



## **TRANSPORTATION PLANNING ORGANIZATION**

Marion County Commission Auditorium  
601 SE 25<sup>th</sup> Avenue, Ocala, FL 34471

**April 26, 2016  
4:00 PM**

### **AGENDA**

#### **1. CALL TO ORDER AND ROLL CALL**

#### **2. PROOF OF PUBLICATION**

#### **3. PRESENTATIONS**

##### **A. DUNNELLON CR 484 BICYCLE IMPROVEMENTS**

*Staff will present an update on the proposed bicycle improvements to CR 484 in Dunnellon. The project is scheduled for presentation to the Dunnellon City Council in early May.*

##### **B. I-75 RELIEF TASK FORCE UPDATE**

*Staff will present an update on the activities of the I-75 Relief Task Force.*

#### **4. ACTION ITEMS**

##### **A. SUNTRAN SERVICE STANDARDS AND SERVICE MODIFICATION POLICY**

*Staff will present updated Service Standards and a revised Service Modification Policy. The updated standards and policy will part of the upcoming Federal Transit Administration (FTA) Triennial Review in early June. Staff is requesting approval of the Service Standards and Service Modification Policy.*

#### **5. CONSENT AGENDA**

##### **A. MEETING MINUTES – MARCH 22, 2016**

##### **B. FINAL FY 2016/17-2017/18 UNIFIED PLANNING WORK PROGRAM**

##### **C. FY 2016/17-2017/18 PLANNING FUNDS AGREEMENT, TERMINATION OF PREVIOUS AGREEMENT**

##### **D. FY 2014/15 & FY 2015/16 DEOBLIGATIONS**

**6. COMMENTS BY FDOT**

**7. COMMENTS BY TPO STAFF**

**8. COMMENTS BY TPO MEMBERS**

**9. PUBLIC COMMENT (Limited to 5 minutes)**

**10. ADJOURNMENT**

If reasonable accommodations are needed for you to participate in this meeting, please call the TPO Office at (352)629-8297 forty-eight (48) hours in advance so arrangements can be made.

*Pursuant to Chapter 286.0105, Florida Statutes, if a person decides to appeal any decision made by the TPO with respect to any matter considered at this meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.*

*The next regular meeting of the Ocala/Marion County Transportation Planning Organization will be held on May 24, 2016.*

# PENNSYLVANIA AVENUE MULTIMODAL OPTIONS



**Kimley»»Horn**

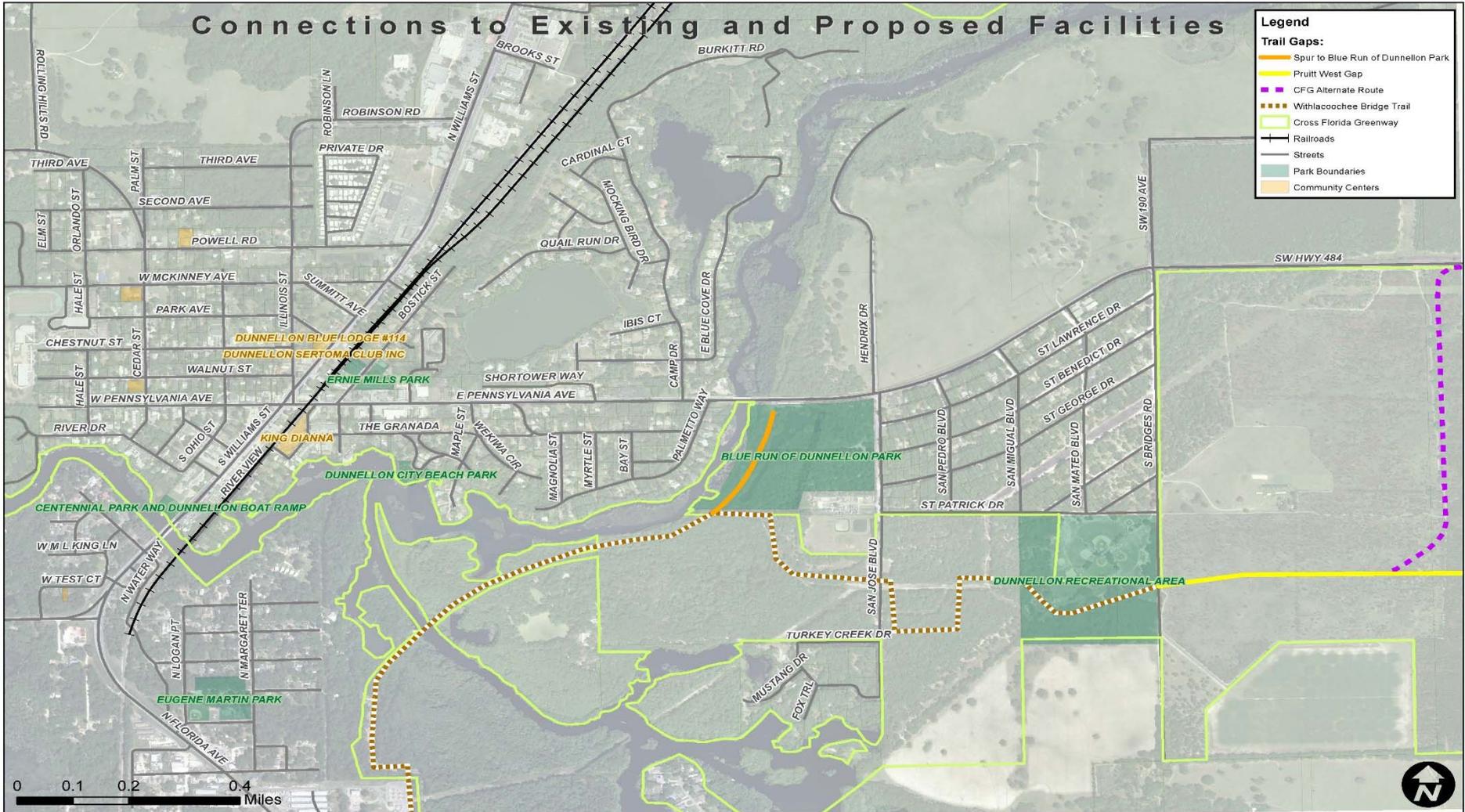
TPO Board  
April 26, 2016

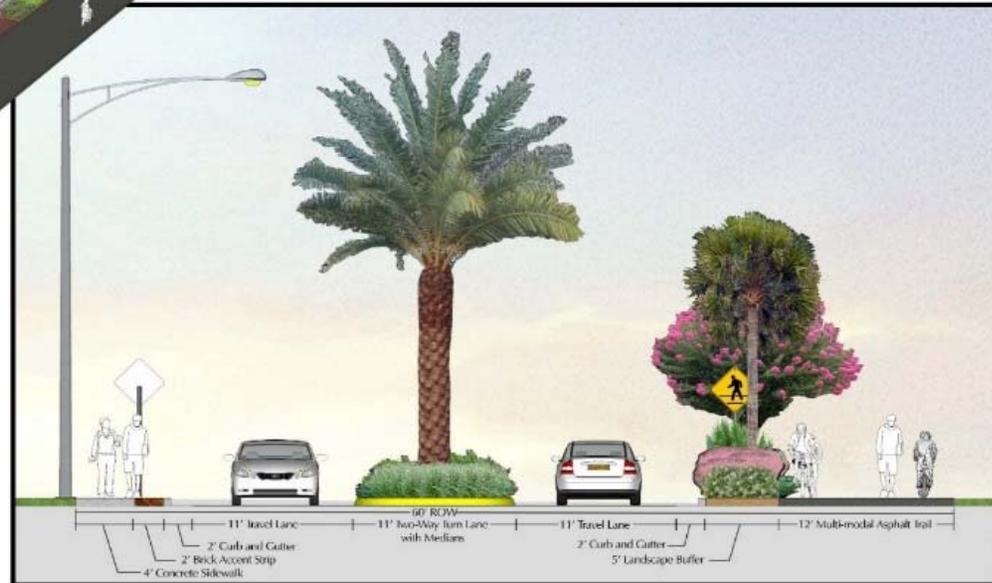
# Scope of Work – Pennsylvania Avenue

---

- Evaluate past concepts
- Analysis of existing conditions and needs
- Stakeholder input
- Final design concepts

# Connections to Existing and Proposed Facilities

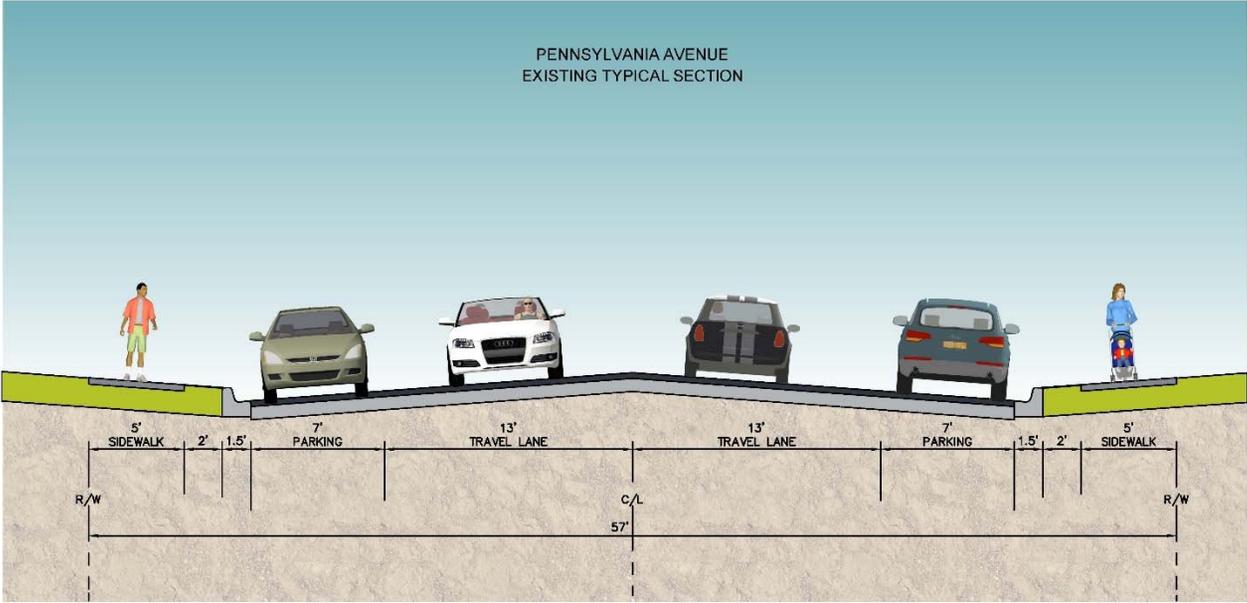




Pennsylvania Avenue East Streetscape  
 Concept Graphics - Typical Section



1. THE INFORMATION CONTAINED HEREIN IS THE PROPERTY OF KIMLEY-HORN AND ASSOCIATES, INC. AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF KIMLEY-HORN AND ASSOCIATES, INC.



**Pros**

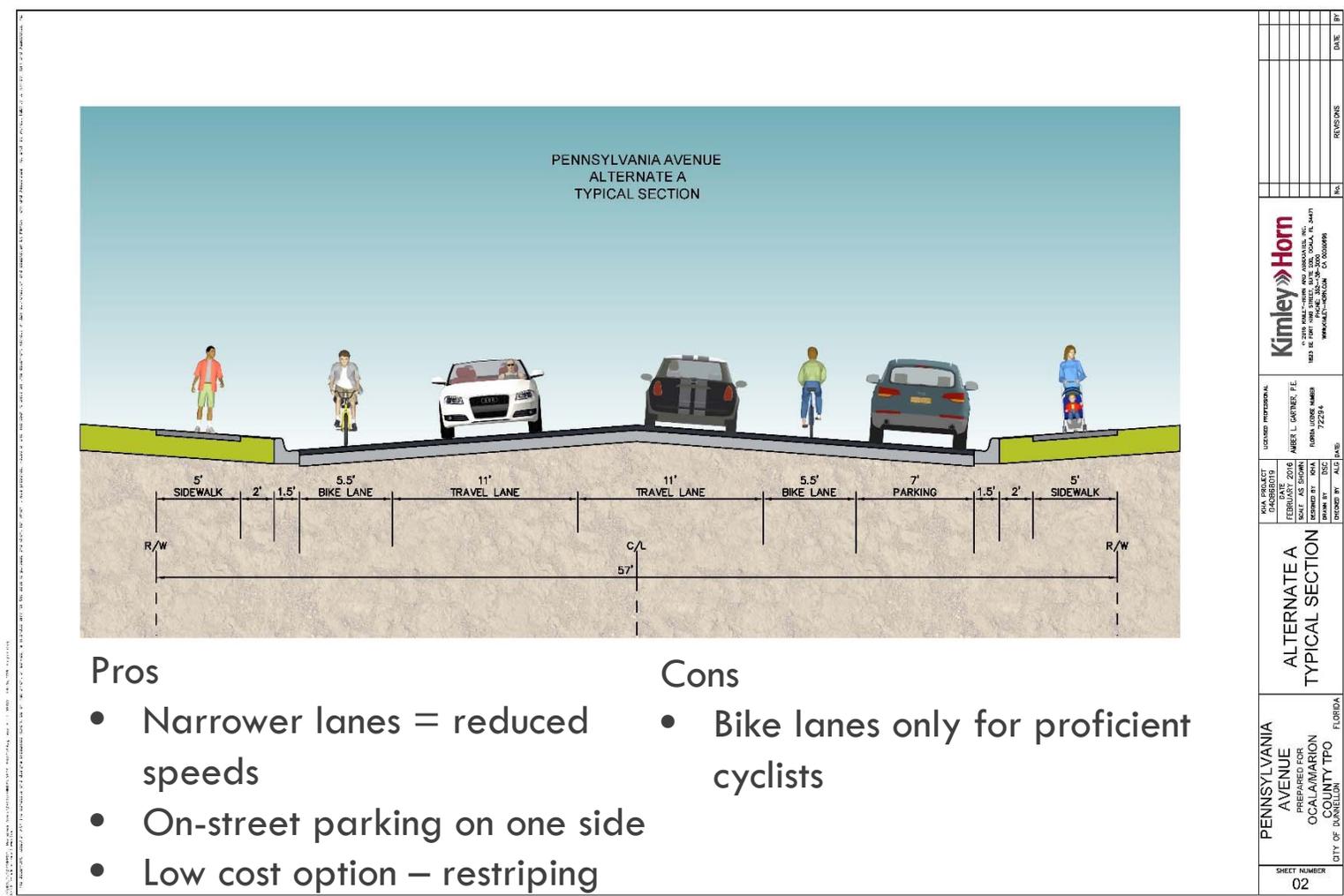
- Currently existing – no cost
- Parking on both sides

**Cons**

- Wide lanes = increased speeds
- No bike facilities

<b>Kimley-Horn</b> <small>2008 KIMLEY-HORN AND ASSOCIATES, INC.          1405 W. PORT CHARLOTTE AVENUE          CHARLOTTE, NORTH CAROLINA 28226          PHONE: 704.366.4000          WWW.KIMLEY-HORN.COM</small>	<small>ISSUED FOR APPROVAL</small> <b>PROJECT</b> CHASSIS <b>DESIGNED BY</b> AARON L. JAMES, P.E. <b>DATE</b> FEBRUARY 2016 <small>SCALE AS SHOWN</small> <b>DRAWN BY</b> JESSICA L. WILSON <b>CHECKED BY</b> JESSICA L. WILSON <b>DATE</b> FEBRUARY 2016	PENNSYLVANIA AVENUE PREPARED FOR OCALA/MARION COUNTY TPO CITY OF DANLON FLORIDA	<b>EXISTING</b> <b>TYPICAL SECTION</b>	<b>SHEET NUMBER</b> 01





**Pros**

- Narrower lanes = reduced speeds
- On-street parking on one side
- Low cost option – restriping

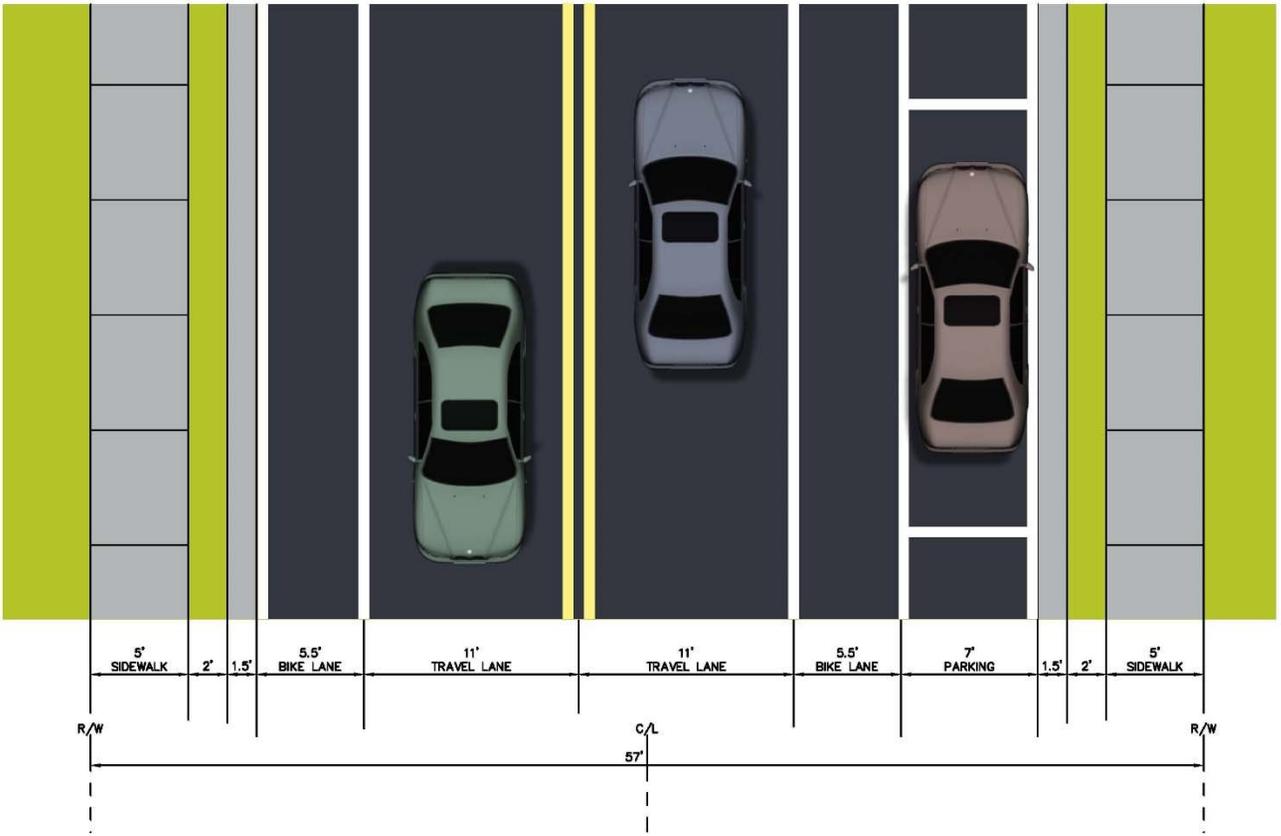
**Cons**

- Bike lanes only for proficient cyclists

PENNSYLVANIA AVENUE PREPARED FOR OCALA/MARION COUNTY TPO CITY OF DANIELSON FLORIDA	ALTERNATE A TYPICAL SECTION	N/A PROJECT CHAIRS/BODD FEBRUARY 2016 SCALE AS SHOWN DRAWN BY: N/A CHECKED BY: N/A PLOTTED BY: N/A	LICENSED PROFESSIONAL AMBER L. CARVER, P.E. LICENSE NO. 12204 72204	 KIMLEY-HORN AND ASSOCIATES, INC. 100 S. PALM BLVD., SUITE 200 PALM BEACH, FL 33480 WWW.KIMLEY-HORN.COM	NO.      REVISIONS DATE
		SHEET NUMBER <b>02</b>			

ALL RIGHTS RESERVED. NO PART OF THIS DOCUMENT MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT PERMISSION IN WRITING FROM KIMLEY-HORN AND ASSOCIATES, INC. THIS DOCUMENT, INCLUDING ALL THE CONTENTS AND DESIGN ELEMENTS THEREIN, IS THE PROPERTY OF KIMLEY-HORN AND ASSOCIATES, INC. AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT PERMISSION IN WRITING FROM KIMLEY-HORN AND ASSOCIATES, INC.

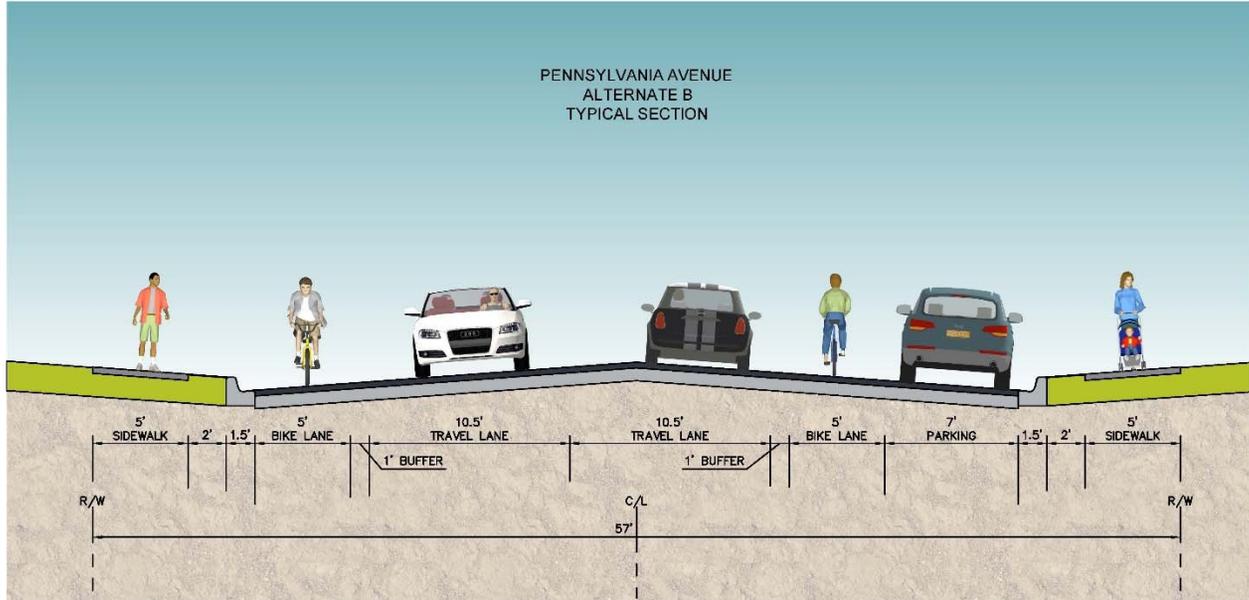
**PENNSYLVANIA AVENUE  
 ALTERNATE A  
 TYPICAL SECTION**



<b>PENNSYLVANIA AVENUE</b> PREPARED FOR <b>OCCALAMARION COUNTY TPO</b> CITY OF DANFORTH, OHIO	<b>ALTERNATE A</b> <b>TYPICAL SECTION</b>	CIVIL PROJECT DATE: FEBRUARY 2016 SCALE: AS SHOWN DRAWN BY: JSC CHECKED BY: JSC DESIGNED BY: JSC	LICENSED PROFESSIONAL ENGINEER <b>ANDREW L. GARVIN, P.E.</b> PROFESSIONAL NUMBER: 72224 EXPIRES: JULY 31, 2020 REGISTERED OFFICE: COLUMBUS, OHIO
SHEET NUMBER <b>02</b>			REVISIONS NO. _____ DATE _____



2017 KIMLEY-HORN AND ASSOCIATES, INC. ALL RIGHTS RESERVED. THIS DOCUMENT IS THE PROPERTY OF KIMLEY-HORN AND ASSOCIATES, INC. AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM. WITHOUT THE WRITTEN PERMISSION OF KIMLEY-HORN AND ASSOCIATES, INC.



**Pros**

- Narrower lanes = reduced speeds
- On-street parking on one side
- Buffered bike lanes
- Low cost option

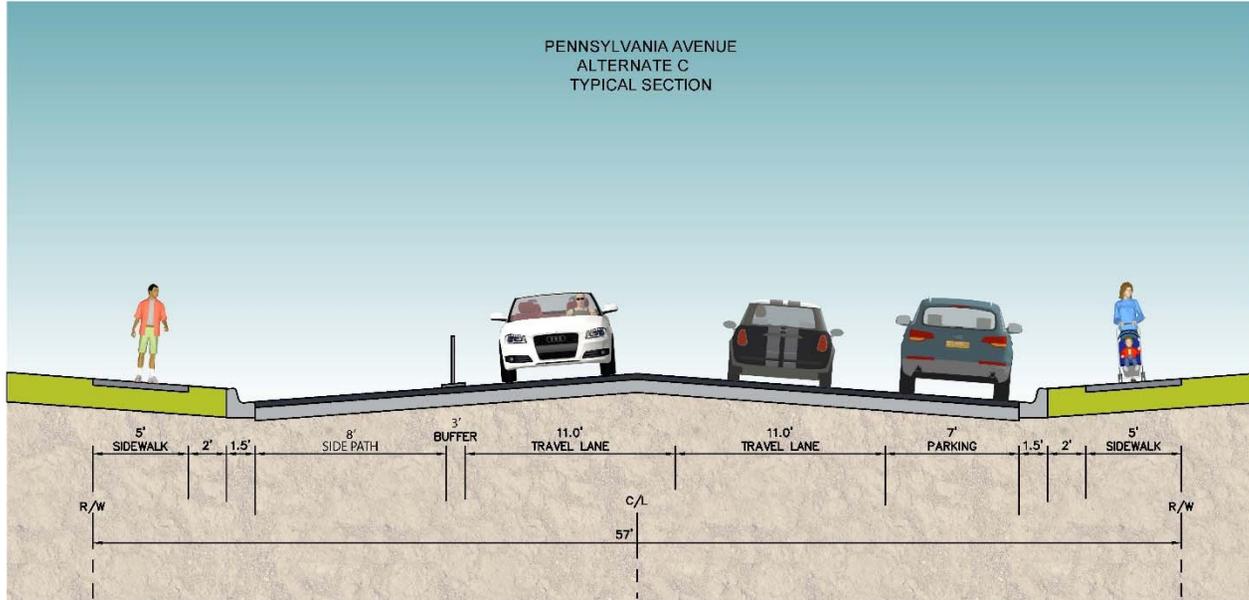
**Cons**

- Bike lanes only for proficient cyclists

	<small>           2019 KIMLEY-HORN AND ASSOCIATES, INC.            1825 W. 10TH AVENUE, SUITE 2000            DENVER, CO 80202         </small>			
<small>           KIM PROJECT            CHAIRS/DESIGN            FEBRUARY 2016            SHEET AS SHOWN            DESIGNED BY: KHA            CHECKED BY: KHA            PREPARED BY: AJL         </small>	<small>           LICENSED PROFESSIONAL            NIKEL L. GARNER, P.E.            LICENSE NO. 12000            EXPIRES 12/31/2024         </small>			
<b>ALTERNATE B TYPICAL SECTION</b>				
<b>PENNSYLVANIA AVENUE</b> <small>           PREPARED FOR            OCALA/MARION            COUNTY TPO            CITY OF JENSEN            FLORIDA         </small>				
<small>SHEET NUMBER</small> <b>03</b>				



2017-2018 PENNSYLVANIA AVENUE ALTERNATE C TYPICAL SECTION. ALL DIMENSIONS ARE IN FEET AND INCHES. DIMENSIONS ARE SHOWN TO THE CENTERLINE OF THE ROADWAY UNLESS OTHERWISE NOTED. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE ROADWAY UNLESS OTHERWISE NOTED. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE ROADWAY UNLESS OTHERWISE NOTED. ALL DIMENSIONS ARE TO THE CENTERLINE OF THE ROADWAY UNLESS OTHERWISE NOTED.



**Pros**

- Vertical barrier between bicyclists and traffic
- On-street parking on one side
- Separates bicycles from pedestrians

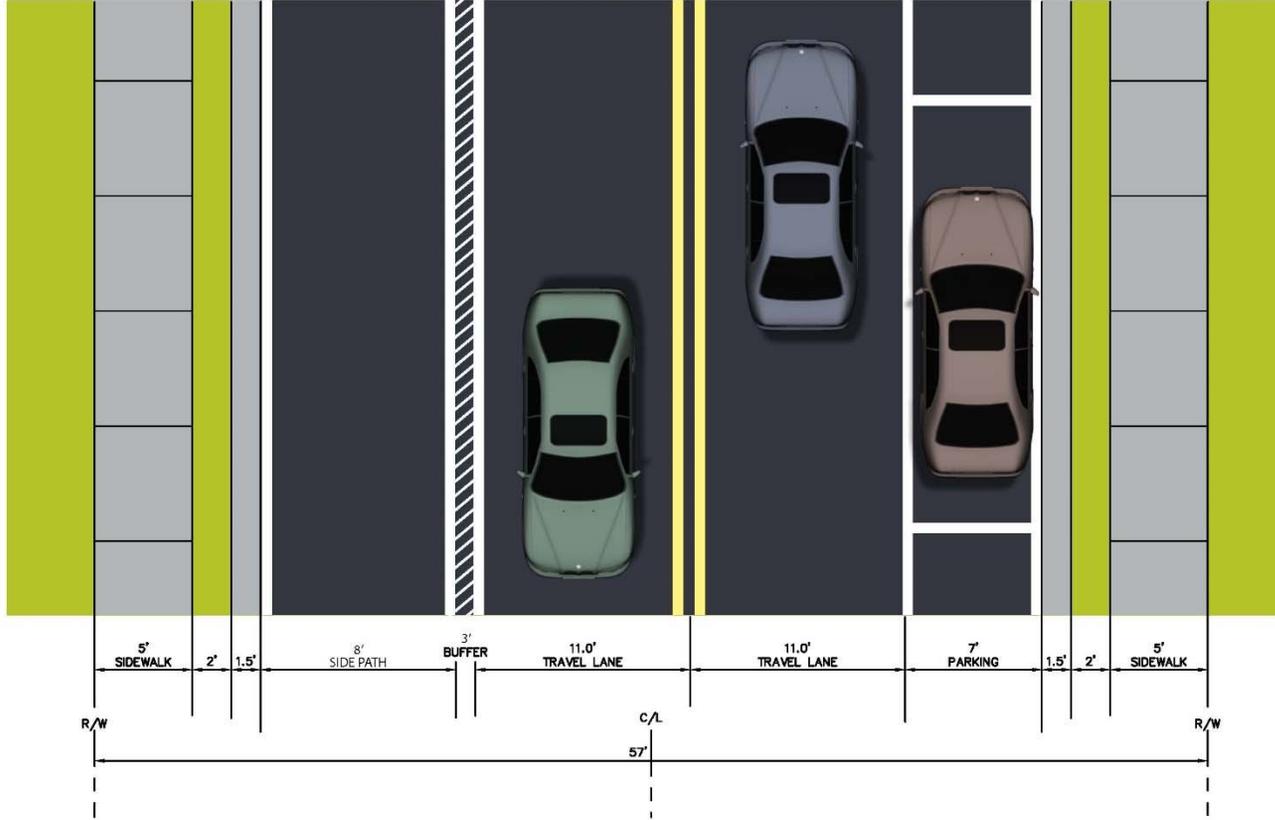
**Cons**

- May reduce use by non-proficient cyclists
- Vertical barrier is visible

<p style="font-size: 8px; margin: 0;">             2019 KIMLEY-HORN AND ASSOCIATES, INC.              1801 DE CORTI PLACE, SUITE 200              ANN ARBOR, MI 48106           </p>							
<p style="font-size: 8px; margin: 0;">             LICENSED PROFESSIONAL              MICHELLE L. GARNER, P.E.              LICENSE NUMBER: 772294           </p>							
<p style="font-size: 8px; margin: 0;">             KIMLEY-HORN PROJECT CHAIRPERSONS              FEBRUARY 2016              SKILL AS SHOWN              DESIGNED BY: KIMLEY-HORN              DRAWN BY: JLS              CHECKED BY: JLS           </p>							
<p style="font-size: 12px; margin: 0;"> <b>ALTERNATE C TYPICAL SECTION</b> </p>							
<p style="font-size: 8px; margin: 0;">             PENNSYLVANIA AVENUE              PREPARED FOR:              OCALA/MARION COUNTY TPO              CITY OF DUNEDIN FLORIDA           </p>							
<p style="font-size: 8px; margin: 0;">             SHEET NUMBER:  <b>04</b> </p>							

THIS DOCUMENT IS THE PROPERTY OF KIMLEY-HORN AND ASSOCIATES, INC. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE FOR WHICH IT WAS PREPARED. NO PART OF THIS DOCUMENT IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF KIMLEY-HORN AND ASSOCIATES, INC.

PENNSYLVANIA AVENUE  
 ALTERNATE C  
 TYPICAL SECTION



PENNSYLVANIA AVENUE PREPARED FOR OCALA/MARION COUNTY TPO CITY OF GAINESVILLE, FLORIDA	<b>ALTERNATE C</b> <b>TYPICAL SECTION</b>	CIVIL PROJECT DATE: FEBRUARY 2016 SCALE: AS SHOWN DRAWN BY: JSA CHECKED BY: JSA DESIGNED BY: JSA	LICENSED PROFESSIONAL ENGINEER <b>ANDREW L. GARNETT, P.E.</b> PROFESSIONAL ENGINEER NO. 12224 STATE OF FLORIDA
SHEET NUMBER <b>04</b>			NO. _____ DATE 1/27/16

# Delineator Options



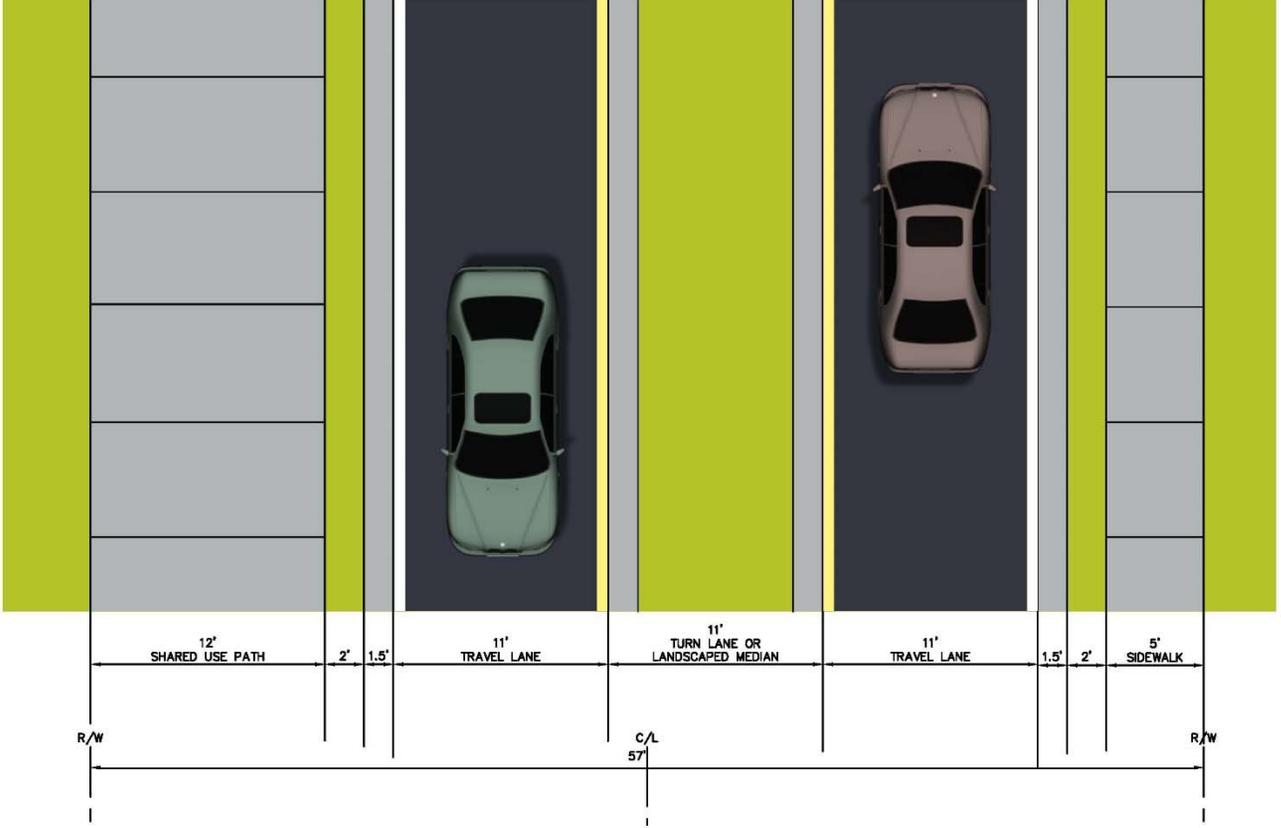
# Delineator Options





THIS DOCUMENT IS THE PROPERTY OF KIMLEY-HORN AND ASSOCIATES, INC. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE FOR WHICH IT WAS PREPARED. NO PART OF THIS DOCUMENT IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF KIMLEY-HORN AND ASSOCIATES, INC.

**PENNSYLVANIA AVENUE  
 ALTERNATE D  
 TYPICAL SECTION**



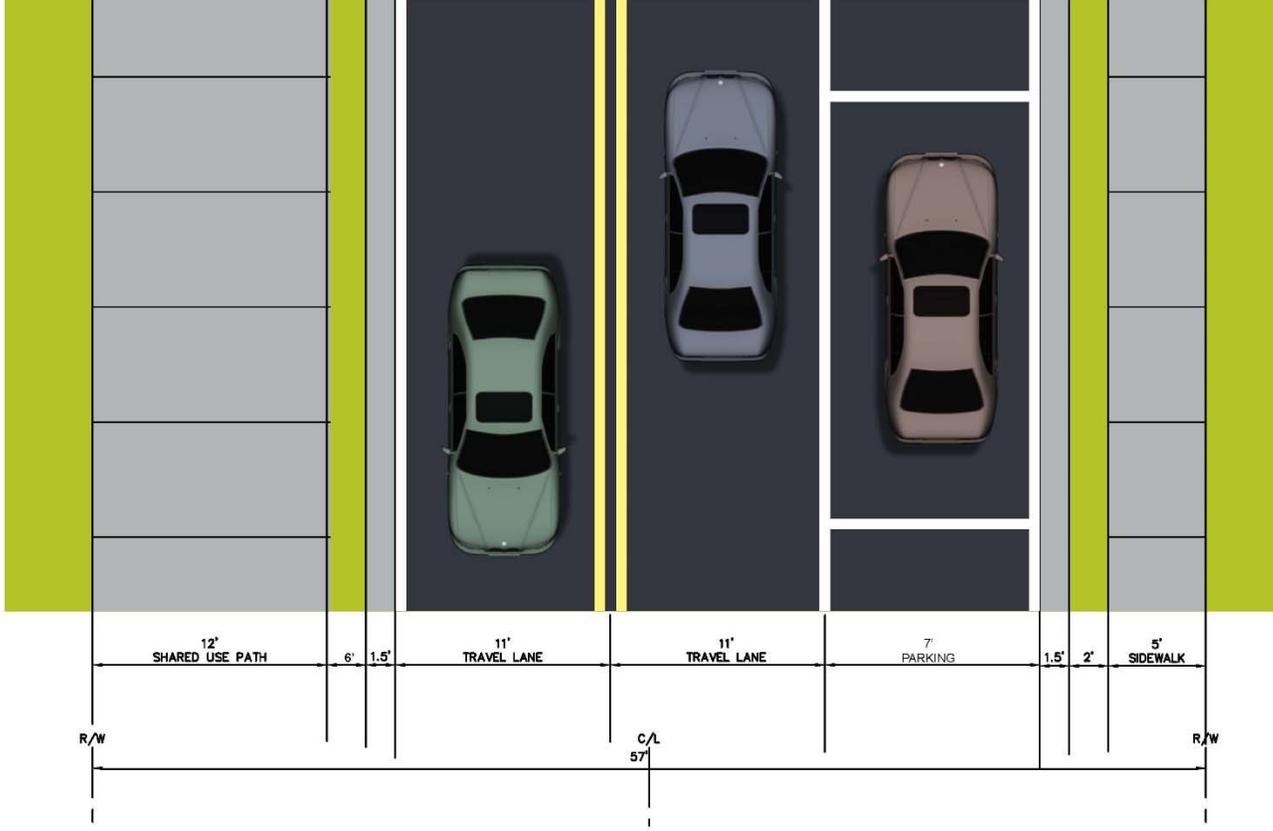
PENNSYLVANIA AVENUE PREPARED FOR OCALAMARION COUNTY TPO CITY OF BARTLETT, MISSOURI	<b>ALTERNATE D          TYPICAL SECTION</b>	CIVIL PROJECT DATE: FEBRUARY 2016 SCALE: AS SHOWN DRAWN BY: JSC CHECKED BY: JSC	LICENSED PROFESSIONAL ENGINEER <b>ANDREW L. GARNETT, P.E.</b> FEBRUARY 2008 PROFESSIONAL NUMBER: 222241 EXPIRES: JULY 31, 2020 EXERCISES: NONE
SHEET NUMBER <b>05</b>			DATE 02/16/2016





THIS DOCUMENT IS THE PROPERTY OF KIMLEY-HORN AND ASSOCIATES, INC. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE FOR WHICH IT WAS PREPARED. NO PART OF THIS DOCUMENT IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF KIMLEY-HORN AND ASSOCIATES, INC.

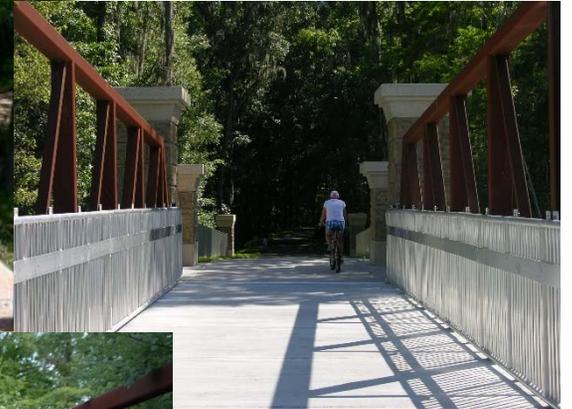
**PENNSYLVANIA AVENUE  
 ALTERNATE E  
 TYPICAL SECTION**



PENNSYLVANIA AVENUE PREPARED FOR OCALA/MARION COUNTY TPO CITY OF GAINESVILLE, FL 32604	<b>ALTERNATE E          TYPICAL SECTION</b>	CIVIL PROJECT C:\PROJECTS\13\130000\130000.DWG FEBRUARY 2016 SCALE: AS SHOWN DESIGNED BY: SHL DRAWN BY: JSC CHECKED BY: JSC	LICENSED PROFESSIONAL ENGINEER ANDREW L. GARNETT, P.E. PROFESSIONAL NUMBER: 72294 EXPIRES: 12/31/2016 ISSUED: 01/20/2016
SHEET NUMBER <b>06</b>			KIMLEY-HORN AND ASSOCIATES, INC. 1000 EAST BROADWAY, SUITE 200 GAINESVILLE, FL 32601 PH: 352-369-4343 FAX: 352-369-4344 WWW.KIMLEY-HORN.COM
		NO. _____ REVISIONS _____ DATE _____	

# Bridge Options

- Use existing bridge shoulder
- Separated bicycle/pedestrian bridge
- Do nothing

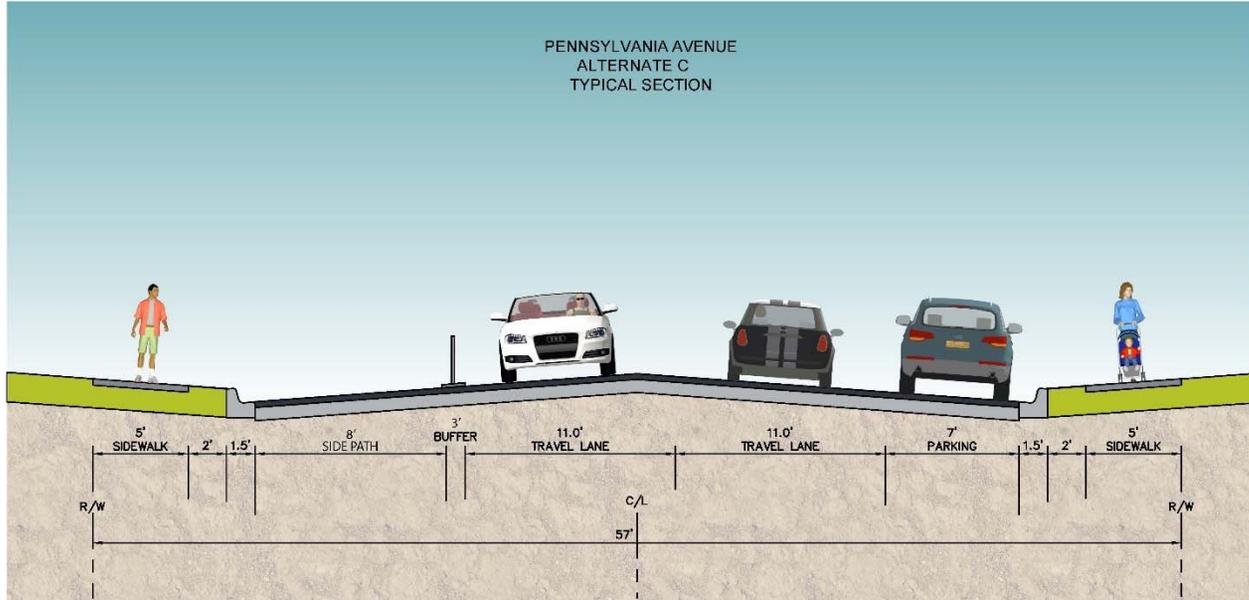


# City Council Feedback

---

- Alternative C is the preferred alternative
  - ▣ Provides marked buffer and vertical barriers between bicycles and vehicles
  - ▣ Separates pedestrians and cyclists
  - ▣ Maintains on street parking
  - ▣ Accommodates large vehicles and trucks with 11 foot travel lanes
  - ▣ Limited right of way acquisition required (less funding needed)
- Regardless of the alternative, pedestrian crossings will be essential to the success of Pennsylvania Avenue

2017-2018 PENNSYLVANIA AVENUE ALTERNATE C TYPICAL SECTION. ALL RIGHTS RESERVED. THIS DOCUMENT IS THE PROPERTY OF KIMLEY-HORN AND ASSOCIATES, INC. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. ANY REUSE OR MODIFICATION OF THIS DOCUMENT WITHOUT THE WRITTEN CONSENT OF KIMLEY-HORN AND ASSOCIATES, INC. IS STRICTLY PROHIBITED. THE USER OF THIS DOCUMENT ASSUMES ALL LIABILITY FOR ANY DAMAGE, LOSS, OR INJURY RESULTING FROM THE USE OF THIS DOCUMENT.



**Pros**

- Vertical barrier between bicyclists and traffic
- On-street parking on one side
- Separates bicycles from pedestrians

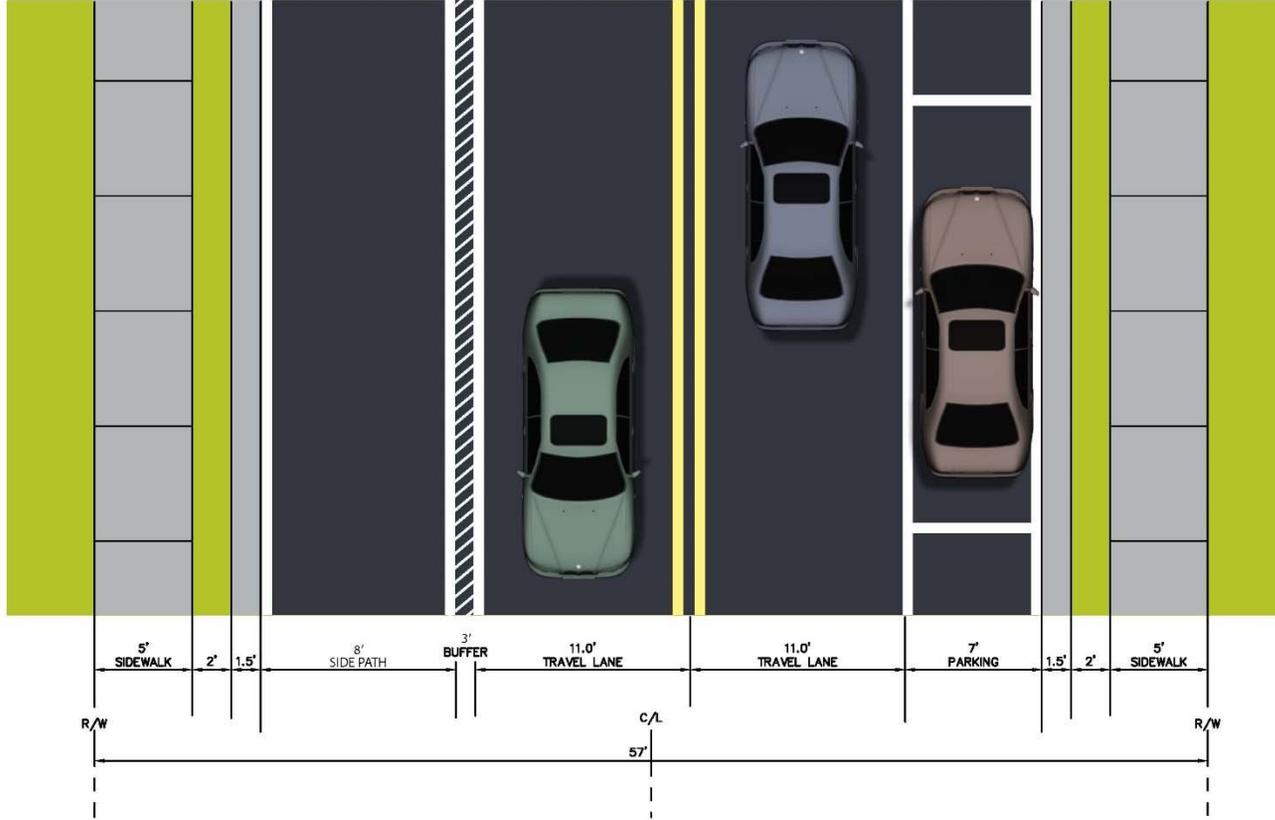
**Cons**

- May reduce use by non-proficient cyclists
- Vertical barrier is visible

<p style="font-size: 8px; margin: 0;">             KIMLEY-HORN AND ASSOCIATES, INC.              2019 KIMLEY-HORN AND ASSOCIATES, INC.              1801 DE SOTO ROAD, SUITE 200              FORT WORTH, TEXAS 76104              WWW.KIMLEY-HORN.COM           </p>							
<p style="font-size: 8px; margin: 0;">             LICENSED PROFESSIONAL ENGINEER              MURIEL L. GARNER, P.E.              LICENSE NUMBER: 72224           </p>							
<p style="font-size: 8px; margin: 0;">             KIMLEY-HORN PROJECT CHAIRPERSONS              FEBRUARY 2016              SKILL AS SHOWN              DESIGNED BY: KIMLEY-HORN              DRAWN BY: JLS              CHECKED BY: JLS              PROJECT NO.: 17-00000           </p>							
<p style="font-size: 12px; margin: 0;"><b>ALTERNATE C TYPICAL SECTION</b></p>							
<p style="font-size: 8px; margin: 0;">             PENNSYLVANIA AVENUE              PREPARED FOR:              OCALA/MARION COUNTY TPO              CITY OF DUNEDIN, FLORIDA           </p>							
<p style="font-size: 8px; margin: 0;">SHEET NUMBER</p> <p style="font-size: 12px; margin: 0;"><b>04</b></p>							

THIS DOCUMENT IS THE PROPERTY OF KIMLEY-HORN AND ASSOCIATES, INC. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE FOR WHICH IT WAS PREPARED. NO PART OF THIS DOCUMENT IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF KIMLEY-HORN AND ASSOCIATES, INC.

PENNSYLVANIA AVENUE  
 ALTERNATE C  
 TYPICAL SECTION



PENNSYLVANIA AVENUE PREPARED FOR OCALA/MARION COUNTY TPO CITY OF GAINESVILLE, FLORIDA	<b>ALTERNATE C</b> <b>TYPICAL SECTION</b>	CIVIL PROJECT DATE: FEBRUARY 2016 SCALE: AS SHOWN DRAWN BY: JSA CHECKED BY: JSA DESIGNED BY: JSA	LICENSED PROFESSIONAL ENGINEER <b>ANDREW L. GARNETT, P.E.</b> PROFESSIONAL ENGINEER LICENSE NO. 12224 EXPIRES: 12/31/2018
SHEET NUMBER <b>04</b>			KIMLEY-HORN AND ASSOCIATES, INC. 1001 EAST BROADWAY, SUITE 200 GAINESVILLE, FLORIDA 32601 PH: 352-335-1000 FAX: 352-335-1001 WWW.KIMLEY-HORN.COM
		NO. _____ REVISIONS	DATE _____

# Contact Information

## Jon Sewell, Kimley-Horn

Phone: 850-553-3500

Email: [Jon.Sewell@kimley-horn.com](mailto:Jon.Sewell@kimley-horn.com)

## Greg Slay, Ocala/Marion County TPO

Phone: 352-629-8297

Email: [Gslay@Ocalafl.org](mailto:Gslay@Ocalafl.org)

Kimley»Horn





---

---

## MEMORANDUM

---

---

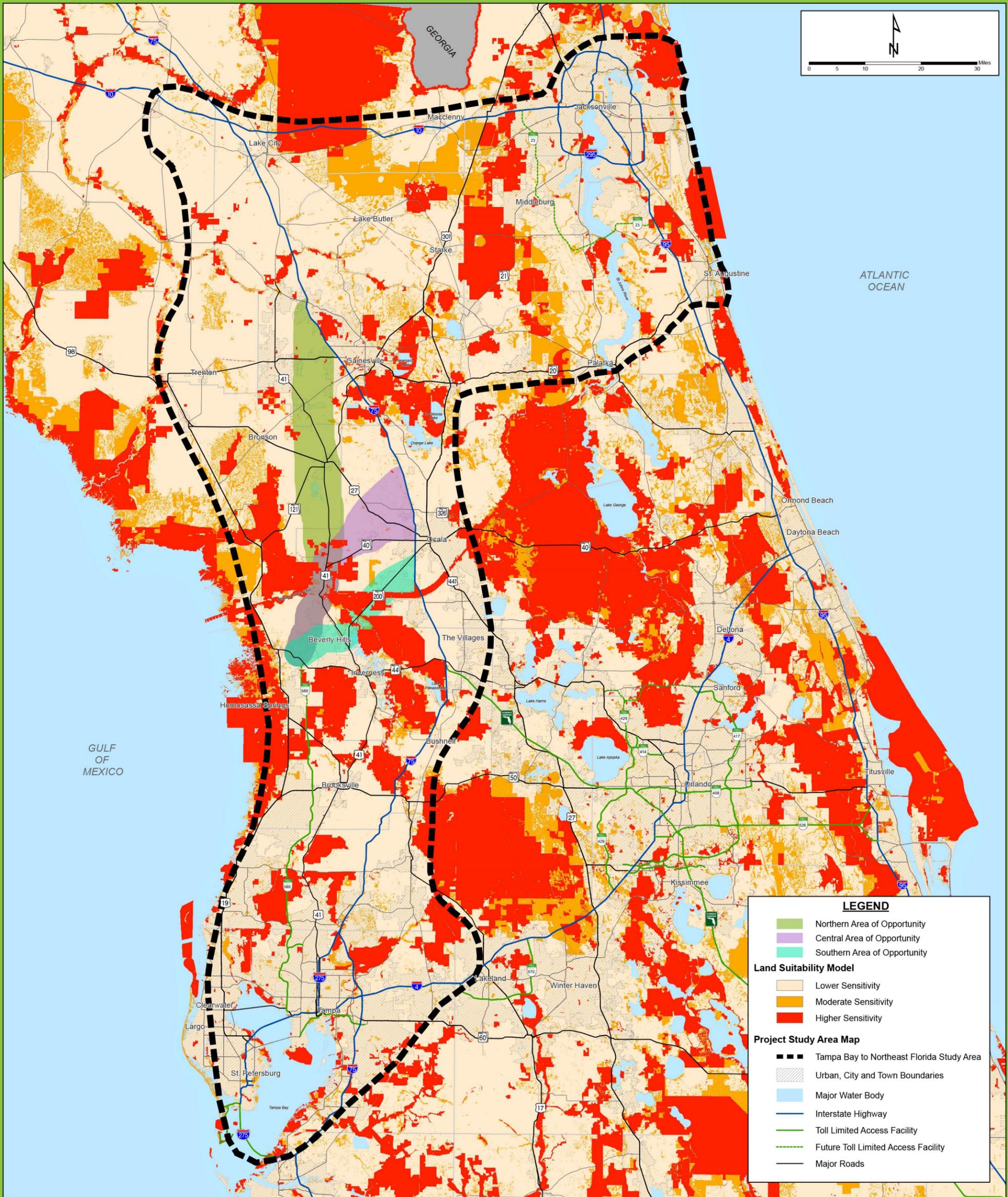
APRIL 21, 2016

TO: TPO MEMBERS  
FROM: GREG SLAY, DIRECTOR  
SUBJECT: I-75 RELIEF TASK FORCE CORRIDOR OF OPPORTUNITY MAP

---

At the April 6 Task Force meeting, FDOT presented a draft map showing three corridor swaths for a potential connector from the end of the planned Suncoast II Parkway to I-75. After a lengthy discussion, the Task Force unanimously voted to remove the southern swath from consideration. The group felt the impact to existing communities and environmental lands was too great.

Staff will be presenting an overview of the attached Areas of Opportunity Map as developed by FDOT. If you have any questions, please contact our office at 629-8297.



# DRAFT Areas of Opportunity, 4/6/2016 Preliminary for Review and Comment



This document is subject to change.  
Sensitivity levels represent the concentration of resources as compared to other locations.  
This document is for general planning purposes only. It is not intended for precise measurement and is subject to change. FDOT hereby disclaims responsibility for any errors or omissions in the data.

Sources: Bureau of Anthropological Research, Florida Department of Environmental Protection, Federal Emergency Management Agency, Florida Fish and Wildlife Conservation Commission, Florida Natural Areas Inventory, Georgia, National Park Service, South Florida Water Management District, St. Johns River Water Management District, Southeast Florida Water Management District, Suwannee River Water Management District, US Environmental Protection Agency, US Fish and Wildlife Service and US Forest Service



---

---

**MEMORANDUM**

---

---

APRIL 22, 2016

TO: TPO MEMBERS

FROM: JOHN VOGES, SR. TRANSPORTATION PLANNER

SUBJECT: SUNTRAN SERVICE STANDARDS & MODIFICATION POLICY

---

Attached please find the SunTran Service Standards & Service Modification Policy. This policy will formalize the service standards that have been adopted by SunTran and provides the process on how transit service changes and modifications are determined, including public participation.

Staff is requesting approval of this document to formalize these policies and procedures. If you have any questions, please contact our office at 629-8297.

# SUNTRAN

## TRANSIT SERVICE STANDARDS & SERVICE MODIFICATION POLICY

April 26<sup>th</sup>, 2016

### Purpose

This document formalizes SunTran's service standards and modification policies, the framework for guiding the decisions on establishing standards for the transit system, and to determine which services are created and evaluated. This framework is applied to best serve the citizens' varied travel needs, as well as achieve our mission of providing the highest possible quality service within the available budgetary resources. SunTran's service standards provide consistent and fair evaluation of both existing and proposed services.

These service standards are intended to support the goals and objectives of the City of Ocala and Marion County. The objectives and the resources available to attain them can be expected to change over time. Therefore, these service standards will be revised periodically to reflect those changes. Previous period experience as well as changes in the City of Ocala and Marion County's goals and objectives, will be used to determine whether any standards need to be added or revised.

These service standards are applied to improve the efficiency of existing routes and address the needs of the community by implementing new bus service or modifying the existing service.

The relationship between SunTran's service standards and the available budget is dynamic. The level of service SunTran provides to patrons has a direct impact on the operating and capital budgets. In turn, service standards affect the amount of service delivered, and the amount of service to be provided within the bounds of existing financial resources. Balancing transit needs and budget constraints is very challenging, and adjustments are required between the costs and benefits of providing transit service.

The application of service standards leads to a fair, equitable, and objective comparison of all requests and proposals generated from the general public, riders, and Ocala/Marion Transportation Planning Organization's (TPO) Board and staff. These service standards are maintained and applied to be consistent in the evaluation of service proposals and to ensure that the service being provided represents the most cost-effective use of SunTran's resources. SunTran service standards establish minimum, maximum, and recommended levels of service. The purpose of SunTran's standards is to establish thresholds and criteria for transit service and to identify routes which are most in need of service changes, such as restructuring to eliminate lower-productivity segments or branches, adjusting service frequency to better reflect the demand for service, or providing additional promotion of less patronized routes. Routes which do not meet SunTran standards are not automatically selected for elimination. Decisions to eliminate a route is only intended as a last resort, when it has been determined that no cost-effective actions are available to improve the productivity of the routes.

## **Service Standards**

SunTran currently operates six direct, fixed-routes utilizing eight 35' buses and two 32' buses.

### **Vehicle Load**

SunTran has a service standard specifying that load factors will not exceed 130% of vehicle capacity for peak periods (full seating capacity plus standees), and 100% of vehicle capacity off-peak periods. SunTran addresses vehicle overloads by either placing higher capacity vehicles on overloaded links, or using tripper buses for seasonal or short term unexpected overloads until a system service change can be implemented to increase scheduled frequency on targeted routes.

### **Transit Access**

Under the Americans with Disabilities Act (ADA) of 1990, transit agencies are required to provide access to services via either accessible fixed route buses or complementary paratransit service. SunTran fixed route bus service is currently 100% compliant in the active fleet and provides wheelchair lifts, kneeling buses, as well as the drivers announcing major stops or transfer points. For disabled passengers unable to functionally access a fixed route bus stop, paratransit services are offered within the  $\frac{3}{4}$  mile of each route. In addition to transit access for the disabled, SunTran provides bicycle racks on 100% of the bus fleet including the 15 passenger tripper bus. Individuals who cannot access a bus stop within a comfortable walking distance and/or those who prefer to combine the use of their bicycle with the convenience of riding a bus can access any fixed route bus

### **Service Headways and Span of Service**

SunTran provides a maximum service level of 6 routes that operate from Monday through Saturday between the hours of 4:45 AM and 10:00 PM.

On weekdays and Saturdays, all 6 routes operate at a 70 minute or better frequency.

SunTran must balance the service provided with available funding. The current configuration of service best meets the demand of when and where service is needed. SunTran consistently addresses gaps in the overall service network and as funding becomes available, addresses those gaps. A comprehensive operations analysis (COA) was undertaken to assess the current transit system and to recommend system enhancements and operational improvements in the near future.

### **On-Time Performance**

The on-time performance standard for all busses operated by SunTran is measured by arriving up to 5 minutes late of the schedule. The on-time performance standard for SunTran is 85% while the goal is to achieve a 99 % on-time performance for all routes.

# TRANSIT SERVICE MODIFICATION POLICY

The Federal Transit Administration (FTA) requires all recipients of federal transit funds to adopt a policy for soliciting public comment on major service modifications. The objective of the policy is to establish guidelines for service reductions and enhancements that give the public sufficient notice to learn about and to comment on service modifications.

## Definitions

- Major Service Modification: a change that impacts more than 25 percent of service based upon the decrease or reduction in route mileage or changes in service hours of a route.
- Service Enhancement: improvements made to the current service such as increasing service hours, reducing headways, adding a new route, realignment of routes, or any other type of change that improves the quality of the service currently provided.
- Temporary Service Change: short term changes to routes caused by road construction and maintenance, road closures, emergency road conditions, fiscal crisis, civil (and labor) disputes, or any other uncontrollable circumstances and seasonal service that last for twelve (12) months or less.
- Minor Route Shift: the movement of a route to an immediately adjacent road within the same local travel corridor. Additionally, it includes the change of access to and egress from facilities along a bus route.

## Procedure for a Major Service Modification or Service Enhancement

Proposed Major Service Modifications and Service Enhancements will be presented to the Ocala/Marion Transportation Planning Organizations' (TPO) Board for consideration prior to commencement of a public comment period.

Once the TPO Board has authorized the public comment process to begin, the TPO will begin a minimum public comment period of thirty (30) days.

The public comment period will start on the day the public notice of a proposed service modification or enhancement is advertised. The public notice will include information on the proposed action, the address where public comments can be sent, and the date and time of the public hearing.

Information concerning the public notice will also be posted on the SunTran website ([www.suntran.org](http://www.suntran.org)). Other available means of public notice shall include posting on transit vehicles to communicate the proposal with the public.

A summary of public comments will be maintained by the TPO and provided for the public and the TPO Board to review. Upon completion of the public comment period, and advertised public hearing will be scheduled before the TPO Board for final action. Once final action has occurred, the service modification or enhancement will be implemented in accordance with an approved schedule.

### Procedure for Temporary and Minor Route Changes

Temporary and minor route changes are exempt from the formal process to obtain public comment for service modifications and enhancements. However, SunTran and the TPO will make good faith efforts to inform the public and explain minor route changes. The changes will be announced to the public on the SunTran website as well as in the interior of the buses. Press releases and other forms of communicating with the public may be utilized to provide notice of the changes.



# SunTran Service Standards and Modification Policy

TPO Board

April 2016

# SunTran Service Standards & Modification Policy

- Purpose
- Vehicle Load
- Transit Access
- Service Headways and Span of Service
- On-Time Performance
- Service Modification or Service Enhancement



# SunTran Service Standards & Modification Policy

## Purpose

- Framework to quantify transit service standards.
- Support the goals and objectives of SunTran.
- Improve the efficiency of the system – existing and future
- Maximize service with available funding.
- Used to establish minimum, maximum, and recommended levels of service.



# SunTran Service Standards & Modification Policy

## Vehicle Load

- Existing capacity is 32 seated and 14 standing = 46
- Load factor will not exceed 130% of vehicle capacity for peak periods.
- 60 passengers (130%).
- Overloads are placed on other buses or use of the Tripper bus for seasonal or short term overloads.



# SunTran Service Standards & Modification Policy

## Transit Access

- All buses are ADA compliant – wheelchair lifts, kneeling buses, and driver annunciation.
- Paratransit service within  $\frac{3}{4}$  mile of stop.
- Marion Senior Services paratransit service outside of  $\frac{3}{4}$  mile.
- All buses are equipped with bicycle racks.



# SunTran Service Standards & Modification Policy

## Service Headways & Span of Service

- All 6 routes operate at a 70 minute or better frequency.
- Service is Monday through Saturday, 4:45 a.m. to 10:00 p.m.



# SunTran Service Standards & Modification Policy

## On-Time Performance

- Standard is less than 5 minutes late according to schedule.
- Standard is 85%
- 90% - Oct 2015 – Mar 2016
- SunTran's goal is 95%



# SunTran Service Standards & Modification Policy

## Modification Policy

- FTA requirement for public comment on major service modifications.
- Major Service Modification: more than 25% change in a route's mileage or change in service hours.
- Temporary Service Change: Construction, Detours, Emergencies, etc.
- Minor Route Shift: Change to adjacent road & access to bus along route.





## TRANSPORTATION PLANNING ORGANIZATION

Marion County Commission Auditorium  
601 SE 25<sup>th</sup> Avenue, Ocala, FL 34471

**March 22, 2016**

### MINUTES

#### **Members Present:**

Commissioner Earl Arnett,  
Commissioner Kathy Bryant  
Councilman Brent Malever, Chairman  
Councilman James Hilty, Sr.  
Commissioner Stan McClain  
Commissioner David Moore  
Councilman Jay Musleh  
Commissioner Carl Zalak

#### **Members Not Present:**

Councilwoman Johanna Soldato  
Commissioner Gary Ernst  
Councilman Matthew Wardell  
Councilwoman Mary Rich

#### **Others Present:**

Greg Slay, TPO Director  
John Voges, TPO Staff  
Shakayla Jacobs, TPO Staff  
Kellie Smith, FDOT  
Bruce Phillips, City of Belleview Public Works  
Kevin Smith, Marion County Planning  
Huiwei Shen, FDOT  
Darren Park, City of Ocala Public Works  
Oscar Tovar, City of Ocala Engineering  
Tracy Straub, Marion County Engineering  
Tony Chau, City of Ocala Traffic Engineering

**Others Present (continued):**

Perry Drivas  
Paul Marraffino

**Item 1. Call to Order and Roll Call**

Chairman Malever called the meeting to order at 4:05 PM. Secretary Shakayla Jacobs called the roll of members. A quorum was present.

**Item 2. Proof of Publication**

Secretary Shakayla Jacobs stated that the meeting had been published online on the TPO website and Facebook page and on the city of Ocala, Belleview, and Dunnellon websites.

**Item 3a. I-75 Relief Task Force**

Mr. Slay introduced Huiwei Shen with the Florida Department of Transportation (FDOT) Central Office to present the I-75 Relief Task Force.

Ms. Shen talked about the purpose of the I-75 Relief Task (Task Force) and how the Relief Task was to provide consensus recommendations on maximizing existing and developing new high-capacity transportation corridors to serve the Tampa Bay-Northeast Florida study area with initial emphasizes on the region west of I-75. Ms. Shen added that the Task Force included representatives from state agencies, local governments, regional planning councils, private landowners, environmental organizations, business and economic development interests and members of the public.

Ms. Shen said there were two overarching purposes for organizing the Relief Task and that was to provide relief to I-75 and improve mobility in the Initial Focus Area and also enhance regional connectivity between Tampa Bay, North Central, Florida, and Northeast Florida. Ms. Shen mentioned that some of the long term strategies were to have a Truck-Only lane system and I-75 Express Lanes.

Mr. McClain said that if another corridor were to be developed the Relief Task was looking at putting a corridor at the forty-four terminus of the Suncoast Parkway and forty-fourth then go north. Ms. Shen commented that original the Suncoast was going to veer west and go to nineteen but around 2013 there was an intensive public outreach that changed plans from nineteenth to the forty-fourth.

**Item 4a. Draft FY 2016/17 – 2017/18 Unified Planning Work Program (UPWP)**

Mr. Slay presented the Draft FY 2016/17-2017/18 Unified Planning Work Program (UPWP). The UPWP serves as the TPO staff's two- year work outline including routine

work such as work done on the I-75 Task Force and Traffic Counts and also includes the budget which would be effective on July 1.

Mr. Slay highlighted three of the larger planning projects that were coming up which included the update of the Intelligent Transportation Systems (ITS) Master Plan which had been completed in the year of 2009 and the next effort would be reviewing existing and planned ITS deployments to date and look at some of the issues related to staffing that both the City of Ocala and Marion County had since they were the two agencies that ran traffic management centers. The Transit Development Plan (TDP) was the second planned project and was an update of the existing TDP and due in September 2017 and would review current SunTran operations and put together a ten year plan. The Belleview Greenway Connector Study was the third planned project identified in the 2035 Bicycle/Pedestrian Master Plan with a connector from the City of Belleview to the Cross Florida Greenway. Mr. Slay said the Belleview Greenway Connector Study would identify the best route to make the connection and would be initiated after July 1, 2017.

Ms. Bryant made a motion to approve the Draft FY 2016/17-2017/18 UPWP as presented and Mr. McClain seconded. The motion was unanimously approved.

#### **Item 4b. TIP Amendment**

Mr. Odom presented an amendment to the Transportation Improvement Program (TIP). The TIP documented the phasing and funding of a rail safety project that would upgrade the infrastructure at the ‘at-grade’ crossing on SW 99<sup>th</sup> Place north of the City of Dunnellon. Mr. Odom mentioned that the upgrades were to include improvements on flagging, parts, labor and related costs to upgrade signalization.

Commissioner Moore said it was brought to his attention that the train horns were loud at all times of the night and morning and wondered if the improvements would stop the trains from blowing their horns. Mr. Odom replied that the upgrades would not have anything to do with a quiet zone but would only be to enhance the infrastructure at the crossing. Mr. Slay added that it had been his understanding that the line that ran through Dunnellon was specifically used for coil cargo and that in the year 2017 or so the plant would stop using coils which would stop the train traffic.

Mr. Zalak asked what would be the funding source for this project and inquired about the construction implementation time. Mr. Slay responded that it was state funded and though he had not seen a construction schedule at the time the construction should start between then and June 2016.

A vote was called and the motion was unanimously approved.

#### **Item 4c. Executive Director Salary**

Mr. Slay talked about the Executive Director Salary saying that late last year, the City of Ocala approved a salary study that included all TPO positions. For employees with eight or

more years in their current position, their salary was moved to the midpoint of their respective salary grade. Mr. Slay said this impacted three TPO positions including his own.

The salary increases were done in two phases, 50% effective January 1, 2016 and the remaining 50% effective October 1, 2016. Mr. Slay said he made adjustments for the two employees but felt the TPO Board should approve his adjustment. Mr. Slay also mentioned that he had reviewed the existing salaries of counterparts within District 5 and that the new salary grade would be consistent with his previous grade.

Mr. McClain made a motion to approve the Executive Director Salary and Ms. Bryant seconded. The motion was unanimously approved.

### **Item 5. Consent Agenda**

Ms. Bryant moved approval of the consent agenda with the addition of staff travel. Mr. McClain seconded and the motion was unanimously approved.

### **Item 6. Comments by FDOT**

Ms. Smith advised that there would be congestion due to the I-75 resurfacing on the northbound off ramp to CR 326 until approximately April 16. Ms. Smith also advised that due to the US 27 resurfacing project there were intermediate lane closures and the SR 40 downtown project would cause nightly lane closures on the inside lanes.

### **Item 7. Comments by TPO Staff**

Mr. Slay stated that there had been progress made on the bus shelter project and that TPO staff had met with Mr. Connor to talk his contract and TPO staff had gone along with the City survey crew to do survey work and at the time there was still about five or six months of work to do. Mr. Slay mentioned that in some areas there was not enough public right of way for a bus shelter and that Mr. Connor would have to reach out to private owners to get permissions.

### **Item 8. Comments by TPO Members**

*There were no further comments from the TPO board.*

### **Item 9. Public Comment**

Mr. Perry Drivas of 5701 SE 22<sup>nd</sup> Street, Ocala, commented that on his road there had been ongoing issues with potholes and that a particular pothole nearest his home had been filled several times and the issue persisted.

Mr. Paul Marraffino 19544 SW 82<sup>nd</sup> Place Road, Dunnellon commented that Dunnellon Park was in need of a connector across the river to the community and wanted to know if there had been any progress with plans for the connector. Mr. Slay stated there had been a meeting with the Dunnellon City Council a month prior and a public workshop was planned for the following week to discuss the CR 484 corridor and there had been discussion on a short term solution for the connector which included converting the shoulder of an existing bridge to a walking path. Mr. Slay also mentioned that one of the long term plans was to look at building a separate bridge in the area for the community to have park access.

**Item 10. Adjournment**

Chairman Malever adjourned the meeting at 4:49 PM.

Respectfully Submitted By:

---

Shakayla Jacobs, TPO Administrative Assistant



---

---

**MEMORANDUM**

---

---

APRIL 21, 2016

TO: TPO MEMBERS  
FROM: GREG SLAY, DIRECTOR  
SUBJECT: FY 2016/17-2017/18 UNIFIED PLANNING WORK PROGRAM - FINAL

---

Attached please find the final FY 2016/17-17/18 UPWP. As you will recall, the UPWP serves as the TPO staff's two-year work outline and budget and is effective on July 1. Our allocation for each funding source included in the UPWP is as follows:

	FY 2016/17	FY 2017/18
PL	\$750,970	\$670,000
FTA Section 5305(d)	98,222	98,234
FTA Section 5307	150,000	-
Transportation Disadvantaged	26,119	26,119
FDOT (special allocation)	240,300	75,000

The FY 2016/17 PL allocation includes a \$255,000 carryforward in planning funds as well as \$65,300 in special allocation funds from the previous UPWP. The special allocation funds were unspent from the 2040 LRTP and the US 441 Belleview Corridor Plan and will be reallocated as needed. The FY 2017/18 allocation is an initial estimate and will be updated early next year when the actual allocations are made available. Comments were received from FDOT and FHWA and were addressed accordingly.

The UPWP covers routine activities such as traffic counts, TIP development, and public involvement as well as various studies. For the next two years, staff will be working on several plans including an update to the ITS Master Plan, Transit Development Plan and Belleview Greenway Connector Study.

Staff is requesting approval of the final UPWP. If you have any questions, please contact our office at 629-8297.



## UNIFIED PLANNING WORK PROGRAM

Fiscal Years 2016/2017—2017/2018

Effective Date: July 1, 2016—June 30, 2018

Adoption Date: April 26, 2016

Prepared by the  
Ocala/Marion County Transportation Planning Organization  
121 SE Watula Avenue  
Ocala, Florida 34471  
(352) 629-8297

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

FAP No. 0314-054  
FDOT Financial Project Numbers: 439331-1-14-01, -02  
Code of Federal Domestic Assistance Numbers:  
20.205 – Highway Planning and Construction  
20.505 – Federal Transit Technical Studies Grant (Metropolitan Planning)

This report was financed in part by the Federal Highway Administration, Federal Transit Administration, Florida Department of Transportation and participating local governments.

OCALA/MARION COUNTY TRANSPORTATION PLANNING ORGANIZATION  
 FY 2016/17 – 17/18 UNIFIED PLANNING WORK PROGRAM

TABLE OF CONTENTS

Endorsing Resolution.....	i
Cost Analysis Certification .....	ii
Glossary .....	iii
Introduction .....	1
Organization and Management .....	3
Status of Local and Regional Planning Activities.....	5
Priorities for FY 2016/17 & 2017/18.....	8
Work Program.....	10
1.0 Program Administration .....	11
2.0 Data Collection .....	14
3.0 Long Range Planning .....	16
4.0 Short Range Planning .....	20
5.0 Public Transportation .....	23
6.0 Public Involvement .....	26
7.0 Special Projects .....	29
FDOT Assistance .....	31
TABLE I: FAST ACT Planning Factors.....	36
TABLE II: Federal and State Planning Emphasis Areas.....	37
TABLE III: Schedule of Selected Projects .....	38
TABLE IV: Agency Participation - 2016/17 .....	39
TABLE V: Funding Sources - 2016/17 .....	39
TABLE VI: Agency Participation - 2017/18 .....	40
TABLE VII: Funding Sources - 2017/18 .....	40
APPENDIX	
FY 2016/17 & FY 2017/18 PL Budget Detail	
Activity within TPO Planning Area	
Section 5305(d) Forms (SF 424, GMIS, Approved Budget)	
Certifications and Assurances	
Certification of Restrictions of Lobbying	
Debarment and Suspension Certification	
Title VI Nondiscrimination Policy Statement	
Disadvantaged Business Enterprise Utilization	
Agency Comments	
Annual Certification	

RESOLUTION OF THE OCALA/MARION COUNTY TRANSPORTATION PLANNING ORGANIZATION (TPO) ENDORSING THE UNIFIED PLANNING WORK PROGRAM FOR FISCAL YEARS 2016/17 - 2017/18.

WHEREAS, the Ocala/Marion County Transportation Planning Organization, designated by the Governor of the State of Florida as the Metropolitan Planning Organization (MPO) and body responsible for the urban transportation planning process for the Ocala/Marion County area; and

WHEREAS, Title 23 CFR Section 450.108(c) and Florida Statute 339.175(9)(a)2 require each MPO to annually submit a Unified Planning Work Program; and

WHEREAS, a Unified Planning Work Program is defined as an annual transportation planning work program which identifies the planning budget and the planning activities to be undertaken by the TPO during the program year; and

WHEREAS, the Ocala/Marion County Transportation Planning Organization's 2016/17 - 2017/18 Unified Planning Work Program has been prepared consistent with Chapter 3 of the MPO Program Management Handbook.

NOW THEREFORE BE IT RESOLVED by the Ocala/Marion County Transportation Planning Organization adopts the Unified Planning Work Program for 2016/17 - 2017/18 and authorizes the TPO Director to execute all applications, invoices, revisions, amendments, un-encumbrances and de-obligations that may be necessary during the duration of the UPWP.

CERTIFICATE

The undersigned duly qualified and acting Chairman of the Ocala/Marion County Transportation Planning Organization hereby certifies that the foregoing is a true and correct copy of a Resolution adopted at a legally convened meeting of the Ocala/Marion County Transportation Planning Organization held on this 26<sup>th</sup> day of April 2016.

By: \_\_\_\_\_  
Brent Malever, Chairman

Attest: \_\_\_\_\_  
Greg Slay, TPO Director

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.

Kellie Smith

\_\_\_\_\_  
Ocala/Marion County TPO Liaison (Grant Manager)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## GLOSSARY OF ABBREVIATIONS

ADA	-	Americans with Disabilities Act of 1990
ATMS	-	Automated Traffic Management System
CAC	-	Citizen's Advisory Committee
CFMPOA	-	Central Florida Metropolitan Planning Organization Alliance
CFR	-	Code of Federal Regulations
CFRPM	-	Central Florida Regional Planning Model
CMP	-	Congestion Management Process
CTC	-	Community Transportation Coordinator
CTD	-	Commission for the Transportation Disadvantaged
CTST	-	Community Traffic Safety Team
DBE	-	Disadvantaged Business Enterprise
DOPA	-	Designated Official Planning Agency
DRI	-	Development of Regional Impact
ETDM	-	Efficient Transportation Decision Making
FAST Act	-	Fixing America's Surface Transportation Act
FDOT	-	Florida Department of Transportation
FHWA	-	Federal Highway Administration
FSUTMS	-	Florida Standard Urban Transportation Modeling Structure
FTA	-	Federal Transit Administration
FTP	-	Florida Transportation Plan
GIS	-	Geographic Information System
GMIS	-	Grant Management Information System (FTA funds)
ITS	-	Intelligent Transportation System

## GLOSSARY OF ABBREVIATIONS (cont.)

JPA	-	Joint Participation Agreement
LOS	-	Level of Service
L RTP	-	Long Range Transportation Plan
MAP-21	-	Moving Ahead for Progress in the 21 <sup>st</sup> Century Act
TPO	-	Transportation Planning Organization
MPOAC	-	Metropolitan Planning Organization Advisory Council
ROW	-	Right of Way
PD&E	-	Project Development and Environmental Study
PEA	-	Planning Emphasis Area
PIP	-	Public Involvement Plan
RPC	-	Regional Planning Council
SIS	-	Strategic Intermodal System
STIP	-	State Transportation Improvement Program
TAC	-	Technical Advisory Committee
TAZ	-	Traffic Analysis Zone
TDLCB	-	Transportation Disadvantaged Local Coordinating Board
TDP	-	Transit Development Plan
TIP	-	Transportation Improvement Program
TRIP	-	Transportation Regional Incentive Program
UPWP	-	Unified Planning Work Program
UA	-	Urbanized Area (as designated by the 2010 Census)
USC	-	United States Code

## INTRODUCTION

The Unified Planning Work Program (UPWP) has been prepared to define the tasks to be performed with funds under Title 23 Sections 134 (Metropolitan Transportation Planning), 135 (Statewide Transportation Planning) and Title 49 (Public Transportation) by the Ocala/Marion County Transportation Planning Organization (TPO) for the period July 1, 2016, through June 30, 2018. This document serves to define activities for the general public as well as public officials and agencies that contribute manpower and allocate funds to the transportation planning process. The UPWP provides a description of planning tasks and an estimated budget for each of the planning tasks to be undertaken by the TPO. Planning activities programmed within the UPWP meet the level of effort requirements anticipated by the TPO to meet local priorities as well as the requirements of Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and the Florida Department of Transportation (FDOT). The state and federal governments provide funding support through the FDOT, the FHWA (PL funds), and the FTA (Section 5305(d) funds). Public involvement for the development of the UPWP is accomplished through the regularly scheduled meetings of the Technical Advisory Committee (TAC) and Citizens Advisory Committee (CAC), (draft only) and TPO (draft & final approval). The draft UPWP is also placed on the TPO website for public review prior to approval by the TPO.

Transportation planning in the Ocala/Marion County TPO planning area is guided by the Year 2040 Long-Range Transportation Plan (LRTP). The LRTP utilizes input from government officials, citizen's advisory boards, technical experts and the general public. This plan is used to forecast travel demands in Marion County. The current long-range transportation plan was adopted on November 24, 2015, and includes a Needs Assessment and Cost Feasible Plan. Selected projects from the Cost Feasible Plan are identified in the Transportation Improvement Program (TIP) project priority listing. These projects are prioritized on an annual basis.

In December 2015, the [Fixing America's Surface Transportation Act](#) (FAST Act) was signed into law. The FAST Act serves as the primary surface transportation legislation and is valid until September 30, 2020. The bill identifies ten factors that shall be considered as part of the review of projects and plans. Those factors are as follows:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility of people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve quality of life, 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; and
8. Emphasize the preservation of the existing transportation system.
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.

10. Enhance travel and tourism.

Table I, on page 36, illustrates the TPO's consideration of the eight planning factors in the transportation planning process.

In addition to the FAST Act factors, both the FHWA and FDOT periodically develop Planning Emphasis Areas (PEAs) for consideration as part of the transportation planning process. PEAs are not necessarily requirements for the transportation planning process but more concepts that should be considered as part of the process. For FY 2016 those areas are as follows:

Federal

*FAST Act Implementation*

Relates to implementation of performance measures originally required in the Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21), the precursor to the FAST Act. Includes using transportation performance measures, setting targets, reporting performance and programming projects that help achieve those targets.

*Regional Models of Cooperation*

Encourages TPOs to take a regional approach to transportation planning. For the Ocala/Marion County TPO, this is accomplished through our participation in the Central Florida MPO Alliance and the Heart of Florida Transportation Alliance. The regional alliances have produced significant results over the past few years.

*Ladders of Opportunity*

Encourages TPOs to identify gaps in transportation connectivity to essential services.

A complete overview of the Federal Planning Emphasis Areas can be found at [https://www.fhwa.dot.gov/planning/processes/metropolitan/mpo/fy\\_2016/index.cfm](https://www.fhwa.dot.gov/planning/processes/metropolitan/mpo/fy_2016/index.cfm).

State

*Freight Planning*

Encourages making freight planning a core area of transportation planning. FDOT District 5 is developing a freight information tool, TransHub that provides significant amounts of information related to freight volumes, facilities and commodities.

*Transit Planning*

Encourages TPOs to include various transit oriented applications as part of the transportation planning process.

*Complete Streets*

Encourages TPO to consider complete street principles when reviewing corridors. Complete street principles involve context-sensitive application of all modes to ensure safe and efficient connectivity. Bicycle/Pedestrian: Encourages bicycle and pedestrian mode be considered during project development.

Table II, on page 37, illustrates the TPO's consideration of the Planning Emphasis Areas in the transportation planning process.

## ORGANIZATION AND MANAGEMENT OF THE TPO

The TPO is the public agency responsible for developing policies and procedures to guide the transportation planning process for the Ocala urbanized area. As the body most directly responsible for the guidance of the transportation planning process, the TPO strives to ensure that the recommendations are in keeping with the goals and standards of the federal and state government, Marion County and its incorporated municipalities. The TPO board is composed of five Marion County Commissioners, four Ocala City Council members, the Mayor of Ocala, one Dunnellon City Council member and one Belleview City Commissioner. The TPO staff, the Citizens Advisory Committee (CAC), the Technical Advisory Committee (TAC), and the Transportation Disadvantaged Local Coordinating Board (TDLCB) assist the TPO with planning support recommendations. The TPO also serves as the oversight and policy board for SunTran, the local transit system. As the TPO is the sole agency responsible for fixed-route transit, an Intergovernmental Coordination and Review agreement for public transportation is not necessary. Each committee carries out its prescribed responsibilities according to adopted bylaws.

The TPO functions include, but are not limited to, the preparation of the required tasks assigned. Its annual responsibilities are to perform the tasks of preparing the UPWP, the TIP, and the annual TPO Audit Report. As with all transportation planning delegated by the federal and state laws, the TPO is responsible for insuring adequate representation and compatibility of state, county, and municipal projects in the transportation planning process. This includes consideration of all modes of transportation with respect to the needs of the elderly and handicapped as outlined in the Americans with Disabilities Act.

The CAC is composed of members of the general public who represent the general welfare of the community. The TAC, composed of engineers, planners, and other related transportation professionals, reviews plans, programs, and projects and recommends solutions to the TPO based on technical expertise. The TDLCB identifies the local needs of the transportation disadvantaged population and investigates alternatives to meet those needs. Additional public input is provided through public meetings, public hearings, and civic meetings.

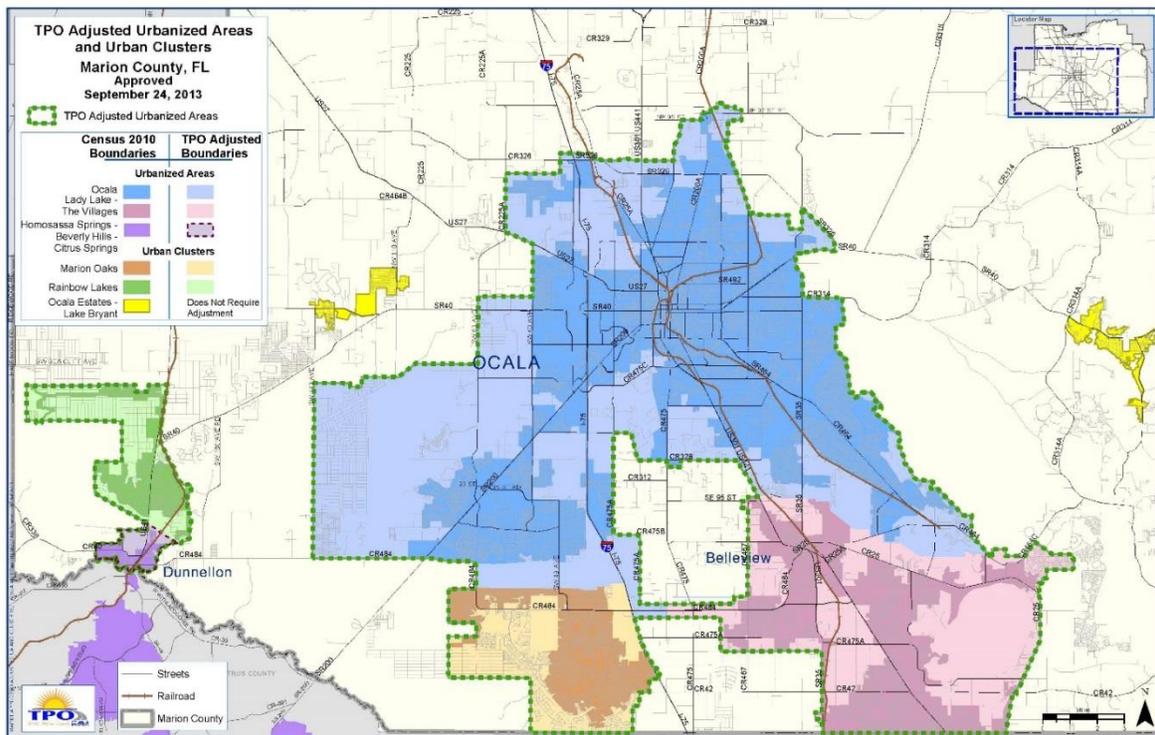
The TPO staff is responsible for collecting and disseminating all information from the transportation planning process to the general public. The work effort required to support the planning process is administered by the TPO staff in cooperation with local governments and the FDOT. Other agencies that are consulted in various phases of the planning process include the Department of Environmental Protection, the Federal Aviation Administration, and the Water Management District Offices.

The Interlocal Agreement for the Creation of the TPO was signed on May 18, 2004, by the four local governments and FDOT. The Agreement established the TPO as the official planning agency for the Ocala urbanized area and the portion of the Lady Lake Urbanized Area within Marion County. Figure 1 illustrates both urbanized areas. The planning area of the TPO covers the entire county. Thereafter, additional JPA's were executed annually for maintaining continued federal and state match funding. In February 2013, the TPO approved an updated JPA for the administration of all planning funds (PL and Section 505(d)). The Planning Funds JPA is reviewed as part of the annual certification process to ensure consistency with FDOT and TPO policies. The JPA of March 4, 1991, with the Commission for the Transportation Disadvantaged (CTD) established the Ocala/Marion County TPO as the

Designated Official Planning Agency (DOPA) for transportation disadvantaged planning. This JPA also established the Ocala/Marion County Transportation Disadvantaged Local Coordinating Board (TDLCB).

As a result of the 2010 Census, the TPO conducted its decennial review of board structure and membership once the new urbanized areas were announced in Spring 2012. It was anticipated that the new designations would bring about significant challenges due to the potential merging of all or parts of the existing Ocala, Lady Lake, Leesburg-Eustis and Orlando urbanized areas. The merge did not occur; however, a new urbanized area was designated within the existing TPO planning area. The Homosassa Springs-Beverly Hills-Citrus Springs Urbanized Area covers a significant portion of Citrus County with a small portion encompassing the City of Dunnellon and unincorporated Marion County. In May 2013, the TPO submitted to FDOT a letter reaffirming the existing board structure with no changes. Figure 1 illustrates the designated urbanized areas as well as the final smoothed urbanized areas.

Figure 1



## STATUS OF LOCAL AND REGIONAL PLANNING ACTIVITIES

### YEAR 2040 LONG RANGE TRANSPORTATION PLAN

In November 2015, the TPO adopted the 2040 Long Range Transportation Plan (LRTP). This development of this plan was somewhat different from previous plan due to primarily to the Great Recession. Like many jurisdictions around the state, the Ocala/Marion area saw significant decreases in traffic counts. These decreases led to a reduction of Needs Assessment projects by about 30%. The plan and its supporting documentation can be viewed at [www.ocalamariontpo.org](http://www.ocalamariontpo.org).

### HIGHWAY PROJECTS

The TPO has continued its involvement in numerous highway projects. A brief outline is as follows:

#### NW 49<sup>th</sup> Street Interchange

The NW 49<sup>th</sup> Street Interchange is one of the TPO's top priorities. The purpose of the new interchange is to provide improved access to several large-scale industrial parks including Ocala 489, site of the new Federal Express distribution center. The Interchange Justification Report (IJR) is undergoing a second round of review and the Project Development and Environmental (PD&E) Study is anticipated to begin in late 2016.

#### SR 40 – SR 35 to CR 314A

The first section of SR 40 from SR 35 to CR 314A is scheduled for construction in 2020. Dating back nearly 30 years, this project underwent an extensive environmental collaboration in in mid-2000s. In an effort to develop consensus approach, FDOT convened the SR 40 Task Force comprised of agency staff, environmental groups and citizens to develop a comprehensive plan for SR 40 that would allow for the expansion of SR 40 while protecting environmentally sensitive lands along the corridor. This first segment of the project will include numerous wildlife underpasses as well as 12' multiuse path that will be part of the Heart of Florida Loop.

#### US 41 – SW 111<sup>th</sup> Place Lane to SR 40

The US 41 project from SW 111<sup>th</sup> Place Lane to SR 40 will add two lanes to the existing section as well as a multiuse trail. The trail will provide access to the Rainbow Springs State Park for the City of Dunnellon's ever increasing population of recreational cyclists. The project is expected to begin construction in 2019.

#### Corridor Planning

The TPO has developed four corridor plans in the past few years with a particular focus on improving the multimodal environment. Portions of US 441 and SR 40 in and near downtown Ocala were reviewed to enhance multimodal access and traffic operations. Two intersections on US 441 (SR 40 & SR 464) are currently under design for pedestrian and operational improvements and the section of SR 40 Downtown (US 441 to NE 8<sup>th</sup> Avenue) is expected to begin design in late 2016. This design will include significant rework of the sidewalk system to better accommodate pedestrians as well a

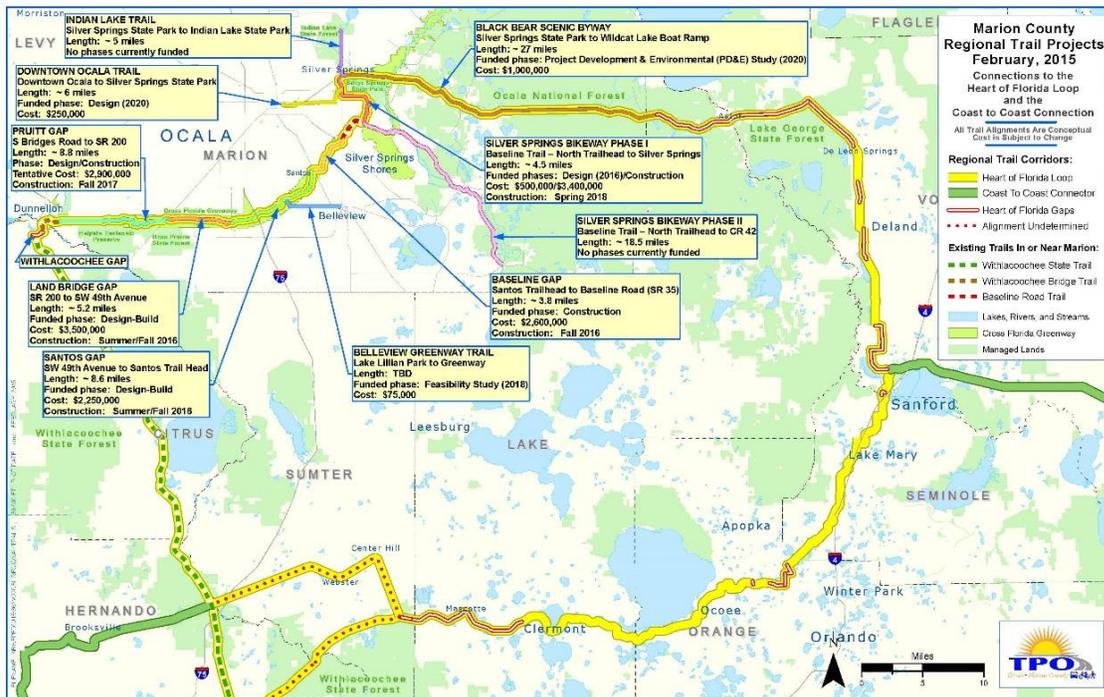
new left turn lane at NE 1<sup>st</sup> Avenue and SR 40 to improve access to the northern area of Downtown.

There are currently two corridor plans in development. US 441 in Belleview is a 1.5 mile section with varying median types and on-street parking on a significant portion of the corridor. The plan is reviewing the potential to introduce bicycle lanes and enhanced sidewalks to better accommodate those users. The plan is also reviewing access management scenarios that will improve safety for vehicular traffic as well as add additional safety enhancements for bicyclists and pedestrians. The plan is scheduled to be completed by June 2016.

A plan for SR 40 in Silver Springs was initiated to support Marion County's establishment of a Community Redevelopment Area (CRA). Again, this study focuses on improving multimodal facilities, primarily pedestrian but includes a transit element as well. The plan also includes alternatives for a roundabout at the intersection of SR 40 and SR 35. This skewed intersection presents significant issues both for vehicles and pedestrians due to its size. This plan is also scheduled to be completed by June 2016.

## REGIONAL TRAILS

Over the last two years, the TPO has made significant progress on the development of a regional trail system. The establishment of a regional trail network has been an on-going effort of the Central Florida MPO Alliance and the Greenways and Trails Foundation. The Heart of Florida Loop crosses four counties: Citrus, Marion, Lake and Volusia and links to the existing Withlacoochee State Trail on the west. Working with our partners at FDOT, approximately 50% of the Heart of Florida Loop in Marion County has been funded for construction by 2019. The figure below shows the status of all TPO regional trail projects.



## PUBLIC TRANSPORTATION

TPO serves as the policy and oversight board for SunTran, the area's first fixed-route bus system. Ridership has consistently grown since inception, topping 417,000 in FY 2015. In August 2012, the TPO adopted the 2022 Transit Development Plan (TDP). The TDP identified several short-term improvements including expansion of service hours, improvements to ADA compliance, and a technology improvement program. In early 2013, staff completed Phase I of a system-wide ADA compliance review. The review identified several locations that require improvements for accessibility and prioritized the improvements. The TPO conducted SunTran's first Comprehensive Operations Analysis (COA) in mid-2015. Utilizing data from the Automated Passenger Counter/Computer Aided Dispatch (APC/CAD) system and rider surveys, the COA reviewed SunTran's day-to-day operations to identify improvements in route efficiency and scheduling. The COA is expected to be complete in June 2016.

## BICYCLE/PEDESTRIAN ACTIVITIES

In October 2014, the TPO completed the 2035 Bicycle/Pedestrian Master Plan. The Plan focused primarily on connectivity of regional trails but also included identification of gaps in the existing bicycle and sidewalk network. As part of the Plan, an interactive Bicycling Suitability Map was developed. This web-based application that allows cyclists to identify preferred routes based on traffic volumes and speed. The Plan as well as the Suitability Map can be found at [BikeOcalaMarion.com](http://BikeOcalaMarion.com).

In late 2015, the TPO began development of two studies designed to improve bicycle and pedestrian safety. The first study, the Bicycle and Pedestrian Safety Review analyzes high density crash locations to determine if improvements can be made that will reduce or eliminate crashes. The second study, the Urban Cycling Network will focus on the development a network of designated cycling facilities in residential area that connect to various destinations. Both studies are scheduled to be completed in May 2016 and will made available on the TPO website.

## INTELLIGENT TRANSPORTATION SYSTEMS (ITS) MASTER PLAN/AUTOMATED TRAFFIC MANAGEMENT SYSTEM (ATMS) IMPLEMENTATION

In February 2008, the TPO completed its first county-wide ITS Plan. The ITS Plan identified priority corridors that would benefit from the implementation of ITS strategies. The Plan was a coordinated effort between the TPO staff and representatives from the Cities of Ocala and Belleview, Marion County and the FDOT. Corridors identified for ITS applications include SR 200, SR 464, US 441, SR 40 and several other major local roads. Since the completion of the Plan, TPO staff has worked with local agency staff and FDOT to implement ITS strategies on various corridors. These strategies comprise the Automated Traffic Management System (ATMS) and include modernizing traffic controllers connected via fiber-optic cables, installation of traffic cameras and establishing Traffic Management Centers (TMC) for both Marion County and the City of Ocala. In late 2015, the TPO worked with both the City of Ocala and Marion County to deploy the area's first adaptive traffic system on SR 464. Adaptive traffic systems are able to analyze traffic flows throughout a corridor and make adjustments to signal timing to provide the most efficient flows. The TPO will be looking to update the ITS Master Plan over the next two years.

## PRIORITIES FOR FY 2016/17 AND FY 2017/18

### TRANSIT DEVELOPMENT PLAN

The TPO is scheduled to begin an update to the Transit Development Plan (TDP) in late 2016. The TDP is required to be updated every five years as a condition to receiving FDOT Block Grant funds. The TDP will use information developed as part of the recently completed COA for existing conditions and services and look at potential areas of expansion as well as funding opportunities to fund expansion. This project will be initiated in mid-2016 and be completed by September 2017.

### PERFORMANCE MEASURES

MAP-21 originally required TPOs to develop performance measures for a variety of transportation modes. Guidance on implementing performance measures was originally expected to be available in 2014 but has not yet been published. Once published, FDOT will have 12 months to establish its measures and the TPO will have six months after FDOT to establish its measures. TPO staff has been actively involved in FDOT's Mobility Performance Team (MPT). The MPT was established to assist FDOT and MPOs/TPOs in implementing the performance measure requirements. Once the requirements for performance measures are published, the TPO will be in a good position to enact the program. Initial performance measures are expected to focus primarily on highway modes but may be expanded to include transit.

### 2045 LONG RANGE TRANSPORTATION PLAN

Activities for the 2045 LRTP over this UPWP cycle include review of model network and TAZ structure and review of potential data sources to develop 2015 base year socioeconomic. In addition, TPO staff will continue to coordinate regional model issues through FDOT's modeling coordination committee.

### ITS MASTER PLAN UPDATE

As previously mentioned, TPO adopted its first ITS Master Plan in 2008. Since then, local agencies have made significant strides in deploying various ITS strategies including cameras, Bluetooth monitoring devices, Dynamic Message Signs (DMS) and adaptive signal control. The Plan update will look to review progress to date and examine future needs not only in technology but staffing requirements as well. In addition, the Plan will review current incident management practices on I-75 and recommend improvements. Based on a recent FDOT review, I-75 has at least one lane-blocking incident every nine days. The I-75 review will include coordination with both Alachua and Sumter Counties. Coordination with Lake and Sumter Counties will also be required for both US 441 and US 301. Development of the ITS Master Plan will be contingent on receiving additional FDOT funding.

## PRIORITIES FOR FY 2016/17 AND FY 2017/18 - CON'T

### REGIONAL TRANSIT

In 2013, the East Central Florida Task Force was convened to develop consensus recommendations for a future transportation corridor to connect Orange, Osceola and Brevard counties (<http://www.ecfcorridortaskforce.org/>). One of the recommendations made by the Task Force was the development of a Regional Transit Plan that included all nine counties in FDOT District 5. The Plan will identify potential regional transit services as well as potential funding sources. The CFMPOA directors will serve as the oversight project committee. The Plan is expected to begin in summer 2016 and should conclude on late 2017.

---

#### BELLEVIEW GREENWAY CONNECTOR

The 2035 Bicycle/Pedestrian Master Plan identified a trail connection along SE 110<sup>th</sup> Street from Lake Lillian Park in Belleview to the Cross Florida Greenway. Subsequent discussions with various agency staff and citizens reveal other potential connection that may provide better access. The Connector Study will review other potential alternatives in detail to determine the most effective route.

## WORK PROGRAM

The specific elements of the Unified Planning Work Program are organized into the following tasks:

- 1.0 Administration: identifies those functions necessary for proper management of the transportation planning process on a continuing basis.
- 2.0 Data Collection: includes the collection and analysis of socioeconomic, land use, and other transportation related data on a continuing basis in order to document changes within the transportation study area.
- 3.0 Long Range Planning: includes work related to the development and maintenance of the Long Range Transportation Plan (LRTP) as well as the Efficient Transportation Decision Making Process (ETDM) and items related to Census 2010.
- 4.0 Short Range Planning: includes development of the annual Transportation Improvement Program and Priority Project process, reviews of impacts to the transportation system from new development and annual Enhancement Project process.
- 5.0 Public Transportation: includes all work items related to SunTran and the Transportation Disadvantaged Program.
- 6.0 Public Involvement: describes the activities used to encourage public participation in the transportation planning process.
- 7.0 Special Projects: identifies any short-term projects or studies undertaken by the TPO.

Each task provides an overview of the activities to be completed and the funding sources and costs associated with those activities. A detailed budget is included in Appendix II. Cost categories are as follows:

- Personnel: *Salaries and fringe benefits for TPO staff. Fringe includes retirement, FICA, health insurance, workers compensation and executive benefits.*
- Travel: *Costs for travel.*
- Direct Expenses:  
Office: *Supplies, Telecomm/IT services, copier (leased), postage, equipment, etc.*  
Facility: *Utilities, maintenance, insurance*  
Administrative: *Training, legal, audit, etc.*
- Consultant: *Costs for consultant services.*

*Section 120 of Title 23, United States Code, permits FDOT to use toll revenue expenditures as a credit toward the non-federal matching share of all programs authorized by Title 23. This credit, referred to as a soft match, is listed as state funds in the Planning Funds section of Tables V & VII. For this UPWP, the total soft match is \$313,402, approximately 22% of the FHWA planning funds.*

## UPWP TASK 1.0 – ADMINISTRATION

The Program Administration task includes the administrative activities necessary to carry out the transportation planning process.

### OBJECTIVE

*To guide and effectively manage the tasks identified in the Unified Planning Work Program (UPWP) and maintain an effective and efficient continuing, cooperative and comprehensive transportation planning process.*

### PREVIOUS WORK

Completion of UPWP (April 2016)	Attended MPOAC meetings
Provided staff support to TPO and committees	Completed annual audit (April 15, 16)
Provided training to elected officials and staff in the following areas:	
FDOT Public Involvement	
National Transit Database	
MPOAC Institute (May 2015)	

### REQUIRED ACTIVITIES

#### STAFF SUPPORT

- 1.1 Provide staff support and administration to the TPO and its committees by developing meeting schedules, providing technical assistance, providing minutes and other tasks as directed. Support includes travel and associated administrative, facility and office expenses (i.e. office supplies, telecomm/IT expenses, utilities, etc.).
- 1.2 Develop FY 2018/19 - 19/20 Unified Planning Work Program. (May 2018)
- 1.3 Continue participation in the Metropolitan Planning Organization Advisory Council (MPOAC).
- 1.4 Monitor legislative actions on the federal, state, and local level that affect the transportation system in Marion County.
- 1.5 Purchase computers and other office equipment as needed.
- 1.6 Other activities as directed by the TPO or its subcommittees.

#### AUDIT

- 1.7 Employ a qualified auditor (contracted) to perform the TPO audit in accordance with federal requirements and Chapter 215.97, Florida Statutes (Florida Single Audit Act).

---

AUDIT (CON'T)

- 1.8 Receive copy of all audit reports relating to revenues and expenditures.

---

TRAINING

- 1.9 Continue to provide training opportunities to TPO Board and staff members in various policy, technical and administrative areas.

---

END PRODUCT

Effective and efficient management of the local 3-C planning process including active participation by public agencies and citizens.

FY 2018/19 - 19/20 UPWP. (May 2018)

Additional training in mission critical areas. (ongoing)

---

RESPONSIBLE AGENCY

Ocala/Marion County TPO

FUNDING SOURCES/USES

	FY 2016/17	FY 2017/18
<b>FHWA:</b>		
TPO Personnel:	\$ 148,320	\$ 143,436
Travel:	\$ 7,000	\$ 5,500
Direct Expenses:		
Administrative:	\$ -	\$ -
Facility:	\$ -	\$ -
Office:	\$ -	\$ -
Consultant:	-	-
Subtotal:	\$ 155,320	\$ 148,936
<b>FTA:</b>		
TPO Personnel:	\$ 8,171	\$ 11,448
FDOT (match):	\$ 1,021	\$ 1,431
Subtotal:	\$ 9,192	\$ 12,879
<b>TD:</b>		
Travel:	\$ 1,121	\$ 805
Administrative Exp.	\$ 322	\$ 322
Subtotal:	\$ 1,443	\$ 1,127
Local:	\$ 1,021	\$ 1,431
<b>Total:</b>	\$ 166,977	\$ 164,372

## UPWP TASK 2.0 – DATA COLLECTION/SAFETY

The Data Collection task includes the data gathering activities from a number of sources including the City of Ocala, Marion County, the Florida Department of Transportation, and local law enforcement. The data is used in numerous ways including level-of-service determinations, identification of high-hazard intersections and GIS-based applications.

### OBJECTIVE

To monitor changes in traffic characteristics within the TPO planning boundary. To compare existing conditions with projections to anticipate planning needs and activities. Provide data to appropriate agencies to improve overall safety of the transportation system.

### PREVIOUS WORK

Maintenance of historical traffic and public transportation related data, such as: traffic counts, accident data, roadway inventories, level of service, financial information, and service area. Annual update of Road Segment Inventory Database.

Published annual Transportation Information Guidebook. (October 2014, November 2015)

Participated in Community Traffic Safety Team and FDOT Transportation System Management and Operations (TSM&O) Group.

### REQUIRED ACTIVITIES

#### DATA COLLECTION

- 2.1 Coordinate collection of traffic counts, 15 minute interval counts at selected count stations within the planning area.
- 2.2 Update the Road Segment Inventory Database (RSID) as necessary.
- 2.3 Publish annual Transportation Information Guidebook.
- 2.4 Continue to collect necessary data for Congestion Management System (CMS).
- 2.5 Annually review the traffic count program to ensure adequate coverage and to eliminate unnecessary or redundant count locations.
- 2.6 Work with local government staff to develop travel-time reports from Bluetooth sensors along local roadways.

#### SAFETY

- 2.7 Analyze crash trends and statistics to identify high-hazard locations and prioritize potential improvements.
- 2.8 Continue participation on the Marion County Community Traffic Safety Team and D5 Transportation Systems Management & Operations (TSM&O) working group.

**END PRODUCT**

Continuing refinement of local database of traffic and socioeconomic characteristics. Reports developed from databases as required to monitor changes in system activity.  
 Publish Transportation Information Guidebook. (May 2017, May 2018)

**RESPONSIBLE AGENCY**

Ocala/Marion County TPO

**FUNDING SOURCES/USES**

	FY 2016/17	FY 2017/18
<b>FHWA:</b>		
TPO Personnel:	\$ 60,436	\$ 66,258
Consultant:	\$ 20,000	\$ -
<b>Subtotal:</b>	<b>\$ 80,436</b>	<b>\$ 66,258</b>
<b>FTA:</b>		
TPO Personnel:	\$ 8,116	\$ 11,158
FDOT (match):	\$ 1,015	\$ 1,395
<b>Subtotal:</b>	<b>\$ 9,131</b>	<b>\$ 12,552</b>
<b>Local:</b>	<b>\$ 1,015</b>	<b>\$ 1,395</b>
<b>Total:</b>	<b>\$ 90,582</b>	<b>\$ 80,205</b>

## UPWP TASK 3.0 – LONG RANGE PLANNING

The Long Range Planning task includes the activities related to the long-term implementation of various transportation projects. The Task also includes coordination efforts with our regional partners to address transportation on a regional level.

### OBJECTIVES

- Maintain a Long Range Transportation Plan and a computer simulation model (FSUTMS) for forecasting travel patterns.
- Evaluate alternative transportation modes and systems.
- Improve traffic operations through the use of ITS technologies.
- Coordinate planning efforts with regional partners.

### PREVIOUS WORK

#### 2040 LONG RANGE TRANSPORTATION PLAN

- Adopted 2040 Long Range Transportation Plan. (November 2015)
- Completed public involvement program. (November 2015)
- Completed Goals, Objectives and Performance Measures (September 2015)
- Completed Needs Assessment (August 2015)
- Completed Financial Resources (August 2015)

#### INTELLIGENT TRANSPORTATION SYSTEMS

- Continued ITS Implementation Plan (SR 464).
- Continued work with local governments to identify and prioritize ITS corridors.
- Reviewed transit-related ITS improvements.
- Worked with FDOT on the update of the Regional ITS Architecture.

#### ON-GOING ACTIVITIES

- Continued participation in the development of various transportation projects.

#### REGIONAL COORDINATION

- Continued participation in Central Florida MPO Alliance (CFMPOA)
  - Adopted legislative priorities
  - Completed regional highway priorities (July 2015)
  - Completed regional trail priorities (July 2015)
- Coordinated Transportation Regional Incentive Program (TRIP) projects with the Heart of Florida Transportation Alliance (February 2015)
- Participated in the I-75 Relief Task Force

---

## REGIONAL TRAILS

Worked with FDOT, FDEP, US Fish & Wildlife and Marion County to assess potential environmental impacts of the Land Bridge Gap and Santos Gap paved trails.

Assisted Marion County with the development of the Design/Build projects for Land Bridge Gap and Santos Gap paved trails.

Worked with Citrus County on the development of the Withlacoochee State Trail to Dunnellon Trail Gap.

## REQUIRED ACTIVITIES

---

### 2045 LONG RANGE TRANSPORTATION PLAN

#### 3.1 Begin development of 2045 LRTP.

##### FY 2016/17:

- Review/update traffic model network (June 2017)
- Through the District model coordinating committee, work with FDOT and neighboring MPOs/TPOs to ensure regional issues for both highway and transit are addressed.

##### FY 2017/18

- Initiate development of base year (2015) socioeconomic data

---

## AIR CONFORMITY

#### 3.2 Monitor Environmental Protection Agency (EPA) development of Air Conformity standards.

#### 3.3 Monitor local ozone tracking stations located at the YMCA and Marion County Sheriff's Impound Yard. Data available online at [http://www.dep.state.fl.us/air/air\\_quality/county/Marion.htm](http://www.dep.state.fl.us/air/air_quality/county/Marion.htm)

#### 3.4 Develop plan to address conformity issues should planning area be designated as non-attainment.

---

## PERFORMANCE MEASURES

#### 3.5 Continue participation in the Mobility Performance Measures Team.

#### 3.6 Investigate potential data sources for mobility data.

#### 3.7 Develop performance measures based on local needs/preferences and define targets. (Fall 2017 – dependent on FHWA Final Rule timeline)

---

## INTELLIGENT TRANSPORTATION SYSTEMS (ITS)

- 3.8 Continue work with City of Ocala and Marion County to further implement projects from ITS Master Plan.
- 3.9 Review potential ITS applications for SunTran.
- 3.10 Initiate update of ITS Master Plan. See Task 7.0 Special Projects for further details.

---

## REGIONAL COORDINATION

- 3.11 Continue participation in Central Florida MPO Alliance.
  - Establish legislative priorities.
  - Establish regional priorities for highway, transit and regional trails.
  - Develop Regional Transit Plan
- 3.12 Continue membership in the Heart of Florida Transportation Alliance.
  - Review and update Regional Transportation Plan as necessary.
  - Work with Gainesville MTPO to address I-75 congestion issues.

---

## REGIONAL TRAILS

- 3.13 Continue development of the Heart of Florida Loop and other regional trails.
  - Assist Marion County in the development of the Pruitt and Silver Springs Trail segments.
  - Work with the Hernando-Citrus MPO to expedite the development of the Withlacoochee State Trail connection to the Dunnellon Trail.
  - Work with state and local agencies in the development of the Silver Springs Bikeway.

---

## END PRODUCT

2045 LRTP (November 2020)  
Further implementation of ITS Master Plan.  
Regionally coordinated transportation planning process.  
Regionally coordinated long range transportation plan.

RESPONSIBLE AGENCY

Ocala/Marion County TPO

FUNDING SOURCES/USES

	FY 2016/17	FY 2017/18
<b>FHWA:</b>		
TPO Personnel:	\$ 53,124	\$ 66,895
Consultant:		
LRTP:	\$ 30,000	\$ 40,000
CFMPO Alliance:	\$ 5,000	\$ 5,000
Other:	\$ 30,000	\$ 25,000
Subtotal:	\$ 118,124	\$ 136,895
<b>FTA:</b>		
TPO Personnel:	\$ 18,245	\$ 12,761
FDOT (match):	\$ 2,281	\$ 1,595
Subtotal:	\$ 20,525	\$ 14,356
<b>Local:</b>	\$ 2,281	\$ 1,595
<b>Total:</b>	\$ 140,930	\$ 152,847

## UPWP TASK 4.0 – SHORT RANGE PLANNING

The Short Range Planning task includes the activities related to the actual implementation of various transportation projects identified as part of the 2035 LRTP and other TPO plans. The Task also includes annual maintenance of the Transportation Improvement Program (TIP) as well as legislative activities.

### OBJECTIVES

- To identify and address short term transportation needs.
- Review development activity to monitor its effect on the local transportation system.

### PREVIOUS WORK

- Completion of Annual Priority Project process.
- Published annual listing of Federal Projects Obligated.
- Continued work on Interactive TIP System. Available at <http://marion.dtstiptool.com/>
- Developed Annual TIP.
- Worked with local governments on various planning issues.
- Adopted annual legislative priorities.
- Assisted local governments in developing FDOT's 4P applications for off-system projects.

### REQUIRED ACTIVITIES

#### TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

- 4.1 Develop FY 2022 and FY 2023 project priority lists. (August 2016, 2017)
- 4.2 Update TIP bi-annually. (June, October)
- 4.3 Review local government comprehensive plans for consistency with TPO TIP and LRTP as necessary.
- 4.4 Publish annual listing of federally-funded obligated projects. (December)
- 4.5 Continue refinement of Interactive TIP system.
- 4.6 Amend TIP as necessary.

#### MONITOR TRANSPORTATION SYSTEM IMPACTS

- 4.7 Monitor and review traffic operation needs through collection and analysis of peak hour traffic data.
- 4.8 Monitor and review DRI and other site specific impacts in the development review process.

- 4.9 Conduct site impact analysis for new development projects as requested by local governments.
- 4.10 Advise local governments and boards on decisions which may impact corridors identified for improvement or identified as physically or policy constrained.
- 4.11 Coordinate TPO actions with local government comprehensive plan development efforts to encourage alternative modes of transportation.
- 4.12 Assist local governments in the implementation of the transportation provisions of SB 360, especially as they relate to the Mobility Plan.

---

#### FAST ACT TRANSPORTATION ALTERNATIVES (TA) PROGRAM

- 4.13 Assist local governments in FAST TA application process.
- 4.14 Monitor progress of programmed TA projects and assist in their implementation when necessary.

---

#### LEGISLATIVE ACTIVITIES

- 4.15 Develop annual legislative priorities. (January)
- 4.16 Monitor legislative activities on both the federal and state level to determine impact on transportation issues.
- 4.17 Assist MPOAC with legislative activities. (\$1,000 - Local funds)

---

#### END PRODUCT

Annual Transportation Improvement Plan (June 2017, 2018)  
Annual Listing of Federal Projects (December 2017, 2018)  
Annual Legislative Priorities (January 2017, 2018)

---

#### RESPONSIBLE AGENCY

Ocala/Marion County TPO

## FUNDING SOURCES/USES

	FY 2016/17	FY 2017/18
<b>FHWA:</b>		
TPO Personnel:	\$ 72,027	\$ 72,930
Consultant:		
Interactive TIP:	\$ 10,000	\$ 10,000
Other:	\$ 35,000	\$ 15,000
<b>Subtotal:</b>	<b>\$ 117,027</b>	<b>\$ 97,930</b>
<b>FTA:</b>		
TPO Personnel:	\$ 18,245	\$ 18,337
FDOT (match):	\$ 2,281	\$ 2,292
<b>Subtotal:</b>	<b>\$ 20,525</b>	<b>\$ 20,629</b>
<b>Local:</b>	<b>\$ 3,281</b>	<b>\$ 3,292</b>
<b>Total:</b>	<b>\$ 140,833</b>	<b>\$ 121,851</b>

## UPWP TASK 5.0 – PUBLIC TRANSPORTATION

The Public Transportation task reflects the activities related to the local public transportation system which includes services provided locally by SunTran and Marion Transit Services (MTS). SunTran is the fixed-route service operating primarily in the urban area and is a joint effort of Marion County and the City of Ocala. The TPO serves as the policy and oversight board for SunTran. MTS provides paratransit services throughout the county as well as Americans with Disabilities (ADA) service within the fixed-route area for SunTran. MTS is also the designated Community Transportation Coordinator (CTC) through the Commission for the Transportation Disadvantaged (CTD).

### OBJECTIVES

To ensure the efficient and effective provision of public transportation by providing technical assistance and staff support to the local Community Transportation Coordinator and the SunTran system.

### PREVIOUS WORK

#### SUNTRAN

Annual review of routes and schedules.  
Completed annual National Transit Database (NTD) Report. (February 2015, 2016)  
Annual update of Transit Development Plan (TDP).

#### TRANSPORTATION DISADVANTAGED

Selection of Community Transportation Coordinator. (November 2015)  
Completion of Annual Operating Report.  
Annual review/update of Transportation Disadvantaged Service Plan (TDSP).  
Annual review of Community Transportation Coordinator.

### REQUIRED ACTIVITIES

#### SUNTRAN

- 5.1 Review congested route segments/intersections for potential ITS applications to improve service.
- 5.2 Periodically review routes and schedules to determine effectiveness.
- 5.3 Complete annual NTD Report (February).

---

## SUNTRAN (CON'T)

- 5.4 Update SunTran website on a regular basis.
- 5.5 Annually update TDP.
- 5.6 Continue work with the District 5 reThink commuter assistance program.
- 5.7 Develop shelter and bench program for fixed-route service area.
- 5.8 Integrate data from Avail Technologies (i.e. passenger counts, real-time location, arrival/departure times, etc.) into both the SunTran website and smartphone application.

---

## TRANSPORTATION DISADVANTAGED

- 5.9 Provide staff support and administration to Transportation Disadvantaged Local Coordinating Board (TDLCB).
- 5.10 Conduct grant administration including quarterly operational reports and financial statements.
- 5.11 Continue to facilitate coordination between the TDLCB and the CTC, Marion Transit Service (MTS).
- 5.12 Review CTC's annual report and perform evaluation. (December)
- 5.13 Review of Memorandum of Agreement and approval of fare structure prior to submission to Commission for the Transportation Disadvantaged.
- 5.14 Continue coordination with the Commission for Transportation Disadvantaged.
- 5.15 Annually update TDSP.

---

## END PRODUCT

- Effective and efficient coordinated public transportation system
- Completion of CTC review (annual)
- Completion of NTD report (annual)
- Completion of TDP and TDSP updates (annual)

RESPONSIBLE AGENCY

Ocala/Marion County TPO

FUNDING SOURCES/USES

	FY 2016/17	FY 2017/18
<b>FHWA:</b>		
TPO Personnel:	\$ 21,248	\$ 23,699
Consultant:	\$ 20,000	\$ -
<i>Subtotal:</i>	\$ 41,248	\$ 23,699
<b>FTA:</b>		
TPO Personnel:	\$ 6,738	\$ 9,849
FDOT ( <i>match</i> ):	\$ 842	\$ 1,231
<i>Subtotal:</i>	\$ 7,581	\$ 11,080
<b>Local:</b>	\$ 842	\$ 1,231
<b>TD:</b>		
TPO Staff:	\$ 24,385	\$ 24,701
Consultant:	-	-
<i>Subtotal:</i>	\$ 24,385	\$ 24,701
<b>Total:</b>	\$ 74,056	\$ 60,711

## UPWP TASK 6.0 – PUBLIC INVOLVEMENT

The Public Transportation task identifies the activities that keep the public involved in the transportation planning process. Activities include meeting notices as well as presenting information to various civic groups and local agencies on a regular basis.

### OBJECTIVES

#### TPO

Ensure adequate opportunity for public input on the transportation planning process as well as specific projects.

#### FDOT – WORK PROGRAM PUBLIC HEARING

To consider annual changes to the Five Year Work Program pursuant to Section 339.135(4) (C), Florida Statutes.

### PREVIOUS WORK

#### TPO

Continual update of TPO website.

Completed update of TPO Public Involvement Plan. (August 2014)

Provided presentations and/or overviews of TPO activities to various civic and professional groups.

#### FDOT

Conducted public hearings for Work Program. (December 2014, October 2015)

Presented Tentative Work Program to TPO. (January 2014, November 2015)

### REQUIRED ACTIVITIES

#### TPO

- 6.1 Develop and disseminate public information as necessary to inform the public of transportation planning activities. Conduct presentations on transportation related topics to civic and governmental agencies as requested.
- 6.2 Provide a clearinghouse for transportation related activities for all levels of government and public involved in improving the local transportation system.
- 6.3 Complete monthly updates to the TPO Web Page - [www.ocalamariontpo.org](http://www.ocalamariontpo.org).
- 6.4 Continue to monitor and track all public information requests.
- 6.5 Update TPO website on a regular basis.

---

## TPO (CON'T)

- 6.6 Develop and publish an annual report on TPO activities.
- 6.7 Periodically review and update Public Involvement Plan (PIP) to comply with the FAST Act, Title VI and other applicable requirements.

---

## FDOT

To develop and conduct the Department's Tentative Five Year Work Program and consider making any changes to the Program that is necessary to balance the Five Year Work Program. The Work Program Public Hearing(s) is being developed and conducted pursuant to Section 339.135(4)(C), Florida Statutes, as amended. The Public Hearing(s) will include information for Brevard, Flagler, Lake, Marion, Orange, Osceola, Seminole, Sumter and Volusia Counties. The Public Hearing(s) will include consideration of proposed projects for the Florida's Turnpike Enterprise. The Public Hearing(s) and Public Information Meetings are conducted annually. The Department continuously coordinates with the MPOs/TPOs in their project priority development and project selection in the Department's Tentative Five Year Work Program. The Department will hold a Public Hearing(s) for the tentative work program in December of the 2014 and January of the 2015 calendar year. The Department will continuously coordinate with the MPOs/TPOs to provide video tapings of each Public Hearing to be broadcasted on public television. The Department will continue to provide a website for the Work Program Public Hearing. The website will include a link to a webinar option for the MPOs/TPOs and citizens to access the District's Work Program Public Hearing. The website will continue to have information and maps on the Department's Tentative Five Year Work Program.

---

## END PRODUCT

Effective program to provide the public information regarding the transportation planning process and specific projects.  
Update of TPO website.

---

## RESPONSIBLE AGENCY

Ocala/Marion County TPO  
FDOT

FUNDING SOURCES/USES

	FY 2016/17	FY 2017/18
FHWA:		
TPO Personnel:	\$ 25,994	\$ 23,030
Consultant:		-
Website Update:	\$ 35,000	
Subtotal:	\$ 60,994	\$ 23,030
FTA:		
TPO Personnel:	\$ 3,772	\$ 9,456
FDOT (match):	\$ 471	\$ 1,182
Subtotal:	\$ 4,243	\$ 10,638
Local:	\$ 471	\$ 1,182
Total:	\$ 65,709	\$ 34,850

## UPWP TASK 7.0 – SPECIAL PROJECTS

The Special Projects task identifies the activities that are non-recurring, special studies dealing with various transportation issues.

### OBJECTIVES

Conduct identified studies and/or surveys to improve the overall transportation system.

### PREVIOUS WORK

Completed 2035 Bicycle/Pedestrian Master Plan (October 2014)  
Completed SR 40-Silver Springs Existing Conditions Review (January 2015)  
Completed SR 40-Downtown Corridor Plan (June 2015)  
Completed SR 40-Silver Springs Corridor Plan (May 2016)  
Completed US 441 - Belleview Corridor Plan (June 2016)  
Completed Bicycle/Pedestrian Safety Review (June 2016)  
Completed Urban Cycling Plan (June 2016)

### REQUIRED ACTIVITIES

- 7.1 Update Intelligent Transportation Systems (ITS) Master Plan (December 2017)  
*Since the TPO adopted its first ITS Master Plan in 2009, both the City of Ocala and Marion County have deployed various ITS strategies. In order to ensure an effective and efficient maturation of the system, the update of the Master Plan will include a review of existing processes and potential strategies. The update of the ITS Master Plan will include:*
- Review existing and planned ITS deployments
  - Review existing organizational structures
  - Review existing operational resources and manpower
  - Review Regional ITS Architecture (RITSA)
  - Update ITS Needs (highway & transit)
  - Update Concept of Operations (CONOPS)
  - Identify potential new strategies
- 7.2 Transit Development Plan (September 2017)
- The TPO's both the City of Ocala and Marion County have deployed various ITS strategies. In order to ensure an effective and efficient maturation of the overall first ITS Master Plan was adopted in 2009. Since then, system, a review of existing processes and potential strategies will be conducted. The update of the ITS Master Plan will include:*
- Review existing and planned ITS deployments
  - Review existing organizational structures
  - Review existing operational resources and manpower
  - Review Regional ITS Architecture (RITSA)
  - Update ITS Needs (highway & transit)
  - Update Concept of Operations (CONOPS)
  - Identify potential new strategies
- 7.3 Belleview Greenway Connector Study

The 2035 Bicycle/Pedestrian Master Plan identified a future connection from the City of Belleview to the Cross Florida Greenway. The Connector Study will identify to best route to make that connection. Study will be initiated after July 1, 2017.

**END PRODUCT**

Updated ITS Master Plan  
 Updated Transit Development Plan  
 Belleview Greenway Connector Study

**RESPONSIBLE AGENCY**

Ocala/Marion County TPO

**FUNDING SOURCES/USES**

	FY 2016/17	FY 2017/18
<b>FHWA:</b>		
TPO Personnel:	\$ 60,033	\$ 50,002
Consultant:	\$ 27,441	\$ 35,000
<b>Subtotal:</b>	<b>\$ 87,474</b>	<b>\$ 85,002</b>
<b>FDOT:</b>		
Consultant:		
ITS Master Plan:	\$ 175,000	
Belleview Greenway:		\$ 75,000
Other:	\$ 65,300	
<b>Subtotal:</b>	<b>\$ 240,300</b>	<b>\$ 75,000</b>
<b>FTA:</b>		
TPO Personnel:	\$ 15,292	\$ 5,579
FDOT (match):	\$ 1,911	\$ 697
TDP (Sec 5307):	\$ 150,000	
<b>Subtotal:</b>	<b>\$ 167,203</b>	<b>\$ 6,276</b>
<b>Local:</b>	<b>\$ 1,911</b>	<b>\$ 697</b>
<b>Total:</b>	<b>\$ 496,889</b>	<b>\$ 166,976</b>

## FLORIDA DEPARTMENT OF TRANSPORTATION ASSISTANCE

This task outlines the assistance provided to the TPO by FDOT on a number of issues. The information included in this section is prepared by the Florida Department of Transportation and submitted to the TPO for inclusion.

### GENERAL PLANNING ACTIVITIES

The Florida Department of Transportation (FDOT) is a contributor to transportation planning and policy development in District Five. Generally, the specific recurring transportation planning activities accomplished by FDOT's District Five Planning Office can be placed in one of the following categories: Transportation Planning Activities, Data Collection Activities and Systems Planning Activities.

### REQUIRED ACTIVITIES

#### TRANSPORTATION PLANNING ACTIVITIES

##### TPO SUPPORT

Provide a TPO Liaison between the Department and each TPO; provide supporting information and documentation to support TPO planning; review and take appropriate action on Transportation Improvement Program (TIP) and TIP Amendments; review and take appropriate action on Unified Planning Work Program (UPWP) and UPWP Amendments; review and take appropriate action on Long Range Transportation Plan; review and take appropriate action on Public Involvement Plan; prepare and conduct Federal and State Certification reviews; assist MPOs/TPOs in attending various committee meetings and Community Awareness Planning Meetings; assist MPOs/TPOs with Work Program System issues and reports; assist MPOs/TPOs in State and Federal Grant Programs; and support and assist with transit issues and initiatives. Review and update TPO contract agreements (Interlocal Agreement for the Creation of Metropolitan Planning Organization, Intergovernmental Coordination and Review (ICAR), and Transportation Planning Funds Joint Participation Agreement.

Assist with providing revenue forecasts (for federal and state funds) to the TPO to develop their Long Range Transportation Plans; provide support and assistance to ensure that the MPOs/TPOs comply with the state and federal policies, procedures and federal code of regulation, comply with Title VI in the planning process (UPWP, TIP, Model Validation, etc.) and comply with other certification requirements; provide supporting information and documentation to support TPO planning; assist TPO with boundary and membership issues for merging and emerging TPOs.

##### TRANSIT SUPPORT

Provide Transit Analyst services between the Department and the TPO; assist the TPO with transit related issues and initiatives; review and recommend appropriate action on TIP and TIP Amendments and UPWP and UPWP Amendments for transit projects. Provide a FDOT representative to the TPO's Transportation Disadvantaged Local Coordinating Board (TDLCB) Meetings; provide technical assistance to the TDLCB;

review and update TPO transit grant agreements for Section 5303 grants and transit programs; Assist the TPO with Work Program and execution of all related system issues and reports.

#### INTERGOVERNMENTAL SUPPORT AND REVIEW

---

Review and submit recommendations on Local Government Comprehensive Plans (LGCP) amendments, both proposed and adopted, and Evaluation and Appraisal Reports, Capital Improvement Elements (CIEs), and Capital Improvement Plan (CIPs) and TCEAs for appropriate land uses and transportation related impacts on those facilities of state concern. Assist MPOs/TPOs with feasibility studies and implementation planning.

#### STRATEGIC INTERMODAL SYSTEM PLAN

---

Process requests for designation changes; coordinate regional and local facilities with the SIS; coordinate the Department's transit initiative with the SIS; manage policy level public and partner involvement efforts related to the SIS; assist in technical level public and partner involvement efforts related to the SIS; assist in providing revenue forecasts.

#### PUBLIC INVOLVEMENT

---

Conduct Public Involvement activities related to Efficient Transportation Decision Making (ETDM), Project Development and Environmental (PD&E) studies, and Work Program Public Hearings; provide tools for developing and reviewing projects at the Planning Screen Phase (used in the development of TPO long range transportation plans and SIS cost-feasible plan).

#### BICYCLE/PEDESTRIAN SUPPORT

---

Support and assist with bicycle, pedestrian and transit related issues and initiatives. Provide interagency coordination and technical support in the area of multimodal transportation planning and development. Review and provide feedback on local roadway and site plans for the inclusion of alternative transportation facilities. Review and provide feedback on alternative transportation planning documents and studies. Act as District Five steward for regional trail initiatives and projects. Coordinate multimodal transportation network infrastructure inventory and needs assessment for all facilities in District Five.

#### SAFETY

---

The District Five Intermodal System Development Safety efforts will support the following: Florida's Pedestrian and Bicycle Focused Initiative, Corridor Planning Studies for TPO projects for Completed Streets, Multimodal Corridors, Context Sensitive Solutions and Transportation Design for Livable Communities, and Improvements to accommodate transit accessibility, pedestrians and accessibility for persons with disabilities.

#### TRANSPORTATION SYSTEMS MANAGEMENT & OPERATIONS PROGRAM (TSMO)

---

Develop a District Five Transportation Systems Management and Operations (TSM&O) Program within a team of champions made up of MPOs/TPOs, transit agencies and District staff.

---

## DATA COLLECTION ACTIVITIES

### SYSTEMS INVENTORY

---

Provide for the efficient transfer of road jurisdiction by the Department and local governments based on mutual agreement; functionally classify roads, including the designation of federal aid eligibility; and develop, analyze, and assign an integrated statewide network of federal, local and state systems.

### MAPPING

---

Maintain and provide mapping information related to the SIS; maintain and update functional classification maps.

---

## SYSTEM PLANNING ACTIVITIES

### DEVELOPMENT OF REGIONAL IMPACT (DRI) REVIEW

---

Conduct large scale development review through the DRI process or as requested by Regional Planning Councils. These reviews offer technical comments and may result in the development and coordination of transportation projects and funding partnerships, including agreements with developers. These projects are then coordinated with the TPO during project development, prioritization, or programming. In addition, provide review and comments for the review of master plans, sectors plans and sub-DRI developments for impacts to the state highway system.

### SYSTEMS MANAGEMENT

---

Provide assistance for determining the need for, and feasibility of, new access points (IJRs) and modifications (IMRs) to existing access points on the SIS facilities; conduct Level-of-Service analysis that will determine current and future conditions of the State Highway System; Project Design Traffic and 18 KIP Equivalent Single Axle Loadings (ESALs) preparations.

### MODELING

---

The District will continue to support regional transportation modeling activities and gather information on how to make improvements through improved policies, procedures and guidelines for transportation demand forecasting for the Florida Standard Model; assist in validation of models and conduct planning studies requested by local governments and TPOs.

## STRATEGIC INTERMODAL SYSTEM

---

Conduct Traffic/Travel Demand Assignment Studies; develop traffic projections; develop and maintain a SIS Needs Plan and SIS Cost Feasible Plan; provide input for SIS modifications and refinements; develop, coordinate and distribute SIS corridor plans.

---

## FDOT DISTRICT 5 SPECIFIC ACTIVITIES

### TRAFFIC MODELING

---

The Department will continue to support the District Five MPOs/TPOs (Space Coast TPO, Lake~Sumter MPO, Ocala/Marion TPO, METROPLAN ORLANDO, and River-to-Sea TPO) with ongoing modeling activities applications, enhancements and technical support.

### EFFICIENT TRANSPORTATION DECISION MAKING (ETDM)/SOCIOCULTURAL EFFECTS (SCE)

---

To assist and collaborate with Space Coast TPO, Lake-Sumter MPO, Ocala/Marion County TPO, METROPLAN ORLANDO and River-to-Sea TPO with the implementation of the Efficient Transportation Decision Making (ETDM) Process. District Five is coordinating with each of the MPOs/TPOs to determine which projects should be sent out for an ETDM review.

The District will continue assisting the TPO with their ETDM/SCE (Sociocultural Effects) tasks by helping to coordinate schedules, provide guidance, and assist in sending projects for Planning Screen reviews, including providing guidance with summary reports for those projects. The District will continue to run Programming Screens on projects prior to PD&E, as required by FHWA, FDOT will provide ETDM technical assistance and training to TPO staff as needed or requested.

### DISTRICT FIVE CENTRAL FLORIDA GEOGRAPHIC INFORMATION SYSTEMS (CFGIS)

---

District Five continues to utilize the resources of the Central Florida GIS (CFGIS) initiative. The availability of the Data Clearinghouse allows members of the general public, while providing a user's group forum for GIS users within the Central Florida region, to facilitate data sharing and information exchange. District Five has been a major funding contributor to the CFGIS initiative. Discussions have occurred with the East Central Florida Regional Planning Council (ECFRPC) to further identify the regional data needs, funding partnerships, and the roles and responsibilities of the agencies involved.

The Department is continuing to keep their GIS interactive tools up-to-date utilizing the CFGIS information portal. Some tools currently available on this portal include: TransMap, which serves transit data; the Strategic Intermodal System Implemental & Management (SISIM) tool which allows partners throughout the district to share information concerning the implementation of operational improvements for SIS facilities; etc. Additionally District Five maintains a non-GIS specific information Traffic Data web page on this website. This would make transportation data currently being

maintained by the Department more publicly available as an interactive tool to be housed on the CFGIS server.

**END PRODUCT**

Proper and timely response for management of technical problems and requests.  
 State match to assist in timely and successful completion of FTA sponsored activities.

**RESPONSIBLE AGENCY**

Florida Department of Transportation

**FUNDING SOURCES/USES**

	FY 2016/17	FY 2017/18
FDOT soft match:		
Administration	\$54,184	\$52,312
Data Collection	\$17,741	\$14,613
LRP	\$26,053	\$30,193
SRP	\$25,811	\$21,599
Public Transportation	\$9,097	\$5,227
Public Involvement	\$13,452	\$5,079
Special Projects	\$19,293	\$18,748
<b>Total:</b>	<b>\$ 165,631</b>	<b>\$ 147,771</b>

*For FY 2016/17 & 2017/18, FDOT will soft match PL funds using toll revenue expenditures as a non-cash match toward the non-federal share. The amount reflected above represents the amount of soft match required (both state and local) for the amount of federal PL funds requested. FDOT also provides a cash match for FTA Section 5305(d) funds. Those funds are shown in each task that contains 5305(d) funds.*

TABLE I  
FAST ACT PLANNING FACTORS

FAST ACT Planning Factors	UPWP Tasks						
	Admin	Data Collection	LRP	SRP	Public Trans.	Public Invlv.	Special Projects
Support Economic Vitality	X		X	X	X		X
Increase Safety		X	X	X		X	X
Increase Security		X	X	X		X	X
Increase Accessibility			X	X	X	X	X
Protect Environment			X	X	X		X
Enhance Connectivity			X	X	X	X	X
Promote Efficient Operation	X	X	X	X	X		X
Emphasize System Preservation	X	X	X	X		X	X
Improve Resiliency/Reliability	X	X	X	X	X		X
Enhance Travel/Tourism	X		X	X	X	X	X

See page 1 for details

TABLE II  
FEDERAL AND STATE PLANNING EMPHASIS AREAS

Federal Planning Emphasis Areas	UPWP Tasks						
	Admin	Data Collection	LRP	SRP	Public Trans.	Public Inlv.	Special Projects
<b>FAST Implementation</b>		X		X			X
<b>Regional Models of Cooperation</b>			X	X	X		X
<b>Ladders of Opportunity</b>					X		X
<b>State Planning Emphasis Areas</b>							
<b>Freight Planning</b>			X	X			X
<b>Transit Planning</b>		X	X	X	X		X
<b>Complete Streets</b>							
<b>Bicycle/Pedestrian</b>			X	X	X		X

TABLE III  
SCHEDULE OF SELECTED PROJECTS

UPWP TASK	-- 2016 --						-- 2017 --						-- 2018 --											
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
<b>TASK 1.0 PROGRAM ADMINISTRATION</b>																								
1.2 Develop 2018/19-19/20 UPWP																								
1.7 Audit																								
1.8 Receive copy of audit reports																								
<b>TASK 2.0 DATA COLLECTION</b>																								
2.1 Collection of count data																								
2.3 Publish Traffic Information Guidebook																								
2.4 CMS data collection																								
2.5 Review of traffic count program																								
2.7 Analysis of accident data																								
<b>TASK 3.0 LONG RANGE PLANNING</b>																								
3.1 2045 LRTP Update																								
3.7 Develop Performance Measures																								
<b>Task 4.0 SHORT RANGE PLANNING</b>																								
4.1 Develop 2022 Priority Projects Develop 2023 Priority Projects																								
4.2 TIP Update (Biannual)																								
4.11 Process FAST ACT TA Applications																								
4.13 Develop Legislative Priorities																								
<b>TASK 5.0 PUBLIC TRANSPORTATION</b>																								
5.3 Develop 2016 NTD Report Develop 2017 NTD Report																								
5.12 Review CTC Performance																								
5.13. Review CTC Fare Structure																								
<b>TASK 6.0 PUBLIC INVOLVEMENT</b>																								
6.5 Develop Annual Report																								
<b>TASK 7.0 SPECIAL PROJECTS</b>																								
7.1 ITS Master Plan Update																								
7.2 TDP Update																								
7.3 Bellevue Greenway Connector																								

**TABLE IV  
Agency Participation**

TASK	ELEMENT	FHWA	FTA	FDOT		TD	Local	Total
				Soft Match	Cash Match			
1.0	Admin	\$245,672	\$8,171	\$54,184	\$1,021	\$1,443	\$1,021	\$257,329
2.0	Data/Safety	\$80,436	\$8,116	\$17,741	\$1,015		\$1,015	\$90,582
3.0	LRP	\$118,124	\$18,245	\$26,053	\$2,281		\$2,281	\$140,930
4.0	SRP	\$117,027	\$18,245	\$25,811	\$2,281		\$3,281	\$140,833
5.0	Public Trans.	\$41,248	\$6,738	\$9,097	\$842	\$24,385	\$842	\$74,056
6.0	Public Inv.	\$60,994	\$3,772	\$13,452	\$471		\$471	\$65,709
7.0	Special Proj.	\$87,474	\$165,292	\$19,293	\$242,211		\$1,911	\$496,889
	<b>TOTAL</b>	<b>\$750,975</b>	<b>\$228,578</b>	<b>\$165,631</b>			<b>\$10,822</b>	<b>\$1,266,327</b>

**TABLE V  
FY 2016/17 Funding Sources**

TASK	ELEMENT	Planning Funds (PL)				FTA Section 5305(d)			FTA Sec. 5307	State - Other	TD	Total			Task Total	
		FDOT		Deobligations*		FTA	FDOT				State	Federal	State	Local		
		FHWA	Soft Match**	Local	FY 14/15		FY 15/16	Cash Match								Local
1.0	Admin	\$245,672	\$54,184		\$43,000		\$8,171	\$1,021	\$1,021			\$1,443	\$253,843	\$56,648	\$1,021	\$257,329
2.0	Data/Safety	\$80,436	\$17,741		\$51,000		\$8,116	\$1,015	\$1,015				\$88,553	\$18,755	\$1,015	\$90,582
3.0	LRP	\$118,124	\$26,053		\$93,000		\$18,245	\$2,281	\$2,281				\$136,368	\$28,333	\$2,281	\$140,930
4.0	SRP	\$117,027	\$25,811	\$1,000	\$13,000		\$18,245	\$2,281	\$2,281				\$135,272	\$28,091	\$3,281	\$140,833
5.0	Public Trans.	\$41,248	\$9,097		\$4,000		\$6,738	\$842	\$842		\$24,385		\$47,986	\$34,325	\$842	\$74,056
6.0	Public Inv.	\$60,994	\$13,452		\$7,000		\$3,772	\$471	\$471				\$64,766	\$13,924	\$471	\$65,709
7.0	Special Proj.	\$87,474	\$19,293		\$44,000		\$15,292	\$1,911	\$1,911	\$150,000	\$240,300		\$252,766	\$261,504	\$1,911	\$496,889
	<b>TOTAL</b>	<b>\$750,975</b>	<b>\$165,631</b>	<b>\$1,000</b>			<b>\$78,578</b>	<b>\$9,822</b>	<b>\$9,822</b>	<b>\$150,000</b>	<b>\$240,300</b>	<b>\$25,828</b>	<b>\$979,554</b>	<b>\$441,581</b>	<b>\$10,822</b>	<b>\$1,266,327</b>

\*Deobligation amounts included in Federal PL allocation  
 \*\*For FY 2016/17, FDOT will soft match federal planning funds in the amount \$165,631  
 Soft match is not included in Task Total.

**TABLE VI**  
**FY 2017/18 Agency Participation**

TASK	ELEMENT	FHWA	FTA	FDOT		TD	Local	Total
				Soft Match	Cash Match			
1.0	Admin	\$237,187	\$11,448	\$52,312	\$1,431	\$1,127	\$1,431	\$252,623
2.0	Data/Safety	\$66,258	\$11,158	\$14,613	\$1,395		\$1,395	\$80,205
3.0	LRP	\$136,895	\$12,761	\$30,193	\$1,595		\$1,595	\$152,847
4.0	SRP	\$97,930	\$18,337	\$21,599	\$2,292		\$3,292	\$121,851
5.0	Public Trans.	\$23,699	\$9,849	\$5,227	\$1,231	\$24,701	\$1,231	\$60,711
6.0	Public Inv.	\$23,030	\$9,456	\$5,079	\$1,182		\$1,182	\$34,850
7.0	Special Proj.	\$85,002	\$5,579	\$18,748	\$75,697		\$697	\$166,976
	<b>TOTAL</b>	<b>\$670,000</b>	<b>\$78,587</b>	<b>\$147,771</b>			<b>\$10,823</b>	<b>\$870,062</b>

**TABLE VII**  
**FY 2017/18 Funding Sources**

		Planning Funds (PL)				FTA Section 5305(d)			State - Other	TD	Total			
TASK	ELEMENT	FDOT		FY 17		FDOT			State	State	Total		Task	
		FHWA <sup>1</sup>	Soft Match <sup>2</sup>	Local	Unencumb. <sup>3</sup>	FTA	Cash Match	Local			Federal	State		Local
1.0	Admin	\$237,187	\$52,312			\$11,448	\$1,431	\$1,431		\$1,127	\$248,634	\$54,870	\$1,431	\$252,623
2.0	Data/Safety	\$66,258	\$14,613			\$11,158	\$1,395	\$1,395			\$77,415	\$16,008	\$1,395	\$80,205
3.0	LRP	\$136,895	\$30,193			\$12,761	\$1,595	\$1,595			\$149,657	\$31,788	\$1,595	\$152,847
4.0	SRP	\$97,930	\$21,599	\$1,000		\$18,337	\$2,292	\$2,292			\$116,267	\$23,891	\$3,292	\$121,851
5.0	Public Trans.	\$23,699	\$5,227			\$9,849	\$1,231	\$1,231		\$24,701	\$33,548	\$31,159	\$1,231	\$60,711
6.0	Public Inv.	\$23,030	\$5,079			\$9,456	\$1,182	\$1,182			\$32,486	\$6,261	\$1,182	\$34,850
7.0	Special Proj.	\$85,002	\$18,748			\$5,579	\$697	\$697	\$75,000		\$90,581	\$94,445	\$697	\$166,976
	<b>TOTAL</b>	<b>\$670,000</b>	<b>\$147,771</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$78,587</b>	<b>\$9,823</b>	<b>\$9,823</b>		<b>\$25,828</b>	<b>\$748,588</b>	<b>\$258,422</b>	<b>\$10,823</b>	<b>\$870,062</b>

<sup>1</sup> Based on anticipated FY 18 base allocation+FY 16 carryforward+FY 17 unencumberance

<sup>2</sup> For FY 2016/17, FDOT will soft match federal planning funds in the amount \$147,771

Soft match is not included in Task Total.

<sup>3</sup> Unencumberance amount included in Federal PL allocation

APPENDIX I  
FY 2016/17 PL BUDGET DETAIL

Accounting Category	Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Public Trans.	Task 6.0 Public Invlv.	Task 7.0 Special Projects
<b>Personnel</b>	\$ 148,320	\$ 60,436	\$ 53,124	\$ 72,027	\$ 21,248	\$ 25,994	\$ 60,033
<b>Travel</b>	\$ 7,000						
<b>Administrative Expenses</b>							
Advertising	\$ 2,000						
Books & Publications	\$ 977						
Legal	\$ 2,000						
Audit	\$ 750						
Training	\$ 2,000						
<b>Facility Expenses</b>							
Utilities	\$ 6,500						
Maintenance*	\$ 15,000						
Insurance - Risk Mgmt*	\$ 10,000						
<b>Office Expenses</b>							
Copier	\$ 4,200						
Printing & Binding	\$ 500						
Office Supplies	\$ 3,000						
Postage	\$ 500						
IT Services*	\$ 23,000						
Repair & Maintenance	\$ 1,500						
Software	\$ 1,750						
Communication Services - Outside*	\$ 2,800						
Communication Services - Telecomm*	\$ 8,875						
Machinery & Equipment (<\$5,000)	\$ 5,000						
Machinery & Equipment (>\$5,000)	\$ -						
<b>Consultant</b>	\$ -	\$ 20,000	\$ 65,000	\$ 45,000	\$ 20,000	\$ 35,000	\$ 27,441
<b>Totals</b>	\$ 245,672	\$ 80,436	\$ 118,124	\$ 117,027	\$ 41,248	\$ 60,994	\$ 87,474

\*City of Ocala Allocation Charges

APPENDIX II  
FY 2017/18 PL BUDGET DETAIL

Accounting Category	Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Public Trans.	Task 6.0 Public Invlv.	Task 7.0 Special Projects
Personnel	\$ 143,436	\$ 66,258	\$ 66,895	\$ 72,930	\$ 23,699	\$ 23,030	\$ 50,002
Travel	\$ 5,500						
Administrative Expenses							
Advertising	\$ 2,000						
Books & Publications	\$ 1,500						
Legal	\$ 2,000						
Audit	\$ 750						
Training	\$ 750						
Facility Expenses							
Utilities	\$ 6,500						
Maintenance*	\$ 10,336						
Insurance - Risk Mgmt*	\$ 12,000						
Office Expenses							
Copier	\$ 4,700						
Printing & Binding	\$ 499						
Office Supplies	\$ 5,500						
Postage	\$ 500						
Repair & Maintenance	\$ 1,000						
Software	\$ 2,500						
IT Services	\$ 24,000						
Communication Services - Outside*	\$ 4,000						
Communication Services - Telecomm*	\$ 4,716						
Machinery & Equipment (<\$5,000)	\$ 5,000						
Machinery & Equipment (>\$5,000)	\$ -						
Consultant	\$ -	\$ -	\$ 70,000	\$ 25,000	\$ -	\$ -	\$ 35,000
Totals	\$ 237,187	\$ 66,258	\$ 136,895	\$ 97,930	\$ 23,699	\$ 23,030	\$ 85,002

\*City of Ocala Allocation Charges

Appendix III  
Planning Activities within TPO Planning Area

Activity	Limits	Length	Description	Responsible Agency	Website	Completion Date
<b>Current/Upcoming Activities</b>						
I-75 Relief Task Force	-	-	Established by FDOT to review long-term solutions for	FDOT	<a href="http://I75Relief.com">I-75 Relief.com</a>	Oct-16
NW 49th Street Interchange PD&E	NW 44th Ave to NW 35th	1.5 mi.	New interchange at I-75 and NW 49th Street	FDOT		TBD
Transit Development Plan	Countywide		Update of 2012 Transit Development Plan	TPO		Sep 2017
ITS Master Plan Update	Countywide	-	Update of 2009 ITS Master Plan	TPO		Dec 2017
Bellevue Greenway Connector	City of Bellevue to Greenway		Determine best route to connect City of Bellevue to Cross Florida Greenway	TPO		TBD
<b>Recently Completed Activities</b>						
SR 40 - Downtown Corridor Plan	US 441 to NE 8 <sup>th</sup> Avenue	.7 mi	Plan will develop concept-level projects to improve pedestrian access on SR 40 in Downtown Ocala consistent with the City of Ocala's Vision 2035 plan.	FDOT	-	June 2015
2040 LRTP	Countywide	-		TPO	<a href="http://OcalaMarionTPO.org">OcalaMarionTPO.org</a>	Nov 2015
NE 25 <sup>th</sup> Avenue PD&E Study	SR 492 to NE 35th Street	1.5 mi	Study will review potential operational and capacity improvements as well as feasibility of a grade separation over the CSX rail line.	FDOT	<a href="http://OcalaRoadwayStudies.com">OcalaRoadwayStudies.com</a>	Feb 2016
NE 36 <sup>th</sup> Avenue PD&E Study	SR 492 to NE 35th Street	1.5 mi	Study will review potential operational and capacity improvements as well as feasibility of a grade separation over the CSX rail line.	FDOT	<a href="http://OcalaRoadwayStudies.com">OcalaRoadwayStudies.com</a>	Feb 2016
SR 40 - Silver Springs Corridor Plan	NE 49 <sup>th</sup> Court Rd to NE 60 <sup>th</sup> Ct	1.5 mi	Plan will identify improvements to enhance multi-modal access consistent with Marion County CRA plan for the area and renovations to Silver Springs State Park.	TPO	-	May 2016
US 441 - Bellevue Corridor Plan	SE 100th St to SE Baseline Rd	1.5	Plan will identify potential multimodal and traffic operations improvements on US 441 through Bellevue to enhance the pedestrian environment and improve safety and mobility for residents.	TPO	-	June 2016
Urban Cycling Plan	Countywide	-	Identify connected cycling routes on secondary streets		<a href="http://OcalaMarionTPO.org">OcalaMarionTPO.org</a>	June 2016

Section 5305(d) - FY 2017  
Grant Management Information System Codes  
FTA Funds Only - 80% of Total

Technical Classifications:			
41.11.00	Program Support and Administration	\$	8,171
41.12.00	General Development and Comprehensive Planning		
41.13.00	Long Range Transportation Planning (including Major Investment Studies and EIS)	\$	18,245
41.13.01	System Level	\$	8,116
41.13.02	Project Level	\$	6,738
41.14.00	Short Range Transportation Planning	\$	14,596
41.15.00	Transportation Improvement Program	\$	3,649
41.16.00	Special Projects	\$	15,292
41.16.01	Americans with Disabilities Act (ADA)		
41.16.02	Clean Air Planning		
41.16.06	Financial Planning		
41.16.07	Management Systems		
41.16.08	Livable Communities		
41.17.00	Other Activities ( <i>Public Involvement</i> )	\$	3,772
<b>Total FTA Funds \$</b>			<b>78,578</b>
Accounting Classifications:			
41.20.01	Personnel	\$	34,854
41.20.02	Fringe Benefits	\$	41,712
41.20.03	Travel	\$	1,412
41.20.04	Equipment		
41.20.05	Supplies		
41.20.06	Contractual		
41.20.07	Other	\$	600
41.20.08	Indirect Costs		
<b>Total FTA Funds \$</b>			<b>78,578</b>
Fund Allocations:			
41.30.01	MPO Activities	\$	78,578
41.30.02	Transit Operator Activities		
41.30.03	State and/or Local Agency Activities		
		<b>Total Net Project Cost \$</b>	<b>78,578</b>
<b>Total FTA Funds \$</b>			<b>78,578</b>

Section 5305(d) - FY 2017  
Grant Management Information System Codes  
All Funds

Technical Classifications:			
41.11.00	Program Support and Administration	\$	10,213
41.12.00	General Development and Comprehensive Planning		
41.13.00	Long Range Transportation Planning (including Major Investment Studies and EIS)	\$	22,806
41.13.01	System Level	\$	10,145
41.13.02	Project Level	\$	8,423
41.14.00	Short Range Transportation Planning	\$	18,245
41.15.00	Transportation Improvement Program	\$	4,561
41.16.00	Special Projects	\$	19,114
41.16.01	Americans with Disabilities Act (ADA)		
41.16.02	Clean Air Planning		
41.16.06	Financial Planning		
41.16.07	Management Systems		
41.16.08	Livable Communities		
41.17.00	Other Activities ( <i>Public Involvement</i> )	\$	4,715
<b>Total Net Project Cost</b>			<b>\$ 98,223</b>
Accounting Classifications:			
41.20.01	Personnel	\$	43,568
41.20.02	Fringe Benefits	\$	52,140
41.20.03	Travel	\$	1,765
41.20.04	Equipment		
41.20.05	Supplies		
41.20.06	Contractual		
41.20.07	Other	\$	750
41.20.08	Indirect Costs		
<b>Total Net Project Cost</b>			<b>\$ 98,223</b>
Fund Allocations:			
41.30.01	MPO Activities	\$	98,223
41.30.02	Transit Operator Activities		
41.30.03	State and/or Local Agency Activities		
<b>Total Net Project Cost</b>			<b>\$ 98,223</b>
	Federal Share (80%)	\$	78,578
	Local Share (20%)	\$	19,646
<u>Accounting Classification</u>	<u>FPC</u>	<u>Description</u>	<u>Amount</u>
91.37.08.8P-2	02	Technical Studies - Planning	\$ 98,223

Section 5305(d) - FY 2018  
Grant Management Information System Codes  
FTA Funds Only - 80% of Total  
Ocala/Marion County TPO

Technical Classifications:			
41.11.00	Program Support and Administration	\$	11,448
41.12.00	General Development and Comprehensive Planning		
41.13.00	Long Range Transportation Planning (including Major Investment Studies and EIS)	\$	12,761
41.13.01	System Level	\$	11,158
41.13.02	Project Level	\$	9,849
41.14.00	Short Range Transportation Planning	\$	14,669
41.15.00	Transportation Improvement Program	\$	3,667
41.16.00	Special Projects	\$	5,579
41.16.01	Americans with Disabilities Act (ADA)		
41.16.02	Clean Air Planning		
41.16.06	Financial Planning		
41.16.07	Management Systems		
41.16.08	Livable Communities		
41.17.00	Other Activities ( <i>Public Involvement</i> )	\$	9,456
Total FTA Funds			\$ 78,588
Accounting Classifications:			
41.20.01	Personnel	\$	34,839
41.20.02	Fringe Benefits	\$	41,741
41.20.03	Travel	\$	1,608
41.20.04	Equipment		
41.20.05	Supplies		
41.20.06	Contractual	\$	-
41.20.07	Other	\$	400
41.20.08	Indirect Costs		
Total FTA Funds			\$ 78,588
Fund Allocations:			
41.30.01	MPO Activities	\$	78,587
41.30.02	Transit Operator Activities		
41.30.03	State and/or Local Agency Activities		
		Total Net Project Cost	\$ 78,587
Total FTA Funds			\$ 78,588

Section 5305(d)3 - FY 2018  
Grant Management Information System Codes  
All Funds  
Ocala/Marion County TPO

Technical Classifications:			
41.11.00	Program Support and Administration	\$	14,310
41.12.00	General Development and Comprehensive Planning		
41.13.00	Long Range Transportation Planning (including Major Investment Studies and EIS)	\$	15,952
41.13.01	System Level	\$	13,947
41.13.02	Project Level	\$	12,311
41.14.00	Short Range Transportation Planning	\$	18,337
41.15.00	Transportation Improvement Program	\$	4,584
41.16.00	Special Projects	\$	6,973
41.16.01	Americans with Disabilities Act (ADA)		
41.16.02	Clean Air Planning		
41.16.06	Financial Planning		
41.16.07	Management Systems		
41.16.08	Livable Communities		
41.17.00	Other Activities ( <i>Public Involvement</i> )	\$	11,820
Total Net Project Cost		\$	98,234
Accounting Classifications:			
41.20.01	Personnel	\$	43,548
41.20.02	Fringe Benefits	\$	52,176
41.20.03	Travel	\$	2,010
41.20.04	Equipment		
41.20.05	Supplies		
41.20.06	Contractual	\$	-
41.20.07	Other	\$	500
41.20.08	Indirect Costs		
Total Net Project Cost		\$	98,234
Fund Allocations:			
41.30.01	MPO Activities	\$	98,234
41.30.02	Transit Operator Activities		
41.30.03	State and/or Local Agency Activities		
Total Net Project Cost		\$	98,234
	Federal Share (80%)	\$	78,587
	Local Share (20%)	\$	19,648
Accounting Classification	FPC	Description	Amount
91.37.08.8P-2	02	Technical Studies - Planning	\$ 98,234

## CERTIFICATION REGARDING LOBBYING

### Certification for Contracts, Grants, Loans and Cooperative Agreements

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

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

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, 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 than \$100,000.00 for each such failure.

Executed this 26<sup>th</sup> day of April 2016

By: \_\_\_\_\_  
Brent Malever, Chairman

**DEBARMENT AND SUSPENSION  
CERTIFICATION**

*As required by U.S. DOT regulations on Government-wide Debarment and Suspension (Non-procurement) at 49 CFR 29.510:*

(1) The Ocala/Marion County TPO certifies to the best of its knowledge and belief, that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by a 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 (2) 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 Ocala/Marion County TPO also 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 FTA.

Executed this 26<sup>th</sup> day of April 2016

By: \_\_\_\_\_  
Brent Malever, Chairman

**TITLE VI  
NONDISCRIMINATION POLICY STATEMENT**

The Ocala/Marion County Transportation Planning Organization (TPO) 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 TPO further agrees to the following responsibilities with respect to its programs and activities:

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

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

Executed this 26<sup>th</sup> day of April 2016

By: \_\_\_\_\_  
Brent Malever, Chairman

## APPENDIX A

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

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

**Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the *Florida Department of Transportation*, the *Federal Highway Administration*, *Federal Transit Administration*, *Federal Aviation Administration*, and/or the *Federal Motor Carrier Safety Administration* may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the Contractor may request the *Florida Department of Transportation* to enter into such litigation to protect the interests of the *Florida Department of Transportation*, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

## DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

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

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

The Ocala/Marion County Transportation Planning Organization shall require its consultants to not discriminate on the basis 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.

Executed this 26<sup>th</sup> day of April 2016

By: \_\_\_\_\_  
Brent Malever, Chairman



---

---

**MEMORANDUM**

---

---

APRIL 18, 2016

TO: TPO MEMBERS

FROM: GREG SLAY, DIRECTOR

SUBJECT: NEW PLANNING FUNDS AGREEMENT

---

Attached please find the FY 2016/17 – 2017/18 Planning Funds Agreement. FDOT has transitioned from a five-year agreement to a two-year agreement that matches up with our Unified Planning Work Program (UPWP) cycle – July 1, 2016 – June 30, 2018. In addition, there is a second form terminating the existing agreement effective June 30, 2016.

Staff is requesting approval of the deobligation for submittal to FDOT. If you have any questions, please contact our office at 629-8297.

**AMENDMENT TO THE TRANSPORTATION PLANNING FUNDS  
JOINT PARTICIPATION AGREEMENT**

Financial Project No.: <u>417960-1</u> <small>(item-segment-phase-sequence)</small>	Fund: <u>Planning &amp; Surface Transportation Funds (STP)</u>	FLAIR Approp.: <u>088854</u>
Contract No.: <u>A5065</u>	Function: <u>615</u>	FLAIR Obj.: <u>780000</u>
CFDA Number & Title: <u>20.205</u>	Federal No.: <u>0314(054)</u>	Org. Code: <u>55052000532</u>
	DUNS No.: <u>055947428</u>	Vendor No.: <u>F596000392011</u>
	CSFA Number & Title: _____	

THIS AMENDMENT TO THE JOINT PARTICIPATION AGREEMENT (Amendment) made and entered into on this 26<sup>th</sup> day of April 2016, by and between the STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION (Department), an agency of the State of Florida, whose address is Office of the District Secretary, 719 South Woodland Boulevard, Deland, FL 32720 and the Ocala/Marion County Transportation Planning Organization (TPO), whose address is 121 SE Watula Avenue, Ocala, FL 34478.

WHEREAS, the Department and the MPO on February 23<sup>rd</sup>, 2013 entered into a Transportation Planning Funds Joint Participation Agreement, hereinafter called the "Agreement", whereby the Department passed through Federal funds to the MPO to assist the MPO in performing transportation planning activities set forth in its Unified Planning Work Program (UPWP).

WHEREAS, the Parties have agreed to modify the Agreement on the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the mutual covenants in this Amendment, the Agreement is amended as follows:

1. The duration of the Agreement is modified. The Agreement will expire on June 30, 2016.
2. Any remaining services within the UPWP for the Agreement that have not been completed prior to June 30, 2016, will be included in the UPWP for the forthcoming Metropolitan Planning Agreement between the Department and the MPO that is expected to commence on July 1, 2016.
3. The total amount for services performed under the Agreement must be decreased by \$320,300.
4. The final invoice for the Agreement must be submitted by the MPO to the Department no later than August 31, 2016.
5. Other than as expressly set forth above, the terms and conditions of the Agreement remain in full force and effect.

IN WITNESS WHEREOF, the undersigned parties have executed this Amendment on behalf of the referenced legal entities.

Signed, Sealed and Delivered in the presence of:

TPO

Florida Department of Transportation

Ocala/Marion County TPO

TPO Name

Brent Malever

Signatory (Printed or Typed)

Department of Transportation

Signature

Signature

Chairman

Title

Title

Greg Slay

Witness

Witness

Signature

Signature

Legal Review  
Department of Transportation

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**METROPOLITAN PLANNING ORGANIZATION AGREEMENT**

Financial Project No.: <u>439331-1</u> (item-segment-phase-sequence)	Fund: <u>Planning (PL) &amp; Surface                  Transportaton Planning (STP)</u> Function: <u>615</u> Federal Award Identification No. (FAIN): <u>0314(054)</u> TPO DUNS No.: <u>055947428</u>	FLAIR Approp.: <u>088854</u> FLAIR Obj.: <u>780000</u> Org. Code: <u>5505200532</u> Vendor No.: <u>F596000392011</u>
Contract No.: _____ CFDA Number & Title: <u>20.205</u>		

THIS METROPOLITAN PLANNING ORGANIZATION AGREEMENT (Agreement) is made and entered into on this 26<sup>th</sup> day of April 2016, by and between the STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION (Department), an agency of the State of Florida, whose address is Office of the District Secretary, 701 South Woodland Boulevard, Deland, FL 32720 and the Ocala/Marion County Transportation Planning Organization (TPO), whose address is 121 SE Watula Avenue, Ocala, FL 34470 and whose Data Universal Numbering System (DUNS) Number is: 0559474280000 (collectively the "parties").

NOW, THEREFORE, in consideration of the mutual covenants, promises, and representation herein, the parties desiring to be legally bound, do agree as follows:

1. **Authority:** The TPO and the Department have authority to enter into this Agreement pursuant to 23 U.S.C. 134, 23 Code of Federal Regulations (CFR or C.F.R.) §450 and Section 339.175, Florida Statutes (F.S.), which, require the Department and the TPO to enter into an agreement clearly identifying the responsibilities for cooperatively carrying out the Federal Highway Administration (FHWA) portion of the Metropolitan Planning Process and accomplishing the transportation planning requirements of state and federal law.
2. **Purpose of the Agreement:** The purpose of this Agreement is to pass through financial assistance through the Department in the form of FHWA funds to the TPO for the completion of transportation related planning activities set forth in the Unified Planning Work Program (UPWP) of the TPO (Project), state the terms and conditions upon which FHWA funds will be provided, and set forth the manner in which work tasks and subtasks within the UPWP will be undertaken and completed. The Project is more fully described in the UPWP, which is attached and incorporated into this Agreement as Exhibit "A".
3. **Scope of Work:** The UPWP, Exhibit "A", constitutes the Scope of Work for this Agreement.
4. **Project Cost:** The total budgetary ceiling for the Project is \$1,736,275. The budget, including tasks, is summarized below and detailed in the UPWP, Exhibit "A". The budget may be modified by mutual agreement as provided for in paragraph 7, Amendments.

The Department's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature. No work shall begin before the Agreement is fully executed and a "Letter of Authorization" is issued by the Department. The total of all authorizations shall not exceed the annual budgetary ceiling established below and shall be completed within the term of this Agreement:

FINANCIAL PROJECT NO.	FISCAL YEAR	AMOUNT
439331-1-14-01	2017	\$750,975
439331-1-14-01	2018	\$670,000
439331-1-14-02	2017	\$240,300
439331-1-14-02	2018	\$75,000

5. **Term of Agreement:** This Agreement shall have a term of two (2) years. This Agreement shall begin on the later of July 1, 2016 or the date the Agreement is fully executed, whichever is later and expire on June 30, 2018. If the Agreement is fully executed after July 1, 2016, then the term of the Agreement shall be less than two (2) years and the Agreement shall expire on June 30, 2018. Expiration of this Agreement will be considered termination of the Project. The cost of any work performed after the expiration date of this Agreement will not be reimbursed by the Department.

6. **Renewals and Extensions:** This Agreement shall not be renewed or extended.
7. **Amendments:** Amendments may be made during the term of this Agreement. Any amendment must be in writing and signed by both parties with the same formalities as the original Agreement.
- A. Modifications versus Amendments to the UPWP:** Modifications and amendments to the UPWP budget may occur periodically. Modifications shall not increase the FHWA approved UPWP final total budget or change the scope of the FHWA approved work tasks. If the TPO makes a modification to the UPWP budget, then the TPO shall immediately send any such modifications to the Department. The Department will then forward the modifications to FHWA. Each budget category subtotal and individual line item costs contained in this Agreement are only estimates. The total budgetary ceiling cannot be exceeded, but shifts between budget categories and budget line items are acceptable and shall not require an amendment of the UPWP or this Agreement. Changes in the scope of an approved work task, the addition or deletion of an approved work task, or changes altering the total funding of an FHWA approved UPWP shall be considered amendments to the UPWP. Amendments to the UPWP must be approved by FHWA. Proposed amendments to the UPWP shall be filed with the Department. Within a reasonable amount of time, the Department shall review and transmit the proposed UPWP amendment and supporting documents to the FHWA with a recommendation for approval or denial. Transmittal of the proposed UPWP amendment and supporting documents to FHWA may be delayed by the Department due to the TPO failing to include all documentation required for the UPWP amendment. The Department shall immediately forward to the TPO all correspondence that the Department receives from FHWA with regard to the proposed UPWP amendment. If FHWA approves the amendment to the UPWP then this Agreement and supporting documentation must be amended immediately following such approval.
8. **General Requirements:**
- A.** The TPO shall complete the Project with all practical dispatch in a sound, economical, and efficient manner, and in accordance with the provisions in this Agreement, the Interlocal Agreement establishing the TPO, and all applicable laws.
- B.** Federal-aid funds shall not participate in any cost which is not incurred in conformity with applicable Federal and State laws, the regulations in 23 C.F.R. and 49 C.F.R., and policies and procedures prescribed by the Division Administrator of FHWA. If FHWA or the Department determines that any amount claimed is not eligible, federal participation may be approved in the amount determined to be adequately supported and the Department shall notify the TPO in writing citing the reasons why items and amounts are not eligible for federal participation. Where correctable non-compliance with provisions of law or FHWA requirements exists, Federal funds may be withheld until compliance is obtained. Where non-compliance is not correctable, FHWA or the Department may deny participation in Project costs in part or in total. Any determination by the Department made pursuant to this section of the Agreement is subject to the conflict and dispute resolution process set forth in Section 14 of this Agreement.
- C.** The TPO's financial management system must comply with the requirements set forth in 2 CFR §200.302, specifically:
- i. Identification, in its accounts, of all Federal awards received and expended and the Federal programs under which they were received.
  - ii. Accurate, current, and complete disclosure of the financial results of each Federal award or program in accordance with the reporting requirements set forth in §§200.327 Financial reporting and 200.328 Monitoring and reporting program performance.
  - iii. Records that identify adequately the source and application of funds for federally-funded activities. These records must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.
  - iv. Effective control over, and accountability for, all funds, property, and other assets.
  - v. Comparison of expenditures with budget amounts for each Federal award.
  - vi. Written procedures to implement the requirements of §200.305 Payment.
  - vii. Written procedures for determining allowable costs in accordance with Subpart E—Cost Principles of this part and the terms and conditions of the Federal award.

**9. Compensation and Payment:**

- A.** The Department shall reimburse the TPO for costs incurred to perform services satisfactorily during a monthly or quarterly period in accordance with Scope of Work, Exhibit “A”. Reimbursement is limited to the maximum amount authorized by the Department. The TPO shall submit a request for reimbursement to the Department on a quarterly or monthly basis. Requests for reimbursement by the TPO shall include an invoice, an itemized expenditure report, and progress report for the period of services being billed that are acceptable to the Department. The TPO shall use the format for the invoice, itemized expenditure report and progress report that is approved by the Department. The TPO shall provide any other data required by FHWA or the Department to justify and support the payment requested.
- B.** Pursuant to Section 287.058, Florida Statutes, the TPO shall provide quantifiable, measurable, and verifiable units of deliverables. Each deliverable must specify the required minimum level of service to be performed and the criteria for evaluating successful completion. The Project and the quantifiable, measurable, and verifiable units of deliverables are described in Exhibit “A”.
- C.** Invoices shall be submitted by the TPO in detail sufficient for a proper pre-audit and post-audit based on the quantifiable, measurable and verifiable units of deliverables as established in Exhibit “A”. Deliverables must be received and accepted in writing by the Department’s Grant Manager prior to payments.
- D.** The Department will honor requests for reimbursement to the TPO for eligible costs in the amount of FHWA funds approved for reimbursement in the UPWP and made available by FHWA. The Department may suspend or terminate payment for that portion of the Project which FHWA, or the Department acting in lieu of FHWA, may designate as ineligible for federal-aid. In regard to eligible costs, whichever requirement is more strict between federal and State of Florida requirements shall control. Any determination by the Department made pursuant to this section of the Agreement is subject to the conflict and dispute resolution process set forth in Section 14 of this Agreement.
- E.** Supporting documentation must establish that the deliverables were received and accepted in writing by the TPO and must also establish that the required minimum level of service to be performed based on the criteria for evaluating successful completion as specified in the UPWP, Exhibit “A”, was met. All costs charged to the Project, including any approved services contributed by the TPO or others, shall be supported by properly executed payrolls, time records, invoices, contracts or vouchers evidencing in proper detail the nature and propriety of the charges.
- F.** Bills for travel expenses specifically authorized in this Agreement shall be documented on the Department’s Contractor Travel Form No. 300-000-06 or on a form that was previously submitted to the Department’s Comptroller and approved by the Department of Financial Services. Bills for travel expenses specifically authorized in this Agreement will be paid in accordance with Section 112.061 Florida Statutes.
- G.** Payment shall be made only after receipt and approval of goods and services unless advance payments are authorized by the Chief Financial Officer of the State of Florida under Chapters 215 and 216, Florida Statutes. If the Department determines that the performance of the TPO fails to meet minimum performance levels, the Department shall notify the TPO of the deficiency to be corrected, which correction shall be made within a time-frame to be specified by the Department. The TPO shall, within sixty (60) days after notice from the Department, provide the Department with a corrective action plan describing how the TPO will address all issues of contract non-performance, unacceptable performance, failure to meet the minimum performance levels, deliverable deficiencies, or contract non-compliance. If the corrective action plan is unacceptable to the Department, the TPO shall be assessed a non-performance retainage equivalent to 10% of the total invoice amount. The retainage shall be applied to the invoice for the then-current billing period. The retainage shall be withheld until the TPO resolves the deficiency. If the deficiency is subsequently resolved, the TPO may bill the Department for the retained amount during the next billing period. If the TPO is unable to resolve the deficiency, the funds retained may be forfeited at the end of the Agreement’s term.
- H.** An invoice submitted to the Department involving the expenditure of metropolitan planning funds (“PL funds”) is required by Federal law to be reviewed by the Department and issued a payment by the Department of Financial Services within 15 business days of receipt by the Department for review. If the

invoice is not complete or lacks information necessary for processing, it will be returned to the TPO, and the 15 business day timeframe for processing will start over upon receipt of the resubmitted invoice by the Department. If there is a case of a bona fide dispute, the invoice recorded in the financial system of the Department shall contain a statement of the dispute and authorize payment only in the amount not disputed. If an item is disputed and is not paid, a separate invoice could be submitted requesting reimbursement or the disputed item/amount could be included/added to a subsequent invoice.

- I. Records of costs incurred under the terms of this Agreement shall be maintained and made available upon request to the Department at all times during the period of this Agreement and for five years after final payment is made. Copies of these documents and records shall be furnished to the Department upon request. Records of costs incurred include the TPO's general accounting records and the project records, together with supporting documents and records, of the consultant and all subconsultants performing work on the project, and all other records of the Consultants and subconsultants considered necessary by the Department for a proper audit of costs.
- J. The TPO must timely submit invoices and documents necessary for the close out of the Project. Within 90 days of the expiration or termination of the grant of FHWA funds for the UPWP, the TPO shall submit the final invoice and all financial, performance, and related reports consistent with 2 CFR §200.
- K. The Department's performance and obligation to pay under this Agreement is also contingent upon FHWA making funds available and approving the expenditure of such funds.
- L. In the event this Agreement is in excess of \$25,000 and has a term for a period of more than one year, the provisions of Section 339.135(6)(a), Florida Statutes, are hereby incorporated:

"The Department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The Department shall require a statement from the comptroller of the Department that funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding 1 year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years, and this paragraph shall be incorporated verbatim in all contracts of the Department which are for an amount in excess of \$25,000 and which have a term for a period of more than 1 year."

- M. **Disallowed Costs:** In determining the amount of the payment, the Department will exclude all Project costs incurred by the TPO prior to the effective date of this Agreement, costs incurred by the TPO which are not provided for in the latest approved budget for the Project, and costs attributable to goods or services received under a contract or other arrangements which have not been approved in writing by the Department. It is agreed by the TPO that where official audits by the federal agencies or monitoring by the Department discloses that the TPO has been reimbursed by the Department for ineligible work, under applicable federal and state regulations, that the value of such ineligible items may be deducted by the Department from subsequent reimbursement requests following determination of ineligibility. Upon receipt of a notice of ineligible items the TPO may present evidence supporting the propriety of the questioned reimbursements. Such evidence will be evaluated by the Department, and the TPO will be given final notification of the amounts, if any, to be deducted from subsequent reimbursement requests.

In addition, the TPO agrees to promptly reimburse the Department for any and all amounts for which the Department has made payment to the TPO if such amounts become ineligible, disqualified, or disallowed for federal reimbursement due to any act, error, omission, or negligence of the TPO. This includes omission or deficient documentation of costs and charges, untimely, incomplete, or insufficient submittals, or any other reason declared by the applicable Federal Agency.

Any determination by the Department made pursuant to this section of the Agreement is subject to the conflict and dispute resolution process set forth in Section 14 of this Agreement.

- N. If, after Project completion, any claim is made by the Department resulting from an audit or for work or services performed pursuant to this Agreement, the Department may offset such amount from payments due for work or services done under any agreement which it has with the TPO owing such amount if, upon demand, payment of the amount is not made within 60 days to the Department. Offsetting any amount pursuant to this paragraph shall not be considered a breach of contract by the Department. Any determination by the Department made pursuant to this section of the Agreement is subject to the conflict and dispute resolution process set forth in Section 14 of this Agreement.
- O. **Indirect Costs:** A state or federally approved indirect cost rate may be applied to the Agreement. If the TPO does not have a federally approved indirect cost rate, a rate up to the de minimis indirect cost rate of 10% of modified total direct costs may be applied. The TPO may opt to request no indirect cost rate, even if it has a federally approved indirect cost rate.

#### 10. Procurement and Contracts of the TPO

- A. The procurement, use, and disposition of real property, equipment and supplies shall be consistent with the approved UPWP and in accordance with the requirements of 2 CFR §200.
- B. It is understood and agreed by the parties to this Agreement that participation by the Department in a project with the TPO, where said project involves a consultant contract for engineering, architecture or surveying services, is contingent on the TPO's complying in full with provisions of Section 287.055, Florida Statutes, Consultants' Competitive Negotiation Act, the federal Brooks Act, 23 C.F.R. 172, and 23 U.S.C. 112. At the discretion of the Department, the TPO will involve the Department, to an extent to be determined by the Department, in the consultant selection process for all projects funded under this Agreement. In all cases, the TPO shall certify to the Department that selection has been accomplished in compliance with the Consultants' Competitive Negotiation Act and the federal Brooks Act.
- C. The TPO shall comply with, and require its consultants and contractors to comply with applicable federal law pertaining to the use of federal-aid funds.

11. **Audit Reports:** The administration of resources awarded through the Department to the TPO by this Agreement may be subject to audits and/or monitoring by the Department. The following requirements do not limit the authority of the Department to conduct or arrange for the conduct of additional audits or evaluations of Federal awards or limit the authority of any State agency inspector general, the State of Florida Auditor General or any other State official. The TPO shall comply with all audit and audit reporting requirements as specified below.

- A. In addition to reviews of audits conducted in accordance with 2 CFR Part 200, Subpart F – Audit Requirements, monitoring procedures may include but not be limited to on-site visits by Department staff and/or other procedures including, reviewing any required performance and financial reports, following up, ensuring corrective action, and issuing management decisions on weaknesses found through audits when those findings pertain to Federal awards provided through the Department by this Agreement. By entering into this Agreement, the TPO agrees to comply and cooperate fully with any monitoring procedures/processes deemed appropriate by the Department. The TPO further agrees to comply and cooperate with any inspections, reviews, investigations or audits deemed necessary by the Department, State of Florida Chief Financial Officer (CFO) or State of Florida Auditor General.
- B. The TPO, a non-Federal entity as defined by 2 CFR Part 200, Subpart F – Audit Requirements, as a subrecipient of a Federal award awarded by the Department through this Agreement is subject to the following requirements:
- i. In the event the TPO expends a total amount of Federal awards equal to or in excess of the threshold established by 2 CFR Part 200, Subpart F – Audit Requirements, the TPO must have a Federal single or program-specific audit for such fiscal year conducted in accordance with the provisions of 2 CFR Part 200, Subpart F – Audit Requirements. **Exhibit "B", Federal Financial Assistance (Single Audit Act)**, to this Agreement provides the required Federal award identification information needed by the TPO to further comply with the requirements of 2 CFR Part 200, Subpart F – Audit Requirements. In determining Federal awards expended in a fiscal year, the TPO must consider all sources of Federal awards based on when the activity related to the Federal award occurs, including the Federal award provided through the Department by this

Agreement. The determination of amounts of Federal awards expended should be in accordance with the guidelines established by 2 CFR Part 200, Subpart F – Audit Requirements. An audit conducted by the State of Florida Auditor General in accordance with the provisions of 2 CFR Part 200, Subpart F – Audit Requirements, will meet the requirements of this part.

- ii. In connection with the audit requirements, the TPO shall fulfill the requirements relative to the auditee responsibilities as provided in 2 CFR Part 200, Subpart F – Audit Requirements.
- iii. In the event the TPO expends less than the threshold established by 2 CFR Part 200, Subpart F – Audit Requirements, in Federal awards, the TPO is exempt from Federal audit requirements for that fiscal year. However, the TPO must provide a single audit exemption statement to the Department at [FDOTSingleAudit@dot.state.fl.us](mailto:FDOTSingleAudit@dot.state.fl.us) no later than nine months after the end of the TPO's audit period for each applicable audit year. In the event the TPO expends less than the threshold established by 2 CFR Part 200, Subpart F – Audit Requirements, in Federal awards in a fiscal year and elects to have an audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F – Audit Requirements, the cost of the audit must be paid from non-Federal resources (*i.e.*, the cost of such an audit must be paid from the TPO's resources obtained from other than Federal entities).
- iv. The TPO must electronically submit to the Federal Audit Clearinghouse (FAC) at <https://harvester.census.gov/facweb/> the audit reporting package as required by 2 CFR Part 200, Subpart F – Audit Requirements, within the earlier of 30 calendar days after receipt of the auditor's report(s) or nine months after the end of the audit period. The FAC is the repository of record for audits required by 2 CFR Part 200, Subpart F – Audit Requirements, and this Agreement. However, the Department requires a copy of the audit reporting package also be submitted to [FDOTSingleAudit@dot.state.fl.us](mailto:FDOTSingleAudit@dot.state.fl.us) within the earlier of 30 calendar days after receipt of the auditor's report(s) or nine months after the end of the audit period as required by 2 CFR Part 200, Subpart F – Audit Requirements.
- v. Within six months of acceptance of the audit report by the FAC, the Department will review the TPO's audit reporting package, including corrective action plans and management letters, to the extent necessary to determine whether timely and appropriate action on all deficiencies has been taken pertaining to the Federal award provided through the Department by this Agreement. If the TPO fails to have an audit conducted in accordance with 2 CFR Part 200, Subpart F – Audit Requirements, the Department may impose additional conditions to remedy noncompliance. If the Department determines that noncompliance cannot be remedied by imposing additional conditions, the Department may take appropriate actions to enforce compliance, which actions may include but not be limited to the following:
  1. Temporarily withhold cash payments pending correction of the deficiency by the TPO or more severe enforcement action by the Department;
  2. Disallow (deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance;
  3. Wholly or partly suspend or terminate the Federal award;
  4. Initiate suspension or debarment proceedings as authorized under 2 C.F.R. Part 180 and Federal awarding agency regulations (or in the case of the Department, recommend such a proceeding be initiated by the Federal awarding agency);
  5. Withhold further Federal awards for the Project or program;
  6. Take other remedies that may be legally available.
- vi. As a condition of receiving this Federal award, the TPO shall permit the Department, or its designee, the CFO or State of Florida Auditor General access to the TPO's records including financial statements, the independent auditor's working papers and project records as necessary. Records related to unresolved audit findings, appeals or litigation shall be retained until the action is complete or the dispute is resolved.
- vii. The Department's contact information for requirements under this part is as follows:

Office of Comptroller

605 Suwannee Street, MS 24  
Tallahassee, Florida 32399-0450  
[FDOTSingleAudit@dot.state.fl.us](mailto:FDOTSingleAudit@dot.state.fl.us)

- C. The TPO shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of five years from the date the audit report is issued and shall allow the Department, or its designee, the CFO or State of Florida Auditor General access to such records upon request. The TPO shall ensure that the audit working papers are made available to the Department, or its designee, the CFO, or State of Florida Auditor General upon request for a period of five years from the date the audit report is issued unless extended in writing by the Department.

- 12. Termination or Suspension:** The Department may, by written notice to the TPO, suspend any or all of the TPO's obligations under this Agreement for the TPO's failure to comply with applicable law or the terms of this Agreement until such time as the event or condition resulting in such suspension has ceased or been corrected. The Department will provide written notice outlining the particulars of suspension.

The Department may terminate this Agreement at any time before the date of completion if the TPO is dissolved or if federal funds cease to be available. In addition, the Department or the TPO may terminate this Agreement if either party fails to comply with the conditions of the Agreement. The Department or the TPO shall give written notice to all parties at least ninety (90) days prior to the effective date of termination and specify the effective date of termination.

The parties to this Agreement may terminate this Agreement when its continuation would not produce beneficial results commensurate with the further expenditure of funds. In this event, the parties shall agree upon the termination conditions.

Upon termination of this Agreement, whether for cause or at the convenience of the parties, all finished or unfinished documents, data, studies, surveys, reports, maps, drawings, models, photographs, etc., prepared by the TPO shall, at the option of the Department, be delivered to the Department.

The Department shall reimburse the TPO for those eligible expenses incurred during the Agreement period that are directly attributable to the completed portion of the work covered by this Agreement, provided that the work has been completed in a manner satisfactory and acceptable to the Department. The TPO shall not incur new obligations for the terminated portion after the effective date of termination.

The Department reserves the right to unilaterally cancel this Agreement for refusal by the TPO or any consultant, sub-consultant or materials vendor to allow public access to all documents, papers, letters or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received in conjunction with this Agreement unless the records are confidential or exempt.

The conflict and dispute resolution process set forth in Section 14 of this Agreement shall not delay or stop the Parties' rights to terminate the Agreement.

- 13. Remedies:** Violation or breach of Agreement terms by the TPO shall be grounds for termination of the Agreement. Any costs incurred by the Department arising from the termination of this Agreement shall be paid by the TPO.

This Agreement shall not be considered as specifying the exclusive remedy for any dispute, but all remedies existing at law and in equity may be availed of by either party and shall be cumulative.

- 14. Conflict and Dispute Resolution Process:** This section shall apply to conflicts and disputes relating to matters subject to this Agreement, or conflicts arising from the performance of this Agreement. If possible, the parties shall attempt to resolve any dispute or conflict within thirty (30) days of a determination of a dispute or conflict. This section shall not delay or stop the Parties' rights to terminate the Agreement. In addition, notwithstanding that a conflict or dispute may be pending resolution, this section shall not delay or stop the Department from performing the following actions pursuant to its rights under this Agreement: deny payments; disallow costs; deduct the value of ineligible work from subsequent reimbursement requests, or; offset pursuant to Section 9.N of this Agreement.

- A. Initial Resolution:** The affected parties to this Agreement shall, at a minimum, ensure the attempted early resolution of conflicts relating to such matters. Early resolution shall be handled by direct discussion between the following officials: for the Department - the Intermodal Systems Development Manager; and for the TPO - the Director.
- B. Resolution by Senior Agency Official:** If the conflict remains unresolved, the conflict shall be resolved by the following officials: for the Department - the District Secretary; and for the TPO - the Chairperson of the TPO.
- C. Resolution of Conflict by the Agency Secretary:** If the conflict is not resolved through conflict resolution pursuant to the provisions, "Initial Resolution" and "Resolution by Senior Agency Official" above, the conflict shall be resolved by the Secretary for the Department of Transportation or their delegate. If the TPO does not agree with the resolution provided by the Secretary for the Department of Transportation, the parties may pursue any other remedies set forth in this Agreement or provided by law.

**15. Disadvantaged Business Enterprise (DBE) Policy and Obligation:** It is the policy of the Department that DBE's, as defined in 49 C.F.R. Part 26, as amended, shall have the opportunity to participate in the performance of contracts financed in whole or in part with Department funds under this Agreement. The DBE requirements of applicable federal and state laws and regulations apply to this Agreement.

The TPO and its contractors and consultants agree to ensure that DBE's have the opportunity to participate in the performance of this Agreement. In this regard, all recipients and contractors shall take all necessary and reasonable steps in accordance with applicable federal and state laws and regulations to ensure that the DBE's have the opportunity to compete for and perform contracts. The TPO and its contractors, consultants, subcontractors and subconsultants shall not discriminate on the basis of race, color, national origin or sex in the award and performance of contracts, entered pursuant to this Agreement.

**16. Compliance with Federal Conditions and Laws:**

- A.** The TPO shall comply and require its consultants and subconsultants to comply with all terms and conditions of this Agreement and all federal, state, and local laws and regulations applicable to this Project. Execution of this Agreement constitutes a certification that the TPO is in compliance with, and will require its consultants and subconsultants to comply with, all requirements imposed by applicable federal, state, and local laws and regulations.
- B.** The TPO shall comply with the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions," in 49 C.F.R. Part 29, and 2 C.F.R. Part 200 when applicable and include applicable required provisions in all contracts and subcontracts entered into pursuant to this Agreement.
- C. Title VI Assurances:** The TPO will comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964, the regulations of the U.S. Department of Transportation issued thereunder, and the assurance by the TPO pursuant thereto, including but not limited to the requirements set forth in Exhibit "C", Title VI Assurances. The TPO shall include the attached Exhibit "C", Title VI Assurances, in all contracts with consultants and contractors performing work on the Project that ensure compliance with Title VI of the Civil Rights Act of 1964, 49 C.F.R. Part 21, and related statutes and regulations.
- D. Restrictions on Lobbying** The TPO agrees that to no federally-appropriated funds have been paid, or will be paid by or on behalf of the TPO, to any person for influencing or attempting to influence any officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with 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. If any funds other than federally-appropriated funds have been paid by the TPO to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with this Agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. The TPO shall require that the language of this paragraph be included in the award documents for all subawards at all tiers (including

subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. No funds received pursuant to this Agreement may be expended for lobbying the Legislature, the judicial branch or a state agency.

E. The TPO must comply with FHWA's Conflicts of Interest requirements set forth in 23 CFR §1.33.

**17. Restrictions, Prohibitions, Controls, and Labor Provisions:** During the performance of this Agreement, the TPO agrees as follows, and shall require the following provisions to be included in each contract and subcontract entered into pursuant to this Agreement :

- A. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity; may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.
- B. In accordance with Section 287.134, Florida Statutes, an entity or affiliate who has been placed on the Discriminatory Vendor List, kept by the Florida Department of Management Services, may not submit a bid on a contract to provide goods or services to a public entity; may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under a contract with any public entity; and may not transact business with any public entity.
- C. An entity or affiliate who has had its Certificate of Qualification suspended, revoked, denied or have further been determined by the Department to be a non-responsible contractor may not submit a bid or perform work for the construction or repair of a public building or public work on a contract with the TPO.
- D. Neither the TPO nor any of its contractors and consultants or their subcontractors and subconsultants shall enter into any contract, subcontract or arrangement in connection with the Project or any property included or planned to be included in the Project in which any member, officer or employee of the TPO or the entities that are part of the TPO during tenure or for 2 years thereafter has any interest, direct or indirect. If any such present or former member, officer or employee involuntarily acquires or had acquired prior to the beginning of tenure any such interest, and if such interest is immediately disclosed to the TPO, the TPO, with prior approval of the Department, may waive the prohibition contained in this paragraph provided that any such present member, officer or employee shall not participate in any action by the TPO or the locality relating to such contract, subcontract or arrangement. The TPO shall insert in all contracts entered into in connection with the Project or any property included or planned to be included in any Project, and shall require its contractors and consultants to insert in each of their subcontracts, the following provision:

"No member, officer or employee of the TPO or of the locality during his or her tenure or for 2 years thereafter shall have any interest, direct or indirect, in this contract or the proceeds thereof."

The provisions of this paragraph shall not be applicable to any agreement between the TPO and its fiscal depositories or to any agreement for utility services the rates for which are fixed or controlled by a governmental agency.

E. No member or delegate to the Congress of the United States shall be admitted to any share or part of this Agreement or any benefit arising therefrom.

## **18. Miscellaneous Provisions**

### **A. Public Records:**

- i. The TPO shall allow public access to all documents, papers, letters, or other material subject to

the provisions of Chapter 119, Florida Statutes, and made or received by the TPO in conjunction with this Agreement, unless such documents are exempt from public access or are confidential pursuant to state or federal law. Failure by the TPO to grant such public access shall be grounds for immediate unilateral cancellation of this Agreement by the Department.

- ii. In addition, the TPO shall comply with the requirements of section 119.0701, Florida Statutes.
- B. It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of the Agreement to create in the public or any member thereof, a third party beneficiary hereunder, or to authorize anyone not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the provisions of this Agreement..
  - C. In no event shall the making by the Department of any payment to the TPO constitute or be construed as a waiver by the Department of any breach of covenant or any default which may then exist on the part of the TPO and the making of such payment by the Department, while any such breach or default shall exist, shall in no way impair or prejudice any right or remedy available to the Department with respect to such breach or default.
  - D. If any provision of this Agreement is held invalid, the remainder of this Agreement shall not be affected. In such an instance, the remainder would then continue to conform to the terms and requirements of applicable law.
  - E. By execution of the Agreement, the TPO represents that it has not paid and, also agrees not to pay, any bonus or commission for the purpose of obtaining an approval of its application for the financing hereunder.
  - F. Nothing in the Agreement shall require the TPO to observe or enforce compliance with any provision or perform any act or do any other thing in contravention of any applicable state law. If any of the provisions of the Agreement violate any applicable state law, the TPO will at once notify the Department in writing in order that appropriate changes and modifications may be made by the Department and the TPO to the end that the TPO may proceed as soon as possible with the Project.
  - G. The TPO shall comply with all applicable federal guidelines, procedures, and regulations. If at any time a review conducted by Department and or FHWA reveals that the applicable federal guidelines, procedures, and regulations were not followed by the TPO and FHWA requires reimbursement of the funds, the TPO will be responsible for repayment to the Department of all funds awarded under the terms of this Agreement.
  - H. The TPO:
    - i. shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by TPO during the term of the contract; and
    - ii. shall expressly require any contractor, consultant, subcontractors and subconsultants performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor or subconsultant during the contract term.
  - I. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute the same Agreement. A facsimile or electronic transmission of this Agreement with a signature on behalf of a party will be legal and binding on such party.
  - J. The parties agree to comply with s.20.055(5), Florida Statutes, and to incorporate in all subcontracts the obligation to comply with s.20.055(5), Florida Statutes.
  - K. This Agreement and any claims arising out of this Agreement shall be governed by the laws of the United States and the State of Florida.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**METROPOLITAN PLANNING ORGANIZATION AGREEMENT**

**19. Exhibits:** The following Exhibits are attached and incorporated into this Agreement:

- A. Exhibit "A", UPWP
- B. Exhibit "B", Federal Financial Assistance (Single Audit Act)
- C. Exhibit "C", Title VI Assurances

IN WITNESS WHEREOF, the undersigned parties have executed this Agreement on the day, month and year set forth above.

TPO	Florida Department of Transportation
<u>Ocala/Marion County TPO</u> TPO Name	
<u>Brent Malever</u> Signatory (Printed or Typed)	<u>Department of Transportation</u>
<u>Signature</u>	<u>Signature</u>
<u>Chairman</u> Title	<u>Title</u>
<u>Legal Review</u> TPO	<u>Legal Review</u> Department of Transportation



---

---

**MEMORANDUM**

---

---

APRIL 18, 2016

TO: TPO MEMBERS

FROM: GREG SLAY, DIRECTOR

SUBJECT: DEOBLIGATION OF FY 2014/15 AND 2015/16 FUNDS

---

Attached please find the two forms for deobligating planning funds from FY 2014/15 and other state funds from FY 2014/15 and FY 2015/16. The purpose of deobligation is to make the funds available in FY 2016/17. For FY 2014/15 we are deobligating planning funds in the amount of \$255,000 and other state funds of \$8,000 (balance of the 2040 Long Range Transportation Plan allocation). For FY 2015/16, we are deobligating \$57,300 remaining from the US 441 – Belleview Corridor Study. These funds will be re-appropriated as needed in FY 2016/17.

Staff is requesting approval of the deobligation for submittal to FDOT. If you have any questions, please contact our office at 629-8297.

# Unified Planning Work Program (UPWP) Revision Form

MPO Requesting UPWP Revision:

UPWP Revision Occurring in:

UPWP Revision #

Type of UPWP Revision:

[See here for explanation of Revisions](#)

Reason for UPWP Revision:

## UPWP Task Information

Fiscal Year 2014/15

Task(s) Information - List Up to 7 If there are more than 7 changes, please use an additional form.

	Task(s) Number & Name	Funding Source	Task Amounts	
			Prior to Revision	After Revision
(1)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(2)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(3)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(4)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(5)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(6)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(7)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<b>Total <u>PL</u> Balance for Fiscal Year 2014/15</b>			\$ <input type="text"/>	\$ <input type="text"/>
<b>Total <u>UPWP</u> Balance for Fiscal Year 2014/15</b>			\$ <input type="text"/>	\$ <input type="text"/>



# Unified Planning Work Program (UPWP) Revision Form

Fiscal Year 2015/16

Task(s) Information - List Up to 7 If there are more than 7 changes, please use an additional form.

	Task(s) Number & Name	Funding Source	Task Amounts	
			Prior to Revision	After Revision
(1)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(2)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(3)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(4)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(5)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(6)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(7)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Total <u>PL</u> Balance for Fiscal Year 2015/16			\$ <input type="text"/>	\$ <input type="text"/>
Total <u>UPWP</u> Balance for Fiscal Year 2015/16			\$ <input type="text"/>	\$ <input type="text"/>

## This Section is Only Applicable to Amendments

Amendment Due to: (Check all that apply)

- Change in FHWA Approved PL Budget
- Change in Scope of FHWA Funded Work Task(s)
- Addition or Deletion of Work Task(s)
- Change in FTA Grant Funding (5303)

Amendment Part of De-Obligation:

(mm/dd/yyyy)

Date UPWP Amendment Approved by MPO Board :

(mm/dd/yyyy)

Date MPO Submitted UPWP Amendment for FDOT Review:

(mm/dd/yyyy)

Date FDOT Submitted UPWP Amendment for FHWA/FTA Review:



# Unified Planning Work Program (UPWP) Revision Form

## Required Attachments to be Included with Form Submission:

- Revised UPWP Summary Budget Table(s) (Original & Proposed)
- Revised UPWP Task Sheet(s) (Original & Proposed)
- MPO Resolution and/or MPO Meeting Minutes Approving UPWP Amendment (Applicable only to Amendments)

Please Use this Field to Indicate Whether Additional Forms were Required for this UPWP Revision Submittal

Form  Of

## Response to Request: **for FDOT, FHWA, and/or FTA use ONLY**

FDOT Action on Request:

Signature Field

Date:  (mm/dd/yyyy)

FDOT Comment:

FHWA Action on Request:

**FHWA sign Amendments ONLY**

Signature Field

Date:  (mm/dd/yyyy)

FHWA Comment:

FTA Action on Request:

**FTA sign Amendments for Transit projects ONLY**

Signature Field

Date:  (mm/dd/yyyy)

FTA Comment:



**TABLE III  
FY 2014/15 FUNDING SOURCES**

TASK	ELEMENT	Planning Funds (PL)				FTA Section 5303			TD/State - Other		Total			Task Total
		Federal	State	Local	De-obligate to FY 16/17*	Federal	State	Local	State	De-obligate to FY 16/17**	Federal	State	Local	
1.0	Admin	\$194,769			\$43,000	\$4,556		\$570			\$199,325		\$570	\$199,895
2.0	Data/Safety	\$101,187			\$51,000	\$7,939		\$992			\$109,126		\$992	\$110,118
3.0	LRP	\$186,075			\$93,000	\$14,794		\$1,849	\$85,000		\$200,869	\$85,000	\$1,849	\$287,718
4.0	SRP	\$85,220		\$1,000	\$13,000	\$14,794		\$1,849			\$100,014		\$2,849	\$102,863
5.0	Public Trans.	\$21,774			\$4,000	\$13,646		\$1,706	\$26,119		\$35,421	\$26,119	\$1,706	\$63,246
6.0	Public Inv.	\$21,888			\$7,000	\$5,290		\$661			\$27,178		\$661	\$27,840
7.0	Special Proj.	\$76,992			\$44,000	\$9,543		\$1,193	\$865,000	\$80,000	\$86,535	\$865,000	\$1,193	\$952,728
-	FDOT Asst.		\$151,720				\$8,820					\$160,541		\$160,541
	<b>TOTAL</b>	<b>\$687,905</b>	<b>\$151,720</b>	<b>\$1,000</b>		<b>\$70,563</b>	<b>\$8,820</b>	<b>\$8,820</b>	<b>\$976,119</b>		<b>\$758,468</b>	<b>\$1,136,660</b>	<b>\$9,820</b>	<b>\$1,904,948</b>

\*Deobligation amount included in Federal PL allocation

\*\*Deobligation amount included in State-Other allocation

**TABLE III  
FY 2014/15 FUNDING SOURCES  
DEOBLIGATION REVISIONS**

		Planning Funds (PL)			FTA Section 5303			State - Other	TD	Total			Task
TASK	ELEMENT	Federal	State	Local	Federal	State	Local	State	State	Federal	State	Local	Total
1.0	Admin	\$151,769			\$4,556		\$570			\$156,325		\$570	\$156,895
2.0	Data/Safety	\$50,187			\$7,939		\$992			\$58,126		\$992	\$59,118
3.0	LRP	\$93,075			\$14,794		\$1,849	\$85,000		\$107,869	\$85,000	\$1,849	\$194,718
4.0	SRP	\$72,220		\$1,000	\$14,794		\$1,849			\$87,014		\$2,849	\$89,863
5.0	Public Trans.	\$17,774			\$13,646		\$1,706		\$26,119	\$31,421	\$26,119	\$1,706	\$59,246
6.0	Public Inv.	\$14,888			\$5,290		\$661			\$20,178		\$661	\$20,840
7.0	Special Proj.	\$32,992			\$9,543		\$1,193	\$785,000		\$42,535	\$785,000	\$1,193	\$828,728
-	FDOT Asst.		\$151,720			\$8,820					\$160,541		\$160,541
	<b>TOTAL</b>	<b>\$432,905</b>	<b>\$151,720</b>	<b>\$1,000</b>	<b>\$70,563</b>	<b>\$8,820</b>	<b>\$8,820</b>	<b>\$870,000</b>	<b>\$26,119</b>	<b>\$503,468</b>	<b>\$1,056,660</b>	<b>\$9,820</b>	<b>\$1,569,948</b>

# Unified Planning Work Program (UPWP) Revision Form

MPO Requesting UPWP Revision:

UPWP Revision Occurring in:

UPWP Revision #

Type of UPWP Revision:

[See here for explanation of Revisions](#)

Reason for UPWP Revision:

## UPWP Task Information

Fiscal Year 2014/15

Task(s) Information - List Up to 7 If there are more than 7 changes, please use an additional form.

	Task(s) Number & Name	Funding Source	Task Amounts	
			Prior to Revision	After Revision
(1)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(2)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(3)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(4)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(5)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(6)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(7)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
<b>Total <u>PL</u> Balance for Fiscal Year 2014/15</b>			\$ <input type="text"/>	\$ <input type="text"/>
<b>Total <u>UPWP</u> Balance for Fiscal Year 2014/15</b>			\$ <input type="text"/>	\$ <input type="text"/>



# Unified Planning Work Program (UPWP) Revision Form

Fiscal Year 2015/16

Task(s) Information - List Up to 7 If there are more than 7 changes, please use an additional form.

	Task(s) Number & Name	Funding Source	Task Amounts	
			Prior to Revision	After Revision
(1)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(2)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(3)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(4)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(5)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(6)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(7)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Total <u>PL</u> Balance for Fiscal Year 2015/16			\$ <input type="text"/>	\$ <input type="text"/>
Total <u>UPWP</u> Balance for Fiscal Year 2015/16			\$ <input type="text"/>	\$ <input type="text"/>

## This Section is Only Applicable to Amendments

Amendment Due to: (Check all that apply)

- Change in FHWA Approved PL Budget
- Change in Scope of FHWA Funded Work Task(s)
- Addition or Deletion of Work Task(s)
- Change in FTA Grant Funding (5303)

Amendment Part of De-Obligation:

(mm/dd/yyyy)

Date UPWP Amendment Approved by MPO Board :

(mm/dd/yyyy)

Date MPO Submitted UPWP Amendment for FDOT Review:

(mm/dd/yyyy)

Date FDOT Submitted UPWP Amendment for FHWA/FTA Review:



# Unified Planning Work Program (UPWP) Revision Form

## Required Attachments to be Included with Form Submission:

- Revised UPWP Summary Budget Table(s) (Original & Proposed)
- Revised UPWP Task Sheet(s) (Original & Proposed)
- MPO Resolution and/or MPO Meeting Minutes Approving UPWP Amendment (Applicable only to Amendments)

Please Use this Field to Indicate Whether Additional Forms were Required for this UPWP Revision Submittal

Form  Of

## Response to Request: **for FDOT, FHWA, and/or FTA use ONLY**

FDOT Action on Request:

Signature Field

Date:  (mm/dd/yyyy)

FDOT Comment:

FHWA Action on Request:

**FHWA sign Amendments ONLY**

Signature Field

Date:  (mm/dd/yyyy)

FHWA Comment:

FTA Action on Request:

**FTA sign Amendments for Transit projects ONLY**

Signature Field

Date:  (mm/dd/yyyy)

FTA Comment:



**TABLE III  
FY 2014/15 FUNDING SOURCES**

		Planning Funds (PL)				FTA Section 5303			State - Other		TD	Total			Task
TASK	ELEMENT	Federal	State	Local	De-obligate to FY 16/17*	Federal	State	Local	State	De-obligate to FY 16/17**	State	Federal	State	Local	Total
1.0	Admin	\$194,769			\$43,000	\$4,556		\$570				\$199,325		\$570	\$199,895
2.0	Data/Safety	\$101,187			\$51,000	\$7,939		\$992				\$109,126		\$992	\$110,118
3.0	LRP	\$186,075			\$93,000	\$14,794		\$1,849	\$85,000			\$200,869	\$85,000	\$1,849	\$287,718
4.0	SRP	\$85,220		\$1,000	\$13,000	\$14,794		\$1,849				\$100,014		\$2,849	\$102,863
5.0	Public Trans.	\$21,774			\$4,000	\$13,646		\$1,706			\$26,119	\$35,421	\$26,119	\$1,706	\$63,246
6.0	Public Inv.	\$21,888			\$7,000	\$5,290		\$661				\$27,178		\$661	\$27,840
7.0	Special Proj.	\$76,992			\$44,000	\$9,543		\$1,193	\$865,000	\$80,000		\$86,535	\$865,000	\$1,193	\$952,728
-	FDOT Asst.		\$151,720				\$8,820						\$160,541		\$160,541
	<b>TOTAL</b>	<b>\$687,905</b>	<b>\$151,720</b>	<b>\$1,000</b>		<b>\$70,563</b>	<b>\$8,820</b>	<b>\$8,820</b>	<b>\$950,000</b>		<b>\$26,119</b>	<b>\$758,468</b>	<b>\$1,136,660</b>	<b>\$9,820</b>	<b>\$1,904,948</b>

\*Deobligation amount included in Federal PL allocation

\*\*Deobligation amount included in State-Other allocation

**TABLE III**  
**FY 2014/15 FUNDING SOURCES**  
**DEOBLIGATION REVISIONS**

		Planning Funds (PL)			FTA Section 5303			State - Other	TD	Total			Task
TASK	ELEMENT	Federal	State	Local	Federal	State	Local	State	State	Federal	State	Local	Total
1.0	Admin	\$151,769			\$4,556		\$570			\$156,325		\$570	\$156,895
2.0	Data/Safety	\$50,187			\$7,939		\$992			\$58,126		\$992	\$59,118
3.0	LRP	\$93,075			\$14,794		\$1,849	\$85,000		\$107,869	\$85,000	\$1,849	\$194,718
4.0	SRP	\$72,220		\$1,000	\$14,794		\$1,849			\$87,014		\$2,849	\$89,863
5.0	Public Trans.	\$17,774			\$13,646		\$1,706		\$26,119	\$31,421	\$26,119	\$1,706	\$59,246
6.0	Public Inv.	\$14,888			\$5,290		\$661			\$20,178		\$661	\$20,840
7.0	Special Proj.	\$32,992			\$9,543		\$1,193	\$785,000		\$42,535	\$785,000	\$1,193	\$828,728
-	FDOT Asst.		\$151,720			\$8,820					\$160,541		\$160,541
	<b>TOTAL</b>	<b>\$432,905</b>	<b>\$151,720</b>	<b>\$1,000</b>	<b>\$70,563</b>	<b>\$8,820</b>	<b>\$8,820</b>	<b>\$870,000</b>	<b>\$26,119</b>	<b>\$503,468</b>	<b>\$1,056,660</b>	<b>\$9,820</b>	<b>\$1,569,948</b>

**TABLE V  
FY 2015/16 FUNDING SOURCES**

TASK	ELEMENT	Planning Funds (PL)				FTA Section 5305(d)			State - Other		TD	Total			Task
		Federal	State	Local	Prior Year Unencumb.*	Federal	State	Local	State	De-obligate to FY 16/17**	State	Federal	State	Local	Total
1.0	Admin	\$193,078				\$6,687		\$836				\$199,764		\$836	\$200,600
2.0	Data/Safety	\$92,672				\$8,839		\$1,105				\$101,512		\$1,105	\$102,616
3.0	LRP	\$105,469				\$18,511		\$2,314	\$165,000	\$8,000		\$123,980	\$165,000	\$2,314	\$291,294
4.0	SRP	\$88,148		\$1,000		\$16,852		\$2,107				\$105,000		\$3,107	\$108,107
5.0	Public Trans.	\$19,972				\$16,348		\$2,043			\$26,119	\$36,320	\$0	\$2,043	\$38,363
6.0	Public Inv.	\$20,381				\$5,452		\$682				\$25,833		\$682	\$26,515
7.0	Special Proj.	\$43,316				\$5,898		\$737	\$20,000			\$49,214	\$20,000	\$737	\$69,952
-	FDOT Asst.		\$124,180					\$9,823					\$134,003		\$134,003
	<b>TOTAL</b>	<b>\$563,036</b>	<b>\$124,180</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$78,587</b>	<b>\$9,823</b>	<b>\$9,823</b>	<b>\$185,000</b>		<b>\$26,119</b>	<b>\$641,624</b>	<b>\$319,003</b>	<b>\$10,823</b>	<b>\$837,447</b>

\*Deobligation amount included in Federal PL allocation

\*\*Deobligation amount included in State-Other allocation

**TABLE V  
FY 2015/16 FUNDING SOURCES  
DEOBLIGATION REVISIONS**

		Planning Funds (PL)				FTA Section 5305(d)			State - Other	TD	Total			Task
		Prior Year												Total
TASK	ELEMENT	Federal	State	Local	Unencumb.*	Federal	State	Local	State	State	Federal	State	Local	Total
1.0	Admin	\$193,078				\$6,687		\$836			\$199,764		\$836	\$200,600
2.0	Data/Safety	\$92,672				\$8,839		\$1,105			\$101,512		\$1,105	\$102,616
3.0	LRP	\$105,469				\$18,511		\$2,314	\$157,000		\$123,980	\$157,000	\$2,314	\$283,294
4.0	SRP	\$88,148		\$1,000		\$16,852		\$2,107			\$105,000		\$3,107	\$108,107
5.0	Public Trans.	\$19,972				\$16,348		\$2,043		\$26,119	\$36,320	\$0	\$2,043	\$38,363
6.0	Public Inv.	\$20,381				\$5,452		\$682			\$25,833		\$682	\$26,515
7.0	Special Proj.	\$43,316				\$5,898		\$737	\$20,000		\$49,214	\$20,000	\$737	\$69,952
-	FDOT Asst.		\$0				\$9,823					\$9,823		\$9,823
	<b>TOTAL</b>	<b>\$563,036</b>	<b>\$0</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$78,587</b>	<b>\$9,823</b>	<b>\$9,823</b>	<b>\$177,000</b>	<b>\$26,119</b>	<b>\$641,624</b>	<b>\$186,823</b>	<b>\$10,823</b>	<b>\$829,447</b>