurs along the corridor is a critical component of this retrofit project.

Previous Work:
US 1 Multimodal Corridor Study, Phase I. The Martin MPO has worked with FDOT to identify and manage congestion in a section of U.S. 1 that extends from Martin County into St. Lucie County. An Advanced Traffic Management System (ATMS) has been deployed on the US 1 corridor in Martin County. This study explores the full range of remaining techniques including investments that encourage the use of non-auto modes and Transportation Demand Management (TDM).

Required Activities:
US 1 Multimodal Corridor Study, Phase II – Continue to work together with FDOT to study and identify congestion management techniques for implementation on the US 1 Corridor that improve mobility, accessibility and landscaping in this corridor.

Responsible Agencies:
Martin MPO, FDOT

Products and Schedule:
US 1 Multimodal Corridor Study, Phase II FY 2017/18
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Task 5.3 Freight and Intermodal Planning

Purpose:

The safe and efficient movement of freight via various transportation modes, including trucking, rail, air, and even waterborne, will impact Martin County. With the widening of the Panama Canal, Florida will be in the position to transport many goods and commodities that are being shipped internationally. The statewide Freight and Mobility and Trade Plans are considered as the Martin MPO plans for future transportation investments.

Previous Work:

On a staff and advisory committee level, the MPO participated in Florida’s statewide long-range transportation plan, known as the Florida Transportation Plan (FTP) and the updates to Florida's Strategic Intermodal System (SIS) Plan. Staff updated the MPO Board and Advisory Committees in February 2016. An important strategy to these plans is the efficient movement of freight statewide.

Required Activities:

- Conduct a detailed evaluation of roadway grade separation options over the FEC Railroad corridor to address impacts from expanded rail freight and inter-city passenger rail trains.
- Continue contact with members of the freight and logistics industry, neighboring MPOs, and the FDOT Districts 4 and 6, ensuring that all freight activities are consistent with the FDOT Strategic Intermodal System (SIS) Plan and statewide freight initiatives.
- Continue MPO participation in implementation of the FTP and in planning and implementation efforts for the SIS.
- Coordination with the TCTC and FDOT on developing a Freight Element to include in the Treasure Coast Regional LRTP.

Responsible Agencies:

Martin MPO

Products and Schedule:

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### Task 5.3 Freight and Intermodal Planning

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Funding Sources by Task - FY2016/17

- FCTD Grant
- FTA Section 5305(d)
- Local Funds

Total Funding: $1,066,899

---

Martin MPO

48

UPWP 16/17 - 17/18
### Funding Sources by Task - FY2017/18

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Appendix A

JOINT CERTIFICATION STATEMENT ON THE METROPOLITAN TRANSPORTATION PLANNING PROCESS

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

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

Included in this certification package is a summary of noteworthy achievements by the MPO, attachments associated with these achievements, and (if applicable) a list of any recommendations and/or corrective actions. The contents of this Joint Certification Package have been reviewed by the MPO and accurately reflect the results of the joint certification review meeting held on January 8, 2016.

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

__________________________
District Secretary (or designee)  
Date

__________________________
MPO Chairman (or designee)  
Date
2040 Long Range Transportation Plan
Last year FDOT-District IV staff suggested that all Treasure Coast MPOs follow Indian River MPO’s project schedule, completing their individual 2040 Long Range Transportation Plans (LRTPs) by December, 2015. As a result, the Martin MPO adopted its 2040 LRTP at its December, 2015 Policy Board meeting, two months ahead of the FHWA/FDOT deadline.

Stacy Blizzard of FHWA complemented the MPO on its use of pie charts to show the various funding sources in the Financial Analysis chapter.

During the development of the 2040 Long Range Transportation Plan, numerous steps were taken in an effort to reach and serve disadvantaged populations and various socioeconomic groups to ensure that their input was equally considered during the 2040 LRTP process. There were a total of eight public meetings including three Open Houses to introduce the plan and gain insight from the public on general transportation priorities; four Focus Group Meetings (Kane Center/Council on Aging, Indianwood, Indiantown Chamber of Commerce, and the United Way); and one Open House for the public to review the Cost Feasible Plan. The project team also presented to and received input from the Martin County Local Coordinating Board for the Transportation Disadvantaged. The LRTP Open House that was held in Indiantown immediately followed an Indiantown Neighborhood Advisory Committee (NAC) meeting. Hispanics comprise approximately 50% of the population of Indiantown according to the U.S. Bureau of the Census. A Spanish-language interpreter was present at the Indiantown Visioning Open House event and promotional materials were translated into Spanish. Staff also held Focus Group meetings with unique population groups, such as at the Kane Center Day Club, which is a life center for elderly residents. Indian River State College also served as an LRTP Open House location to reach the age-25 and younger demographics.

Public Involvement
Staff distributed all Board and advisory committee meeting information seven days in advance so that Board/committee members and the public had adequate time to review agenda packets.

The MPO 2040 LRTP Open House format allowed the participants to stay from 5 minutes to 3 hours. We utilized a variety of methods to involve the public in the planning process, including

- Interactive Polling
- Martin Mobility Bucks
- Dot Game
- GIS Mapping Station
- Comment Box
- Surveys in English and Spanish

MPO staff worked with County staff to produce a 2040 LRTP video that ran on the local television station MCTV. The video not only educated the public on the LRTP process but also informed them of ways to provide input to the Plan.
The 2040 LRTP also had a Facebook page “Moving Martin Forward” which reached an average of 2,000 people per week.

The MPO contracted with Language Line to provide professional translations services to more than 200 languages. This service can be accessed by telephone and/or face to face translation. The services also include written translations services to assure accuracy of the written translated words.

**Continuity of Operations Plan Activation/Update**

Due to the formation of Tropical Storm Erika, which was projected to impact the East Coast of Florida between the evenings of Saturday, August 29, 2015 and Sunday, August 30, 2015, MPO staff postponed the Local Coordinating Board for the Transportation Disadvantaged (LCB-TD) Annual Public Hearing and Regular meeting scheduled for August 31, 2015, allowing staff to activate and test its COOP. At the December 14, 2015, MPO Policy Board meeting, MPO staff presented the activation of the COOP. In addition, MPO staff discussed the revisions needed to the COOP, which were determined upon activation. The Policy Board approved staff recommended revisions.

**Bicycle Pedestrian Safety Action Plan**

On April 20, 2015, the MPO Board approved the Scope of Services for the Bicycle and Pedestrian Safety Action Plan (BPSAP), a Federal Highway Administration Planning Emphasis Area (PEA). The BPSAP includes identified strategies to address safety problems for the community. Two specific objectives of the BPSAP are to identify locations prone to historical bicycle and pedestrian crashes and to develop with applicable MPO partners countermeasures designed to alleviate potential causes. A Stakeholder Committee was assembled to provide input throughout the planning process that was composed of local law enforcement agencies, cycling and running organizations and local businesses within the county. MPO staff recently held an Open House for the public to learn about bicycle/pedestrian crashes in Martin County with potential solutions to increase safety, and to offer their comments.

**Walk-to-School Day**

On October 21, 2015, the MPO staff coordinated with JD Parker Elementary School teachers and administration. We also partnered with two nonprofit organizations: Stuart Lodge Assisted Living Facility and East Stuart Recreation Center. The Stuart Lodge residents enjoyed waving at the children and meeting the parents. We used two Walk-Roll banners, plus one Walking School Bus banner and we had good visibility and excited participation! Staff had FDOT giveaways which included lime green backpacks, bicycle lights, Bike2School coloring pages, reflective wristbands and lots of pencils.

**Regional Long Range Transportation Plan**

Martin MPO agreed to be the Lead Agency in developing the 2040 Regional Long Range Transportation Plan. The Martin MPO is contracting with one of its General Planning Consultants (Kimley Horn and Associates), and will manage the overall project budget and milestones.
RESOLUTION NUMBER __

A RESOLUTION OF THE MARTIN METROPOLITAN PLANNING ORGANIZATION (MPO), AUTHORIZING THE FILING OF AN APPLICATION WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT), FOR A GRANT UNDER THE FEDERAL TRANSIT ACT.

WHEREAS, the State of Florida Secretary of Transportation is authorized to make grants for mass transportation projects; and

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of project costs; and

WHEREAS, it is required by the U.S. Department of Transportation in accord with the provision of Title VI of Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Federal Transit Act, the applicant give an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the U.S. Department of Transportation requirements here under; and

WHEREAS, it is the goal of the Applicant that disadvantaged business enterprises (minority business enterprises and women business enterprises) be utilized to the fullest extent possible in connection with this project, and that definitive procedures shall be established and administered to ensure that minority businesses shall have the maximum feasible opportunity to compete for contracts and purchase orders when procuring construction contracts, supplies, equipment contracts, or consultant and other services; and

NOW THEREFORE, BE IT RESOLVED BY THE MARTIN METROPOLITAN PLANNING ORGANIZATION, THAT:

Section 1: The Chairman or his designee, is authorized to execute and file an application on behalf of the Martin MPO with FDOT, to aid in the financing of transit planning, transportation disadvantaged planning and updating and implementing the Transit Development Plan and other tasks to implement specific items of the FY 2016/17 and 2017/18 Martin MPO Unified Planning Work Program.

Section 2: The Chairman or his designee is authorized to execute and file with such application an assurance or any other document required by the U.S. Department of Transportation effectuating the purposes of Title VI of the Civil Rights Act of 1964.

Section 3: The Martin MPO Administrator or designee is authorized to furnish such additional information as the Florida Department of Transportation may require in connection with the grant application or the project.

Section 4: The MPO resolves to adopt and implement disadvantaged business enterprise (minority enterprise business and women enterprise) policies and procedures in connection with the project's procurement needs.

Section 5: The Chairman or his designee is authorized to continue to accept a grant on behalf of the Martin MPO with FDOT to aid in the financing of the FTA funded portions of the FY 2016/17 and 2017/18 Martin MPO Unified Planning Work Program.
DULY PASSED AND ADOPTED THIS ____ Day of ____, 2016

MARTIN METROPOLITAN PLANNING ORGANIZATION

________________________________________
Troy McDonald
MPO Chair

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

________________________________________
Sarah Woods
Senior Assistant County Attorney

ATTEST:

________________________________________
Margaret Brassard
Clerk
Application for Federal Assistance SF-424

* 1. Type of Submission:  
   ☑ Application  
   ☐ Preapplication  
   ☐ Changed/Corrected Application

* 2. Type of Application:  
   ☑ New
   ☐ Continuation
   ☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received: 

* 4. Applicant Identifier: Not Applicable

5a. Federal Entity Identifier: Not Applicable

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State: 

7. State Application Identifier: 1001

8. APPLICANT INFORMATION:

* a. Legal Name: Martin Metropolitan Planning Organization

* b. Employer/Taxpayer Identification Number (EIN/TIN): 59-6000743

* c. Organizational DUNS: 07-130-4562

d. Address:

   * Street1: 2401 S.E. Monterey Road
   Street2:
   * City: Stuart
   County/Parish: Martin
   * State: FL: Florida
   Province:
   * Country: USA: UNITED STATES
   * Zip / Postal Code: 34996

e. Organizational Unit:

   Department Name: MPO
   Division Name: Engineering

f. Name and contact information of person to be contacted on matters involving this application:

   Prefix: Ms.
   * First Name: Beth
   Middle Name:
   * Last Name: Beltran
   Suffix:

   Title: MPO Administrator

   Organizational Affiliation:

   * Telephone Number: (772) 221-1498
   Fax Number:

   * Email: bbeltran@martin.fl.us
**Application for Federal Assistance SF-424**

*9. Type of Applicant 1: Select Applicant Type:*

- [X] Other (specify)

*Type of Applicant 2: Select Applicant Type:*

*Type of Applicant 3: Select Applicant Type:*

*Other (specify):*

- MPO

**10. Name of Federal Agency:**

- Federal Transit Administration

**11. Catalog of Federal Domestic Assistance Number:**

- 20.505

- CFDA Title:

  - Section 5305(d)

**12. Funding Opportunity Number:**

- Section 5305(d)

- Title:

  - Metropolitan Transportation Planning

**13. Competition Identification Number:**

- Not Applicable

- Title:

  - Not Applicable

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

**15. Descriptive Title of Applicant's Project:**

- Short and Long-Range planning as outlined in the Martin MPO's Unified Planning Work Program (UPWP).

Attach supporting documents as specified in agency instructions.
Application for Federal Assistance SF-424

16. Congressional Districts Of:
* a. Applicant 14
* b. Program/Project 14

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:
* a. Start Date: 07/01/2016
* b. End Date: 06/30/2017

18. Estimated Funding ($):

* a. Federal 58,410.00
* b. Applicant
* c. State 7,301.00
* d. Local 7,301.00
* e. Other
* f. Program Income
* g. TOTAL 73,012.00

19. Is Application Subject to Review By State Under Executive Order 12372 Process?

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)

☐ Yes 
☒ No

If "Yes", provide explanation and attach

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)

☒ ** I AGREE

** 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.

Authorized Representative:

Prefix: Ms.

* First Name: Beth

Middle Name: 

* Last Name: Beltran

Suffix: 

* Title: MPO Administrator

* Telephone Number: (772) 221-1498

Fax Number: 

* Email: bbeltran@martin.fl.us

* Signature of Authorized Representative: 

* Date Signed: 

FTA FISCAL YEAR 2016 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2016 CERTIFICATIONS AND ASSURANCES FOR FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS
(Signature pages alternative to providing Certifications and Assurances in TrAMS)

Name of Applicant: Martin Metropolitan Planning Organization

The Applicant agrees to comply with applicable provisions of Categories 01 – 23. ______
OR
The Applicant agrees to comply with applicable provisions of the Categories it has selected:

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FEDERAL FISCAL YEAR 2016 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE

Required of all Applicants for federal assistance to be awarded by FTA and all FTA Grantees with an active Capital or Formula Award

AFFIRMATION OF APPLICANT

Name of the Applicant: ____________________________________________________________________________

Name and Relationship of the Authorized Representative: _________________________________________________

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

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

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

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

Signature____________________________________________________________  Date:  _________________

Name_______________________________________________________________

Authorized Representative of Applicant

AFFIRMATION OF APPLICANT’S ATTORNEY

For (Name of Applicant): ________________________________________________________________________

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

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

Signature____________________________________________________________  Date:  _________________

Name_______________________________________________________________

Attorney for Applicant

Each Applicant for federal assistance to be awarded by FTA and each FTA Recipient with an active Capital or Formula Project or Award must provide an Affirmation of Applicant’s Attorney pertaining to the Applicant’s legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney’s signature within FTA’s electronic award and management system, provided the Applicant has on file and uploaded to FTA’s electronic award and management system this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.
Section 5305(d)
Approved Project Budget for FFY16
(total dollars)

Technical Classifications:

44.21.00 Program Support and Administration $ 7,000
44.22.00 General Development and Comprehensive Planning 3,500
44.23.01 Long Range Transportation Planning: System Level 6,000
44.23.02 Long Range Transportation Planning: Project Level 6,000
44.24.00 Short Range Transportation Planning 6,000
44.25.00 Transportation Improvement Program 5,000
44.26.12 Coordination of Non-Emergency Human Service Transportation 7,000
44.26.13 Participation of Transit Operators in Metropolitan Planning
44.26.14 Planning for Transit Systems Management/Operations to Increase Ridership 30,000
44.26.15 Support Transit Capital Investment Decisions through Effective Systems Planning
44.26.16 Incorporating Safety & Security in Transportation Planning 1,000
44.27.00 Other Activities 1,512

Total Net Project Cost $ 73,012.00

Accounting Classifications

44.30.01 Personnel $ 30,000
44.30.02 Fringe Benefits 8,850
44.30.03 Travel 2,000
44.30.04 Equipment
44.30.05 Supplies
44.30.06 Contractual 30,000
44.30.07 Other 2,162
44.30.08 Indirect Charges

Total Net Project Cost $ 73,012.00

Fund Allocations

44.40.01 MPO Activities $ 73,012.00
44.40.02 Transit Operator Activities
44.40.03 State and/or Local Agency Activities

Total Net Project Cost $ 73,012.00

Federal Share (80%) $ 58,410.00
Local Share (20%) $ 14,602.00

Accounting Classification FPC Description Amount
91.37.08.8-2 02 Technical Studies - Planning $ 73,012.00
Section 5305(d)  
GMIS Planning Line Item Codes – FFY16  
(FTA Funds Only)

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Total Net Project Cost $58,410

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Total Net Project Cost $58,410

Fund Allocations

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Total Net Project Cost $58,410
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, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000.00 and not more that $100,000.00 for each such failure.

__________________________________________________________
Date

______________________________
Chairperson for the MPO
FEDERAL FFY16 DEBARMENT AND SUSPENSION CERTIFICATION

As required by U.S. Regulations on Government wide Debarment and Suspension (Non-procurement) at 49 CFR 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 U.S. DOT.

______________________________  ____________________
Chairperson for the MPO          Date
FFY16 Title VI / Non-Discrimination Policy Statement

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

The ________________ 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 subrecipient’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 subrecipient’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 Regulations.
4. Develop a complaint process and attempt to resolve complaints of discrimination against subrecipients. Complaints against the Florida Department of Transportation (FDOT) shall immediately be forward to the FDOT District Title VI Coordinator.
5. Participate in training offered on Title VI and other nondiscrimination requirements.
6. If reviewed by FDOT or the 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.
7. Have a process to collect racial and ethnic data on persons impacted by the subrecipient’s programs.

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

______________________________
Signature of Presiding Officer for the MPO/TPO

______________________________
Date of Signature
FFY16 Disadvantaged Business Enterprise Utilization

It is the policy of the ______________________________ that disadvantaged businesses, as defined by 49 Code of Federal Regulations, Part 26, shall have an opportunity to participate in the performance of ______________________________ contracts in a nondiscriminatory environment. The objects of the Disadvantaged Business Enterprise Program are to ensure nondiscrimination in the award and administration of contracts, ensure firms fully meet eligibility standards, help remove barrier 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 ______________________________, and its consultants shall take all necessary and reasonable steps to ensure that disadvantaged businesses have an opportunity to compete for and perform the work of the ______________________________ in a non-discriminatory environment.

The ______________________________ shall require its consultants to not discriminate on the bases of race, color, national origin, sex, age handicap/disability, or income status 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.

__________________________________________  ______________________________
Signature of Presiding Officer for the MPO/TPO  Date of Signature
Martin Metropolitan Planning Area

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

- Support the statewide safety campaign to reduce the number of pedestrian and bicycle crashes occurring annually within Florida and adoption of specific policies and strategies to address this issue within the Florida Strategic Highway Safety Plan and the Florida Pedestrian and Bicycle Strategic Safety Plan.

- Educational and outreach activities directed to the public and agency stakeholders regarding safety programs and campaigns such as the "Alert Today, Alive Tomorrow - Safety Doesn't Happen By Accident" Pedestrian Awareness Campaign.

- Prepare multi modal scoping checklist for FDOT design project managers to use for identifying livable communities and CSS features to better integrate multiple modes of transportation.

- Develop Bike/Pedestrian geographic information system (GIS) count data for sharing between FDOT and its stakeholder agencies.

- Coordinate with the Metropolitan Planning Organizations (MPO) and local governments to prioritize and program funds for projects supportive of transit, bicycle and/or pedestrian modes, including assessment of greenway crossings.

- Formalization of a District 4, multi-disciplined review process for statewide application for making lane elimination decisions on the State Highway System.

- Work with partners to facilitate trail planning and prioritization and provide guidance in identifying SUNtrail funding opportunities.

- Proactively identify and address areas in which potential for pedestrian conflicts/crashes are high.

Corridor and Mobility Planning

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

- US-1 / Griffin Road Intersection Study
- Sunrise Blvd from Searstown to US-1
- SR-80 Corridor Action Plan
- I-95 Express Lanes Study in Northern Counties
- Sunrise Blvd from A1A to Sawgrass Expressway

March 2016
• Tri-Rail Coastal Link Project Development – re-introducing local and express commuter rail service on the FEC rail corridor
• Indian River US 1 Corridor Study from Barber Street to Roseland Road

Community Planning - Local Government Comprehensive Plans

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

Demand Forecast Model Development, Calibration, and Validation

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

Approved Developments of Regional Impact (DRIs)

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

Efficient Transportation Decision Making (ETDM) Process

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

Extreme Weather /Climate Resiliency

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

Florida Transportation Plan (FTP)

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

FDOT State Planning and Research (SPR) Program for FHWA

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

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

Transportation Systems Management and Operation (TSM&O)

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

Interchange Proposal Review and Coordination

Identify and review the need for new interchanges or modifications to existing interchanges, following criteria set forth by the Federal Highway Administration (FHWA) and FDOT’s interchange review process.

March 2016
FDOT conducts District Interchange Review Committee (DIRC) meetings and coordinates Interchange proposals with FHWA.

**LRTPs and Regional LRTPs**

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

**MPO/Community/Government Liaison**

Provide policy direction, technical assistance, and administrative support to MPO boards and advisory committees, local governments, and communities. Assist MPOs in conducting metropolitan transportation planning programs that meet state and federal requirements and are coordinated with the statewide transportation planning program. Primary MPO products and processes include Unified Planning Work Programs (UPWP), LRTPs, Annual Transportation Project Priority Lists, TIPs, Congestion Management Plans (CMPs), and Public Involvement Participation Plans (PIPs). Conduct annual state certification reviews of the Metropolitan Planning Process and participate in periodic FHWA/Federal Transit Administration (FTA) certification reviews of the MPOs for transportation management areas. Provide technical assistance on TIP and LRTP consistency issues for Project Development & Environmental (PD&E) and project level amendments. FDOT staff also serve as non-voting members of each of the District’s five M/TPO Boards, Technical Advisory and Bike/Ped committees.

**Multi-Modal Systems and Transportation Studies**

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

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

March 2016
**Freight and Goods Movement**

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

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

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

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

**Seaport/Airport**

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

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

March 2016
The goal of this feasibility study is to determine the best use of the area surrounding and including Fisherman’ Wharf Road to stimulate a beneficial regional economic impact, potential creation of new and sustainable marine-related jobs, and identify the best potential port-related land uses.

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

**Multi-Modal Systems**

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

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

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

**Management of Contracts and Agreements**

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

```
D/W AREAWIDE CORRIDOR PLANNING STUDIES/ PLANNING SUPPORT  DIST/ST-WIDE
D/W PL&EM TRANSPORTATION DATA MANAGEMENT ANALYSIS & DEVELOPMENT  DIST/ST-WIDE
D/W URBAN MODEL DEVELOPMENT, SE FL REGIONAL PLANNING MODEL  DIST/ST-WIDE
```

March 2016
Performance Management/Measurement

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

Programs to Reduce Peak Hour Demand

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

March 2016
OMD is preparing a District Park-and-Ride Master Plan that will identify where and when new facilities will be needed, to support work program requests for facility development, and implement and provide input into local and regional LRTPs and other plans. As part of this effort, a strategy plan for management of existing facilities will be prepared. This will address facility physical needs and costs, expansion needs, immediate needs for new facilities, funding plans and requests, readiness plans for possible near-term facility relocations, development of occupancy agreements, and other elements that will facilitate management and operation of existing and new park-and-ride expected in the next five years.

**Regional Transportation Planning and Coordination**

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

**Strategic Intermodal System (SIS)**

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

**Transit/Land Use**

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

**Transportation Data, Travel Characteristics, and Mapping/Database Development**

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

- Traffic Data Exchange
  Collect data and provide access to a large quantity of traffic data to support transportation planning, design and operations functions at District and MPO levels. Facilitate access to and analysis of data such as the National Performance Management Research Data Set (NPMRDS) and HERE speed data available on the RITIS (Regional Integrated Transportation Information System) site for public use. Share data with the T/MPOs for various planning studies and analyses. Obtain and utilize data to support coordination and integration of certain planning and operations functions.

- Freight Data Collection
  Continue to identify key locations for collecting vehicle classification counts, in order to support regional freight planning and modeling needs. Assess historical truck count data available in the region and collect new data related to freight and goods movement as needed.

- Archiving and Accessing Bicycle & Pedestrian Data
  Collect bicycle and pedestrian counts in the region, and conduct an initial assessment of how to effectively store and share multimodal data among public agencies. Coordinate with the M/TPOs on the creation of a standardized database structure designed for the storage, delivery, and analysis of multimodal data. Coordination with other public entities at state and local levels will also be performed.

- Federal Functional Classification
  Review and reassess federal functional classification designations on all public roads located within the District. As per FHWA’s recommendation for reducing the level of effort needed for the next periodic review, the District will continuously update functional classification system as the roadway system and land use developments change. This maintenance process involves ongoing coordination with local planning partners on various initiatives, such as long-range planning activities and project programming and development, to identify roadways that require changes to their functional classification designations.
Quality/Level of Service (LOS)

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

Data Collection - District Roadway Characteristics Inventory (RCI) Program

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

- Implementation of departmental policies, rules, procedures, and standards established by the central offices responsible for Highway Data Collection activities.
- Assistance with the applicable central office/section in developing specific Transportation Planning products and providing specific Highway Data Collection services.
- Maintenance of RCI Database to be clean of edits.
- Perform annual QA/QC, to ensure the quality and accuracy of RCI data.
- Collecting and entering of data for new Highway Performance Management System (HPMS) samples.
- Posting of District Four’s HPMS sample map to the Central Office SharePoint site.