



**TPO Board Meeting**

Marion County Commission Auditorium  
601 SE 25th Avenue, Ocala, FL 34471

**March 25, 2025**

**3:00 PM**

**AGENDA**

1. **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**
3. **PROOF OF PUBLICATION**
4. **CONSENT AGENDA**
  - A. **Board Meeting Minutes January 28, 2025** (Page #3)
  - B. **Director Travel** (Page #62)
  - C. **TPO Website Request for Proposals (RFP)** (Page #73)
5. **ACTION ITEMS**
  - A. **2024 Annual Joint Certification with the Florida Department of Transportation** (Page #135)  
*Recommended Action: Approval of the annual Joint Certification with the Florida Department of Transportation*
  - B. **List of Priority Projects (LOPP) Policies and Procedures Update** (Page #188)  
*Recommended Action: Approval of an update to the LOPP Policies and Procedures*
6. **PRESENTATIONS**
  - A. **SunTran Annual Report to TPO Board** (Page #204)  
*A presentation by SunTran on the Annual Report to the TPO*
  - B. **Active Transportation Plan Update** (Page #253)  
*A presentation by staff on updates to the Active Transportation Plan project*
7. **COMMENTS BY FDOT**
  - A. **FDOT Construction Report** (Page #305)
  - B. **Central Florida Safety Summit** (Page #311)
8. **COMMENTS BY TPO STAFF**
  - A. **2050 LRTP Updates** (Page #312)

## **9. COMMENTS BY TPO BOARD MEMBERS**

## **10. PUBLIC COMMENT (Limited to 2 minutes)**

## **11. ADJOURNMENT**

All meetings are open to the public, the TPO does not discriminate on the basis of race, color, national origin, sex, age, religion, disability and family status. Anyone requiring special assistance under the Americans with Disabilities Act (ADA), or requiring language assistance (free of charge) should contact Liz Mitchell, Title VI/Nondiscrimination Coordinator at (352) 438-2634 or liz.mitchell@marioncountyfl.org forty-eight (48) hours in advance, so proper accommodations can be made.

Pursuant to Chapter 286.0105, Florida Statutes, please be advised that if any person wishes to appeal any decision made by the Board with respect to any matter considered at the above meeting, they will need a record of the proceedings, and that, for such purpose, they 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 Transportation Planning Organization (TPO)*  
*will be held on May 27, 2025*



**TPO Board Meeting**

Marion County Commission Auditorium  
601 SE 25<sup>th</sup> Avenue, Ocala, FL 34471  
January 28, 2025  
3:00 PM

**MINUTES**

**Members Present:**

Councilmember Ire Bethea, Sr.  
Commissioner Craig Curry  
Councilmember Kristen Dreyer  
Commissioner Ray Dwyer  
Councilmember James Hilty  
Councilman Tim Inskeep  
Mayor Ben Marciano  
Commissioner Matt McClain  
Commissioner Michelle Stone  
Commissioner Carl Zalak

**Members Not Present:**

Councilmember Barry Mansfield

**Others Present:**

Rob Balmes, TPO  
Liz Mitchell, TPO  
Kia Powell, FDOT  
Jon Scarfe, FDOT  
Kathy Alexander-Corbin, FDOT  
Mike McCammon, FDOT  
Kellie Smith, FDOT  
Nathan Gallops, Ocala Police Department  
William Roll, Kimley-Horn  
Sean Lanier, City of Ocala  
Noel Cooper, City of Ocala  
Steven Cohoon, Marion County  
Sara Caron, Marion County  
Adriann LeBlanc, ETM  
Other members of the public not signed in.

### **Item 1. Call to Order and Pledge of Allegiance**

Chairman Carl Zalak called the meeting to order at 3:00pm and led the board in the Pledge of Allegiance.

### **Item 2. Roll Call**

Liz Mitchell, staff member of the TPO, called the roll, and a quorum was present.

### **Item 3. Proof of Publication**

Liz Mitchell stated that the meeting was published online on the TPO website and the City of Ocala, Belleview, Dunnellon, and Marion County websites on January 21, 2025 and shared on the TPO's Facebook and Twitter pages.

### **Item 4. Consent Agenda**

*Mr. Hilty made a motion to approve the Consent Agenda. Ms. Dreyer seconded, and the motion passed unanimously.*

### **Item 5A. Director Annual Performance Evaluation**

Sara Caron, Director of Marion County Human Resources, presented on behalf of Amanda Tart, Marion County Assistant County Administrator, stating that according to the Staff Services Agreement between the TPO and Marion County, the TPO Chairman is responsible for the annual performance evaluation of the TPO Director using the County's performance evaluation process.

On October 17, 2024, an evaluation form was distributed to each TPO Board member for completion, and each completed evaluation was included in the meeting agenda packet for the board members to review.

There were no comments from the TPO Board.

*Ms. Dreyer made a motion to approve the Director Annual Performance Evaluation. Ms. Stone seconded, and the motion passed unanimously.*

### **Item 5B. Revised 2025 TPO Board Meeting Schedule**

TPO Director Rob Balmes said at the October meeting last year, the Board discussed the proposed schedule for the 2025 TPO Board meetings. The Board approved meetings in January, March, and May. However, concerns were raised regarding the scheduling of the June and November meetings.

TPO staff was asked to coordinate with county and city staff regarding schedules and calendars. After reviewing the calendars for Belleview and Dunnellon, staff proposed moving the June meeting from June 24th to June 23rd (Monday) to better accommodate scheduling conflicts.



It was noted that the June meeting is significant as it includes the adoption of the Transportation Improvement Program (TIP).

Additionally, the November meeting was originally proposed for November 20th but has been moved to November 13th to align with scheduling needs. This meeting would include the adoption of the Long Range Transportation Plan (LRTP).

An asterisk was placed on September 23rd, indicating that this date would include a LRTP public hearing and a regular meeting. The LRTP would be released at this meeting, with a detailed presentation on the document.

*Mr. Bethea made a motion to approve the Revised 2025 TPO Board Meeting Schedule.*

*Ms. Stone seconded, and the motion passed unanimously.*

### **Item 5C. Performance Management Targets**

TPO Director Rob Balmes explained that federal law required TPOs/MPOs to conduct performance-based planning by tracking performance measures and setting annual safety targets. Since 2018, the TPO had been required to adopt safety targets annually, with no penalties for not meeting them.

For 2025, the TPO needed to submit safety targets to FDOT by February 28. The Board had historically adopted quantifiable targets rather than the state targets of zero for all measures. Three options were presented for 2025:

- **Option A:** 5% reduction from 2024 targets (recommended by staff)
  - Adopt 2025 safety targets based on a 5% reduction to the prior year targets (2024). This option aligns with the Commitment to Zero Safety Action Plan goal of Zero Fatalities and Serious Injuries by 2045, and places an emphasis on steadily declining targets. This option also eliminates setting annual targets higher than the prior year(s).
- **Option B:** 5% reduction based on rolling averages
  - Adopt 2025 safety targets based on a 5% reduction to the most current five-year rolling averages. This methodology was used in 2024, with an emphasis on a reduction to the current trendline.
- **Option C:** Adopt FDOT's state targets of zero
  - Adopt 2025 FDOT safety targets of 0 for all five performance measures.  
\*If the TPO adopts FDOT safety targets, the requirement would be to annually adopt the same targets until changes are made by the state.

Option A aligned with the Commitment to Zero goal of eliminating fatalities and serious injuries by 2045.

Mr. Balmes shared the recommendations from the Citizens Advisory Committee (CAC) and the Technical Advisory Committee (TAC) with the Board. Both committees recommended the approval of Option A.

Approved –

Additionally, the TAC recommended an update to the Safety Programs and Activities Summary Report produced in 2024. The update should emphasize accomplishments and focus on highlighting progress made through partnership efforts and the completion of projects with specific safety features.

TPO staff agreed to develop a refined version of the 2024 summary. The report could evolve into a more comprehensive annual safety report, expanding beyond a standard summary of crash statistics.

Ms. Dreyer stated that in her three years as a councilwoman, there had been two instances where she regretted a vote, one of which was the adoption of a declining target of 5%. She shared a personal experience from a ride-along with OPD, where she witnessed the aftermath of a fatal motorcycle crash involving a Marion County citizen.

She expressed strong opposition to setting a target that accepts 87 fatalities per year on the roadways, stating that she preferred Option C. While acknowledging the importance of tracking trends and data, she emphasized that she was not comfortable with any loss of life on the roadways.

Mr. Inskeep asked, given the advancements in vehicle safety technology and the crash data related to fleet vehicles, whether there was a clear understanding of why serious injuries and fatalities continue to rise.

Mr. Balmes acknowledged that this was an excellent question and stated that, while tracking fatalities internally and following news reports, a significant number of fatal crashes appear to be behavior-driven. He noted that factors such as speeding, aggressive driving, running red lights, and driving under the influence are frequently involved in severe crashes.

He referenced a fatal incident on State Road 40 from the previous year as an example. While he could not speak to all statistics at the moment, he emphasized that the annual safety report provides a detailed analysis of the causes of fatalities and serious injuries each year.

Mr. Bethea stated that when it came time to vote, he would prefer Option C, as he also supported a goal of zero fatalities. He emphasized that setting a goal of zero fatalities would encourage a stronger focus on achieving that outcome, rather than aiming for a percentage reduction or an accepted number.

Mr. McClain shared his perspective, stating that while pursuing a zero-fatality goal is honorable, he questioned whether it was the most effective approach. He referenced the concept of SMART goals (Specific, Measurable, Attainable, Relevant, and Time-bound), emphasizing that goals should be realistic and achievable.

He expressed that a gradual reduction approach made more sense to him, as it would provide a clear starting point and allow for measurable progress toward the ultimate goal of zero fatalities. However, he acknowledged that if the majority of the board supported a zero-fatality goal, he would respect that decision.

Mr. Curry stated that setting a target provides a clear goal to work toward in reducing fatalities and addressing the issue.

He acknowledged that some progress had been made this year and emphasized the importance of continuing these efforts.

He referenced District Secretary Tyler's program of action, noting that significant progress is expected within the next year. While he appreciated the intent behind a zero-fatality goal, he expressed a preference for setting a reasonable and attainable target.

Mr. Curry highlighted past trends, recalling that fatalities were once at 101 and have since decreased to around 90. He reiterated his belief that while striving for zero is important, a more incremental approach would be more realistic and effective.

Ms. Dreyer asked what specific actions were being taken to reach the established safety goal.

Mr. Curry highlighted ongoing district-level efforts, noting that each district has representation at the table. He referenced a recent meeting held by the Florida Department of Transportation Safety Office in Marion County, Ocala, which both he and Ms. Dreyer attended. He emphasized that a global analysis of safety concerns is currently underway and stated that he would bring additional materials to the next meeting for distribution to board members.

He acknowledged previous efforts, including those initiated when he was chair, to collaborate with the Sheriff's Office, OPD, and other agencies to improve safety awareness. He specifically mentioned the use of heat maps to identify the most dangerous intersections in Marion County and noted discussions with Mr. Balmes about developing a signage program to highlight high-risk intersections and encourage greater caution from drivers.

Mr. Curry concluded by stating that while significant efforts are being made behind the scenes, they have not been effectively communicated.

Ms. Stone addressed the educational component of roadway safety, noting that videos and awareness campaigns have been developed and that the TPO has been tasked with creating additional educational materials. She also mentioned events such as Walk Your Child to School Day and other school-based initiatives.

She emphasized that behavior remains a key factor in roadway safety, agreeing with previous comments that many crashes are behavior-driven. She pointed out that older vehicles staying on the road longer may contribute to the issue, as they lack newer safety technologies. She noted that until newer vehicle models become more prevalent, safety challenges will persist.

Reflecting on past discussions, she acknowledged that the board has wrestled with setting safety targets for several years. While the aspirational goal is zero fatalities, she expressed that a realistic goal acknowledges behavioral challenges. She emphasized the importance of promoting better driving behavior, increasing sidewalks, and ensuring pedestrians use designated crossings.

She also highlighted ongoing safety projects in the community, including the construction of medians, which—despite complaints—are designed to enhance safety. She encouraged a cultural shift toward safer roadway habits, emphasizing the need for drivers to be more considerate and cautious.

Regarding the performance target options, she expressed support for Option A or B, stating that Option A is more aggressive, and she was comfortable pursuing that more ambitious reduction goal. However, she remained open to hearing further discussion from the board.

Mayor Marciano asked for clarification on the number of counties selecting Option C.

Mr. Balmes stated although he did not have the exact number he believed that 21 of the 27 MPOs in the state have adopted targets of zero.

Mayor Marciano expressed his belief in the importance of setting a clear goal, emphasizing that the zero-fatality goal sends a strong message. He acknowledged that the 21 MPOs who adopted this goal likely have valid reasons for doing so, and he supported the messaging behind it, stating that it helps to focus efforts on achieving the goal of zero fatalities.

He also mentioned the city's efforts to improve traffic safety, noting the implementation of a traffic unit and 500 traffic stops in the past two to three weeks. He highlighted the city's focus on addressing driver behavior through aggressive enforcement, believing that this approach would lead to a significant reduction in crashes.

Ms. Dreyer acknowledged the efforts being made to improve safety, noting that the planter boxes on State Road 200 were implemented to slow down traffic and reduce fatalities, as speeding is a contributing factor. She also mentioned the installation of a traffic circle on 44th, which was designed to replace a four-way stop where many T-bone crashes and fatalities occurred. She highlighted that while crashes didn't disappear, fatal crashes were reduced after the traffic circle was installed.

Ms. Dreyer emphasized the importance of addressing speeding and driver behavior, referring to heatmaps used to identify accident hotspots. She stressed that speeding should not be tolerated, as no destination is worth risking lives. Drawing from personal experience, she recalled the tragic sight of a mother and child killed in a crash, which reinforced her passion for zero fatalities.

She also raised the issue of population growth in the county, suggesting that while the number of fatalities might remain relatively flat, the growing population could mean that the goal of reducing fatalities is still important. Finally, she mentioned that the Ocala Police Department (OPD) provides regular updates on their efforts to combat speeding and reduce accidents, encouraging accountability within the community.

Ms. Stone acknowledged the city's role in addressing traffic safety, highlighting that the mayor oversees the police department, where much of the traffic enforcement occurs. She pointed out that outside the city limits, traffic enforcement is the responsibility of the sheriff, a constitutional officer, who is still attuned to traffic issues. However, she emphasized that dense traffic is mainly within the city limits, where the municipalities are located. She commended the city's efforts in tackling traffic safety.

Chairman Zalak reflected on the zero-fatality initiative, noting that it was introduced by FDOT and that each MPO had the option to adopt it. He acknowledged that while setting a zero-fatality goal sounds appealing, it may not lead to measurable changes. He pointed out that the zero number can become numb over time, meaning it might lose its impact or significance.

He further explained the need for a realistic goal that allows for proactive efforts and actionable plans, such as targeting specific intersections for safety improvements.

He discussed the difficulty in measuring success with a zero goal, asking whether a 10% drop would be seen as successful, given that zero might be an unrealistic target.

Zalak mentioned that other MPOs had also chosen to adopt zero fatalities, but since there are no penalties or consequences for not meeting that target, many set it as a goal without actual expectation of achieving it.

Mr. Dwyer shared a recent incident in Belleview, where the fatality involved a man driving erratically with no license, traveling from Ocala to Belleview, and hitting a woman in the crosswalk. He highlighted the role of behavior in crashes, specifically referencing the increasing number of incidents related to fleeing and eluding in the area.

He suggested exploring stiffer punishments for offenses such as driving with a suspended license and fleeing from officers as a means to address and reduce such dangerous behaviors. He emphasized that these measures could contribute to a downward trend in fatalities and serious injuries.

Chairman Zalak suggested that the group consider exploring fines and penalties as a potential strategy this year, specifically for offenses such as driving with a suspended license and fleeing from officers. He recalled an earlier effort where both the Sheriff and Police Chiefs were invited to discuss what tools and local ordinances they might need to address traffic issues effectively.

He also emphasized the potential effectiveness of messaging in curbing dangerous behaviors, mentioning how seeing memorials or monuments on the roadside can impact drivers by reminding them of the consequences of fatalities and serious injuries. He proposed the idea of using signage at high-risk intersections that could list the number of serious injuries or fatalities that have occurred at that location, aiming to trigger caution in drivers and encourage them to slow down.

Mr. Dwyer suggested that such signage could particularly benefit younger drivers. He noted that when parents teach their children to drive, they often focus on the right turns only and safe routes, but adding signs that highlight the number of injuries or fatalities at specific intersections could have a significant impact. He emphasized that when drivers stop at these intersections, the visual reminder of the consequences could influence their behavior and encourage them to be more cautious.

Mr. McClain reflected on a point he raised the previous year about the 100 deadly days of summer, which is a period where a significant number of fatalities occur, particularly among teen drivers. He highlighted that a third of deaths among teens in the U.S. happen within a three-month period during summer when many teens are on the road more frequently due to school being out. He suggested that this issue could be highlighted more in future messaging to raise awareness and help people recognize that summer is an especially dangerous time for teen drivers.

Chairman Zalak proposed two ideas:

1. Targeted Messaging at Intersections: He suggested bringing back ideas to the TPO on targeted safety messaging at key intersections, possibly highlighting crash data or safety tips.
2. Messaging for the 100 Days of Summer: He also recommended working with all involved agencies to create strong, focused messaging for the 100 deadly days of summer to raise awareness about the heightened dangers during this period.

Ms. Dreyer supported the idea of collaborating with the school district, suggesting that if messaging about the 100 deadly days of summer were introduced before the summer break, it could be distributed to students earlier. She recalled a fatal accident involving a teenager shortly after the 100 deadly days conversation, and emphasized the importance of hitting the school district early to reach students with the message.

Ms. Stone mentioned that Marion County Public Schools would be having a meeting, which she believed was scheduled for 5 p.m. today at the facility.

Chairman Zalak expressed his agreement with the two ideas discussed and stated that Mr. Balmes would bring back some ideas at the next meeting. He highlighted the value of having an ongoing conversation, as it generates great ideas. He thanked everyone for their contributions to the discussion.

Mr. McClain suggested that the group could commit to the zero-fatality goal alongside other TPOs and MPOs, but also track an internal, more realistic goal, such as a 5% reduction in fatalities. He emphasized that this approach would allow for meaningful messaging while still tracking progress toward a manageable target.

Chairman Zalak expressed that there is nothing wrong with having a vision statement, such as envisioning a community that could eventually achieve zero fatalities. However, he emphasized that the team, staff, and all agencies should have a clear, measurable target, such as a 5% reduction in fatalities each year, considering the growth factor of the community.

Mr. Inskeep acknowledged the importance of having goals but pointed out that in the past, goals were always accompanied by specific programs and processes to achieve them. He expressed some confusion about the zero-fatality goal, as there seems to be no clear program or process in place to reach it. He understood the sentiment behind aiming for zero, but he emphasized that realistically, the processes and programs in place are more likely to lead to a 5% reduction, which should be the achievable goal.

Mr. Curry made a motion to approve Option A: a 5% reduction to the prior year targets for the 2025 Safety Performance Management Targets. Ms. Stone seconded the motion.

The motion passed, with Mayor Ben Marciano, Councilmember Kristen Dreyer, and Councilmember Ire Bethea Sr. opposed.

Chairman Zalak emphasized that none of the group is truly satisfied with the current plan, especially when it comes to public information. He suggested bringing back marketing ideas and using next year's efforts to improve the approach. He proposed categorizing every intersection and roadway improvement, focusing on those that enhance safety. This would provide a better framework to measure progress, aiming for a 4-5% reduction in fatalities. He asked for agreement on moving forward with this approach in the next year's planning process.

Mr. Curry reflected on the significance of the discussion, noting that the Commitment to Zero began when Commissioner Stone was chair of the TPO. He acknowledged the gradual, year-by-year progress the TPO had made. He expressed excitement about the current conversation and buy-in, highlighting that whether the group aims for zero or another target, the ultimate goal is the same: reducing fatalities.

He emphasized that achieving this goal will require collective effort from everyone, analyzing community conditions, and coming up with recommendations. He also recalled past efforts, noting that a comprehensive list of actions was already in place, and praised Councilwoman Dreyer for taking the initiative to work with city council on heatmaps and other specifics. He appreciated the progress the TPO has made over time.

Chairman Zalak suggested bringing back a couple of items for further discussion. He asked for assistance from Ms. Dreyer with messaging and to work through that aspect of the plan. He also requested that Mr. Dwyer help bring back recommendations regarding fleeing and eluding from a law enforcement perspective. He emphasized the importance of continuing to work on this as a priority and requested that Mr. Balmes include updates on the Commitment to Zero plan in each agenda for board meetings moving forward.

Ms. Stone requested that the congestion management plan be considered as a starting point. She suggested incorporating the fatalities at those intersections into the plan and also recommended including the demographics of the fatalities, such as age brackets, to better understand where and to whom these incidents are occurring across the county.

Mr. Bethea raised a concern about keeping track of electronic devices and apparatuses, such as electronic bicycles, that are increasingly being used on the roads. He described a situation where, while waiting at a red light, a bicycle could unexpectedly zoom past at high speeds, creating potential hazards when drivers are not anticipating such rapid movement. He suggested that while fatalities might not be a major concern yet, injuries could still be occurring due to these vehicles' presence on the roads.

Mr. Dwyer clarified that the crash report itself has designated sections for tracking pedestrian and bicyclist incidents. These sections also allow for the tracking of factors such as whether the person was using a cellphone at the time of the crash. He noted that this information is supposed to be collected and recorded by the state when the officer completes the report, making it possible to analyze those factors.

Chairman Zalak asked whether the laws would apply if an officer observes someone on a scooter using an electronic device improperly or engaging in unsafe behavior, indicating that laws should be enforced on the scene in such situations.

Mr. Dwyer acknowledged that while it is possible for officers to issue tickets to individuals on bicycles for violations, such as rolling through stop signs or causing near accidents, the challenge in places like Belleview is that many of the cyclists are homeless individuals. He pointed out that even if tickets were issued, these individuals often would not be able to pay them, as their licenses were typically already suspended, and this did not effectively change their behavior.

Ms. Dreyer responded to Councilman Bethea's request and suggested that it was possible to track fatal accidents involving electric bikes and partner with the Ocala Police Department (OPD) to gather data on the number of calls related to electric bikes. This collaboration would help in understanding the extent of issues related to electric bikes in the area.

### 2025 Pavement and Bridge and System Performance Targets

TPO Director Rob Balmes explained that federal law required State DOTs and TPOs/MPOs to conduct performance-based planning by setting data-driven targets. In 2017, the Federal Highway Administration (FHWA) established the Pavement and Bridge Condition Performance Measures (PM2) and System Performance Measures (PM3) to assess conditions and reliability for the National Highway System (NHS). There were no penalties for failing to meet these targets.

On December 16, 2022, FDOT set new statewide two- and four-year targets for PM2 and PM3, which the TPO Board adopted on March 28, 2023. These targets were required to be included in the Transportation Improvement Program (TIP) and Long-Range Transportation Plan (LRTP).

At the 2024 mid-point review, FDOT revised three targets, requiring TPO Board action by March 1, 2025:

- **PM2** – % of NHS Bridges in Poor Condition: revised from  $\leq 10.0\%$  to  $\leq 5.0\%$
- **PM3** – % of Person-Miles Traveled on the Interstate That Are Reliable: revised from  $\geq 70.0\%$  to  $\geq 75.0\%$
- **PM3** – % of Person-Miles Traveled on the Non-Interstate NHS That Are Reliable: revised from  $\geq 50.0\%$  to  $\geq 60.0\%$

PM2 measured the condition of pavement and bridges, classifying them as good, fair, or poor. PM3 assessed system performance by measuring travel time reliability for all vehicles and freight trucks. The latest available data for Marion County from 2023 was provided by FDOT.

*Ms. Stone made a motion to approve the three revised statewide targets for PM2 and PM3 for submission to the Florida Department of Transportation, and inclusion in the TIP and LRTP. Mr. Curry seconded, and the motion passed unanimously.*

### **Item 6A. Florida Department of Transportation (FDOT) Fiscal Years (FY) 2026 to 2030 Tentative Work Program**

Kathy Alexander-Corbin, FDOT District 5 Office, provided a presentation on the Tentative Five-Year Work Program for fiscal years 2026–2030 in Marion County. The FDOT District 5 Tentative Work Program Public Hearing took place from December 2 to December 6, with a Public Hearing Open House held both virtually and at the District Headquarters in DeLand on December 4, 2024.



The slideshow presentation was included in pages 18-33 of the meeting minutes for reference.

Ms. Alexander-Corbin noted on the County Breakdown slide of the presentation that in FY 2028/29, there was a dip in funding (\$15,005,771) due to resurfacing projects not being scoped out for that year, resulting in many projects not being included in the total. She also pointed out that FY 2029/30 showed a significant increase in funding (\$248,729,635), primarily due to large capacity projects in Marion County, particularly those related to I-75.

Additions to the work program included the following:

- Resurfacing projects
  - 450948-2: SR 40 from SE 196 Terrace Drive to Lake County Line
  - 454214-1: S.R. 200 (US 441/301/27), from NW 2nd Street to CRE 200-A (NW 20th Street)
  - 454215-1: S.R. 35 (US 301), from SE 142nd Place to S.R. 500 (U.S. 27/441)
- Capacity
  - S.R. 40, from end of 4-lanes to east of C.R. 314
  - S.R. 200, from Citrus County Line to C.R. 484
- Roadway/ Intersection
  - C.R. 475-A Lane Departure – Local agency project with Marion County
  - SE 100<sup>th</sup> Avenue – Local agency project with Marion County
  - S.R. 40, from U.S. 441 to 25<sup>th</sup> Avenue
  - Interstate 75, from S.R. 200 to S.R. 326
- Aviation
  - Marion-Ocala International Airport Fuel Farm
  - Marion-Ocala International Airport Runway
- Pedestrian/ Bicycle
  - Belleview to Greenway Trail from SE 102<sup>nd</sup> Place to U.S. 441

Deferred projects included the following:

- Marion-Ocala Int'l Taxiway improvements from FY 25/26 to FY 26/27
- Marion-Ocala Int'l Airport Rescue and Firefighting Facility (ARFF) Building from FY 26/27 to FY 29/30
- SR 45 (US 41), from SW 110th St. to north of SR 40 from FY 28/29 to FY 29/30
- Interstate 75, from SR 40 interchange to SR 318 interchange from FY 27/28 to FY 28/29
- Interstate 75, from SR 200 to south of flyover from FY 27/28 to FY 28/29
- Interstate 75 at SR 484 from FY 27/28 to FY 28/29
- SR 40, from SW 80th Avenue to SW 52nd Avenue from FY 25/26 to FY 27/28
- SR 464, from SR 200 to SR 25/SR 500 from FY 26/27 to FY 28/29
- SR 35 (US 301), from Sumter County Line to CR 42 from FY 26/27 to FY 27/28

Deleted projects included the following:

- SR 60th Ave., from SW 54th St. to SECO Energy driveway
- US 301 (US 27/US 441) Phase II

Approved –

Ms. Alexander-Corbin mentioned that in 2023, the City of Ocala was awarded \$104,000 for the Safe Streets for All (SS4A) program. She further noted that in 2024, Marion County was awarded \$19,020,640 through the SS4A program for the implementation of safety improvements on Maricamp Road.

Mr. Curry noted that FDOT recently completed a project at the intersection of State Road 40 and US 301/27, which appeared to address pedestrian safety. However, he observed that the design was causing traffic issues, particularly for vehicles turning left from south to north.

He shared that he personally experienced delays, having to wait through two traffic signal cycles to access the left-turn lane, which was empty at the time.

He expressed concern that the design might be creating congestion rather than improving traffic flow.

Mike McCammon, Operations Engineer for FDOT in Ocala, acknowledged receiving feedback at the last meeting regarding the project at State Road 40 and US 301/27. He shared that FDOT had discussions and proposed potential fixes to the city. As a result, they plan to remove part of the concrete island, cutting it back about 150 feet to allow more vehicles to enter the left-turn lane.

Additionally, he mentioned concerns about a large right-turn movement at the intersection, where cars are unable to enter the right-turn lane due to queuing. While FDOT may not currently own the necessary right-of-way to address this immediately, they are exploring solutions. The planned median work will include the removal of a pedestrian crossing that was previously present but widened during construction.

McCammon confirmed he had personally experienced the same congestion issues and expressed hope that this interim improvement would help. He also noted the possibility of a future project to further improve the right-turn lane movement.

Chairman Zalak responded that this was good news and asked how long it would take to implement the changes.

Mr. McCammon stated that the project falls under their push-button program, which allows for relatively quick adjustments using available traffic funds. Given that the initial design did not work as intended, they are prioritizing the changes and aiming to begin construction this summer, rather than the typical one- to two-year timeline for push-button projects.

Due to time constraints, Ms. Alexander-Corbin informed the board that they could watch the FDOT hurricane response video at their leisure.

Ms. Stone expressed her appreciation for the report from FDOT on State Road 40 and US 301/27.

### **Item 6B. Navigating the Future 2050 Long Range Transportation Plan (LRTP) Vision, Goals, Objectives and Initial Revenue Projections**

TPO Director Rob Balmes introduced William Roll, Project Manager with Kimley-Horn, for the Navigating the Future 2050 Long-Range Transportation Plan (LRTP). Mr. Roll presented the draft plan, outlining its vision, goals, and objectives, as well as the current federal and state revenue forecast.

TPO staff are seeking feedback and guidance on the vision, goals and objectives, and federal and state revenue forecast. Additional information on the LRTP project was available on the TPO website: <https://storymaps.arcgis.com/stories/c88b20f1d8e74c5f96dd7fdc9f98a5c3>

The slideshow presentation was included in pages 34-59 of the meeting minutes for reference.

### **Item 6C. 2025 TPO Major Activities**

TPO Director Rob Balmes provided an annual summary of major programs and projects planned for 2025 to meet organizational goals and state and federal requirements. TPO staff discussed the document and how committee members would be involved in providing feedback throughout the year.

Key activities and milestones included:

- Safety (PM1), Pavement and Bridge (PM2), and System Performance (PM3) Targets
- Navigating the Future 2050 LRTP
- FDOT/TPO Joint Certification
- Commission for Transportation Disadvantaged Coordinator (CTC) Review
- Annual List of Priority Projects (LOPP) and Regional Priorities
- Transportation Improvement Program (TIP)
- Transportation Disadvantaged Service Plan (TDSP) Updates
- Active Transportation Plan
- TPO Website Project
- Traffic Counts Online Map and Report
- Commitment to Zero Safety Dashboard and Annual Report
- Roll Forward TIP Amendment
- 2045 LRTP Amendment (if necessary)
- Freight Analysis Study (Tentative)
- Congestion Management Plan (CMP) Update (Tentative)

### **Item 6D. Quarterly Budget Status Update**

Ms. Mitchell, the TPO Grants Coordinator, directed the board to the financial status report included in their packet. The report covered the period from July 1st to November 30th, 2024, providing a breakdown of funds expended during that time, along with a summary at the bottom.

## **Item 7. Comments by FDOT**

### Updates on SR 200 and US 441/SR 40 projects

Mr. McCammon provided an update on the State Road 200 construction project, which is currently underway. The project is primarily a resurfacing effort but also includes significant safety improvements, such as filling sidewalk gaps and narrowing lanes to encourage slower speeds. Between 2014 and 2023, the corridor experienced 956 serious injuries and eight fatalities, underscoring the need for these enhancements.

The project will introduce a median along most of the corridor from Pine Avenue to I-75, except for a section near the Acura and Toyota dealerships, which will retain its existing bidirectional turn lanes. The design aims to improve traffic safety by controlling turning movements and reducing serious crashes. Some areas will feature landscaping, while others will have concrete surfaces.

To construct the median, the inside lanes will be temporarily closed in 1,000 to 1,500-foot sections, with each section taking about 10 days to two weeks to complete. Work will occur in both day and night shifts to minimize disruptions, though some delays and frustrations are expected. Construction on the medians is anticipated to begin in late March or early April, depending on weather conditions.

Additionally, three pedestrian signalized crosswalks will be installed along the corridor, similar to the one in Dunnellon. A public information specialist is available to address community concerns, and a public meeting on the project is scheduled for February 26th at the College of Central Florida. An online component will also be available for those unable to attend in person.

Mr. McCammon also provided an update on the intersection improvement project at SE 464 and US 441. Meetings are planned with city staff to review the original design from 2015-2016 and determine if adjustments are needed to better serve the community.

### Comments by Kia Powell, FDOT District 5 MPO Liaison

Ms. Powell provided an update on current construction projects, noting that six projects are ongoing with intermittent road closures. She encouraged anyone with questions to reach out after the meeting for further details. Additionally, she reminded the board about the opportunity to participate in the 2055 Florida Transportation Plan, directing those interested to visit [FloridaFTP.com](http://FloridaFTP.com) for meeting dates, comments, and virtual sessions.

Chairman Zalak requested an update on the 484 under I-75 project.

Mr. McCammon further clarified the timeline for the 484 under I-75 project. He expects to have the redesign ready in the next month, followed by a week or two to price it out. Depending on the materials and lead times for any special acquisitions, he anticipates the project will take 60 to 90 days to get started. Once work resumes, it is estimated to take about 3 to 4 months to complete.

Ms. Powell mentioned that the board members have the quarterly FDOT Compass Points newsletter, which they can review. The newsletter highlights ongoing projects across the district and upcoming events.

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

Mr. Balmes provided several staff updates, including:

**Safety Matters Video Series:** The series, originally envisioned by Commissioner Curry, has released two videos, with two more expected in February and six additional ones planned afterward. The goal is to have all 12 TPO board members participate.

**Annual Report and LRTP Workshop:** The annual report highlighting major activities was included in the packet, along with a flyer for the LRTP community workshop scheduled for February 25th at the Mary Sue Rich Center.

**Priority Projects Process:** A schedule for the annual priority projects process was shared to ensure everyone is aligned with the timeline.

**(Metropolitan Planning Organization Advisory Council) MPOAC Updates:** The MPOAC meeting was canceled due to weather but is expected to be rescheduled for February 27th. Additionally, the Executive Director, Mark Reichert, resigned at the end of the year, and a search for a replacement is underway.

**Staff Changes:** Transportation Planner Sara Brown had taken another job and was no longer with the TPO.

**Federal Funding Update:** A temporary pause on all federal funding grants had been imposed as part of an executive order. Federal agencies were required to compile information on grant programs, which may impact federal funding for the TPO. A webinar later in the day would provide more details, and further updates will be shared.

### **Item 9. Comments by TPO Board Members**

Ms. Stone discussed the current approach to the 2025 list of priority projects, which consolidates projects into one top 20 list. She noted that the TPO, along with Lake Sumter, is one of the only TPO's that still operates with a single combined top 20 list, while other districts separate projects by category, such as highways or trails. Ms. Stone requested to make these changes to avoid potentially losing funding due to the combined top 20 list.

Mr. Balmes clarified that while there is a top 20 list, the TPO also submits a total of seven separate lists to FDOT each year. These include the top 20 list and six other specialized lists, such as the Strategic Intermodal System (SIS), Non-Strategic Intermodal System (SIS) Capacity, Safety and Operations, Trails, Bicycle and Pedestrian, and Planning.

Mr. Curry inquired whether combining the projects into a single top 20 list results in any loss of funding for the projects.

Mr. Balmes explained that combining the top 20 list does not result in any loss of funding for the projects. He mentioned that he meets annually with the secretary and their staff to review all the lists and projects, ensuring they are thoroughly vetted. He also noted feedback received from both city and county staff, including suggestions to revisit the scoring and ranking criteria and reassess the lists. This feedback is part of the effort to improve the priority projects process, especially as it relates to the cost-feasible plan, which will shape future project lists.

Kellie Smith, Planning & Environmental Management Administrator for the Florida Department of Transportation, clarified that the request to focus on the number one project came from a different secretary, related to funding changes and grants. She emphasized the importance of flexibility in how the projects are prioritized, noting that the approach is up to the board and TPO staff, with input from the Technical Advisory Committee (TAC) and Citizens Advisory Committee (CAC). She also mentioned that Lake Sumter MPO is the only other one using a top 20 list, while other MPOs prioritize projects separately by category. Ultimately, the decision on prioritization should be based on what is most beneficial to the board.

Chairman Zalak shared his thoughts on the issue, noting that having a top 20 list makes sense given the different funding sources and priorities. However, he also raised a concern that having a project, such as a trail, ranked number 15 on an overall list might not align with its priority status if it's the number one priority within its specific category. He suggested that it might be beneficial to have the lists functioning separately to better match the project's criteria and priorities.

Ms. Smith emphasized that communication with local agencies and the partnership with the TPO are crucial for progress. She noted that having multiple lists can encourage conversations in different ways, whereas a top 20 list sends a clear message. Ultimately, she explained, it comes down to what the board wishes to present.

Mr. Steven Cohoon, TAC Chair and Marion County Engineer, recommended moving away from the top 20 list and prioritizing projects based on their type. He noted that focusing solely on the top 20 can cause other important projects, like state or trail projects, to be overlooked. He suggested that different types of projects, even those not directly affecting county staff, should be prioritized as part of the TPO's broader goals. He also mentioned that Marion County and City of Ocala are close to reaching a census threshold in the years to come and that would provide access to different funding sources, and he believes it's beneficial to start aligning with the practices of other MPOs and TPOs in preparation for this shift.

Ms. Stone suggested that separating projects by type—such as trail projects and highway projects—would streamline the process, making it easier to review and understand. This approach would eliminate the need to sift through acronyms and clarify the project's category within the top 20 list, simplifying the overall review.

Ms. Dreyer suggested that instead of making a decision on the matter immediately, the city should be given the opportunity to discuss it further.

Chairman Zalak proposed that the best course of action would be to bring the matter back in the next or following meeting. He suggested sending it back to the TAC and CAC for further discussion, allowing a couple of months for review before March. The decision would be made as an action item after further discussions.

Approved –

Mr. Balmes emphasized the importance of following the proper process when making recommendations. He explained that the respectful and appropriate approach is for the committee to make a formal recommendation, which is then shared with the chairman for consideration to be placed on the agenda. This ensures that board members have advance notice and the opportunity to review and discuss the matter with their staff, rather than introducing it unexpectedly at the end of a meeting.

Chairman Zalak agreed to bring the item back in March for further discussion.

Ms. Dreyer expressed her appreciation to FDOT for their willingness to address concerns regarding the State Road 40 and US 441 intersection, as well as the continuous updates on State Road 200.

Chairman Zalak echoed her appreciation to FDOT as well.

### **Item 10. Public Comment**

Adrian LeBlanc, a resident at 1074 Southeast 59th Street, encouraged the board to reconsider the target reduction.

She emphasized that while a 5% reduction may save five lives, it still falls short of preventing the 92 deaths, which are above the state average.

LeBlanc acknowledged the difficulty in addressing issues like distracted driving and speeding but stressed that the efforts from engineering, enforcement, and education are all working together. She urged that a better standard or goal be set, as he believes a 5% reduction is insufficient.

### **Item 11. Adjournment**

Chairman Zalak adjourned the meeting at 5:00 p.m.

Respectfully Submitted By:

Shakayla Irby, Administrative Assistant



# DISTRICT FIVE Work Program Public Hearing

**FY 25/26 to FY 29/30**

January 28, 2025  
TPO Board Meeting





# Tentative Work Program (TWP)

TENTATIVE  
FIVE-YEAR WORK PROGRAM  
FISCAL YEAR 2026 TO FISCAL YEAR 2030

**D5's Tentative Five-Year Work Program Public Hearing:**  
Virtual/Online (Dec. 2<sup>nd</sup> - 6<sup>th</sup>)



**Review and Adoption:**  
Executive and FTC Reviews (Feb./Mar.)  
TWP to Governor and Legislature (Mar.)  
Budget Approved (May/June)  
Work Program Adopted (July 1<sup>st</sup>)

December

January

February - July



Districts submit TWP to Central Office  
(Jan. 15<sup>th</sup>)

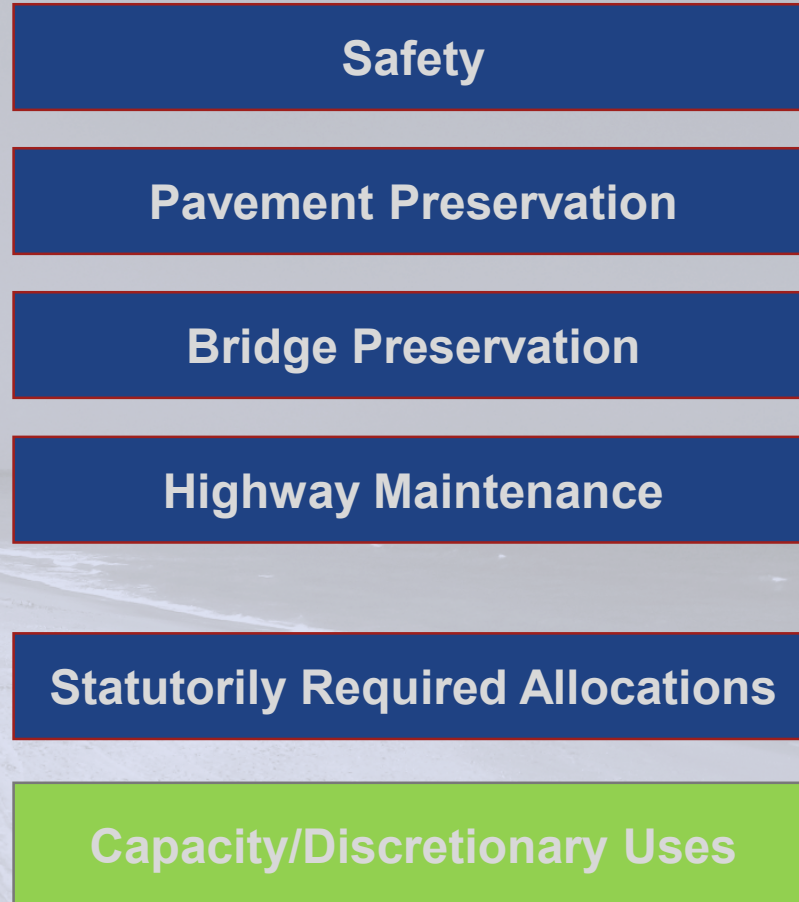


# Funding Priorities

TENTATIVE  
FIVE-YEAR WORK PROGRAM  
FISCAL YEAR 2026 TO FISCAL YEAR 2030

Section 334.046, F.S., – Department mission, goals and objectives

*As funding needs increase, available funding for capacity / discretionary uses decrease*



*As funding needs decrease, available funding for capacity / discretionary uses increases*



# Influencing Factors of D5's TWP:

TENTATIVE  
FIVE-YEAR WORK PROGRAM  
FISCAL YEAR 2026 TO FISCAL YEAR 2030



## Allocations & Revenues



State funds decreased due to reductions in revenue projections



Statutory formula (population and motor fuel tax projections);  
Rental car surcharge projections



## Decisions, Policies & Statutes



Resurfacing Program allocations adjustments;  
funding reallocated to other statewide critical needs/programs



## Economic Variables

### D5 Construction Material Trends:



Earthwork +131.6%



Traffic Signals +26%



Asphalt +5%

Avg. # of  
Bids 3.5

District 5 Fiscal Year End 23 vs. 24 Cost Group Comparison

# County Breakdown

TENTATIVE  
FIVE-YEAR WORK PROGRAM  
FISCAL YEAR 2026 TO FISCAL YEAR 2030

County	FY 2025/26	FY 2026/27	FY 2027/28	FY 2028/29	FY 2029/30	TOTAL
Marion	\$117,329,862	\$74,209,747	\$97,552,883	\$15,005,771	\$248,729,635	\$552,827,898

# Project Type Breakdown

TENTATIVE  
FIVE-YEAR WORK PROGRAM  
FISCAL YEAR 2026 TO FISCAL YEAR 2030

Project Type	Five-Year Estimated
Capacity	\$302,641,943
Preservation	\$113,602,606
Multi-modal	\$43,056,601
Road/Intersection	\$46,829,427
Operations	\$8,618,679
Bike/Ped	\$15,061,725
Misc.	\$23,016,917

# Project Highlights

TENTATIVE  
FIVE-YEAR WORK PROGRAM  
FISCAL YEAR 2026 TO FISCAL YEAR 2030

- Newly funded project phases
- Projects of interest
- Deferred and deleted projects
- Grant awards



*If a previously programmed project is NOT mentioned, there have been no changes.*

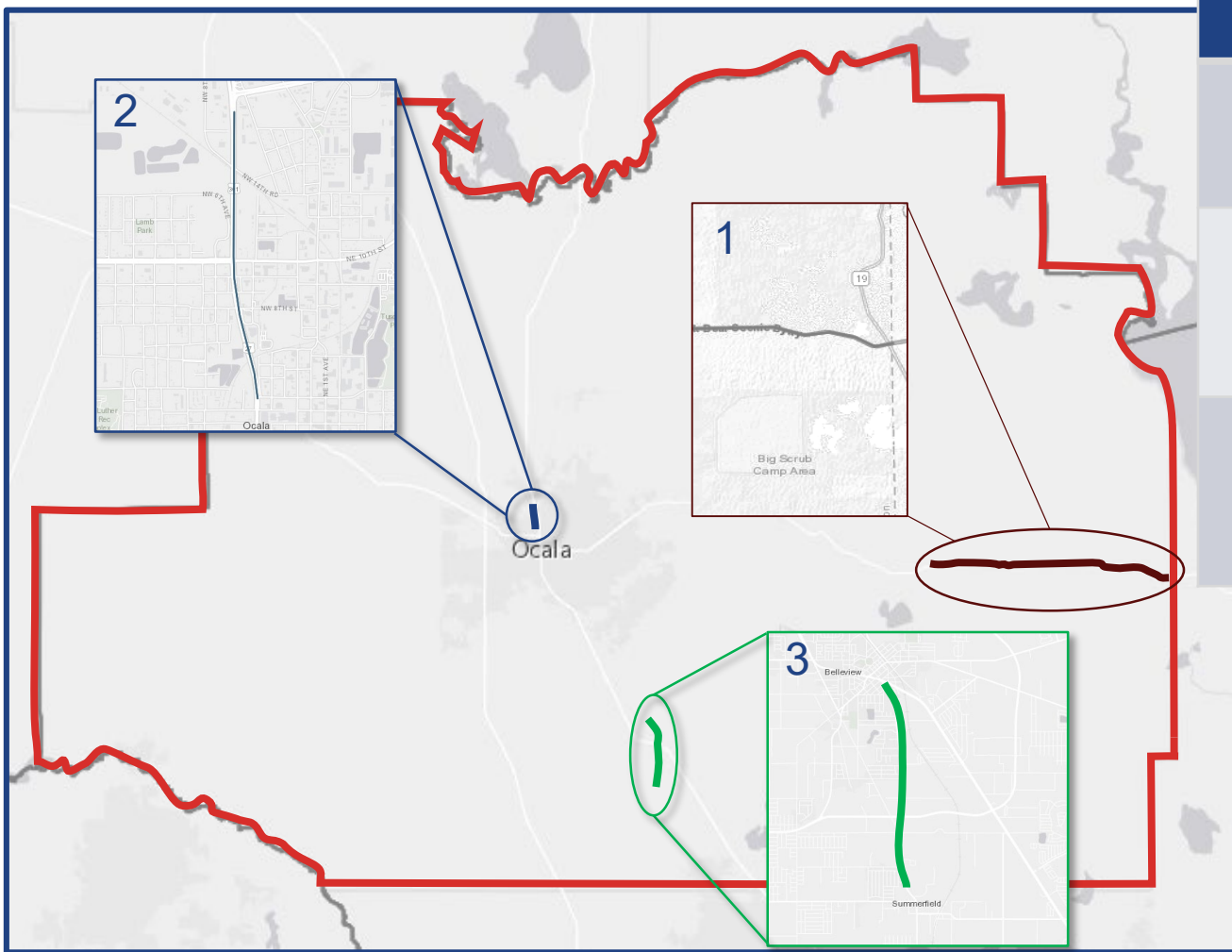


# Additions

TENTATIVE  
**FIVE-YEAR WORK PROGRAM**  
 FISCAL YEAR 2026 TO FISCAL YEAR 2030



#	Lane Miles	Project	Design Total \$ Construction Total \$
1	26.00	450948-2: SR 40 from SE 196 Terrace Drive to Lake County Line	Construction (FY 28) \$9,147,325
2	4.47	454214-1: S.R. 200 (US 441/301/27), from NW 2 <sup>nd</sup> Street to CRE 200-A (NW 20 <sup>th</sup> Street)	Design (FY 26) \$1,097,500 Construction (FY 28) \$6,542,824
3	12.48	454215-1: S.R. 35 (US 301), from SE 142 <sup>nd</sup> Place to S.R. 500 (U.S. 27/441)	Design (FY 26) \$1,096,500 Construction (FY 28) \$14,155,800



# RESURFACING

# Additions

TENTATIVE  
FIVE-YEAR WORK PROGRAM  
FISCAL YEAR 2026 TO FISCAL YEAR 2030

## FM# 410674-2

### S.R. 40, from end of 4-lanes to east of C.R. 314

- Add lanes & reconstruct
- Construction added to FY 29/30
- \$129,751,356

## FM# 238651-1

### S.R. 200, from Citrus County Line to C.R. 484

- Add lanes & reconstruct
- Design added to FY 26/27
- \$5,000,000



# CAPACITY



# Additions

TENTATIVE  
FIVE-YEAR WORK PROGRAM  
FISCAL YEAR 2026 TO FISCAL YEAR 2030

## FM# 454939-1

### C.R. 475-A Lane Departure

- Paved Shoulders
- Design added to FY 25/26 and Construction added to FY 27/28
- \$1,913,000

## FM# 454940-1

### SE 100<sup>th</sup> Avenue

- Paved Shoulders
- Design added to FY 25/26 and Construction added to FY 27/28
- \$1,257,000



## FM# 450952-2

### S.R. 40, from U.S. 441 to 25<sup>th</sup> Avenue

- Intersection Improvement / Enhancements
- Construction added to FY 25/26
- \$609,974

## FM# 452074-1

### Interstate 75, from S.R. 200 to S.R. 326

- Add Auxiliary Lane(s)
- Right of Way adjusted from FY 24/25 to multi-year programming FYs 26 to 30
- \$10,030,000

# ROADWAY / INTERSECTION



# Additions

TENTATIVE  
FIVE-YEAR WORK PROGRAM  
FISCAL YEAR 2026 TO FISCAL YEAR 2030

## AVIATION

### **FM# 455963-1**

#### **Marion-Ocala International Airport Fuel Farm**

- Aviation Revenue/Operational
- Capital funds added to FYs 25/26 and 26/27
- \$1,375,000

### **FM# 455964-1**

#### **Marion-Ocala International Airport Runway**

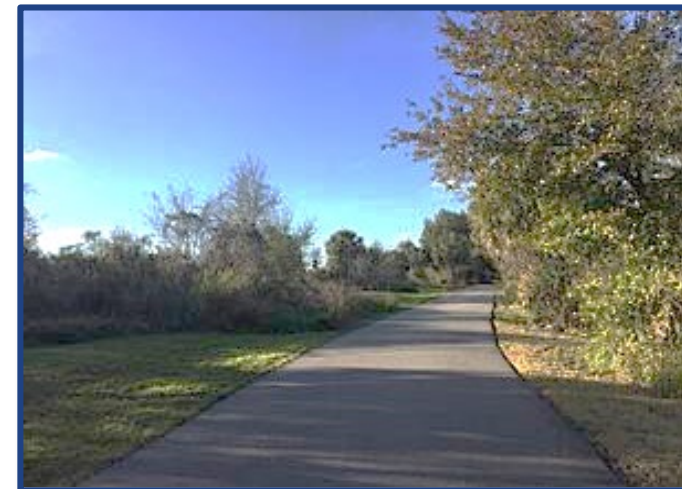
- Aviation Preservation Project
- Capital funds added to FYs 27/28 and 28/29
- \$1,600,000

## PED/BIKE

### **FM# 453543-1**

#### **Belleview to Greenway Trail**

- Bike Path/Trail
- Design added to FY 25/26 and Construction added to FY 27/28
- \$1,133,700



# Deferred Projects:

TENTATIVE  
FIVE-YEAR WORK PROGRAM  
FISCAL YEAR 2026 TO FISCAL YEAR 2030

## **FM# 438477-1:**

Marion-Ocala Int'l Taxiway improvements

- Aviation Preservation Project
- Capital Grant deferred from FY25/26 to FY26/27 based on coordination with the aviation authority.

## **FM# 448575-1:**

Marion-Ocala Int'l Airport Rescue and Firefighting Facility (ARFF) Building

- Aviation Safety Project
- Capital Grant deferred from FY26/27 to FY29/30 based on coordination with the aviation authority.

## **FM# 238648-1:**

SR 45 (US 41), from SW 110th St. to north of SR 40

- Add lanes & reconstruct
- Construction and Construction Support deferred from FY28/29 to FY29/30 based on Work Program Balancing.

## **FM# 451440-1:**

Interstate 75, from SR 40 interchange to SR 318 interchange

- Landscaping
- Construction and Construction Support deferred from FY27/28 to FY28/29 due to reprioritization of projects.

## **FM# 451440-2:**

Interstate 75, from SR 200 to south of flyover

- Landscaping
- Construction and Construction Support deferred from FY27/28 to FY28/29 due to reprioritization of projects.

## **FM# 451440-3:**

Interstate 75 at SR 484

- Landscaping
- Construction and Construction Support deferred from FY27/28 to FY28/29 due to reprioritization of projects.

# Deferred / Deleted Projects:

TENTATIVE  
FIVE-YEAR WORK PROGRAM  
FISCAL YEAR 2026 TO FISCAL YEAR 2030

## Deferred Projects

### FM# 450665-1:

SR 40, from SW 80th Avenue to SW 52nd Avenue

- Pavement Only Resurface (Flex)
- Construction and Construction Support deferred from FY25/26 to FY27/28 due to a reduction in resurfacing lane mile allocations based on current pavement conditions.

### FM# 452634-1:

SR 464, from SR 200 to SR 25/SR 500

- Pavement Only Resurface (Flex)
- Construction and Construction Support deferred from FY26/27 to FY28/29 due to a reduction in resurfacing lane mile allocations based on current pavement conditions.

### FM# 452694-1:

SR 35 (US 301), from Sumter County Line to CR 42

- Pavement Only Resurface (Flex)
- Construction and Construction Support deferred from FY26/27 to FY27/28 due to a reduction in resurfacing lane mile allocations based on current pavement conditions.

## Deleted Projects

### FM# 449261-1:

SR 60th Ave., from SW 54th St. to SECO Energy driveway

- Intersection improvements
- Construction and Construction Support deleted from FY27/28 based on local agency coordination.

### FM# 452186-2:

US 301 (US 27/US 441) Phase II

- EV Charging
- Operations grant deleted from FY25/26 due to reprioritization of projects.

# GRANT AWARDS

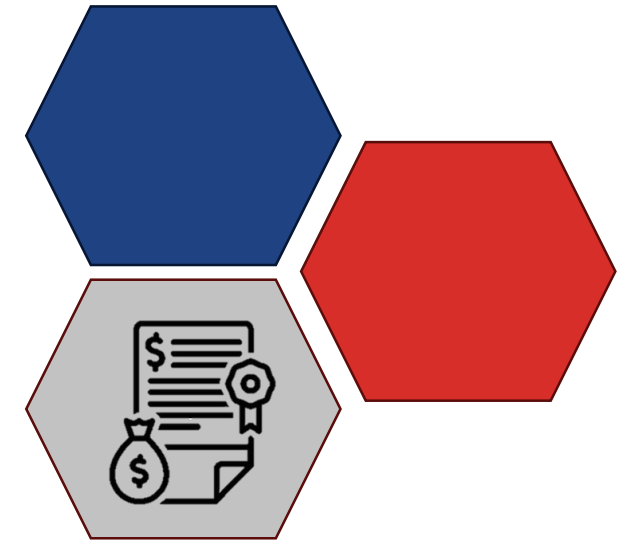
TENTATIVE  
FIVE-YEAR WORK PROGRAM  
FISCAL YEAR 2026 TO FISCAL YEAR 2030

## 2023

- Safe Streets for All (SS4A)
  - City of Ocala
  - \$104,000

## 2024 Awarded

- Safe Streets for All (SS4A)
  - Marion County
  - Implementation – Maricamp Road
  - \$19,020,640



## **FDOT Assistance**

- FDOT Letter of Consistency
- Contact: Alice Giuliani, D5 PLEMO;  
[Email: Alice.Giuliani@dot.state.fl.us](mailto:Alice.Giuliani@dot.state.fl.us)





# Hurricanes Helene and Milton Response





# Thank you!

TENTATIVE  
FIVE-YEAR WORK PROGRAM  
FISCAL YEAR 2026 TO FISCAL YEAR 2030

Jon Scarfe, MSM, FCCM  
MPO Liaison Administrator

**Contact:**

Phone: (386) 943-5791

Email: [Jonathan.scarfe@dot.state.fl.us](mailto:Jonathan.scarfe@dot.state.fl.us)

**Alternate Email:** [D5-WPPH@dot.state.fl.us](mailto:D5-WPPH@dot.state.fl.us)

**Website:** [www.fdot.gov/wpph/district5](http://www.fdot.gov/wpph/district5)





**NAVIGATING THE FUTURE**

# 2050

Long Range Transportation Plan

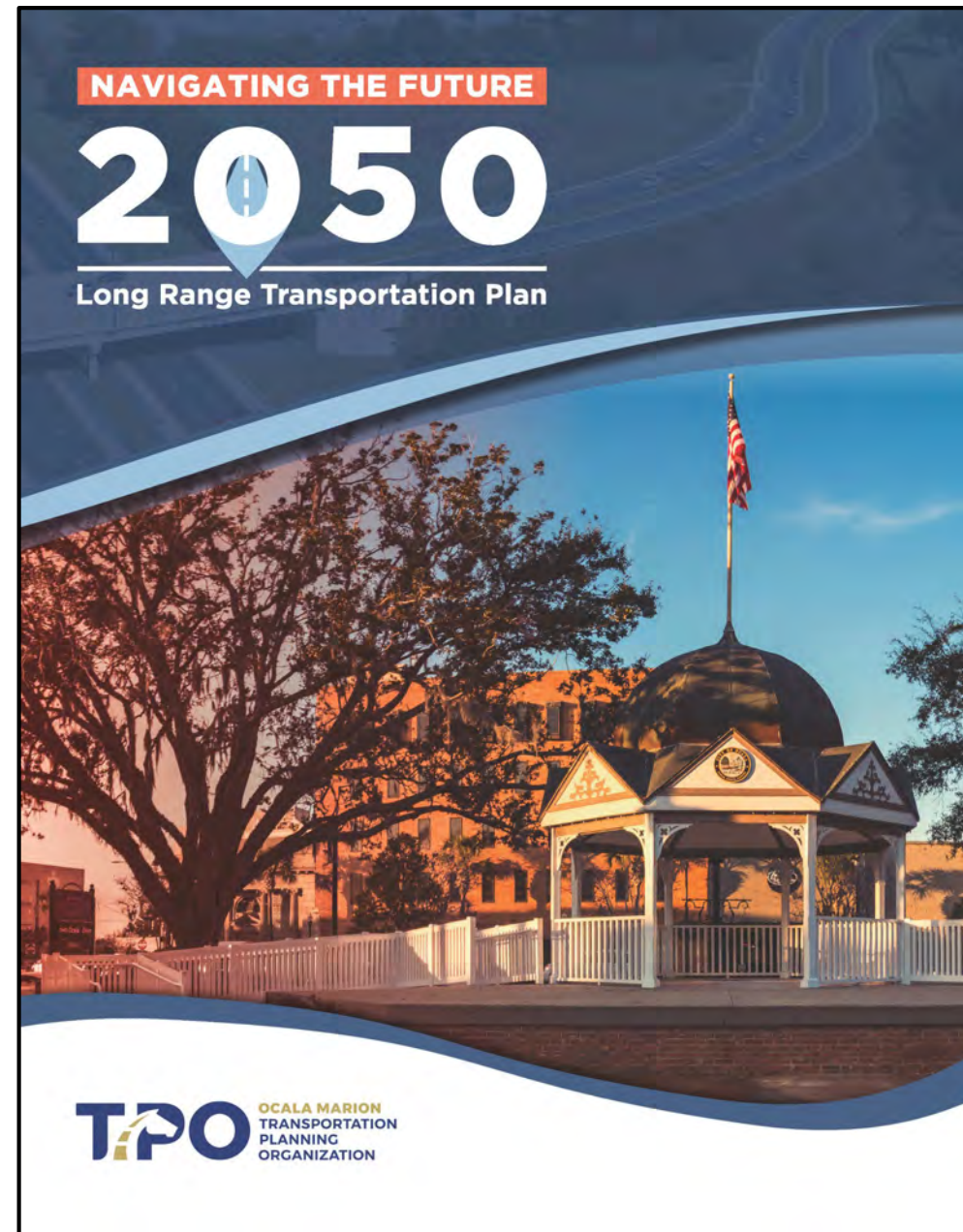
**TPO Board Meeting  
January 28, 2025**





# Introduction

- Policy and LRTP Goals
- Revenue Forecast Introduction
- Socioeconomic (SE) Forecast



# L RTP Goals & Objectives

## Development Process

- Federal & State Requirements
- 2045 L RTP Goals & Objectives
- Local Comprehensive Plans
- Local Input and Guidance

# L RTP Goals & Objectives

## Federal & State Requirements

- Florida Transportation Plan (FTP)
- Florida Strategic Intermodal System (SIS) Policy Plan
- Bipartisan Infrastructure Law (BIL)/Infrastructure Investment and Jobs Act (IIJA)



# IIJA (Federal) Planning Factors

- Economic Vitality
- Safety
- Security
- Accessibility & Mobility
- Environment
- Efficient System Management
- Preservation
- Integration & Connectivity
- Resiliency & Reliability
- Travel & Tourism

# FDOT FTP Goals

- Safety & Security
- Resiliency
- Connected, Efficient, and Reliable
- Transportation Choices
- Strengthens Florida's Economy
- Enhance Florida's Communities
- Environment





# Vision & Goals

## Ocala-Marion 2050 LRTP Vision

Develop a *safe, accessible, and efficient multimodal* transportation system to best serve the *community and environment*

Prioritizing <b>Safety and Security</b> for all users	Promote Accessible <b>Multimodal Travel</b> Choices
Promoting <b>System Preservation and Resiliency</b> to adapt to future changes	Supporting local and regional <b>Economic Development</b> by connecting communities and businesses
Addressing <b>Community Needs</b>	Safeguarding the environment with a focus on <b>Environmental Protection</b>
Facilitating <b>Quality Places</b> and high <b>Quality of Life</b>	Emphasizing <b>Implementation</b> to turn plans into outcomes

# Goal 1: Safety & Security

## Objectives

- Eliminate **fatal and serious crashes** for all users
- Increase safety to and from **schools**
- Provide effective **evacuation routes**

# Goal 2: Multimodal Travel

## Objectives

- Increase frequent and **convenient transit** service
- Increase **bicycle and pedestrian travel**
- Increase **facility access** used the by transportation disadvantaged population
- Increase desired user-friendly **transportation options**
- Increase **multimodal connections** to major activity centers  
(downtowns, employment, commercial, medical, parks)



# Goal 3: System Preservation

## Objectives

- Promote existing **transportation preservation**
- Prioritize transportation **rehabilitation projects**
- Prioritize transportation system **resiliency**
- Consider **operational and technological** strategies for improvements

# Goal 4: Economic Development

## Objectives

- Increase **access to developing areas**
- Increase access to **major employment areas**
- Increase efficiency of **freight movement**
- Plan for emerging **transportation technologies**
- Increase **reliability** and **management** strategies
- Increase transportation **system performance**

# Goal 5: Community Needs

## Objectives

- Increase citizen **engagement and integration**
- Increase community **transportation education**
- Increase **public participation** with future projects
- Increase organizational **outreach and collaboration**
- Consider **equity** in project planning

# Goal 6: Environmental Protection

## Objectives

- Reduce impacts to existing **natural resources**
- Reduce impacts to **residential areas**
- Increase access to **natural tourist destinations**

# Goal 7: Quality Places and Quality of Life

## Objectives

- Enhance **access to community features**
- Increase **connectivity** from residents to employment centers, commercial centers, and services

# Goal 8: Implementation

## Objectives:

- Identify projects that can be **funded** for implementation within a **5–10-year** time band
- Identify **planning studies** to prepare future projects for funding and implementation

# Performance Evaluation

## Performance Measures

- PM 1 – Safety
- PM 2 – System Preservation
- PM 3 – System Performance
- Need to be evaluated with each annual TIP update

## Performance Indicators

- Guide the development and prioritization of LRTP projects
- Do not need to be evaluated annually

# Revenue Forecast Introduction

- Required financial plan that **estimates funds** that can be available to support implementation of the LRTP
- Indicate funds that are **reasonably expected** to be made available to carry out the LRTP
- Demonstrate **fiscal constraint** and ensure the LRTP reflects realistic assumptions about future revenues
- Guidance for the development of the **LRTP Cost Feasible Plan**



# Revenue Forecast Introduction

## Federal and State Revenues

- Provided by FDOT in *2050 Revenue Forecast Handbook*
- Revenue estimates specific to Ocala Marion TPO
- Districtwide level revenue estimates
  - Estimated allocations for planning purposes developed through CFMPOA coordination



# Draft Revenue Forecast : Current Snapshot Federal and State Sources

Revenue Source	Total Projected Revenues (2031-2050)
Other Roads (Non-SIS, Non-SHS) “Off-System”	\$30,310,000
Other Roads (Non-SIS, Non-SHS) Product Support***	\$6,670,000
State Highway System (Non-SIS) – Non-TMA**	\$107,800,000
SHS (non-SIS) Product Support***	\$23,720,000
Surface Transportation Block Grant – Any Area (SA)*	\$101,410,000
Surface Transportation Block Grant – Non-TMA (SN, SM, SL)*	\$144,060,000
Transportation Alternatives – Any Area (TALT)*	\$12,340,000
Transportation Alternatives – Non-TMA (TALN, TALM, TALL)*	\$21,350,000
Carbon Reduction Program – Non-TMA (CARN, CARM, CARL)*	\$18,430,000
<b>TOTAL</b>	<b>\$466,090,000</b>

\*Estimated Ocala Marion TPO allocation of funding eligible anywhere in District Five

\*\* Estimated Ocala Marion TPO allocation of funding eligible for non-TMA MPOs in District Five (Ocala Marion and Lake-Sumter)

\*\*\*According to the FDOT 2050 Revenue Forecast. MPOs can also assume that an additional 22 percent of estimated SHS (non-SIS) funds are available from the statewide “Product Support” program to support PD&E and PE activities.

Sources: Florida Department of Transportation 2050 Revenue Forecast Handbook and Central Florida MPO Alliance

# 2045 vs. 2050 (Select Comparisons)

Revenue Source	Total Projected Revenues (2026-2045)	Total Projected Revenues (2031-2050)	Change from 2045 LRTP to 2050 LRTP
Federal + State Funding for Roadway Capacity (Non-SIS)*	\$758,100,000	\$413,970,000	- 45.4%

*\*Excludes Transportation Alternatives and Carbon Reduction Program funds for comparison purposes.*

# Revenue Forecast Introduction

## Local Revenues

- Coordination with agencies to identify anticipated future revenue sources and assumptions
  - Fuel Taxes
  - Impact Fees
  - Infrastructure Sales Surtax

# Revenue Forecast Introduction

## Other Revenue Sources

- Transit (SunTran)
  - Based on Transit Development Plan (TDP) 10-Year Financial Plan – *Draft in Progress*
- Strategic Intermodal System (SIS)
  - Planned improvements to be incorporated by reference in LRTP
  - Moving Florida Forward (2021-25): **\$508.6M**
  - Estimated future expenditures (2031-2050): **\$168.92M (\$YOE)\*** - I-75, SR 326, SR 40
  - 2045 LRTP SIS Total: **\$1,322.5M (2026-2045)**



*\*Based on SIS Second Five Year Plan FY 2028/2029 - FY 2032/2033 and SIS Cost Feasible Plan 2035-2050*

# Socioeconomic (SE) Population Forecast

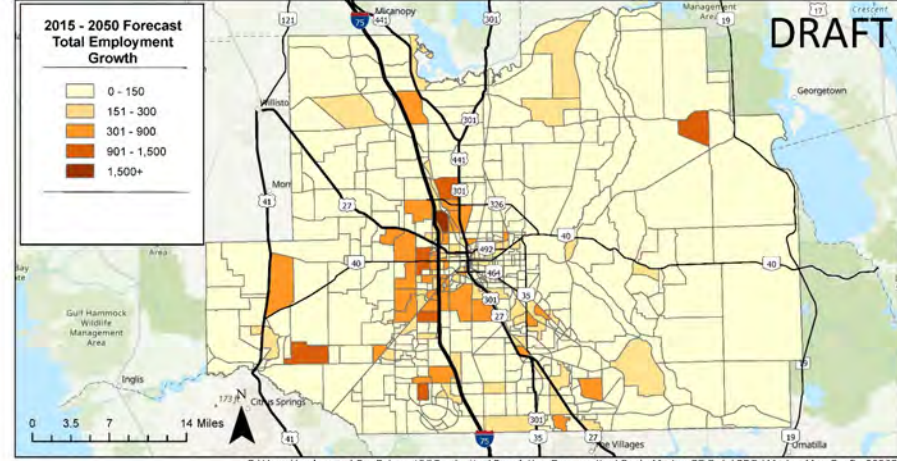
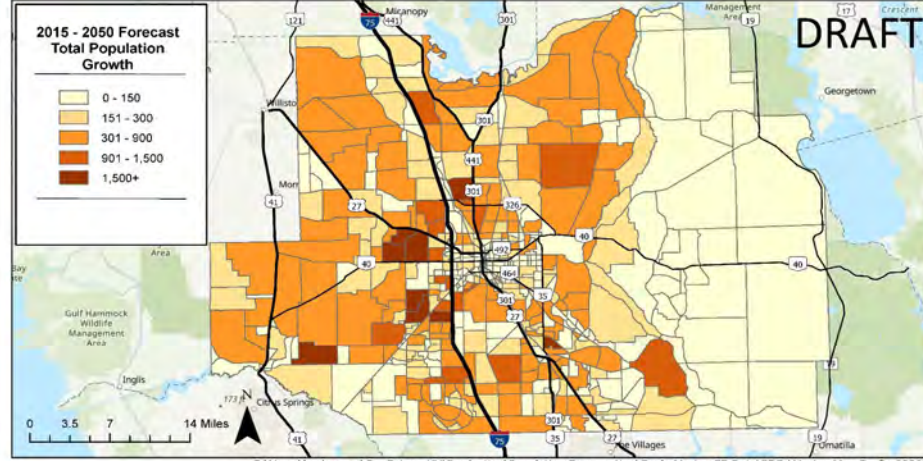
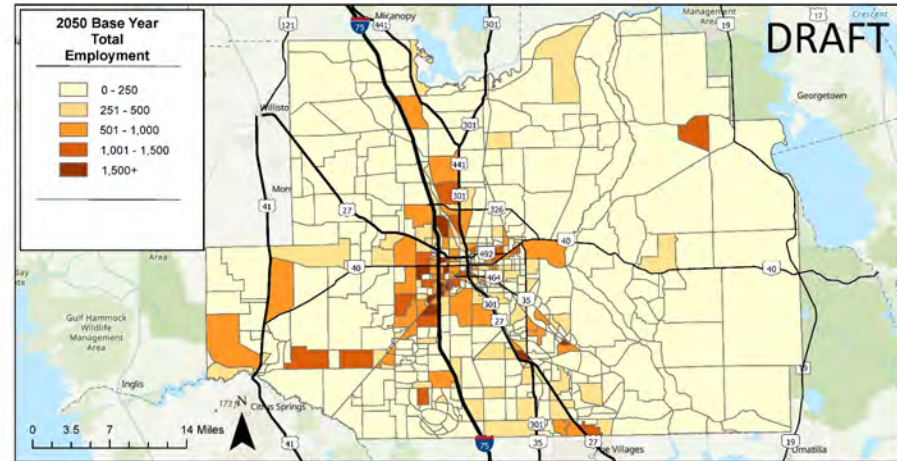
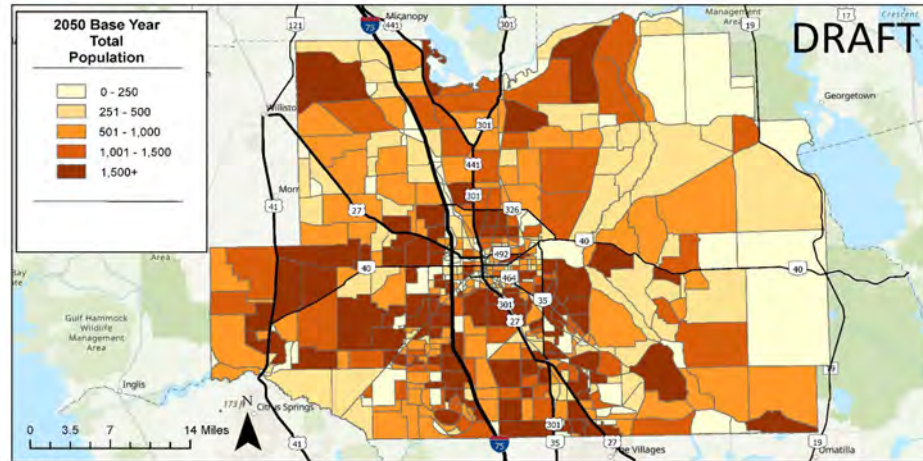
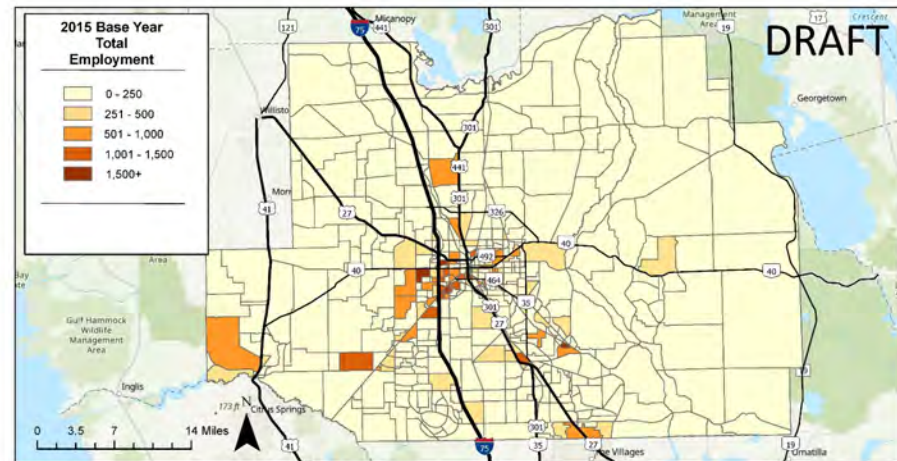
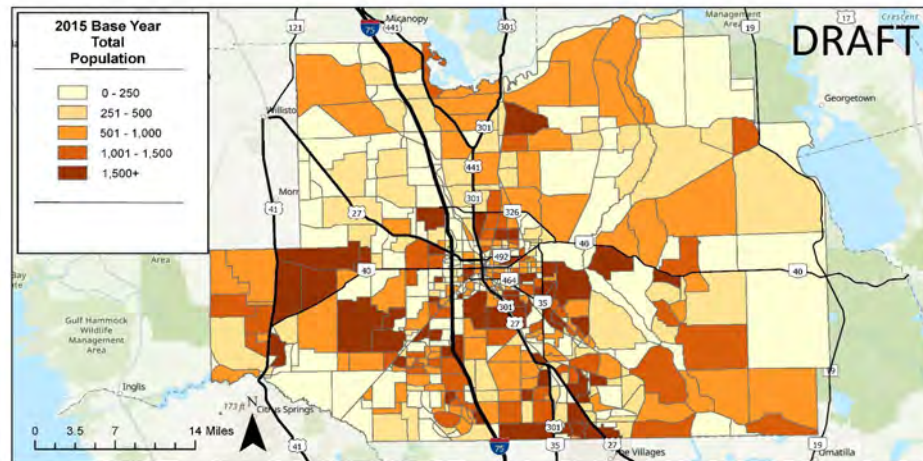
## Ocala-Marion 2050 Population & Employment Control Totals

	2024	2050	2024 ▶ 2050	% Increase
<b>Population</b>	419,510*	588,400	168,890	<b>40.26%</b>
<b>Employment</b>	137,180	192,407	55,227	<b>40.26%</b>

*\*Source: 2024 BEBR Estimate*



# 2025 to 2050 Total Population & Employment Growth



# Next Steps

- Finalize Trend Forecast
- Initiate Scenario Development
- Needs Plan Development



# Project Schedule

NAVIGATING THE FUTURE

# 2050

Long Range Transportation Plan



**April 23, 2024**

Public Kickoff Meeting



**September 18, 2024**

Community Open House Meeting 1



**February 25, 2025**

Community Open House Meeting 2



**March 25, 2025**

Needs Assessment Presentation



**May 27, 2025**

Project Priorities Presentation



**September 2025**

Draft Plan Public Review



**November 13, 2025**

Plan Adoption



**TO: Board Members**

**RE: Director Travel Reimbursement Approval**

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Director Rob Balmes travel reimbursement and approval requests. Per TPO Travel Policy, and 2025 U.S. General Services Administration (GSA) travel and Internal Revenue Service (IRS) mileage rates, total reimbursement: \$247.96.

1. February 14, 2025  
Central Florida MPO Alliance Meeting  
Orlando, FL  
Travel Reimbursement Requested: \$121.74
  
2. February 27, 2025  
MPOAC Meetings  
Orlando, FL  
Travel Reimbursement Requested: \$126.22
  
3. April 23-24, 2025  
Florida Metropolitan Planning Partnership (FMPP) and MPOAC Meetings  
Tallahassee, FL



# Marion County Commission Authorization to Incur Travel Request Pre-Travel Estimate

Some fields may not be applicable and may be left blank. Use your cursor to hover over a field for help.

Traveler: Robert Balmes Date: 02/13/25

Employee Number: 11612 Department: TPO

Travel Destination: Orlando, FL

Conference/Training: Central Florida MPO Alliance Meeting

Departure Date: 02/14/25 Time: 8:00 am Return Date: 02/14/25 Time: 1:30 pm

## REGISTRATION INFORMATION

*(Attach Registration Form)*

GL Account #: \_\_\_\_\_ Project Code: \_\_\_\_\_

Registration Name: \_\_\_\_\_ Amount: \_\_\_\_\_

Registration Address: \_\_\_\_\_

City: \_\_\_\_\_ State: Florida Zip Code: \_\_\_\_\_

Check One:  P-Card Purchase  Mail Registration Check

## HOTEL INFORMATION

GL Account #: \_\_\_\_\_ Project Code: \_\_\_\_\_

Hotel Name: \_\_\_\_\_

Hotel Address: \_\_\_\_\_

City: \_\_\_\_\_ State: Florida Zip Code: \_\_\_\_\_

Confirmation Number: \_\_\_\_\_ Hotel Amount: \_\_\_\_\_

Check One:  P-Card Purchase  Mail Hotel Check

## FLIGHT INFORMATION

GL Account #: \_\_\_\_\_ Project Code: \_\_\_\_\_

Airline Name: \_\_\_\_\_ Flight Number: \_\_\_\_\_

Confirmation Number: \_\_\_\_\_ Flight Amount: \_\_\_\_\_

Departure Date: \_\_\_\_\_ Time: \_\_\_\_\_ Return Date: \_\_\_\_\_ Time: \_\_\_\_\_

## RENTAL CAR INFORMATION

GL Account #: \_\_\_\_\_ Project Code: \_\_\_\_\_

Rental Car Company: \_\_\_\_\_

Confirmation Number: \_\_\_\_\_ Rental Amount: \_\_\_\_\_

Pick up Date: \_\_\_\_\_ Return Date: \_\_\_\_\_

**TRAVELER'S ESTIMATED EXPENSES**

GL Account #: BR407549-540101 Project Code: \_\_\_\_\_

Meals:

B \_\_\_\_\_ per day x \$ 6.00 = \$ 0.00

L \_\_\_\_\_ per day x \$ 11.00 = \$ 0.00

D \_\_\_\_\_ per day x \$ 19.00 = \$ 0.00

Total Meals: \$ 0.00

County Vehicle Requested? YES  NO  (Gas Card Available)

Mileage Private Vehicle: 164.0 # Miles @ \$ 0.70 \$ 114.80

Traveler's Total Estimated Expenses: \$ 114.80

Travel Advance Check Requested? YES  NO

Travel Advance Amount: \$ 0.00  
(80% of total estimated expenses)

Reset Estimated Exp

**TOTAL ESTIMATED COST OF TRAVEL**

Registration: \$ 0.00

Hotel: \$ 0.00

Flight: \$ 0.00

Rental Car: \$ 0.00

Other: \$ 0.00 Other (please explain): \_\_\_\_\_

Traveler's Estimated Expenses: \$ 114.80

**Total Estimated Cost of Travel: \$ 114.80**

Traveler Signature:   
*Upon return from travel, employees must file Form TR2 including all receipts within 5 work days.*

2/14/25  
Date Signed: \_\_\_\_\_

Director Signature: \_\_\_\_\_

\_\_\_\_\_  
Date Signed: \_\_\_\_\_

ACA Approval:  
Assistant County Administrator (Travel over \$1,000, Out of State & Director Travel)

\_\_\_\_\_  
Date Signed: \_\_\_\_\_

CA Approval:  
County Administrator (ACA Travel, Out of State & Out of Country Travel)

\_\_\_\_\_  
Date Signed: \_\_\_\_\_

Procurement:  
Business Services Specialist (review)

\_\_\_\_\_  
Date Signed: \_\_\_\_\_

Reset Form      Email Form





**MARION COUNTY**  
**VOUCHER FOR REIMBURSEMENT OF TRAVELING EXPENSES**  
**\*\* TPO ONLY \*\***

Payee: Robert Balmes  
 Employee ID #: 11612  
 Department: TPO

Invoice #: TRR  
(Procurement use only)  
 GL Account Code: BR407549-540101  
 Travel Class: \_\_\_\_\_  
\*Class C meals processed through Payroll.

**For full functionality of form features, please use ADOBE. Hover your cursor over any field for helpful tips.**

Day	Date	Point of Origin To Destination	Name of Conference	Hour of Departure or Hour of Return	Total Meal Amount Per Day			Map Mileage Claimed	Vicinity Mileage Claimed	Incidental Expenses	
					B	L	D			Amount	Type
Day 1	2/14/25	Ocala to Orlando	Central FL MPO Alliance	8:00 AM	\$ 0	\$ 0	\$ 0	82.0		\$ 3.18	Tolls
Day 2	2/14/25	Orlando to Ocala	Central FL MPO Alliance	1:30 PM	\$ 0	\$ 0	\$ 0	82.0		\$ 3.76	Tolls
Day 3					\$ 0	\$ 0	\$ 0				
Day 4					\$ 0	\$ 0	\$ 0				
Day 5					\$ 0	\$ 0	\$ 0				
Day 6					\$ 0	\$ 0	\$ 0				
Day 7					\$ 0	\$ 0	\$ 0				

**\*\*Supporting documentation *required*. All travel receipts and approved TR1 must be appended to this voucher.\*\***

Total Meal Expenses \$ 0.00

I certify or affirm that the above expenses were actually incurred by me as necessary traveling expenses in the performance of my official duties; attendance at a conference or convention was directly related to official duties of Marion County; any meals or lodging included in a conference or convention registration fee have been deducted from this travel claim; and that this claim is true and correct in every material matter and same conforms in every respect with the requirement of Section 112.061, Florida Statutes, and Marion County Travel Policy.

\$ 0.70 @ Per Mile	Total Mileage Expenses	\$ 114.80
164.0 # All Miles	Total Incidental Expenses	\$ 6.94

**Net Amount Due To Traveler: \$ 121.74**

Payee Signature:  Date: 2/14/25

Pursuant to Section 112.061(3)(a), Florida Statutes, I hereby certify or affirm that to the best of my knowledge, the above travel was on official business of Marion County and was performed for the purposed(s) stated above.

Director Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

ACA Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

Procurement Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**CONTRACTOR TRAVEL FORM**

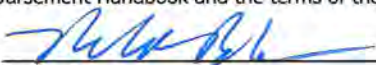
300-000-06  
 COMPTROLLER  
 03/14

Contractor <u>Rob Balmes</u>	Contract or PO # _____	Contact Person <u>Rob Balmes</u>
Company <u>Ocala Marion TPO</u>	Company's Address <u>2710 E Silver Springs Blvd</u>	Telephone No. <u>352 438-2631</u>
Residence (City) <u>Ocala, FL</u>	<u>34471</u>	E-Mail Address <u>rob.balmes@marionfl.org</u>

DATE	TRAVEL PERFORMED FROM POINT OF ORIGIN TO DESTINATION	PURPOSE OR REASON FOR TRAVEL (NAME OF CONFERENCE OR CONVENTION)	HOUR OF DEPARTURE and RETURN	CLASS A & B MEAL ALLOWANCE	PER DIEM/ ACTUAL LODGING	MAP MILEAGE	VICINITY MILEAGE	INCIDENTAL EXPENSES	
								AMOUNT	TYPE
2/14/2024	Ocala to Orlando	Central FL MPO Alliance Meeting	8:00 AM			82		\$3.18	Tolls
2/14/2024	Orlando to Ocala	Central FL MPO Alliance Meeting	1:30 PM			82		\$3.76	Tolls

**SIGNATURES**

I hereby certify or affirm that the above expenses were actually incurred by me as necessary traveling expenses in the performance of my official duties; attendance at a conference or convention was directly related to my official duties of the agency or contract/PO; any meals or lodging included in a registration fee have been deducted from this travel claim; and that this claim is true and correct in every material matter and conforms in every respect with the requirements of Section 112.061, Florida Statutes, Chapter 69I-42 F.A.C., Department of Financial Services Reference Guide For State Expenditures, Department of Transportation Disbursement Handbook and the terms of the contract.

CONTRACTOR:  DATE: 2/14/25  
 JOB TITLE: TPO Director

Pursuant to Section 112.061(3)(a), Florida Statutes and the terms of the Contract, I hereby certify or affirm that to the best of my knowledge the above consultant was on official business for the State of Florida and the travel was performed for the purpose(s) stated above.

CONTRACTOR'S SUPERVISOR: \_\_\_\_\_ DATE: \_\_\_\_\_  
 TYPED or printed NAME: \_\_\_\_\_  
 TITLE: \_\_\_\_\_

COLUMN TOTAL	COLUMN TOTAL	TOTAL MILES	164	COLUMN TOTAL	SUMMARY TOTAL
\$0.00	\$0.00	X @ \$0.700		\$6.94	\$121.74
		\$114.80			

**JUSTIFICATION/EXPLANATION**

**OTHER PERSONNEL IN PARTY**



### Instructions for Completing the Contractor Travel Form

**Contractor:** Name of the individual who performed travel.

**Contract or PO No.:** Number of the contract or Purchase Order on which work was performed.

**Company:** The consultant's company.

**Company's Address:** City where the consultant's company is located.

**Residence (City):** City where the consultant resides.

**Contact Person:** Person to notify for inquiries related to the travel voucher.

**Telephone No:** The telephone number of the contact person.

**E-Mail Address:** E-Mail address of the contact person.

**Date:** (MM/DD/YYYY) Dates of actual travel.

**Travel Performed From Point of Origin to Destination:** Departing location to the city or town of where business will commence. List each location. NO ABBREVIATIONS.

**Purpose or Reason for Travel:** Give reason for travel. Specify name of conference, convention, seminar, training, etc. NO ABBREVIATIONS and NO ACRONYMS

**Hour of Departure and Return:** Actual time of departure and return. Must state A.M or P.M

**Class A & B Meal Allowance:** Itemize daily using the appropriate meal allowance: \$6 for breakfast, \$11 for lunch, and \$19 dinner per F.S. 112.061. Deduct any meals included in a registration fee paid by DOT.

**Per Diem/Actual Lodging:** Itemize daily. For per diem use the rate of \$80 per day prorated on a quarterly basis. When calculating per diem Class A travel day starts at midnight and Class B travel day begins at the time of departure. For actual lodging use single occupancy rate including taxes.

**Map Mileage:** Point to point mileage calculated from the Official Department of Transportation map (in-state) available on the Internet at <http://www3.dot.state.fl.us/mileage>.

**Vicinity Mileage:** Mileage other than map mileage incurred within headquarters or destination.

**Incidental Expenses:** List the amount and the type of charge being charged (do not itemize daily).

**Column Total:** Total cost for class A & B meal allowance.

**Column Total:** Total cost for Per Diem/Actual Lodging.

**Total Miles:** Total of map and vicinity mileage at \$0.445 per mile.

**Column Total:** Total cost of incidental expenses.

**Summary Total:** Total cost to the Department of Transportation.

**Contractor:** Individual who performed the travel.

**Date:** Date the travel form was prepared.

**Job Title:** Job title of the traveler.

**Contractor's Supervisor:** Traveler's supervisor.

**Date:** Date the authorized official approved/signed the travel form.

**Typed or Printed Name:** Typed or printed name of the authorized official.

**Title:** Job title of the authorized official.

**Justification/Explanation:** Explain any unusual claims for reimbursement.

**Other Personnel in Party:** List the names of other personnel traveling with you.

### Meal Allowances and Travel Status are as follows:

Refer to Disbursement Handbook, Section 112.061, F.S. and Chapter 69I-42 F.A.C. and Department of Financial Services for complete instructions.

**CLASS A TRAVEL STATUS** - Continuous travel of 24 hours or more away from official headquarters.

**CLASS B TRAVEL STATUS** - Continuous travel of less than 24 hours requiring overnight absence from official headquarters.

### MAXIMUM ALLOWANCES FOR MEALS AS FOLLOWS:

**BREAKFAST** \$6.00 - When travel begins before 6 a.m. and extends beyond 8 a.m.

**LUNCH** \$11.00 - When travel begins before 12 noon and extends beyond 2 p.m.

**DINNER** \$19.00 - When travel begins before 6 p.m. and extends beyond 8 p.m., or when travel occurs during nighttime hours due to special assignment.

(NOTE: No allowance shall be made for meals when travel is confined to the city or town of official headquarters or immediate vicinity.)



# Marion County Commission Authorization to Incur Travel Request Pre-Travel Estimate

Some fields may not be applicable and may be left blank. Use your cursor to hover over a field for help.

Traveler: Robert Balmes Date: 02/26/25

Employee Number: 11612 Department: TPO

Travel Destination: Orlando, FL

Conference/Training: MPOAC Meetings

Departure Date: 02/27/25 Time: 8:00 am Return Date: 02/27/25 Time: 6:00 pm

## REGISTRATION INFORMATION

*(Attach Registration Form)*

GL Account #: \_\_\_\_\_ Project Code: \_\_\_\_\_

Registration Name: \_\_\_\_\_ Amount: \_\_\_\_\_

Registration Address: \_\_\_\_\_

City: \_\_\_\_\_ State: Florida Zip Code: \_\_\_\_\_

Check One:  P-Card Purchase  Mail Registration Check

## HOTEL INFORMATION

GL Account #: \_\_\_\_\_ Project Code: \_\_\_\_\_

Hotel Name: \_\_\_\_\_

Hotel Address: \_\_\_\_\_

City: \_\_\_\_\_ State: Florida Zip Code: \_\_\_\_\_

Confirmation Number: \_\_\_\_\_ Hotel Amount: \_\_\_\_\_

Check One:  P-Card Purchase  Mail Hotel Check

## FLIGHT INFORMATION

GL Account #: \_\_\_\_\_ Project Code: \_\_\_\_\_

Airline Name: \_\_\_\_\_ Flight Number: \_\_\_\_\_

Confirmation Number: \_\_\_\_\_ Flight Amount: \_\_\_\_\_

Departure Date: \_\_\_\_\_ Time: \_\_\_\_\_ Return Date: \_\_\_\_\_ Time: \_\_\_\_\_

## RENTAL CAR INFORMATION

GL Account #: \_\_\_\_\_ Project Code: \_\_\_\_\_

Rental Car Company: \_\_\_\_\_

Confirmation Number: \_\_\_\_\_ Rental Amount: \_\_\_\_\_

Pick up Date: \_\_\_\_\_ Return Date: \_\_\_\_\_

**TRAVELER'S ESTIMATED EXPENSES**

GL Account #: BR407549-540101 Project Code: \_\_\_\_\_

Meals:

B \_\_\_\_\_ per day x \$ 6.00 = \$ 0.00

L \_\_\_\_\_ per day x \$ 11.00 = \$ 0.00

D \_\_\_\_\_ per day x \$ 19.00 = \$ 0.00

Total Meals: \$ 0.00

County Vehicle Requested? YES  NO  (Gas Card Available)

Mileage Private Vehicle: 170.0 # Miles @ \$ 0.70 \$ 119.00

Traveler's Total Estimated Expenses: \$ 119.00

Travel Advance Check Requested? YES  NO

Travel Advance Amount: \$ 0.00  
(80% of total estimated expenses)

Reset Estimated Exp

**TOTAL ESTIMATED COST OF TRAVEL**

Registration: \$ 0.00

Hotel: \$ 0.00

Flight: \$ 0.00

Rental Car: \$ 0.00

Other: \$ 0.00 Other (please explain): \_\_\_\_\_

Traveler's Estimated Expenses: \$ 119.00

**Total Estimated Cost of Travel: \$ 119.00**

Traveler Signature: \_\_\_\_\_

*Upon return from travel, employees must file Form TR2 including all receipts within 5 work days.*

2/26/25  
Date Signed: \_\_\_\_\_

Director Signature: \_\_\_\_\_

\_\_\_\_\_  
Date Signed: \_\_\_\_\_

ACA Approval:

Assistant County Administrator (Travel over \$1,000, Out of State & Director Travel)

\_\_\_\_\_  
Date Signed: \_\_\_\_\_

CA Approval:

County Administrator (ACA Travel, Out of State & Out of Country Travel)

\_\_\_\_\_  
Date Signed: \_\_\_\_\_

Procurement:

Business Services Specialist (review)

\_\_\_\_\_  
Date Signed: \_\_\_\_\_

Reset Form    Email Form





**MARION COUNTY**  
**VOUCHER FOR REIMBURSEMENT OF TRAVELING EXPENSES**  
**\*\* TPO ONLY \*\***

Payee: Robert Balmes  
 Employee ID #: 11612  
 Department: TPO

Invoice #: TRR \_\_\_\_\_  
(Procurement use only)  
 GL Account Code: BR407549-540101  
 Travel Class: \_\_\_\_\_  
\*Class C meals processed through Payroll.

**For full functionality of form features, please use ADOBE. Hover your cursor over any field for helpful tips.**

Day	Date	Point of Origin To Destination	Name of Conference	Hour of Departure or Hour of Return	Total Meal Amount Per Day			Map Mileage Claimed	Vicinity Mileage Claimed	Incidental Expenses	
					B	L	D			Amount	Type
Day 1	2/27/25	Ocala to Orlando	MPOAC Meetings	8:00 AM	\$ 0	\$ 0	\$ 0	85.0		\$ 4.04	Tolls
Day 2	2/27/25	Orlando to Ocala	MPOAC Meetings	5:00 PM	\$ 0	\$ 0	\$ 0	85.0		\$ 3.18	Tolls
Day 3					\$ 0	\$ 0	\$ 0				
Day 4					\$ 0	\$ 0	\$ 0				
Day 5					\$ 0	\$ 0	\$ 0				
Day 6					\$ 0	\$ 0	\$ 0				
Day 7					\$ 0	\$ 0	\$ 0				

**\*\*Supporting documentation required. All travel receipts and approved TR1 must be appended to this voucher.\*\***

I certify or affirm that the above expenses were actually incurred by me as necessary traveling expenses in the performance of my official duties; attendance at a conference or convention was directly related to official duties of Marion County; any meals or lodging included in a conference or convention registration fee have been deducted from this travel claim; and that this claim is true and correct in every material matter and same conforms in every respect with the requirement of Section 112.061, Florida Statutes, and Marion County Travel Policy.

\$ 0.70 @ Per Mile	Total Mileage Expenses	\$ 119.00
170.0 # All Miles	Total Incidental Expenses	\$ 7.22

**Net Amount Due To Traveler: \$ 126.22**

Payee Signature: [Signature] Date: 3/12/25

Pursuant to Section 112.061(3)(a), Florida Statutes, I hereby certify or affirm that to the best of my knowledge, the above travel was on official business of Marion County and was performed for the purposed(s) stated above.

Director Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_  
 ACA Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_  
 Procurement Signature: \_\_\_\_\_ Date Signed: \_\_\_\_\_

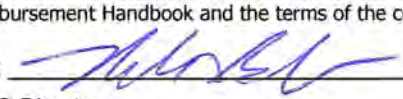
STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**CONTRACTOR TRAVEL FORM**

300-000-06  
 COMPTROLLER  
 03/14

Contractor <u>Rob Balmes</u>	Contract or PO # _____	Contact Person <u>Rob Balmes</u>
Company <u>Ocala Marion TPO</u>	Company's Address <u>2710 E Silver Springs Blvd</u>	Telephone No. <u>352 438-2631</u>
Residence (City) <u>Ocala, FL</u>	<u>34471</u>	E-Mail Address <u>rob.balmes@marionfl.org</u>

DATE	TRAVEL PERFORMED FROM POINT OF ORIGIN TO DESTINATION	PURPOSE OR REASON FOR TRAVEL (NAME OF CONFERENCE OR CONVENTION)	HOUR OF DEPARTURE and RETURN	CLASS A & B MEAL ALLOWANCE	PER DIEM/ ACTUAL LODGING	MAP MILEAGE	VICINITY MILEAGE	INCIDENTAL EXPENSES	
								AMOUNT	TYPE
2/27/2024	Ocala to Orlando	MPOAC Meetings	8:00 AM			85		\$4.04	Tolls
2/27/2024	Orlando to Ocala	MPOAC Meetings	5:00 PM			85		\$3.18	Tolls

**SIGNATURES**  
 I hereby certify or affirm that the above expenses were actually incurred by me as necessary traveling expenses in the performance of my official duties; attendance at a conference or convention was directly related to my official duties of the agency or contract/PO; any meals or lodging included in a registration fee have been deducted from this travel claim; and that this claim is true and correct in every material matter and conforms in every respect with the requirements of Section 112.061, Florida Statutes, Chapter 69I-42 F.A.C., Department of Financial Services Reference Guide For State Expenditures, Department of Transportation Disbursement Handbook and the terms of the contract.

CONTRACTOR:  DATE: 3/12/25  
 JOB TITLE: TPO Director

Pursuant to Section 112.061(3)(a), Florida Statutes and the terms of the Contract, I hereby certify or affirm that to the best of my knowledge the above consultant was on official business for the State of Florida and the travel was performed for the purpose(s) stated above.

CONTRACTOR'S SUPERVISOR: \_\_\_\_\_ DATE: \_\_\_\_\_  
 TYPED or printed NAME: \_\_\_\_\_  
 TITLE: \_\_\_\_\_

COLUMN TOTAL	COLUMN TOTAL	TOTAL MILES	170	COLUMN TOTAL	SUMMARY TOTAL
\$0.00	\$0.00	X @ \$0.700		\$7.22	\$126.22
		\$119.00			

**JUSTIFICATION/EXPLANATION**

**OTHER PERSONNEL IN PARTY**

### Instructions for Completing the Contractor Travel Form

**Contractor:** Name of the individual who performed travel.

**Contract or PO No.:** Number of the contract or Purchase Order on which work was performed.

**Company:** The consultant's company.

**Company's Address:** City where the consultant's company is located.

**Residence (City):** City where the consultant resides.

**Contact Person:** Person to notify for inquiries related to the travel voucher.

**Telephone No.:** The telephone number of the contact person.

**E-Mail Address:** E-Mail address of the contact person.

**Date:** (MM/DD/YYYY) Dates of actual travel.

**Travel Performed From Point of Origin to Destination:** Departing location to the city or town of where business will commence. List each location. NO ABBREVIATIONS.

**Purpose or Reason for Travel:** Give reason for travel. Specify name of conference, convention, seminar, training, etc. NO ABBREVIATIONS and NO ACRONYMS

**Hour of Departure and Return:** Actual time of departure and return. Must state A.M or P.M

**Class A & B Meal Allowance:** Itemize daily using the appropriate meal allowance: \$6 for breakfast, \$11 for lunch, and \$19 dinner per F.S. 112.061. Deduct any meals included in a registration fee paid by DOT.

**Per Diem/Actual Lodging:** Itemize daily. For per diem use the rate of \$80 per day prorated on a quarterly basis. When calculating per diem Class A travel day starts at midnight and Class B travel day begins at the time of departure. For actual lodging use single occupancy rate including taxes.

**Map Mileage:** Point to point mileage calculated from the Official Department of Transportation map (in-state) available on the Internet at <http://www3.dot.state.fl.us/mileage>.

**Vicinity Mileage:** Mileage other than map mileage incurred within headquarters or destination.

**Incidental Expenses:** List the amount and the type of charge being charged (do not itemize daily).

**Column Total:** Total cost for class A & B meal allowance.

**Column Total:** Total cost for Per Diem/Actual Lodging.

**Total Miles:** Total of map and vicinity mileage at \$0.445 per mile.

**Column Total:** Total cost of incidental expenses.

**Summary Total:** Total cost to the Department of Transportation.

**Contractor:** Individual who performed the travel.

**Date:** Date the travel form was prepared.

**Job Title:** Job title of the traveler.

**Contractor's Supervisor:** Traveler's supervisor.

**Date:** Date the authorized official approved/signed the travel form.

**Typed or Printed Name:** Typed or printed name of the authorized official.

**Title:** Job title of the authorized official.

**Justification/Explanation:** Explain any unusual claims for reimbursement.

**Other Personnel in Party:** List the names of other personnel traveling with you.

### Meal Allowances and Travel Status are as follows:

Refer to Disbursement Handbook, Section 112.061, F.S. and Chapter 69I-42 F.A.C. and Department of Financial Services for complete instructions.

**CLASS A TRAVEL STATUS** - Continuous travel of 24 hours or more away from official headquarters.

**CLASS B TRAVEL STATUS** - Continuous travel of less than 24 hours requiring overnight absence from official headquarters.

### MAXIMUM ALLOWANCES FOR MEALS AS FOLLOWS:

**BREAKFAST** \$6.00 - When travel begins before 6 a.m. and extends beyond 8 a.m.

**LUNCH** \$11.00 - When travel begins before 12 noon and extends beyond 2 p.m.

**DINNER** \$19.00 - When travel begins before 6 p.m. and extends beyond 8 p.m., or when travel occurs during nighttime hours due to special assignment.

(NOTE: No allowance shall be made for meals when travel is confined to the city or town of official headquarters or immediate vicinity.)





**TO: Board Members**

**FROM: Rob Balmes, Director**

**RE: TPO Website Request for Proposals (RFP)**

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**Summary**

As budgeted in the adopted Fiscal Years (FY) 2025 to 2026 Unified Planning Work Program, TPO staff are seeking professional services to develop a new website by January 2026. The website project will ensure the TPO has a sustainable and accessible public platform for all federal and state required documents.

Since December 2024, TPO staff have been working with Marion County Procurement Services Department regarding a website Request for Proposals (RFP). In coordination with Procurement Services, a full RFP package has been completed, and a selection committee formed to begin the solicitation process. This includes incorporation of all federal and state required language, clauses and assurances. The anticipated timeline for the project is as follows:

- RFP and procurement process: April to July 2025
- Approval of recommended vendor contract: August 26, 2025 (TPO Board)
- Website development: September to December 2025
- Website launch to public: No later than January 26, 2026

**Current Website**

Since January 2020, the TPO’s current website has been maintained under contract with SGS Technologic, LLC. The agreement is based on a rolling contract, subject to automatic renewal on January 30 each year, unless either party provides a written 90-day termination notice. This contract agreement has provided flexibility to the TPO, but it also places the organization in a potentially volatile situation if/when the vendor provides a 90-day notice to terminate the professional relationship. Additionally, over the past five years, the current website has become dated with limitations for webpage creation, updates and editing. This requires some significant upgrades to the platform, including the content management system. Therefore, the TPO requires a new website and more secure contract in place to

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*Marion County • City of Belleview • City of Dunnellon • City of Ocala*

ensure continued accessibility and functionality for the public. The TPO's primary source of communication is through a standalone website.

### **Website Project Budget**

As identified in the UPWP, the website budget project is not to exceed \$40,000. This includes design and development, and first year of vendor maintenance and hosting. The proposed length of a vendor contract in the RFP is three years, with two one-year renewal options, for a total of up to five years. The RFP selection process will include a review of the quality of vendor proposals and price.

### **Attachment(s)**

- TPO Website Request for Proposals (RFP)

### **Action Requested**

Staff requests Board approval of the TPO Website Request for Proposals.

If you have any questions or concerns, please contact me at: 352-438-2631.



**Marion County Board of County Commissioners  
Procurement Services Department  
2631 SE Third St  
Ocala, FL 34471**

(352) 671-8444 (main)  
(352) 671-8451 (fax)

[Procurement@MarionCountyFL.org](mailto:Procurement@MarionCountyFL.org) (general e-mailbox)

**25P-065: TPO Website**

**NON-MANDATORY PRE-PROPOSAL MEETING DATE/TIME:** April 3, 2025 | 10:00 AM

*Attending this meeting is strongly recommended as the project's scope of work, procedures, and specifications will be discussed at this time. All questions must be made only to Procurement, and received by the date indicated and will be considered. Questions will not be answered over the phone; they must be submitted by fax or email, and must be acknowledged below when issued by addendum.*

**MEETING LOCATION:** Procurement Services Department, Large Conference Room

**Microsoft Teams:** Meeting ID:221 826 631 522 | Passcode: YS6dm2JB

**LAST DAY FOR QUESTIONS:** April 16, 2025 | 12:00 PM

Marion County Procurement Services will continue to conduct all formal bid openings and Selection Committee Meetings via videoconference on Teams, and most Pre-Bid/Pre-Award Meetings via teleconference, until further notice.

*\*\*Please note that this information may change at any time and with very little notice.*

For questions relating to this solicitation, contact: Tika Black | [tika.black@marionfl.org](mailto:tika.black@marionfl.org)

**\*\*\* SUBMITTALS WILL ONLY BE ACCEPTED ELECTRONICALLY THROUGH THE DEMANDSTAR SYSTEM. ALL OTHER SUBMITTALS WILL NOT BE OPENED \*\*\***

**DUE DATE:** April 24, 2025 | 3:00PM

It is the responsibility of contractors who receive this Solicitation from sources other than Marion County or DemandStar to contact the Procurement Services Department prior to the due date to ensure any updates/addenda are received in order to submit a responsible and responsive offer. Not submitting a complete and accurate document may deem the offer non-responsive and have your bid rejected.

**ADDENDA ACKNOWLEDGMENT:** Prior to submitting my offer, I have verified that all addenda issued to date are considered as part of my offer: Addenda received (list all) # \_\_\_\_\_

Company Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Primary E-mail address (required): \_\_\_\_\_

Secondary E-mail address (required): \_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

Telephone: (\_\_\_\_\_) \_\_\_\_\_ FEIN: \_\_\_\_\_

Indicate whether your firm accepts Visa for payment award of this contract: (circle) **YES / NO**

My submittal contains pages which are considered proprietary or confidential: **YES / NO**

*By noting "yes," firm acknowledges its responsibility to identify pages as such on all sets. Information may be subject to public records request if the notation does not meet FL Statutes 119.07 definition; subject to County Procurement or Legal opinion.*

By signing this form, I acknowledge I have read and understand, and my firm complies with all General Conditions and requirements set forth herein:

**SIGNATURE OF AUTHORIZED REPRESENTATIVE** \_\_\_\_\_

**DATE SUBMITTED** \_\_\_\_\_

***This document must be completed and returned with your Submittal***

**RFP 25P-065  
TPO Website**

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# RFP 25P-065 TPO Website

## PART 1 - SCOPE OF WORK

### Introduction

#### **About the TPO**

Established in 1981, the Ocala/Marion County Transportation Planning Organization (TPO) is a federally-mandated agency responsible for the planning and prioritizing of state and federal funding to roadway, bicycle and pedestrian, transit and aviation projects within Marion County. The TPO serves the cities of Belleview, Dunnellon, Ocala and Marion County, and works to ensure improvements to the transportation system reflect the needs of stakeholders and the public.

The TPO is governed by a 12-member Board of locally elected officials. The expertise of the staff and leadership of the TPO Board are supplemented by the Technical Advisory Committee (TAC), Citizens Advisory Committee (CAC) and the Transportation Disadvantaged Local Coordinating Board (TDLCB). Collectively, these boards and committees provide guidance and policymaking decisions for the organization. The work of the TPO is guided by federal and state legislation, including U.S. Code Title 23 and 49 and Florida Statute 339 and 427.

The Ocala Marion TPO's MISSION STATEMENT is to plan for a future transportation system that is safe and accessible for the residents and visitors of our community.

The Ocala Marion TPO's VISION STATEMENT is a transportation system that supports growth, mobility, and safety through leadership and planning.

#### **Project Overview**

The TPO is seeking to work with a Contractor for the design and development of a new website and accompanying content management system (CMS). The Contractor will also support the TPO new website through ongoing hosting and maintenance. The TPO will continue to maintain the website registered domain. This project is fully funded by a consolidated federal planning grant from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) through the TPO's two-year Unified Planning Work Program (UPWP) budgetary document.

The TPO's current website (<https://ocalamariontpo.org>) is used as a vitally important tool to provide and receive information from the general public and public partner agencies. The goal of this RFP is the creation of a new website that will continue to serve as the TPO's primary tool for effective dissemination and communication of information, and location of federal and state required planning documents.

The new website will generally remain static and does not require dynamic functionality of commercial or business websites or public news websites. The TPO's current website utilizes a WordPress platform, and was originally developed in 2019. Over the past five to six years, there have been many advanced technological changes to websites, such as CMS and interactive website components. A new website will enable the TPO stay up to date and address the following needs and requirements:

- Compliance with Americans with Disabilities Act (ADA)

- Compatibility with multiple web browsers (explorer, chrome, firefox, safari, etc.)
- Responsive site design to accommodate all users (mobile phones, laptops, tablets, etc.)
- Visually professional appearance
- Ease of navigation and user-friendly design
- CMS that provides diverse color and font choices, creating and editing content quickly and easily by TPO staff
- Flexibility to incorporate interactive features and new content
- Search engine optimization (SEO) to ensure consistent results
- Quick/rapid loading of materials and downloads for users
- Seamless integration of the TPO's social media channels
- Tracking analytics, including an audit log of user activity and monitoring on the backend of the website, which will be provided on a monthly basis. Google analytics should be incorporated into the website solution
- Any custom code, plugins and third-party software required for the website to function will be identified and maintained by the Contractor
- Secure and regularly monitored service and data environment to protect against malware, intrusion, phishing and other forms of hacking and spamming or open ports that adheres to best practices in web and data security. Contractor shall have controls in place to secure all data and provide a full back up, so the website is up with little down time
- Ensure downtime is minimized, with a guaranteed response time and reporting mechanisms to log activity, debugging, traffic monitoring, server health and compatibility issues to ensure > 99.5% access to end users and TPO staff, even during times of emergency

The TPO also requires a website that also allows for an interactive platform for receiving comments, such as an online public feedback form and email sign-up. Other necessary features include interactive calendars of events and meetings, and intuitive navigation menus.

### **Accessibility**

The new website must comply with U.S. Code of Federal Regulations (CFR) 28 CFR 35.160 and 49 CFR 27.7 to ensure accessibility for all members of the public with physical disabilities and limited motor skills. The website must also be consistent with ADA and Web Content Accessibility Guidelines (WCAG). The new website must also integrate a translation feature to provide multilingual capability.

### **Project Tasks**

The Contractor will be responsible for completing and/or supporting the following task activities. Each task is organized by work area and includes a summary of responsibilities and deliverables, along with required coordination with the TPO during the project.

#### **Task 1: Design of New TPO Website**

#### **Task 2: Migration of Content from Existing TPO Website to New TPO Website**

#### **Task 3: TPO Staff Training and Guidance Document**

#### **Task 4: Annual Maintenance and Hosting of New TPO Website**

#### **Task 1: Design of New TPO Website**

**1.1 Kick-Off Meeting:** The Contractor will meet with TPO staff to determine the conceptual website design. TPO staff will provide a comprehensive list of existing content based on information from the current website and identified future website needs.



**1.2 Wireframe and Layout:** The Contractor will develop a draft Wireframe diagram and website homepage layout. TPO staff will review and provide feedback on a draft Wireframe, including website page changes. The Contractor will then make modifications to finalize a TPO-staff approved final Wireframe diagram and homepage layout.

**1.3 Content Management System (CMS):** The Contractor will create and design a CMS and hosting server based on the final Wireframe diagram and homepage layouts. The CMS will be a modern, secure, interactive platform approved by the TPO to allow for built-in features, customization and the ability to add components or plug-ins. The CMS will have a comprehensive search option which optimizes Search Engine Optimization (SEO) for the website. The CMS will allow TPO staff to easily change content and create new layouts and new pages, as needed. The CMS will also support online surveys and comment forms to help the TPO receive feedback and comments from the public. The CMS must be a platform that is demonstrated to be relevant to the specific needs of the TPO. Flexibility should be provided for TPO staff to readily and easily update, manage and create content.

**1.4 Content Management System Review and Approval:** The Contractor will coordinate with TPO staff on the CMS and include at least two rounds of reviews and edits to ensure all necessary adjustments and modifications are completed. This includes the Contractor performing an internal quality assurance/quality control (QA/QC). The Contractor will also provide the TPO with a digital backup of the website content at this stage of the process.

**1.5 Third Party Software, Plugins and Custom Code:** If third-party software, plugins and custom code are required for the website to function, they must be identified and approved by the TPO. As the new website host, the contractor will be responsible for maintaining any approved third-party software, plugins and custom code.

## **Task 2: Migration of Content from Existing TPO Website to New TPO Website**

**2.1 Migration Process:** The Contractor will migrate all the identified existing content from the existing website to the new website, with the requirement of maintaining the current domain ([www.ocalamariontpo.org](http://www.ocalamariontpo.org)).

**2.2 Migrated Content:** The Contractor will review and assure migrated content is formatted to meet accessibility requirements and priorities as outlined.

**2.3 QA/QC Process:** The Contractor will conduct an extensive QA/QC of the new website after receiving comments and/or modification requests from TPO staff.

**2.4 Migration Webinar:** The Contractor will conduct one (1) online virtual meeting to demonstrate and guide TPO staff through the new website to ensure all content was fully migrated and the website functions based on the expectations by the TPO.

## **Task 3: TPO Staff Training and Guidance Document**

**3.1 Training:** Upon completion of the new website, the Contractor will conduct one (1) online virtual training session to TPO staff, which includes an overview of managing the CMS, content and ongoing updates. The Contractor shall provide a comprehensive tutorial to ensure TPO staff are educated about using the new website. The Contractor will provide training for best practices in maintaining content and to meet Accessibility standards.

**3.2 Website Guidance:** The Contractor will provide a user-manual summary document that outlines the basics or “how to” steps of maintaining and updating the new website. The document will be an important resource to the TPO to ensure staff members may readily update pages and content. The document should include, but not limited to logging in/access, uploading and updating text and existing pages, creating new pages or sub-pages, editing font and headings, creating and updating calendar items, uploading images and documents, and ensuring accessibility standards are followed.

#### **Task 4: Annual Hosting and Maintenance of New TPO Website**

**4.1 Annual Hosting:** The Contractor will provide the annual hosting for the new website. The new website will be seamlessly transferred and launched within the TPO’s current website domain.

**4.2 Annual Maintenance:** The Contractor will provide all necessary tasks for the maintenance of the new website in an annual maintenance plan. The Contractor will also provide a summary of approaches to the following specific maintenance task items.

- Technical support during normal business hours (8:00 am to 5:00 pm) and after hour support for emergency situations or outages.
- Updates to CMS and any enhancements such as plug-ins.
- Provide storage for the operation and growth of the website without the risk of crashing or storage issues.
- Disaster recovery to minimize down time. This includes providing priority emergency support for any hacks, downtime and broken links (HTTP 404) found on the website, with plan to restore the site in no more than one calendar day at no cost to the TPO.
- Distributed Denial of Service (DDoS).
- Back-up frequency (Backups should include content, assets and code for website to assure disaster recovery measures are in place for recovery (a fail-safe environment).
- Guaranteed percent of uptime.

#### **TPO Staff Support**

The TPO will support the Contractor by providing all written content, photos, diagrams and documents, most of which will be derived from the current website. TPO staff may provide additional information, as necessary, and per recommendations by the Contractor.

#### **Project Deliverables**

The following summarizes the specific deliverables of the project.

1. Project timeline to perform all required project work with milestones
2. New website wireframe diagram and layout
3. Content Management System (CMS)
4. Digital backup of the new website
5. Draft and final new website design
6. CMS with all migrated content from the existing website
7. Online virtual training session
8. Website guidance document
9. Disaster Recovery Plan
10. Annual maintenance commitment and cost
11. Annual hosting commitment and cost

## **Terms of Contract**

The contract is for the design and development of a new website, having the site fully operational, including staff training and specifications as outlined in the project tasks, no later than January 26, 2026. No exceptions. The term for website hosting and maintenance services shall be in effect when the website is launched through January 31, 2029. Pending mutual agreement and approval by the TPO Board, the Term may be renewed for two (2) additional, one (1) year terms. Prices shall remain firm for the term of the contract and renewal years.

[Federal Clauses will follow, no other information on this page]

# RFP 25P-065 TPO Website

## FEDERAL CLAUSES

### EQUAL OPPORTUNITY STATEMENT

As a sub-recipient of Federal Highway Administration (FHWA) or Federal Transit Administration (FTA) funding, the TPO is required to participate in the Florida Department of Transportation (FDOT) Disadvantaged Business Enterprise (DBE) program. In accordance with 49 Code of Federal Regulations (CFR) Part 26 and the FDOT DBE Program Plan, DBE participation shall be achieved through race-neutral methods. Race neutral means that the TPO can likely achieve the overall DBE aspirational goal of 10.54% through ordinary procurement methods. Therefore, no specific DBE contract goal may be applied to this project. Nevertheless, the TPO is committed to supporting the identification and use of DBEs and other small businesses, and encourages all reasonable efforts to do so. Furthermore, the TPO recommends the use of certified DBEs listed in the Florida Unified Certification Program (UCP) DBE Directory, who by reason of their certification are ready, willing, and able to provide and assist with the services delineated in the scope of work. Assistance with locating DBEs and other special services are available at no cost through FDOT's Equal Opportunity Office DBE Supportive Services suppliers. More information is available by visiting:

<https://www.fdot.gov/equalopportunity/serviceproviders.shtm>

or calling 850-414-4750. The TPO has a DBE participation program policy document that reflects the FDOT DBE Plan and can be found at the TPO website: <http://ocalamariontpo.org/disadvantaged-business-enterprise-program-dbe/>

The FDOT DBE Plan can be found at: <https://www.fdot.gov/equalopportunity/dbe-plan>

Participation by DBE's: The Contractor shall agree to abide by the following statement from 49 CFR 26.13(b). This statement shall be included in all subsequent agreements between the Contractor and any subcontractor or contractor.

“The Contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the Contractor to carry out these requirements is a material breach of this contract, which may result in termination of this contract or other such remedy as the recipient deems appropriate.”

Pursuant to 49 CFR 26.11(c), the Contractor shall submit the bid opportunity list at the time of contract execution and shall enter DBE commitment and payment information in the Florida Department of Transportation Equal Opportunity Compliance (EOC) system. The Contractor shall request access to the EOC system using Form No. 275-021-30.

For more information on the FDOT DBE program and how to become UCP-Certified, visit the FDOT's DBE website: <https://www.fdot.gov/equalopportunity/dbecertification.shtm>

[DBE Bid Package on next page, no other information on this page]

### **DBE Utilization**

The Department began its DBE race neutral program January 1, 2000. **Contract specific goals are not placed on Federal/State contracts;** however, the Department has an overall 10.65% DBE goal it must achieve. In order to assist contractors in determining their DBE commitment level, the Department has reviewed the estimates for this letting.

As you prepare your bid, please monitor potential or anticipated DBE utilization for contracts. When the low bidder executes the contract with the Department, information will be requested of the contractor's DBE participation for the project. While the utilization is not mandatory in order to be awarded the project, continuing utilization of DBE firms on contracts supports the success of Florida's DBE Program, and supports contractors' Equal Employment Opportunity and DBE Affirmative Action Programs.

Any project listed as 0% DBE availability does not mean that a DBE may not be used on that project. A 0% DBE availability may have been established due to any of the following reasons: limited identified subcontracting opportunities, minimal contract days, and/or small contract dollar amount. Contractors are encouraged to identify any opportunities to subcontract to DBE's.

Please contact the Equal Opportunity Office at (850) 414-4747 if you have any questions regarding this information.

### **DBE Reporting**

If you are the prime contractor on a project, enter your DBE participation in the Equal Opportunity Compliance system prior to the pre-construction or pre-work conference for all federal and state funded projects. This **will not** become a mandatory part of the contract. It will assist the Department in tracking and reporting planned or estimated DBE utilization. During the contract, the prime contractor is required to report actual payments to DBE and MBE subcontractors through the web-based Equal Opportunity Compliance (EOC) system.

All DBE payments must be reported whether or not you initially planned to utilize the company. In order for our race neutral DBE Program to be successful, your cooperation is imperative. If you have any questions, please contact EOOHelp@dot.state.fl.us.

### **Bid Opportunity List**

The Federal DBE Program requires States to maintain a database of all firms that are participating or attempting to participate on FDOT-assisted contracts. The list must include all firms that bid on prime contracts or bid or quote subcontracts on FDOT-assisted projects, including both **DBE's and non-DBEs**.

Please complete the Bidders Opportunity List through the Equal Opportunity Compliance system within 3 business days of submission of the bid or proposal for ALL subcontractors or sub-consultants who quoted to you for specific project for this letting. The web address to the Equal Opportunity Compliance system is: <https://www.fdot.gov/equalopportunity/eoc.shtm>.

### **DBE/AA Plans**

Contractors bidding on FDOT contracts are to have an approved DBE Affirmative Action Plan (FDOT Form 275-030-11B) on file with the FDOT Equal Opportunity Office before execution of a contract. DBE/AA Plans must be received with the contractors bid or received by the Equal Opportunity Office prior to the award of the contract.

Plans are approved by the Equal Opportunity Office in accordance with Ch. 14-78, Florida Administrative Code. Plans that do not meet these mandatory requirements may not be approved. Approvals are for a (3) three year period and should be updated at anytime there is a change in the company's DBE Liaison Officer and/or President. Contractors may evidence adoption of the DBE/AA Policy and Plan and/or a change in the designated DBE Liaison officer as follows:

- Print the first page of the document on company stationery ("letterhead") that indicates the company's name, mailing address, phone number, etc.
- Print the company's name in the "\_\_\_\_" space; next to "Date" print the month/day/year the policy is being signed; record the signature of the company's Chief Executive Officer, President or Chairperson in the space next to "by" and print the full first and last name and position title of the official signing the policy.
- Print the DBE Liaison's full name, email address, business mailing address and phone number the bottom of email.

E-mail the completed and signed DBE AA Plan to: **eeoforms@dot.state.fl.us**.

The Department will review the policy, update department records and issue a notification of approval or disapproval; a copy of the submitted plan will not be returned to the contractor.



Prime Contractor: \_\_\_\_\_

Address/Phone Number: \_\_\_\_\_

Procurement Number: \_\_\_\_\_

49 CFR Part 26.11 The list is intended to be a listing of all firms that are participating, or attempting to participate, on DOT-assisted contracts. The list must include all firms that bid on prime contracts, or bid or quote subcontracts and supplies materials on DOT-assisted projects, including both DBEs and non-DBEs. This list must include all subcontractors contacting you and expressing an interest in teaming with you on a specific DOT-assisted project. Prime contractors must provide information for Numbers 1, 2, 3 and 4, and should provide any information they have available on Numbers 5, 6, and 7 for themselves, and their subcontractors.

1. Federal Tax ID Number: \_\_\_\_\_  
2. Firm Name: \_\_\_\_\_  
3. Phone: \_\_\_\_\_  
4. Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
5. Year Firm Established: \_\_\_\_\_

6.  DBE  
 Non-DBE

7. Annual Gross Receipts  
 Less than \$1 million  
 Between \$1 - \$5 million  
 Between \$5 - \$10 million  
 Between \$10 - \$15 million  
 More than \$15 million

1. Federal Tax ID Number: \_\_\_\_\_  
2. Firm Name: \_\_\_\_\_  
3. Phone: \_\_\_\_\_  
4. Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
5. Year Firm Established: \_\_\_\_\_

6.  DBE  
 Non-DBE

7. Annual Gross Receipts  
 Less than \$1 million  
 Between \$1 - \$5 million  
 Between \$5 - \$10 million  
 Between \$10 - \$15 million  
 More than \$15 million

1. Federal Tax ID Number: \_\_\_\_\_  
2. Firm Name: \_\_\_\_\_  
3. Phone: \_\_\_\_\_  
4. Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
5. Year Firm Established: \_\_\_\_\_

6.  DBE  
 Non-DBE

7. Annual Gross Receipts  
 Less than \$1 million  
 Between \$1 - \$5 million  
 Between \$5 - \$10 million  
 Between \$10 - \$15 million  
 More than \$15 million

1. Federal Tax ID Number: \_\_\_\_\_  
2. Firm Name: \_\_\_\_\_  
3. Phone: \_\_\_\_\_  
4. Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
5. Year Firm Established: \_\_\_\_\_

6.  DBE  
 Non-DBE

7. Annual Gross Receipts  
 Less than \$1 million  
 Between \$1 - \$5 million  
 Between \$5 - \$10 million  
 Between \$10 - \$15 million  
 More than \$15 million

**AS APPLICABLE, PLEASE SUBMIT THIS FORM WITH YOUR:**

**BID SHEET (Invitation to Bid – ITB)  
PRICE PROPOSAL (Request for Proposal – RFP)  
REPLY (Invitation to Negotiate – ITN)**

## TITLE VI/NONDISCRIMINATION ASSURANCE

During the performance of this Agreement, the Contractor herein assures the TPO and County that said Contractor is compliant with Title VI of the 1964 Civil Rights Act, as amended, and the Florida Civil Rights Act of 1992 in that the Contractor does not on the grounds of race, color, national origin, religion, sex, age, handicap or marital status, discriminate in any form or manner against the employees of the Contractor or its applicants for employment. The Contractor understands and agrees that this Agreement is conditioned upon the veracity of this Statement of Assurance. Furthermore, the Contractor herein assures the County that said Contractor shall comply with Title VI of the Civil Rights Act of 1964 when any Federal grant is involved. Other applicable Federal and State laws, executive orders and regulations prohibiting the type of discrimination as hereinabove delineated are included by this reference thereto. This Statement of Assurance shall be interpreted to include Vietnam Era Veterans and Disabled Veterans within its protective range of applicability.

The Contractor, sub-recipient, or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out the requirements of 49 CFR part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of the contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

- (1) Withholding monthly progress payments;
- (2) Assessing sanctions;
- (3) Liquidated damages; and/or
- (4) Disqualifying the contractor from future bidding as non-responsible.

Pursuant to Subsection 287.134(2)(a), Florida Statutes, an entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid, proposal, or reply on a contract to provide any goods or services to the state or any department or agency of this state ("public entity"); may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or contractor under a contract with any public entity; and may not transact business with any public entity.

The Contractor agrees to include this provision in all contracts issued as a result of this solicitation. During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

- (1) **Compliance with Regulations:** The Contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (hereinafter, "USDOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
- (2) **Nondiscrimination:** The Contractor, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- (3) **Solicitations for Subcontractors, including Procurements of Materials and Equipment:** In all solicitations made by the Contractor, either by competitive bidding or negotiation for work to be

performed under a subcontract, including procurements of materials or leases of equipment; each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.

**(4) Information and Reports:** The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information the Contractor shall so certify to the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* as appropriate, and shall set forth what efforts it has made to obtain the information.

**(5) Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the *Florida Department of Transportation* shall impose such contract sanctions as it or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may determine to be appropriate, including, but not limited to:

a. Withholding of payments to the Contractor under the contract until the Contractor complies, and/or

b. Cancellation, termination or suspension of the contract, in whole or in part.

**(6) Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (7) 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 subcontractor 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.

**(7) Compliance with Nondiscrimination Statutes and Authorities:** Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private

transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 -- 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq)

**DEBARMENT**

By submitting a response to this RFQ, the Contractor certifies that no principal (which includes officers, directors, or executives) is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation on this transaction by any Federal department or agency.

[Debarment Form on next page, no other information on this page]

It is certified that neither the below identified firm nor its principals are presently suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

Name of Consultant/Contractor: \_\_\_\_\_

By: \_\_\_\_\_

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

Title: \_\_\_\_\_

Instructions for Certification

Instructions for Certification - Lower Tier Participants:

(Applicable to all subcontracts, purchase orders and other lower tier transactions requiring prior FHWA approval or estimated to cost \$25,000 or more - 2 CFR Parts 180 and 1200)

- a. By signing and submitting this proposal, the prospective lower tier is providing the certification set out below.
- b. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
- c. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous by reason of changed circumstances.
- d. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180 and 1200. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations. "First Tier Covered Transactions" refers to any covered transaction between a grantee or subgrantee of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a grantee or subgrantee of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).
- e. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
- f. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold.
- g. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the Excluded Parties List System website (<https://www.epls.gov/>), which is compiled by the General Services Administration.
- h. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- i. Except for transactions authorized under paragraph e of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.



**BYRD ANTI-LOBBYING AMENDMENT (31 U.S.C. 1352)**

Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

[Disclosure of Lobbying Form on next page, no other information on this page]

Is this form applicable to your firm?

YES  NO

If *no*, then please complete section 4 below for "Prime"

<b>1. Type of Federal Action:</b> a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	<b>2. Status of Federal Action:</b> a. bid/offer/application b. initial award c. post-award	<b>3. Report Type:</b> a. initial filing b. material change <b>For Material Change Only:</b> Year: _____ Quarter: _____ Date of last report: _____ (mm/dd/yyyy)
<b>4. Name and Address of Reporting Entity:</b> <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, <i>if known</i> : _____ _____ _____ Congressional District, <i>if known</i> : 4c _____	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b> _____ _____ _____ _____ Congressional District, <i>if known</i> : _____	
<b>6. Federal Department/Agency:</b> _____ _____	<b>7. Federal Program Name/Description:</b> _____ _____ _____ CFDA Number, <i>if applicable</i> : _____	
<b>8. Federal Action Number, if known:</b> _____	<b>9. Award Amount, if known:</b> \$ _____	
<b>10. a. Name and Address of Lobbying Registrant</b> <i>(if individual, last name, first name, MI):</i> _____ _____ _____	<b>b. Individuals Performing Services</b> <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i> _____ _____ _____	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: _____ Title: _____ Telephone No.: _____ Date (mm/dd/yyyy): _____	
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

## INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity 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 a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.  
  
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

**TRUTH-IN-NEGOTIATION CERTIFICATION**

By submitting a response and through Florida Department of Transportation (FDOT) Truth-In Negotiation Form 375-030-30, the Contractor certifies that the wage rates and costs used to determine the compensation provided for in a resulting contract will be accurate, complete and current as of the date of the resulting contract and no higher than those charged the Contractor's most favored customer(s) for the same or substantially similar services. The said rates and costs shall be adjusted to exclude any significant sums should the County determine that the rates and costs were increased due to inaccurate, incomplete or non-current wage rates or due to inaccurate representations of fees paid to outside contractors. The County may exercise its rights under this "certification" within one (1) year following final payment.

[Truth in Negotiations Form on next page, no other information on this page]

Pursuant to Section 287.055(5)(a), Florida Statutes, for any lump-sum or cost-plus-a-fixed fee professional services contract over the threshold amount provided in Section 287.017, Florida Statutes for CATEGORY FOUR, the Department of Transportation (Department) requires the Consultant to execute this certificate and include it with the submittal of the Technical Proposal, or as prescribed in the contract advertisement.

The Consultant hereby certifies, covenants, and warrants that wage rates and other factual unit costs supporting the compensation for this project's agreement are accurate, complete, and current at the time of contracting.

The Consultant further agrees that the original agreement price and any additions thereto shall be adjusted to exclude any significant sums by which the Department determines the agreement price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such agreement adjustments shall be made within (1) year following the end of the contract. For purposes of this certificate, the end of the agreement shall be deemed to be the date of final billing or acceptance of the work by the Department, whichever is later.

\_\_\_\_\_  
Name of Consultant

By: \_\_\_\_\_

\_\_\_\_\_  
Date

### **Federal Transit Administration Procurement Clauses**

As a sub-recipient of Federal Transit Administration (FTA) funding through FDOT, the TPO in coordination with Marion County Procurement has developed a procurement policy to be included with all applicable Professional Services/Architectural Engineering Services procurements and contracts. TPO procurements and contracts through Marion County shall be in accordance with Chapter 287, Florida Statutes, Chapter 60A, Florida Administrative Code, and the FTA Best Practices Procurement Manual. Additionally, geographic preferences are prohibited when procurements involve federal funds [(49.CFR 18.36 (c)(1)(2) and FTA C4220.1F, Chapter VI, Section 2.a(4)(g)].

This policy includes specific Federal clauses involving methods of procurement for Micro Purchases (less than \$2,500), Small Purchases (greater than \$2,500 but less than \$35,000) and Competitive Proposals (greater than \$35,000).

The Contractor shall comply with the applicable federal clauses as referenced.

[TPO Transit Policy on next page, no other information on this page]



Resolution  
No. 22-9

POLICY OF THE OCALA/MARION COUNTY  
TRANSPORTATION PLANNING ORGANIZATION (TPO)  
ACQUISITION OF PROFESSIONAL SERVICES

The Ocala/Marion County Transportation Planning Organization (TPO) is designated by the Governor of the State of Florida as the body responsible for the urban transportation planning process for the Ocala/Marion County planning area.

This policy ensures the TPO follows the Federal Transit Administration (FTA) and Florida Department of Transportation (FDOT) in the procurement of Professional Services. As a sub-recipient of FTA funding, the TPO has developed this policy to be applicable to all TPO Professional Services/Architectural Engineering Services procurements and contracts. This will ensure TPO procurements and contracts shall be in accordance with Chapter 287, Florida Statutes, Chapter 60A, Florida Administrative Code, and the FTA Best Practices Procurement Manual. Additionally, geographic preferences are prohibited when procurements involve Federal funds [49.CFR 18.36 (c)(1)(2) and FTA C4220. 1F, Chapter VI, Section 2a(4)(g)].

This policy includes specific Federal clauses involving methods of procurement for Micro Purchases (less than \$2,500), Small Purchases (greater than \$2,500 but less than \$35,000) and Competitive Proposals (greater than \$35,000). Attachment 1 includes a summary of all applicable FTA clauses and mandatory language included with TPO Professional Services/Architectural Engineering Services procurements and contracts. This policy should be deemed to amend and become part of all future procurements and contracts, initiated by the TPO and communicated as to those needs with the Marion County Board of County Commissioners Procurement Services Department both at the time a solicitation begins and when the contract is written. The TPO will be responsible for clearly communicating these needs with the Marion County Board of County Commissioners Procurement Services Department.

  
Ire Bethea Sr., TPO Board Chair

6/28/22  
Date

  
Robert Balmes, TPO Director

6/28/2022  
Date

## **NO GOVERNMENT OBLIGATION TO THIRD PARTIES**

The Recipient and Contractor acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying Contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this Contract and shall not be subject to any obligations or liabilities to the Recipient, Contractor or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying Contract. The Contractor agrees to include the above clause in each subcontract financed in whole or in part with Federal assistance provided by the FTA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

## **PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS AND RELATED ACTS**

49 U.S.C. § 5323(l) (1)

31 U.S.C. §§ 3801-3812

18 U.S.C. § 1001

49 C.F.R. part 31

The Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. § 3801 *et seq.* and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 C.F.R. part 31, apply to its actions pertaining to this Project.

Upon execution of the underlying contract, the Contractor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying contract or the FTA assisted project for which this contract work is being performed. In addition to other penalties that may be applicable, the Contractor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the Contractor to the extent the Federal Government deems appropriate.

The Contractor also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the authority of 49 U.S.C. chapter 53, the Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 5323(l) on the Contractor, to the extent the Federal Government deems appropriate. The Contractor agrees to include the above two clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

## **ACCESS TO RECORDS AND REPORTS**

49 U.S.C. § 5325(g)

2 C.F.R. § 200.333

49 C.F.R. part 633

**Record Retention.** The Contractor will retain, and will require its subcontractors of all tiers to retain, complete and readily accessible records related in whole or in part to the contract, including, but not limited to, data, documents, reports, statistics, sub-agreements, leases, subcontracts, arrangements, other third-party agreements of any type, and supporting materials related to those records.

**Retention Period.** The Contractor agrees to comply with the record retention requirements in accordance with 2 C.F.R. § 200.333. The Contractor shall maintain all books, records, accounts and reports required under this Contract for a period of at not less than three (3) years after the date of termination or expiration of this Contract, except in the event of litigation or settlement of claims arising from the performance of this Contract, in which case records shall be maintained until the disposition of all such litigation, appeals, claims or exceptions related thereto.

**Access to Records.** The Contractor agrees to provide sufficient access to FTA and its contractors to inspect and audit records and information related to performance of this contract as reasonably may be required.

**Access to the Sites of Performance.** The Contractor agrees to permit FTA and its contractors' access to the sites of performance under this contract as reasonably may be required.

## **FEDERAL CHANGES**

49 CFR Part 18

Contractor shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Master Agreement between Purchaser and FTA, as they may be amended or promulgated from time to time during the term of this contract. Contractor's failure to so comply shall constitute a material breach of this contract.

## **CIVIL RIGHTS LAWS AND REGULATIONS**

### **Civil Rights and Equal Opportunity**

The AGENCY is an Equal Opportunity Employer. As such, the AGENCY agrees to comply with all applicable Federal civil rights laws and implementing regulations. Apart from inconsistent requirements imposed by Federal laws or regulations, the AGENCY agrees to comply with the requirements of 49 U.S.C. § 5323(h) (3) by not using any Federal assistance awarded by FTA to support procurements using exclusionary or discriminatory specifications.

Under this Agreement, the Contractor shall at all times comply with the following requirements and shall include these requirements in each subcontract entered into as part thereof.

**Nondiscrimination.** In accordance with Federal transit law at 49 U.S.C. § 5332, the Contractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, sex, disability, or age. In addition, the Contractor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.

**Race, Color, Religion, National Origin, Sex.** In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e *et seq.*, and Federal transit laws at 49 U.S.C. § 5332, the Contractor agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. chapter 60, and Executive Order No. 11246, "Equal Employment Opportunity in Federal Employment," September 24, 1965, 42 U.S.C. § 2000e note, as amended by any later Executive Order that amends or supersedes it, referenced in 42 U.S.C. § 2000e note. The Contractor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, national origin, or sex (including sexual orientation and gender identity). Such action shall include, but not be limited to, the following: employment, promotion, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

**Age.** In accordance with the Age Discrimination in Employment Act, 29 U.S.C. §§ 621-634, U.S. Equal Employment Opportunity Commission (U.S. EEOC) regulations, "Age Discrimination in Employment Act," 29 C.F.R. part 1625, the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6101 *et seq.*, U.S. Health and Human Services regulations, "Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance," 45 C.F.R. part 90, and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

**Disabilities.** In accordance with section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. § 12101 *et seq.*, the Architectural

Barriers Act of 1968, as amended, 42 U.S.C. § 4151 *et seq.*, and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees that it will not discriminate against individuals on the basis of disability. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.

### **DISADVANTAGED BUSINESS ENTERPRISE (DBE)**

49 C.F.R. part 26

For all DOT-assisted contracts, each FTA recipient must include assurances that third party contractors will comply with the DBE program requirements of 49 C.F.R. part 26, when applicable. The following contract clause is required in all DOT-assisted prime and subcontracts:

The contractor, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 C.F.R. part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

- (1) Withholding monthly progress payments;
- (2) Assessing sanctions;
- (3) Liquidated damages; and/or
- (4) Disqualifying the contractor from future bidding as non-responsible. 49 C.F.R. § 26.13(b).

Further, recipients must establish a contract clause to require prime contractors to pay subcontractors for satisfactory performance of their contracts no later than 30 days from receipt of each payment the recipient makes to the prime contractor. 49 C.F.R. § 26.29(a). Finally, for contracts with defined DBE contract goals, each FTA recipient must include in each prime contract a provision stating that the contractor shall utilize the specific DBEs listed unless the contractor obtains the recipient's written consent; and that, unless the recipient's consent is provided, the contractor shall not be entitled to any payment for work or material unless it is performed or supplied by the listed DBE. 49 C.F.R. § 26.53(f) (1).

As an additional resource, recipients can draw on the following language for inclusion in their federally funded procurements.

### **Overview**

It is the policy of the AGENCY and the United States Department of Transportation ("DOT") that Disadvantaged Business Enterprises ("DBE's"), as defined herein and in the Federal regulations published at 49 C.F.R. part 26, shall have an equal opportunity to participate in DOT-assisted contracts. It is also the policy of the AGENCY to:

- Ensure nondiscrimination in the award and administration of DOT-assisted contracts;
- Create a level playing field on which DBE's can compete fairly for DOT-assisted contracts;
- Ensure that the DBE program is narrowly tailored in accordance with applicable law;
- Ensure that only firms that fully meet 49 C.F.R. part 26 eligibility standards are permitted to participate as DBE's;
- Help remove barriers to the participation of DBEs in DOT assisted contracts;
- To promote the use of DBEs in all types of federally assisted contracts and procurement activities;
- and
- Assist in the development of firms that can compete successfully in the marketplace outside the DBE program.

This Contract is subject to 49 C.F.R. part 26. Therefore, the Contractor must satisfy the requirements for DBE participation as set forth herein. These requirements are in addition to all other equal opportunity

employment requirements of this Contract. The AGENCY shall make all determinations with regard to whether or not a Bidder/Offeror is in compliance with the requirements stated herein. In assessing compliance, the AGENCY may consider during its review of the Bidder/Offeror's submission package, the Bidder/Offeror's documented history of non-compliance with DBE requirements on previous contracts with the AGENCY.

### **Contract Assurance**

The Contractor, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this Contract. The Contractor shall carry out applicable requirements of 49 C.F.R. part 26 in the award and administration of DOT-assisted contracts. Failure by the Contractor to carry out these requirements is a material breach of this Contract, which may result in the termination of this Contract or such other remedy as the AGENCY deems appropriate.

### **DBE Participation**

For the purpose of this Contract, the AGENCY will accept only DBE's who are:  
Certified, at the time of bid opening or proposal evaluation, by the FDOT DBE & Small Business Development Program at 850-414-4745; or

An out-of-state firm who has been certified by either a local government, state government or Federal government entity authorized to certify DBE status or an agency whose DBE certification process has received FTA approval; or

Certified by another agency approved by the FDOT.

### **DBE Participation Goal**

The DBE participation goal for this Contract is set at 10.54%. This goal represents those elements of work under this Contract performed by qualified Disadvantaged Business Enterprises for amounts totaling not less than 10.54 % of the total Contract price. Failure to meet the stated goal at the time of proposal submission may render the Bidder/Offeror non-responsive.

### **Proposed Submission**

Each Bidder/Offeror, as part of its submission, shall supply the following information:  
A completed DBE Utilization Form (see below) that indicates the percentage and dollar value of the total bid/contract amount to be supplied by Disadvantaged Business Enterprises under this Contract.

A list of those qualified DBE's with whom the Bidder/Offeror intends to contract for the performance of portions of the work under the Contract, the agreed price to be paid to each DBE for work, the Contract items or parts to be performed by each DBE, a proposed timetable for the performance or delivery of the Contract item, and other information as required by the DBE Participation Schedule (see below). No work shall be included in the Schedule that the Bidder/Offeror has reason to believe the listed DBE will subcontract, at any tier, to other than another DBE. If awarded the Contract, the Bidder/Offeror may not deviate from the DBE Participation Schedule submitted in response to the bid. Any subsequent changes and/or substitutions of DBE firms will require review and written approval by the AGENCY.

An original DBE Letter of Intent (see below) from each DBE listed in the DBE Participation Schedule.

An original DBE Affidavit (below) from each DBE stating that there has not been any change in its status since the date of its last certification.

## **Good Faith Efforts**

If the Bidder/Offeror is unable to meet the goal set forth above (DBE Participation Goal), the AGENCY will consider the Bidder/Offeror's documented good faith efforts to meet the goal in determining responsiveness. The types of actions that the AGENCY will consider as part of the Bidder/Offeror's good faith efforts include, but are not limited to, the following:

Documented communication with the AGENCY's DBE Coordinator (questions of IFB or RFP requirements, subcontracting opportunities, appropriate certification, will be addressed in a timely fashion);

Pre-bid meeting attendance. At the pre-bid meeting, the AGENCY generally informs potential Bidder/Offeror's of DBE subcontracting opportunities;

The Bidder/Offeror's own solicitations to obtain DBE involvement in general circulation media, trade association publication, minority-focus media and other reasonable and available means within sufficient time to allow DBEs to respond to the solicitation;

Written notification to DBE's encouraging participation in the proposed Contract; and Efforts made to identify specific portions of the work that might be performed by DBE's.

The Bidder/Offeror shall provide the following details, at a minimum, of the specific efforts it made to negotiate in good faith with DBE's for elements of the Contract:

The names, addresses, and telephone numbers of DBE's that were contacted;

A description of the information provided to targeted DBE's regarding the specifications and bid proposals for portions of the work;

Efforts made to assist DBE's contacted in obtaining bonding or insurance required by the Bidder or the Authority.

Further, the documentation of good faith efforts must include copies of each DBE and non-DBE subcontractor quote submitted when a non-DBE subcontractor was selected over a DBE for work on the contract. 49 C.F.R. § 26.53(b) (2) (VI). In determining whether a Bidder has made good faith efforts, the Authority may take into account the performance of other Bidders in meeting the Contract goals. For example, if the apparent successful Bidder failed to meet the goal but meets or exceeds the average DBE participation obtained by other Bidders, the Authority may view this as evidence of the Bidder having made good faith efforts.

## **Administrative Reconsideration**

Within five (5) business days of being informed by the AGENCY that it is not responsive or responsible because it has not documented sufficient good faith efforts, the Bidder/Offeror may request administrative reconsideration. The Bidder should make this request in writing to the AGENCY's Administrative Coordinator. The Administrative Coordinator will forward the Bidder/Offeror's request to a reconsideration official who will not have played any role in the original determination that the Bidder/Offeror did not document sufficient good faith efforts.

As part of this reconsideration, the Bidder/Offeror will have the opportunity to provide written documentation or argument concerning the issue of whether it met the goal or made adequate good faith efforts to do so. The Bidder/Offeror will have the opportunity to meet in person with the assigned reconsideration official to discuss the issue of whether it met the goal or made adequate good faith efforts to do so. The AGENCY will send the Bidder/Offeror a written decision on its reconsideration, explaining the basis for finding that the Bidder/Offeror



did or did not meet the goal or make adequate good faith efforts to do so. The result of the reconsideration process is not administratively appealable to the Department of Transportation.

### **Termination of DBE Subcontractor**

The Contractor shall not terminate the DBE subcontractor(s) listed in the DBE Participation Schedule (see below) without the Agency's prior written consent. The AGENCY may provide such written consent only if the Contractor has good cause to terminate the DBE firm. Before transmitting a request to terminate, the Contractor shall give notice in writing to the DBE subcontractor of its intent to terminate and the reason for the request. The Contractor shall give the DBE five days to respond to the notice and advise of the reasons why it objects to the proposed termination. When a DBE subcontractor is terminated or fails to complete its work on the Contract for any reason, the Contractor shall make good faith efforts to find another DBE subcontractor to substitute for the original DBE and immediately notify the AGENCY in writing of its efforts to replace the original DBE. These good faith efforts shall be directed at finding another DBE to perform at least the same amount of work under the Contract as the DBE that was terminated, to the extent needed to meet the Contract goal established for this procurement. Failure to comply with these requirements will be in accordance with Section 8 below (Sanctions for Violations).

### **Continued Compliance**

The AGENCY shall monitor the Contractor's DBE compliance during the life of the Contract. In the event this procurement exceeds ninety (90) days, it will be the responsibility of the Contractor to submit quarterly written reports to the AGENCY that summarize the total DBE value for this Contract. These reports shall provide the following details:

DBE utilization established for the Contract;

Total value of expenditures with DBE firms for the quarter;

The value of expenditures with each DBE firm for the quarter by race and gender;

Total value of expenditures with DBE firms from inception of the Contract; and

The value of expenditures with each DBE firm from the inception of the Contract by race and gender.

Reports and other correspondence must be submitted to the DBE Coordinator with copies provided to the FDOT and Agency. Reports shall continue to be submitted quarterly until final payment is issued or until DBE participation is completed.

The successful Bidder/Offeror shall permit:

The AGENCY to have access to necessary records to examine information as the AGENCY deems appropriate for the purpose of investigating and determining compliance with this provision, including, but not limited to, records of expenditures, invoices, and contract between the successful Bidder/Offeror and other DBE parties entered into during the life of the Contract.

The authorized representative(s) of the AGENCY, the U.S. Department of Transportation, the Comptroller General of the United States, to inspect and audit all data and record of the Contractor relating to its performance under the Disadvantaged Business Enterprise Participation provision of this Contract.

AGENCY shall keep and maintain public records that ordinarily and necessarily would be required by the AGENCY in order to perform the service.

### **Sanctions for Violations**

If at any time the AGENCY has reason to believe that the Contractor is in violation of its obligations under this Agreement or has otherwise failed to comply with terms of this Section, the AGENCY may, in addition to pursuing any other available legal remedy, commence proceedings, which may include but are not limited to, the following:

Suspension of any payment or part due the Contractor until such time as the issues concerning the Contractor's compliance are resolved; and

Termination or cancellation of the Contract, in whole or in part, unless the successful Contractor is able to demonstrate within a reasonable time that it is in compliance with the DBE terms stated herein.

### **DBE UTILIZATION FORM**

The undersigned Bidder/Offeror has satisfied the requirements of the solicitation in the following manner:

  X   The Bidder/Offer is committed to a minimum of **10.54 %** DBE utilization on this contract.

### **DBE PARTICIPATION SCHEDULE**

The Bidder/Offeror shall complete the following information for all DBE's participating in the contract that comprises the DBE Utilization percent stated in the DBE Utilization Form. The Bidder/Offeror shall also furnish the name and telephone number of the appropriate contact person should the Authority have any questions in relation to the information furnished herein.

### **INCORPORATION OF FEDERAL TRANSIT ADMINISTRATION (FTA) TERMS**

#### **FTA Circular 4220.1E or subsequent revisions**

Incorporation of Federal Transit Administration (FTA) Terms - The preceding provisions include, in part, certain Standard Terms and Conditions required by DOT, whether or not expressly set forth in the preceding contract provisions. All contractual provisions required by DOT, as set forth in FTA Circular 4220.1E or subsequent revisions, are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Agreement. The Contractor shall not perform any act, fail to perform any act, or refuse to comply with any AGENCY requests which would cause AGENCY to be in violation of the FTA terms and conditions.

### **ENERGY CONSERVATION**

42 U.S.C. 6321 *et seq.*

49 C.F.R. part 622, subpart C

The contractor agrees to comply with mandatory standards and policies relating to energy efficiency, which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

### **TERMINATION**

2 C.F.R. § 200.339

2 C.F.R. part 200, Appendix II (B) Termination for Convenience (General Provision)

The AGENCY may terminate this contract, in whole or in part, at any time by written notice to the Contractor when it is in the AGENCY's best interest. The Contractor shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination. The Contractor shall promptly submit its termination claim to AGENCY to be paid the Contractor. If the Contractor has any property in its possession belonging to AGENCY, the Contractor will account for the same, and dispose of it in the manner AGENCY directs.

#### Termination for Default [Breach or Cause] (General Provision)

If the Contractor does not deliver supplies in accordance with the contract delivery schedule, or if the contract is for services, the Contractor fails to perform in the manner called for in the contract, or if the Contractor fails to comply with any other provisions of the contract, the AGENCY may terminate this contract for default.

Termination shall be effected by serving a Notice of Termination on the Contractor setting forth the manner in which the Contractor is in default. The Contractor will be paid only the contract price for supplies delivered and accepted, or services performed in accordance with the manner of performance set forth in the contract.

If it is later determined by the AGENCY that the Contractor had an excusable reason for not performing, such as a strike, fire, or flood, events which are not the fault of or are beyond the control of the Contractor, the AGENCY, after setting up a new delivery of performance schedule, may allow the Contractor to continue work, or treat the termination as a Termination for Convenience.

#### Opportunity to Cure (General Provision)

The AGENCY, in its sole discretion may, in the case of a termination for breach or default, allow the Contractor [an appropriately short period of time] in which to cure the defect. In such case, the Notice of Termination will state the time period in which cure is permitted and other appropriate conditions

If Contractor fails to remedy to AGENCY's satisfaction the breach or default of any of the terms, covenants, or conditions of this Contract within [10 days] after receipt by Contractor of written notice from AGENCY setting forth the nature of said breach or default, AGENCY shall have the right to terminate the contract without any further obligation to Contractor. Any such termination for default shall not in any way operate to preclude AGENCY from also pursuing all available remedies against Contractor and its sureties for said breach or default.

#### Waiver of Remedies for any Breach

In the event that AGENCY elects to waive its remedies for any breach by Contractor of any covenant, term or condition of this contract, such waiver by AGENCY shall not limit AGENCY's remedies for any succeeding breach of that or of any other covenant, term, or condition of this contract.

#### Termination for Convenience (Professional or Transit Service Contracts)

The AGENCY, by written notice, may terminate this contract, in whole or in part, when it is in the AGENCY's interest. If this contract is terminated, the AGENCY shall be liable only for payment under the payment provisions of this contract for services rendered before the effective date of termination.

#### Termination for Default (Supplies and Service)

If the Contractor fails to deliver supplies or to perform the services within the time specified in this contract or any extension, or if the Contractor fails to comply with any other provisions of this contract, the AGENCY may terminate this contract for default. The AGENCY shall terminate by delivering to the Contractor a Notice of Termination specifying the nature of the default. The Contractor will only be paid the contract price for supplies delivered and accepted, or services performed in accordance with the manner or performance set forth in this contract.

If, after termination for failure to fulfill contract obligations, it is determined that the Contractor was not in default, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of the AGENCY.

#### **GOVERNMENT-WIDE DEBARMENT AND SUSPENSION**

2 C.F.R. part 180

2 C.F.R part 1200

2 C.F.R. § 200.213

2 C.F.R. part 200 Appendix II (I) Executive Order 12549

Executive Order 12689 Debarment, Suspension, Ineligibility and Voluntary Exclusion

The Contractor shall comply and facilitate compliance with U.S. DOT regulations, "Nonprocurement Suspension and Debarment," 2 C.F.R. part 1200, which adopts and supplements the U.S. Office of

Management and Budget (U.S. OMB) "Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," 2 C.F.R. part 180. These provisions apply to each contract at any tier of \$25,000 or more, and to each contract at any tier for a federally required audit (irrespective of the contract amount), and to each contract at any tier that must be approved by an FTA official irrespective of the contract amount. As such, the Contractor shall verify that its principals, affiliates, and subcontractors are eligible to participate in this federally funded contract and are not presently declared by any Federal department or agency to be:

- a. Debarred from participation in any federally assisted Award;
- b. Suspended from participation in any federally assisted Award;
- c. Proposed for debarment from participation in any federally assisted Award;
- d. Declared ineligible to participate in any federally assisted Award;
- e. Voluntarily excluded from participation in any federally assisted Award; or
- f. Disqualified from participation in any federally assisted Award.

By signing and submitting its bid or proposal, the bidder or proposer certifies as follows:

The certification in this clause is a material representation of fact relied upon by the AGENCY. If it is later determined by the AGENCY that the bidder or proposer knowingly rendered an erroneous certification, in addition to remedies available to the AGENCY, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. The bidder or proposer agrees to comply with the requirements of 2 C.F.R. part 180, subpart C, as supplemented by 2 C.F.R. part 1200, while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

#### **LOBBYING RESTRICTIONS**

31 U.S.C. § 1352

2 C.F.R. § 200.450

2 C.F.R. part 200 appendix II (J) 49 C.F.R. part 20

#### Lobbying Restrictions

49 C.F.R. part 20, Appendices A and B provide specific language for inclusion in FTA funded third party contracts as follows:

The undersigned certifies, to the best of his or her 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 an 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.
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 sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and 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 and not more than \$100,000 for each such failure.

## **VIOLATION AND BREACH OF CONTRACT**

2 C.F.R. § 200.326

2 C.F.R. part 200, Appendix II (A)

### **Rights and Remedies of the AGENCY**

The AGENCY shall have the following rights in the event that the AGENCY deems the Contractor guilty of a breach of any term under the Contract.

1. The right to take over and complete the work or any part thereof as agency for and at the expense of the Contractor, either directly or through other contractors;
2. The right to cancel this Contract as to any or all of the work yet to be performed;
3. The right to specific performance, an injunction or any other appropriate equitable remedy; and
4. The right to money damages.

For purposes of this Contract, breach shall include CONTRACTOR warrants that it has not employed or retained any company or person other than a bona fide employee working solely for CONTRACTOR to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person other than an employee working solely for CONTRACTOR, any fee, commission, percentage, brokerage fee, gift, contingent fee, or any other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, AGENCY shall have the right to annul this Agreement without liability, or at its discretion, to deduct from the Agreement price or consideration or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gifts, or contingent fee.

CONTRACTOR shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Master Agreement between the AGENCY and FTA, as they may be amended or promulgated from time to time during the term of this contract. CONTRACTOR's failure to so comply shall constitute a material breach of this contract.

### **Rights and Remedies of Contractor**

Inasmuch as the Contractor can be adequately compensated by money damages for any breach of this Contract, which may be committed by the AGENCY, the Contractor expressly agrees that no default, act or omission of the AGENCY shall constitute a material breach of this Contract, entitling Contractor to cancel or rescind the Contract (unless the AGENCY directs Contractor to do so) or to suspend or abandon performance.

### **Remedies**

Substantial failure of the Contractor to complete the Project in accordance with the terms of this Agreement will be a default of this Agreement. In the event of a default, the AGENCY will have all remedies in law and equity, including the right to specific performance, without further assistance, and the rights to termination or suspension as provided herein. The Contractor recognizes that in the event of a breach of this Agreement by the Contractor before the AGENCY takes action contemplated herein, the AGENCY will provide the Contractor with sixty (60) days written notice that the AGENCY considers that such a breach has occurred and will provide the Contractor a reasonable period of time to respond and to take necessary corrective action.

## **Disputes**

The AGENCY and the Contractor intend to resolve all disputes under this Agreement to the best of their abilities in an informal manner. To accomplish this end, the parties will use an Alternative Dispute Resolution process to resolve disputes in a manner designed to avoid litigation. In general, the parties contemplate that the Alternative Dispute Resolution process will include, at a minimum, an attempt to resolve disputes through communications between their staffs, and, if resolution is not reached at that level, a procedure for review and action on such disputes by appropriate management level officials within the AGENCY and the Contractor's organization.

In the event that a resolution of the dispute is not mutually agreed upon, the parties can agree to mediate the dispute or proceed with litigation. Notwithstanding any provision of this section, or any other provision of this Contract, it is expressly agreed and understood that any court proceeding arising out of a dispute under the Contract shall be heard by a Court de novo and the court shall not be limited in such proceeding to the issue of whether the Authority acted in an arbitrary, capricious or grossly erroneous manner.

Pending final settlement of any dispute, the parties shall proceed diligently with the performance of the Contract, and in accordance with the AGENCY's direction or decisions made thereof.

## **Performance during Dispute**

Unless otherwise directed by AGENCY, Contractor shall continue performance under this Contract while matters in dispute are being resolved.

## **Claims for Damages**

Should either party to the Contract suffer injury or damage to person or property because of any act or omission of the party or of any of its employees, agents or others for whose acts it is legally liable, a claim for damages therefor shall be made in writing to such other party within a reasonable time after the first observance of such injury or damage.

## **Remedies**

Unless this Contract provides otherwise, all claims, counterclaims, disputes and other matters in question between the AGENCY and the Contractor arising out of or relating to this agreement or its breach will be decided by arbitration if the parties mutually agree, or in a court of competent jurisdiction within the State in which the AGENCY is located.

## **Rights and Remedies**

The duties and obligations imposed by the Contract documents and the rights and remedies available thereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. No action or failure to act by the AGENCY or Contractor shall constitute a waiver of any right or duty afforded any of them under the Contract, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically agreed in writing.

## **CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT**

42 U.S.C. §§ 7401 – 7671q

33 U.S.C. §§ 1251-1387

2 C.F.R. part 200, Appendix II (G)

## **Model Clause/Language**

Recipients can draw on the following language for inclusion in their federally funded procurements. The Contractor agrees:



1. It will not use any violating facilities;
2. It will report the use of facilities placed on or likely to be placed on the U.S. EPA “List of Violating Facilities;”
3. It will report violations of use of prohibited facilities to FTA; and
4. It will comply with the inspection and other requirements of the Clean Air Act, as amended, (42 U.S.C. §§ 7401 – 7671q); and the Federal Water Pollution Control Act as amended, (33 U.S.C. §§ 1251-1387).

## **PATENT RIGHTS AND RIGHTS IN DATA**

2 C.F.R. part 200, Appendix II (F) 37 C.F.R. part 401

### **Intellectual Property Rights**

This Project is funded through a Federal award with FTA for experimental, developmental, or research work purposes. As such, certain Patent Rights and Data Rights apply to all subject data first produced in the performance of this Contract. The Contractor shall grant the AGENCY intellectual property access and licenses deemed necessary for the work performed under this Agreement and in accordance with the requirements of 37 C.F.R. part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by FTA or U.S. DOT. The terms of an intellectual property agreement and software license rights will be finalized prior to execution of this Agreement and shall, at a minimum, include the following restrictions: Except for its own internal use, the Contractor may not publish or reproduce subject data in whole or in part, or in any manner or form, nor may the Contractor authorize others to do so, without the written consent of FTA, until such time as FTA may have either released or approved the release of such data to the public. This restriction on publication, however, does not apply to any contract with an academic institution. For purposes of this agreement, the term “subject data” means recorded information whether or not copyrighted, and that is delivered or specified to be delivered as required by the Contract. Examples of “subject data” include, but are not limited to computer software, standards, specifications, engineering drawings and associated lists, process sheets, manuals, technical reports, catalog item identifications, and related information, but do not include financial reports, cost analyses, or other similar information used for performance or administration of the Contract.

1. The Federal Government reserves a royalty-free, non-exclusive and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use for “Federal Government Purposes,” any subject data or copyright described below. For “Federal Government Purposes,” means use only for the direct purposes of the Federal Government. Without the copyright owner’s consent, the Federal Government may not extend its Federal license to any other party. a. Any subject data developed under the Contract, whether or not a copyright has been obtained; and b. Any rights of copyright purchased by the Contractor using Federal assistance in whole or in part by the FTA.
2. Unless FTA determines otherwise, the Contractor performing experimental, developmental, or research work required as part of this Contract agrees to permit FTA to make available to the public, either FTA’s license in the copyright to any subject data developed in the course of the Contract, or a copy of the subject data first produced under the Contract for which a copyright has not been obtained. If the experimental, developmental, or research work, which is the subject of this Contract, is not completed for any reason whatsoever, all data developed under the Contract shall become subject data as defined herein and shall be delivered as the Federal Government may direct.
3. Unless prohibited by state law, upon request by the Federal Government, the Contractor agrees to indemnify, save, and hold harmless the Federal Government, its officers, agents, and employees acting within the scope of their official duties against any liability, including costs and expenses, resulting from any willful or intentional violation by the Contractor of proprietary rights, copyrights,

or right of privacy, arising out of the publication, translation, reproduction, delivery, use, or disposition of any data furnished under that contract. The Contractor shall be required to indemnify the Federal Government for any such liability arising out of the wrongful act of any employee, official, or agents of the Federal Government.

4. Nothing contained in this clause on rights in data shall imply a license to the Federal Government under any patent or be construed as affecting the scope of any license or other right otherwise granted to the Federal Government under any patent.
5. Data developed by the Contractor and financed entirely without using Federal assistance provided by the Federal Government that has been incorporated into work required by the underlying Contract is exempt from the requirements herein, provided that the Contractor identifies those data in writing at the time of delivery of the Contract work.
6. The Contractor agrees to include these requirements in each subcontract for experimental, developmental, or research work financed in whole or in part with Federal assistance.

### **PROMPT PAYMENT**

The TPO will ensure that the following clause is placed in every USDOT-assisted contract and subcontract:

(A) Every contract let by the TPO for the performance of work shall contain a provision requiring the prime contractor, before receipt of any progress payment under the provisions of such contract, to certify that the prime contractor has disbursed to all subcontractors and suppliers having an interest in the contract their pro rata shares of the payment out of previous progress payments received by the prime contractor for all work completed and materials furnished in the previous period, less any retainage withheld by the prime contractor pursuant to an agreement with a subcontractor, as approved by the TPO for payment. The TPO shall not make any such progress payment before receipt of such certification, unless the contractor demonstrates good cause for not making any such required payment and furnishes written notification of any such good cause to both the TPO and the affected subcontractors and suppliers.

(B) Every contract let by the TPO for the performance of work shall contain a provision requiring the prime Contractor, within 30 days of receipt of the final progress payment or any other payments received thereafter except the final payment, to pay all subcontractors and suppliers having an interest in the contract their pro rata shares of the payment for all work completed and materials furnished, unless the Contractor demonstrates good cause for not making any such required payment and furnishes written notification of any such good cause to both the MPO and the affected subcontractors or suppliers within such 30-day period. Each invoice on a contract with DBE participation will be required to be submitted on our standard invoice format requiring DBE breakout and the above Prompt Payment statement attached to it.

### **Appendix II to 2 CFR Part 200 – FEDERAL CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS**

On a case-by-case basis, Contractors with the TPO and Marion County may be subject to Federal Grant Provisions found under 2 CFR 200 and its Appendix, as well as other federal grant funding statutes. Contractors shall be able to comply with those federal provisions if funding is from a federal source.

Within these Federal contract provisions, the successful Offeror is referred to as Contractor and contract means a contract resulting from this solicitation.

- A. Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by [41 U.S.C. 1908](#), must address administrative,

contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

- B. All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be affected and the basis for settlement.
- C. Equal Employment Opportunity. Except as otherwise provided under [41 CFR Part 60](#), all contracts that meet the definition of “federally assisted construction contract” in [41 CFR Part 60-1.3](#) must include the equal opportunity clause provided under [41 CFR 60-1.4\(b\)](#), in accordance with Executive Order 11246, “Equal Employment Opportunity” ([30 FR 12319, 12935, 3 CFR Part, 1964-1965](#) Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at [41 CFR part 60](#), “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”
- D. Davis-Bacon Act, as amended ([40 U.S.C. 3141-3148](#)). When required by Federal program legislation, all prime construction contracts in [excess of \\$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act \(40 U.S.C. 3141-3144, and 3146-3148\) as supplemented by Department of Labor regulations \(29 CFR Part 5, “Labor Standards Provisions Applicable](#) to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or
- E. Contract Work Hours and Safety Standards Act ([40 U.S.C. 3701-3708](#)). Where applicable, all contracts awarded by the non-Federal entity [in excess of \\$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations \(29 CFR Part 5\). Under 40 U.S.C. 3702 of the Act, each contractor](#) must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of [40 U.S.C. 3704](#) are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.
- F. [§ 401.2\(a\) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding](#) the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of [37 CFR Part 401](#), “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and implementing regulations issued by the awarding agency.
- G. Clean Air Act ([42 U.S.C. 7401-7671q](#).) and the Federal Water Pollution Control Act ([33 U.S.C. 1251-1387](#)), as amended - Contracts and subgrants of amounts in excess of \$150,000.00 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act ([42 U.S.C. 7401-7671q](#)) and the Federal Water Pollution Control Act as amended ([33 U.S.C. 1251-1387](#)). Violations must

be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

- H. Debarment and Suspension (Executive Orders 12549 and 12689) - A contract award (see [2 CFR 180.220](#)) must not be made to parties [listed on the government-wide exclusions in the System for Award Management \(SAM\), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 \(3 CFR part 1986 Comp., p. 189\) and 12689 \(3 CFR part 1989 Comp., p. 235\), "Debarment and Suspension."](#) SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.
- I. Byrd Anti-Lobbying Amendment ([31 U.S.C. 1352](#)) - Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by [31 U.S.C. 1352](#). Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.
- J. Procurement of recovered materials (2 CFR 200.323) - A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.
- K. Prohibition on certain telecommunications and video surveillance services or equipment (2 CFR 200.216) - Recipients and subrecipients are prohibited from obligating or expending loan or grant funds to:
  - (1) Procure or obtain;
  - (2) Extend or renew a contract to procure or obtain; or
  - (3) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).
    - (i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).
    - (ii) Telecommunications or video surveillance services provided by such entities or using such equipment.
    - (iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation,

reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

(4) In implementing the prohibition under Public Law 115-232, section 889, subsection (f), paragraph (1), heads of executive agencies administering loan, grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure replacement equipment and services, and to ensure that communications service to users and customers is sustained.

(5) See Public Law 115-232, section 889 for additional information.

(6) See also § 200.471.

L. Domestic preferences for procurements (2 CFR 200.322) - The County prefers to purchase or use goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

(1) For purposes of this section:

(i) “Produced in the United States” means, for iron and steel Products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

(ii) “Manufactured products” means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

*[[78 FR 78608](#), Dec. 26, 2013, as amended at [79 FR 75888](#), Dec. 19, 2014; [85 FR 49577](#), Aug. 13, 2020]*

[Unified Planning Work Program (UPWP) Statements and Assurances on next page]

FLORIDA DEPARTMENT OF TRANSPORTATION  
**UNIFIED PLANNING WORK PROGRAM (UPWP)  
STATEMENTS AND ASSURANCES**

525-010-08  
POLICY PLANNING  
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**DEBARMENT and SUSPENSION CERTIFICATION**

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

- (1) The Ocala/Marion County TPO hereby certifies to the best of its knowledge and belief, that it and its principals:
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - (b) Have not, within a three-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses listed in paragraph (b) of this certification; and
  - (d) Have not, within a three-year period preceding this certification, had one or more public transactions (federal, state or local) terminated for cause or default.
- (2) The Ocala/Marion County TPO also hereby certifies that if, later, it becomes aware of any information contradicting the statements of paragraphs (a) through (d) above, it will promptly provide that information to the U.S.D.O.T.

  
Name: Kristen Dreyer  
Title: TPO Chair

April 23, 2024  
Date



FLORIDA DEPARTMENT OF TRANSPORTATION  
**UNIFIED PLANNING WORK PROGRAM (UPWP)**  
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**LOBBYING CERTIFICATION for GRANTS, LOANS and COOPERATIVE AGREEMENTS**

In accordance with Section 1352 of Title 31, United States Code, it is the policy of the Ocala/Marion County TPO that:

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

  
Name: Kristen Dreyer  
Title: TPO Chair

April 23, 2024  
Date

FLORIDA DEPARTMENT OF TRANSPORTATION  
**UNIFIED PLANNING WORK PROGRAM (UPWP)  
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**DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION**

It is the policy of the Ocala/Marion County TPO 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 TPO, 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 TPO, in a non-discriminatory environment.

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

  
Name: Kristen Dreyer  
Title: TPO Chair

April 23, 2024  
Date

FLORIDA DEPARTMENT OF TRANSPORTATION  
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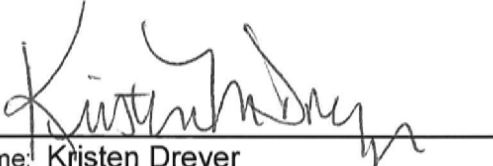
**TITLE VI/ NONDISCRIMINATION ASSURANCE**

Pursuant to Section 9 of US DOT Order 1050.2A, the Ocala/Marion County TPO assures the Florida Department of Transportation (FDOT) 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, the Florida Civil Rights Act of 1992 and other nondiscrimination authorities be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

The Ocala/Marion County TPO further assures FDOT that it will undertake the following 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 *Appendices A and E* 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.

  
Name: Kristen Dreyer  
Title: TPO Chair

April 23, 2024  
Date

FLORIDA DEPARTMENT OF TRANSPORTATION  
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**APPENDICES A and E**

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

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

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- (6) **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (7) 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 subcontractor 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.
- (7) **Compliance with Nondiscrimination Statutes and Authorities:** Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 -- 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq)

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**RESUMES OF KEY INDIVIDUALS**

*Use one page per individual and additional pages as necessary.*

Name of Individual: \_\_\_\_\_

Title and/or Position: \_\_\_\_\_

Indicate if individual is authorized to sign contracts on behalf of the Firm: \_\_\_\_\_

Name of Company	Office Location	City of Residence	Years of Experience in Field	Years with this Firm

Education / Certifications / Registration

---

Describe Related Experience Within the Last 5 Years and your SPECIFIC ROLE  This Firm  Previous Firm

Project Descriptions –

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Project Descriptions –

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Project Descriptions –

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Description of Equipment/Hardware Software Familiarity and Significant Accomplishments

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***This document must be completed and returned with your Submittal***



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**TPO Website**

**DISCLOSURE OF SUBCONTRACTORS AND SUBCONSULTANTS**

**\*\*\*USE ADDITIONAL PAGES, IF NECESSARY\*\*\***

**Name of Firm** \_\_\_\_\_

Please list all subcontractors and suppliers to be used in connection with your performance of the Contract. The County reserves the right to accept or reject any subcontractor based on past performance.

Sub Name: \_\_\_\_\_

Point of Contact: \_\_\_\_\_ Phone Number \_\_\_\_\_

Physical Office Address: \_\_\_\_\_

Email Address \_\_\_\_\_

County in which business is registered as an entity: \_\_\_\_\_

Firm's % of Workload/Responsibility under this project \_\_\_\_\_

Firm is a  Joint Venturer (partner in this project)  Subcontractor\* FEID #: \_\_\_\_\_

\*If above is a Subcontractor, the Prime intends to use the proposed firm for the following task(s):  
\_\_\_\_\_

Sub Name: \_\_\_\_\_

Point of Contact: \_\_\_\_\_ Phone Number \_\_\_\_\_

Physical Office Address: \_\_\_\_\_

Email Address \_\_\_\_\_

County in which business is registered as an entity: \_\_\_\_\_

Firm's % of Workload/Responsibility under this project \_\_\_\_\_

Firm is a  Joint Venturer (partner in this project)  Subcontractor\* FEID #: \_\_\_\_\_

\*If above is a Subcontractor, the Prime intends to use the proposed firm for the following task(s):  
\_\_\_\_\_

Sub Name: \_\_\_\_\_

Point of Contact: \_\_\_\_\_ Phone Number \_\_\_\_\_

Physical Office Address: \_\_\_\_\_

Email Address \_\_\_\_\_

County in which business is registered as an entity: \_\_\_\_\_

Firm's % of Workload/Responsibility under this project \_\_\_\_\_

Firm is a  Joint Venturer (partner in this project)  Subcontractor\* FEID #: \_\_\_\_\_

\*If above is a Subcontractor, the Prime intends to use the proposed firm for the following task(s):  
\_\_\_\_\_

\*Use additional pages in necessary to list ALL Subcontractors and Suppliers

***This document must be completed and returned with your Submittal***

## SIMILAR WORK DETAIL

Provide at least three (3) unique references **for similar work** that your company has completed.

**REFERENCE LETTERS** from each firm listed below, that answer completion time, manner and scope of work, and budget adherence **are required** as part of your responsive submittal.

Entity Name:	
Point of Contact:	E-mail:
How the scope of work applies to this RFP:	

Entity Name:	
Point of Contact:	E-mail:
How the scope of work applies to this RFP:	

Entity Name:	
Point of Contact:	E-mail:
How the scope of work applies to this RFP:	

***This document must be completed and returned with your Submittal***

# CONFLICT OF INTEREST STATEMENT

Florida Statute §112.313 places limitations on public officers (including advisory board members) and employees' ability to contract with the County either directly or indirectly. Therefore, please indicate if the following applies:

## PART 1.

- I am an employee, public officer, or an advisory board member of the County (LIST).  
NAME: \_\_\_\_\_
- I am the spouse or child of an employee, public officer or advisory board member of the County.  
NAME: \_\_\_\_\_
- An employee, public officer, or advisory board member of the County, or their spouse or child, is an officer, partner, director, or proprietor of Respondent or has a material interest in Respondent. "Material interest" means direct or indirect ownership of more than five percent (5%) of the total assets or capital stock of any business entity. For the purposes of FS §112.313, indirect ownership does not include ownership by a spouse or minor child.  
NAME: \_\_\_\_\_
- Respondent employs or contracts with an employee, public officer, or advisory board member of the County.  
NAME: \_\_\_\_\_
- Principal or Agent is former employee of MCBCC with less than one (1) year of inactive service.  
NAME: \_\_\_\_\_
- NONE OF THE ABOVE

## PART 2.

Are you going to request an advisory board member waiver?

- I will request an advisory board member waiver under FS §112.313(12)
- I will NOT request an advisory board member waiver under FS §112.313(12)
- N/A

The County shall review any relationship which may be prohibited under the Florida Ethics Code and will disqualify any vendor whose conflicts are not waived or exempt.

COMPANY \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

*This document must be completed and returned with your Submittal*

**RFP 25P-065**

# TPO Website

## PART 2 - INTENT AND GENERAL INFORMATION

Thank you for your interest in working with Marion County and the Ocala/Marion County Transportation Planning Organization (TPO). Please direct questions regarding the bid documents and specifications to Marion County Procurement Services, in writing. We look forward to working with you. Pertinent information and required documents regarding this solicitation as part of a responsive submittal are listed below:

### **2.1 REQUEST FOR PROPOSALS:**

The Marion County Procurement Services Department on behalf of Ocala/Marion County Transportation Planning Organization (TPO) is soliciting letters of interest for statements of proposals for this project. Marion County expects interested individuals and firms will make every effort to assemble a team with the requisite expertise and qualifications to supply the product or service.

### **SELECTION COMMITTEE APPOINTMENT AND SUBMITTAL EVALUATION PROCESS:**

Proposals will be evaluated by an Administration-approved Selection Committee, or the using Director with concurrence from the Assistant County Administrator (ACA). In all cases, firms will be evaluated based on the criteria herein. In cases where there is only a single response, or the only responding firm(s) is the County's incumbent provider, the using Director and ACA may recommend some/all/none of the respondents qualified for the type of work.

### **PROHIBITION OF LOBBYING:**

To ensure fair consideration for all proposers, The County prohibits communication to TPO Staff or with any department, bureau or employee during the submission process, except as provided in this section. Additionally, the County prohibits communication initiated by a proposer to any County Official or employee evaluating or considering the proposals (up to and including the County Administrator or Board of County Commissioners) before the time an award decision has been made. Any communication between proposer and the County will be initiated by the Procurement Services staff in order to obtain information or clarification needed to develop a proper, accurate evaluation of the proposal. Such communications initiated by a proposer may be grounds for disqualifying the offending proposer from consideration for award of the proposal and/or any future proposal.

### **2.2 HOW TO SUBMIT A REQUEST FOR PROPOSALS (RFP):**

DEADLINE for receipt of submittals in response to this Request for Proposals is listed on the Invitation's Cover Page.

**Due to cybersecurity concerns, all submittals must be entered in electronically through [DemandStar](#)** (click on DemandStar text for direct link to Marion County Procurement Services current procurement opportunities). The DemandStar system will ensure all submittals will remained sealed in their system until the due date. Once the due date is reached, submittals will may be opened electronically. Any submittals not entered electronically through DemandStar will not be opened.

### **2.3 SUBMITTAL OPENING PROCESS:**

Proposals will be opened on or as reasonably feasible after the Due Date, after which time a Respondents' List will be identified and uploaded to DemandStar; pricing (if applicable) is not part of this detail. A Selection Committee Meeting will be set when the Committee has had sufficient time to review all submittals. The Selection Committee Meeting will be noticed on DemandStar (only), and after the Committee makes its recommendation, all responding firms will be notified of intent.

## 2.4 **SUBMITTAL REQUIREMENTS AND EVALUATION OF PROPOSALS:**

Proposals will be reviewed, and evaluated by a Selection Committee based upon the criteria below, and as supported by the firm's documentation supporting the requirements within each tab. The Selection Committee or using Director will make recommendation to short-list, accept, and/or negotiate with any, all, or none of the firms, or a selected group of firms may be required to make presentations. Such presentations may provide opportunity for the firms to clarify the information provided in their proposal. If presentations are given, the final decision of the Selection Committee will be based on the tabulation from the presentations. The County reserves the right to make selections based on the submittals only or to request presentations before determining final ranking. Procurement will notify the firm(s) of recommendations, and will present to the TPO Governing Board, the authority to make the final determination and award contracts.

### **SCORING GUIDELINES:**

All submittals received in accordance with this solicitation will be evaluated using the following scoring guidelines (multiplied by weights when applicable) unless other scoring is specifically identified in the category:

- 0 *Non-Responsive – Included no information on subject criteria; blank; unacceptable*
- 1 *Poor - Indicated responses, but indecipherable or incomplete for subject criteria; unacceptable*
- 2 *Fair – Contained adequate information, but information is less than required of subject criteria; unacceptable*
- 3 *Average – Included minimum information requested in subject criteria; acceptable*
- 4 *Good – Response was thorough and complete for subject criteria; acceptable*
- 5 *Excellent – Response exceeds requested criteria; exceptional resources, staff, materials, etc.; excellent*

### **A. COMPANY/FIRM AND PROFESSIONAL PERSONNEL QUALIFICATIONS, CAPABILITIES**

- The firm demonstrated its ability to perform services as described in this RFP. That the firm included its organization profile & proposed project management including specific names, functions and resumes of personnel assigned to the project (to include years of experience and years with the submitting company) and specific knowledge with regards to services under this RFP. **Weight for this category is 20 (Min 0, Max 100\*)**

**B. PLATFORM** – Type of platform proposed to meet requirements of scope of services. Background information must include features available, ease of use and level of staff training required. **Weight for this category is 20 (Min 0, Max 100\*)**

**C. METHODOLOGY** – The Firm described their approach on how the new website is to be designed and developed. May also include information on alternative methods not specifically called out in scope that would enhance user experience or improve ease of maintaining the website. **Weight for this category is 25 (Min 0, Max 125\*)**

**D. PAST PERFORMANCE** – Provide three references of prior work with similar type agencies. Must include the agency and work performed, length of contract, and brief summary of the type of work performed. **Weight for this category is 15 (Min 0, Max 75\*)**

**E. COST** - Cost of design, development, review, migration and training; and cost of annual hosting and maintenance over three years **Weight for this category is 15 (Min 0, Max 75\*)**

\*Scores are per Committee Member; to gain maximum points, verify each item above is supported by all necessary and required documentation listed in the tabs below.

### **HOW TO ASSEMBLE YOUR PROPOSAL:**

The following documents and forms must accompany any offer submitted **in the order identified**, and will be the basis for Selection Committee evaluation and scoring for the criteria listed in Section 1.4. A submittal returned without these documents may deem the offer non-responsive. Marion County reserves the right to request additional information from any vendor prior to award.

\*\* Documents are included with this RFP

## SUBMITTAL LAYOUT/ORDER OF DOCUMENTS

- A. Firm Qualifications Statement/Introduction Letter
  1. How is your firm qualified to provide the required functions of this RFP?
  2. Describe the approach or provide an outline to simply identify organization management and the responsibilities of management and staff performing on the Project; describe method employed to ensure prompt service, customer satisfaction, prompt complaint resolution, effective employee performance and training, and timely initiation and completion of all work.
  3. Describe any prior or pending litigation or investigation, either civil or criminal, involving a governmental agency or which may affect the performance of the services to be rendered herein, in which the firm, any of its employees, subcontractors, or sub-consultants intended for this project is, or has been involved within the last three (3) years.
- B. Letter from a financial institution with which the firm has conducted business for at least the last 12 months stating the firm is in good standing (this should be generic enough to not be considered confidential).
- C. \*\*Resumes of key individuals and personnel assigned to project
- D.
  1. \*\*Similar Work Detail
  2. Reference **Letters** from all firms in D1 (if agency refuses to provide letter, select a new reference).
- E. The submittal shall contain *proof of insurability* issued by a company authorized to do business in the State of Florida and with an A.M. Best Company rating of at least A- for the required insurance(s) listed below. Self-Insured companies that cannot be rated, will also be considered.

PROFESSIONAL LIABILITY INSURANCE - with limits of not less than \$1,000,000 per occurrence and \$2,000,000.00 annual aggregate. Higher limits may be required for projects valued in excess of \$5,000,000. Projects \$5,000,000 or more will need to be reviewed by COUNTY's Risk and Benefit Services Department to determine appropriate Professional Liability limits. The policy must be maintained by FIRM for the duration of the Project. If the policy is written on a claims-made basis, FIRM must maintain the policy for a minimum of 5 years following the completion of the Project.

### WORKERS COMPENSATION AND EMPLOYER'S LIABILITY

Coverage to apply for all employees at STATUTORY Limits in compliance with applicable state and federal laws.

- Employer's Liability limits for not less than \$100,000 each accident \$500,000 disease policy limit and \$100,000 disease each employee must be included.
- The Contractor/Vendor, and its insurance carrier, waives all subrogation rights against Marion County, a political subdivision of the State of Florida, its officials, employees and volunteers for all losses or damages which occur during the contract and for any events occurring during the contract period, whether the suit is brought during the contract period or not.
- The County requires all policies to be endorsed with WC00 03 13 Waiver of our Right to Recover from others or equivalent.

### COMMERCIAL GENERAL LIABILITY

Coverage must be afforded under a Commercial General Liability policy with limits not less than

- \$1,000,000 each occurrence for Bodily Injury, Property Damage and Personal and Advertising Injury
- \$2,000,000 each occurrence for Products and Completed Operations



## BUSINESS AUTOMOBILE LIABILITY

Coverage must be afforded including coverage for all Owned vehicles, Hired and Non-Owned vehicles for Bodily Injury and Property Damage of not less than \$500,000 combined single limit each accident.

- In the event the Contractor/Vendor does not own vehicles, the Contractor/Vendor shall maintain coverage for Hired & Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

**NOTE!** If awarded a contract, vendor will be required to attain and provide a Certificate of Insurance that meets all requirements listed above, references the project number and shows Marion County named as additional insured.

- F. Copy of any applicable and current license or certification required by the City/County/State
- G. Proof of firm entity location (tangible tax listing, firm license or registration on [www.sunbiz.org](http://www.sunbiz.org), or other type of location documentation)
- H. Proof of firm's ability to do business in the State of Florida
- I. Proof of Firm's Registration with E-Verify
- J. W-9
- K. \*\*Conflict of Interest Statement
- L. \*\*Firm Certification Page/Addenda Acknowledgement/Cover Page
- M. \*\*Disclosure of Subcontractors and Sub-Consultants
- N. Fee Schedule or Pricing Proposal Page
- O. \*\*Debarment Form
- P. \*\*Disclosure of Lobbying Form
- Q. \*\*Truth in Negotiations Form
- R. \*\*DBE Certification Form.

## **PROPOSAL SPECIFICATIONS, ASSEMBLY, AND SUBMITTAL:**

### Proposal requirements

- **One (1) Original Document** – uploaded into DemandStar as a single .pdf file.
- **Page Limit** – None, if not otherwise specified herein this document.
- **Page Size** – 8 ½ x 11; oversized pages must be scanned to print out to appropriate page sizes, if necessary.

### Assembly requirements

- **Submitted in order of Submittal Layout as listed above** – documents should be scanned as PDF or similar format as one complete package.

### Submittal requirements

- **Complete package** – Complete package shall consist of all required information and documents as listed in Section 2.4 under Submittal Layout/Order of Documents.

## **2.5 DISCUSSIONS AND NEGOTIATIONS**

The County, in its sole discretion, may do any or all of the following:

1. Evaluate proposals and award a contract with or without discussions with any or all of the Proposers.
2. Discuss and negotiate anything and everything with any Proposer or Proposers at any time.
3. Request additional information from any or all Proposers.
4. Request one or more best and final offers from any or all Proposers.
5. Accept any Proposal in whole or in part.
6. Require a Proposer to make modifications to their initial Proposals.

7. Make a partial award to any or all Proposers.
8. Make a multiple award to any or all of Proposers.
9. Terminate this RFP, and reissue an amended RFP.

### **NEGOTIATIONS FOR PROJECTS:**

Will be held with the most qualified firm for compensation which the County determines is fair, competitive, and reasonable. Should the County be unable to negotiate a satisfactory contract with the firm considered to be the most qualified at a price the County determines to be fair, competitive, and reasonable, negotiations with that firm will be formally terminated. The County will then undertake negotiations with the second most qualified firm. Failing accord with the second most qualified firm, the County will terminate negotiations. The County will then undertake negotiations with the third most qualified firm. Should the County be unable to negotiate a satisfactory contract with one of the top three firms, the County shall select additional firms in the order of their competence and qualification and continue negotiations until an agreement is reached.

### **2.6 THIS SECTION HAS BEEN REMOVED**

### **2.7 THIS SECTION HAS BEEN REMOVED**

### **2.8 PRIOR CONTRACT:**

The project's current or previous submittal and contract records are available as a Public Record; when requesting this information, reference #Q19-279.

### **2.9 BILLING COMPLIANCE:**

Firm should be able to provide a variety of options for invoice and statement formats to accommodate the specific needs of the County. Depending on the number of departments utilizing the contract, needs of the County can vary throughout the length of the contract. This may include the ability to separate County departments' or department divisions' billing to meet the needs of the County.

### **2.10 ACKNOWLEDGEMENT OF CONTRACTOR RESPONSIBILITIES:**

Contractor shall review and acknowledge all addenda issued to date on the Acknowledgement and Acceptance Form. I understand timely commencement may be considered in award of this Request for Proposals (RFP), and cancellation of award will be considered if commencement time is not met, and that untimely commencement may be cause for assessment of liquidated damages claims. I further certify services will meet or exceed RFP requirements. I, the undersigned, declare I have carefully examined the RFP, specifications, terms and conditions as applicable, and I am thoroughly familiar with all provisions and the quality and type of coverage and services specified. I further declare I have not divulged, discussed or compared this RFP with any other Offeror and have not colluded with any Offerors or parties to an RFP whatsoever for any fraudulent purpose.

### **2.11 PUBLIC RECORDS COMPLIANCE SERVICES/CONSTRUCTION IF NO AGREEMENT**

**CONTRACTOR'S RESPONSIBILITY FOR COMPLIANCE WITH CHAPTER 119, FLORIDA STATUTES.** Pursuant to Section 119.0701, F.S., CONTRACTOR agrees to comply with all public records laws, specifically to:

1. Keep and maintain public records required by the County to perform the service.
  - The timeframes and classifications for records retention requirements must be in accordance with the General Records Schedule GS1-SL for State and Local Government Agencies. (See <http://dos.dos.state.fl.us/library-archives/records-management/general-records-schedules/>).
  - Records include all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received pursuant to law or

ordinance or in connection with the transaction of official business with the County. CONTRACTOR'S records under this Agreement include but are not limited to, supplier/subcontractor invoices and contracts, project documents, meeting notes, emails and all other documentation generated during this Agreement.

2. Upon request from the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copies within a reasonable time at a cost that does not exceed the cost provided for by law. If a CONTRACTOR does not comply with the County's request for records, the County shall enforce the provisions in accordance with the contract.
3. Ensure that project records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the CONTRACTOR does not transfer the records to County.
4. Upon completion of the contract, transfer, at no cost, to the County all public records in possession of the CONTRACTOR or keep and maintain public records required by the County to perform the service. If the CONTRACTOR transfers all public records to the County upon completion of the contract, the CONTRACTOR shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the CONTRACTOR keeps and maintains public records upon the completion of the contract, the CONTRACTOR shall meet all applicable requirements for retaining public records. All records kept electronically must be provided to the County, upon request from the County's custodian of public records, in a format that is compatible with the information technology systems of the County.

**IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT MARION COUNTY PROCUREMENT AT (352) 671-8444, BY MAIL AT 2631 SE 3<sup>rd</sup> ST, OCALA, FL 34471 OR BY EMAIL AT [PROCUREMENT@MARIONCOUNTYFL.ORG](mailto:PROCUREMENT@MARIONCOUNTYFL.ORG).**

A CONTRACTOR who fails to provide the public records to the County within a reasonable time may also be subject to penalties under Section 119.10, Florida Statutes.

**2.12 PROHIBITION AGAINST CONSIDERING SOCIAL, POLITICAL OR IDEOLOGICAL INTERESTS IN GOVERNMENT CONTRACTING -- F.S. 287.05701:** Firms are hereby notified of the provisions of section 287.05701, Florida Statutes, as amended, that the County will not request documentation of or consider a Firm's social, political, or ideological interests when determining if the Firm is a responsible Firm. Firms are further notified that the County's governing body may not give preference to a Firm based on the Firm's social, political, or ideological interests.

**RFP 25P-065**  
**TPO Website**  
**PART 3 - GENERAL CONDITIONS - Revised 1/8/2019**

**3.1 PUBLIC ENTITY CRIME:** A person or affiliate placed on the convicted vendor list following a conviction for a public entity crime may not submit a Bid on a contract to provide goods or services to 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, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

**3.2 INDEMNIFICATION :** The Contractor agrees to indemnify and hold harmless Marion County and its elected officials, employees and volunteers from and against all claims, losses and expenses, including legal costs, arising out of or resulting from, the performance of this contract, provided that any such claims, damage, loss of expenses is attributed to bodily injury, sickness, disease, personal injury or death, or to injury to or destruction of tangible property including the loss or loss of use resulting there from and is caused in whole or in part by any negligent act or omission of the firm.

**3.3 ANTI TRUST LAWS:** By submission of a signed Bid, the successful Vendor acknowledges compliance with all antitrust laws of the United States and the State of Florida, in order to protect the public from restraint of trade, which illegally increases prices.

**3.4 DOCUMENT RE-CREATION:** Vendor may choose to re-create any document(s) required for this solicitation, but must do so at his own risk. All required information in the original County format must be included in any re-created document. Submittals may be deemed non-responsive if required information is not included in any re-created document, or is altered from its originally distributed format/content.

**3.5 FUNDING:** Obligation of the County for payment to a Contractor is limited to availability of funds appropriated in a current fiscal period, and continuation of contract into a subsequent fiscal period is subject to appropriation of funds, unless otherwise authorized by law.

**3.6 INTERPRETATION, CLARIFICATIONS AND ADDENDA:** No oral interpretations will be made to any vendor as to the meaning of the Bid Contract Documents. Any inquiry or request for interpretation received by the Marion County Procurement Services Department before the date listed herein will be given consideration. All such changes or interpretations will be made in writing in the form of an addendum and, if issued, will be distributed at or after the Pre-Bid Conference, mailed or sent by available or electronic means to all attending prospective Submitters prior to the established Bid opening date. Each Vendor shall acknowledge receipt of such addenda in the space provided. In case any Bidder fails to acknowledge receipt of such addenda or addendum, his bid will nevertheless be construed as though it had been received and acknowledged and the submission of his bid will constitute acknowledgment of the receipt of same. All addenda are a part of the BID FORMS and each Bidder will be bound by such addenda, whether or not received by him. It is the responsibility of each bidder to verify that he has received all addenda issued before bids are opened.

In the case of unit price items, the quantities of work to be done and materials to be furnished under this Bid Contract are to be

considered as approximate only and are to be used solely for the comparison of bids received. The COUNTY and/or his CONSULTANT do not expressly or by implication represent that the actual quantities involved will correspond exactly therewith; nor shall the Vendor plead misunderstanding or deception because of such estimate or quantities of work performed or material furnished in accordance with the Specifications and/or Drawings and other bid/proposal Documents, and it is understood that the quantities may be increased or diminished as provided herein without in any way invalidating any of the unit or lump sum prices bid.

**3.7 GOVERNING LAWS AND REGULATIONS:** The vendor is required to be familiar with and shall be responsible for complying with all federal, state and local laws, ordinances, rules and regulations that in any manner affect the work.

**3.8 PROPRIETARY/CONFIDENTIAL INFORMATION:** Vendors are hereby notified that all information submitted as part of, or in support of Bids, will be available for public inspection ten days after opening of the Bids or until a short list is recommended whichever comes first, in compliance with Chapter 119, and 287 of the Florida Statutes. Any person wishing to view the Bids must make an appointment by calling the Marion County Procurement Services Department at (352) 671-8444. All Bids submitted in response to this solicitation become the property of the County. Unless information submitted is proprietary, copy written, trademarked, or patented, the County reserves the right to utilize any or all information, ideas, conceptions, or portions of any Bid, in its best interest.

**3.9 TAXES:** Marion County Board of County Commissioners, Florida, is exempt from sales and excise taxes imposed by the State and/or Federal Government. Exemption certificates will be provided upon request.

**3.10 NON-COLLUSION DECLARATION:** By signing this ITB, all Vendors shall affirm that they shall not collude, conspire, connive or agree, directly or indirectly, with any other Bidder, firm, or person to submit a collusive or sham Bid in connection with the work for which their Bid has been submitted; or to refrain from Bidding in connection with such work; or have in any manner, directly or indirectly, sought by person to fix the price or prices in the Bid or of any other Bidder, or to fix any overhead, profit, or cost elements of the Bid price or the Bid price of any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against any other Bidder, or any person interested in the proposed work.

**3.11 BIDDER RESPONSIBILITY:** Invitation by the County of Marion to vendors is based on the recipient's specific request and application to DemandStar by Onvia at [www.DemandStar.com](http://www.DemandStar.com) [(800) 711-1712] or as the result of response by the public to the legal advertisements required by State and County law. Firms or individuals submit their responses on a voluntary basis, and therefore are not entitled to compensation of any kind.

**3.12 OWNERSHIP OF SUBMITTALS:** All correspondence relating to or in reference to this ITB, and all other documentation submitted by the vendors will become the property of the Marion County Board of County Commissioners. Reference to literature submitted with a previous Bid will not relieve the Bidder from including required documents with this Bid.

**3.13 EXAMINATION OF BID DOCUMENTS:** Each Bidder shall carefully examine the Bid Document to ensure all pages have

been received, all drawings and/or Specifications and other applicable documents are included, and shall inform himself thoroughly regarding any and all conditions and requirements that may in any manner affect cost, progress or performance of the work to be performed under the Contract. Ignorance on the part of the CONTRACTOR will in no way relieve him of the obligations and responsibilities assumed under the Contract.

**3.14 VENDOR RESPONSIBILITY:** Vendors are fully and completely responsible for the labeling, identification and delivery of their submittals. The Procurement Services Department will not be responsible for any mislabeled or misdirected submissions, nor those handled by delivery persons, couriers, or the U. S. Postal Service.

**3.15 LONG TERM CONTRACT AND ECONOMIC CHANGE:** During the life of the contract, if circumstances (e.g.: fuel costs) arise beyond the Contractor's control creating a need for a price adjustment, the Contractor may submit a request for such adjustment. Requests may only be submitted once per calendar year and will be considered a temporary adjustment. Temporary shall mean price adjustments are monitored in association with market fluctuations. All price adjustments are subject to Board approval. If approved, price adjustments would only be in effect until reasonable market stability has occurred. At that time, all pricing would revert to original contract pricing.

**3.16 MARION COUNTY BOARD OF COUNTY COMMISSIONERS,** a political subdivision of the State of Florida, reserves the right to reject any and/or all submittals, reserves the right to waive any informalities or irregularities in the examination process, and reserves the right to award contracts and/or in the best interest of the County. Submittals not meeting stated minimum terms and qualifications may be rejected by the County as non-responsive. The County reserves the right to reject any or all submittals without cause. The County reserves the right to reject the submission of any Vendor in arrears or in default upon any debt or contract to the Board of County Commissioners of Marion County, or who has failed to perform faithfully any previous contract with the County or with other governmental agencies.

**3.17 PUBLIC RECORDS LAW:** Correspondence, materials and documents received pursuant to this ITB become public records subject to the provisions of Chapter 119, Florida Statutes. **DETAIL OF SUBMITTALS/PUBLIC RECORDS EXEMPTION:** §119.07, F.S., the Public Records Law. Florida law provides that municipal records shall at all times be open for personal inspection by any person. Information and materials received by the County in connection with any solicitation response shall be deemed to be public records subject to public inspection upon award, recommendation for award, or thirty (30) days after opening, whichever occurs first. However, certain exemptions to the public records law are statutorily provided for in §119.07, F.S. If the Proposer believes any of the information contained in his or her response is exempt from the Public Records Law, then the Proposer, must in his or her response, specifically identify the material which is deemed to be exempt and cite the legal authority for the exemption. The County's determination of whether an exemption applies shall be final, and the Proposer agrees to defend, indemnify, and hold harmless the County and the County's officers, employees, and agents, against any loss or damages incurred by any person or entity as a result of the County's treatment of records as public records. §286.0113, F.S. Provides that meetings of persons appointed to evaluate bids or proposals and negotiate contracts shall be closed to the public during oral presentations made by a vendor,

or where a vendor answers questions. Neither bidders, nor the public will be permitted to sit in on meetings wherein their competitors are making presentations or discussing their bid or proposal with the committee members. The portions of these meetings are subject to disclosure at the time of an intended award decision or within thirty (30) days of the bid or proposal opening, whichever is earlier.

**3.18 VERIFICATION OF TIME:** Atomic time is hereby established as the Official Time for Marion County Solicitations. All times stated in solicitation generated by the Marion County Procurement Services Department will refer to atomic time.

**3.19 PREPARATION OF BIDS: Signature of the Bidder:** The Bidder must sign the BID FORMS in the space provided for the signature. If the Bidder is an individual, the words "doing business as \_\_\_\_\_," must appear beneath such signature. In the case of a partnership, the signature of at least one of the partners must follow the firm name and the words, "Member of the Firm" should be written beneath such signature. If the Bidder is a corporation, the title of the officer signing the Bid on behalf of the corporation must be stated and evidence of his authority to sign the Bid must be submitted. The Bidder shall state in the BID FORMS the name and address of each person interested therein.

**Basis for Bidding:** The price bid for each item shall be on a lump sum or unit price basis according to specifications on the BID FORM. The bid prices shall remain unchanged for the duration of the Contract and no claims for cost escalation during the progress of the work will be considered, unless otherwise provided herein.

**Total Bid Price/Total Contract Sum Bid:** If applicable, the total price bid for the work shall be the aggregate of the lump sum prices bid and/or unit prices multiplied by the appropriate estimated quantities for the individual items and shall be stated in figures in the appropriate place on the BID FORM. In the event that there is a discrepancy on the BID FORM due to unit price extensions or additions, the corrected extensions and additions shall be used to determine the project bid amount.

**3.20 TABULATION:** Those wishing to receive an official tabulation of the results of the opening of this Bid shall request a copy of the tabulation in accordance with public records policy.

**3.21 OBLIGATION OF WINNING BIDDER:** The contents of the Bid of the successful Bidder will become contractual obligations if acquisition action ensues. Failure of the successful Bidder to accept these obligations in a contract may result in cancellation of the award and such vendor may be removed from future participation.

**3.22 AWARD OF BID:** It is the County's intent to select a vendor within **sixty (60) calendar days** of the deadline for receipt of Bids. However, Bids must be firm and valid for award for at least **ninety (90) calendar days** after the deadline for receipt of Bids.

**3.23 ADDITIONAL REQUIREMENTS:** The firms shall furnish such additional information as Marion County may reasonably require. This includes information which indicates financial resources as well as ability to provide the services. The County reserves the right to make investigations of the qualifications of the firm as it deems appropriate.

**3.24 PREPARATION COSTS:** The County of Marion shall not be obligated or be liable for any costs incurred by Bidders prior to issuance of a contract. All costs to prepare and submit a response to this ITB shall be borne by the Bidder.

**3.25 TIMELINESS:** All work will commence upon authorization from the County's representative (Marion County Procurement Services Dept). All work will proceed in a timely manner without delays. The Contractor shall commence the work UPON RECEIPT OF NOTICE TO PROCEED and/or ORDER PLACED



(PURCHASE ORDER PRESENTED), and shall deliver in accordance to the terms and conditions outlined and agreed upon herein.

**3.26 DELIVERY:** All prices shall be FOB Destination, Ocala, Florida, inside delivery unless otherwise specified.

**3.27 PLANS, FORMS & SPECIFICATIONS:** Bid Packages are available from the Marion County Procurement Services Department. These packages are available for pickup or email at no additional charge. NO BID FORMS will be faxed. If requested to mail, the Bidder must supply a courier account number (UPS, FedEx, etc). Bidders are required to use the official BID FORMS, and all attachments itemized herein, are to be submitted as a single document. BID FORM documents for this project are free of charge and are available on-line and are downloadable (vendor must pay DemandStar fees or shipping), unless otherwise noted.

**3.28 MANUFACTURER'S NAME AND APPROVED EQUIVALENTS:** Any manufacturer's names, trade names, brand names, information and/or catalog numbers listed in a specification are for information and not intended to limit competition unless otherwise indicated. The Bidder may Bid any brand for which he is an authorized representative, which meets or exceeds the Bid specification for any item(s) and for a County-approved equivalent as specified in writing by addendum to the RFP. Requests for equivalents shall be made prior to the Last Day for Questions, and shall include all materials necessary for the County or Engineer of Record to determine how the equivalent request meets or exceeds the minimum standard or product identified, and not be an exception thereto. Reference to literature submitted with a previous Bid will not satisfy this provision. The County's Procurement Services Department is to be notified, in writing, of any proposed changes in materials used, manufacturing process, or construction. However, changes shall not be binding upon the County unless evidenced by a Change Notice issued and signed by the Procurement Services Director, or designated representative.

**3.29 QUANTITIES:** Quantities specified in this Bid are estimates only and are not to be construed as guaranteed minimums.

**3.30 SAMPLES:** Samples of items, when called for, shall be furnished free of expense, and if not destroyed may, upon request, be returned at the Bidder's expense. Each sample shall be labeled with the Bidder's name, manufacturer brand name and number, Bid number and item reference. Samples of successful Bidder's items may remain on file for the term of the contract. Request for return of samples shall be accompanied by instructions which include shipping authorization and must be received at time of opening. Samples not returned may be disposed of by the County within a reasonable time as deemed appropriate.

**3.31 ADDITIONAL SERVICES/PURCHASES BY OTHER PUBLIC AGENCIES ("PIGGYBACK"):** The Vendor by submitting a bid/proposal acknowledges that other Public Agencies may seek to "Piggy-Back" under the same terms and conditions, during the effective period of any resulting contract – services and/or purchases being proposed in this bid/proposal, for the same prices and/or terms proposed. Vendor has the option to agree or disagree to allow contract Piggy-Backs on a case-by-case basis. Before a Public Agency is allowed to Piggy-Back any contract, the Agency must first obtain the vendor's approval – without the vendor's approval, the seeking Agency cannot Piggy-Back.

**3.32 PAYMENT TERMS:** If payment terms are not indicated, terms of NET 30 DAYS shall be applied by the County. Payment terms to apply after receipt of invoice or final acceptance of the product/service, whichever is later. Payment terms offering less than 20 days for payment will not be considered. However the County

has implemented a *Visa* credit card program. As a card-accepting vendor, some of the benefits of the program are: payment received within 72 hours of receipt and acceptance of goods, reduced paperwork, issue receipts instead of generating invoices, resulting in fewer invoice problems, deal directly with the cardholder (in most cases). Vendors accepting payment by the County's p-card (*Visa*) may not require the County (Cardholder) to pay a separate or additional convenience fee, surcharge or any part of any contemporaneous finance charge in connection with a Transaction. Merchant shall not process p-card payments until merchandise/service has been received by the County, in good condition.

**3.33 DRUG FREE WORKPLACE CERTIFICATION:** As part of my submittal for this project, and authorization on the Acknowledgement and Acceptance Form, and in accordance with Florida Statute 287.087, the person submitting for this RFQ attests this firm:

- Publishes a written statement notifying the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above, and specifying actions will be taken against violations of such prohibition.
- Informs employees about dangers of drug abuse in the workplace, the firm's policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and penalties may be imposed upon employees for drug use violations.
- Gives each employee engaged in providing commodities or contractual services under bid or proposal, a copy of the statement specified above.
- Notifies the employees as a condition of working on the commodities or contractual services under bid or proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction or pleas of guilty or nolo contendere to, any violation of Chapter 893, or of any controlled substance law of the State of Florida or the United States, for a violation occurring in the workplace, no later than five (5) days after such conviction, and requires employees to sign copies of such written statement to acknowledge their receipt.
- Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
- Makes a good faith effort to continue to maintain a drug free workplace through the implementation of the Drug Free Workplace program.

**3.34 EMPLOYEE ELIGIBILITY VERIFICATION:** For projects funded with State or Federal dollars, Marion County adheres to practices set forth under the e-verification (EV) system, which is outlined in the clauses below. Information provided by the Contractor is subject to review for the most current version of the State or Federal policies at the time of award. Contractor has agreed to perform in accordance with these requirements and agrees:

- To enroll and participate in the federal EV Program for Employment Verification under terms provided in the "Memorandum of Understanding" governing the program.
- To provide to the County, within thirty (30) days of the effective date of this contract, documentation of such enrollment in the form of a copy of the EV "Edit Company Profile" screen, containing proof of enrollment in the EV Program (*this page can be accessed from the "Edit Company*

*Profile” link on the left navigation menu of the employer’s home page).*

- To require each subcontractor that performs work under this contract to enroll and participate in the EV Program within ninety (90) days of the effective date of this contract/amendment/extension or within ninety (90) days of the effective date of the contract between the Contractor and the subcontractor, whichever is later. Contractor shall obtain from the subcontractor(s) a copy of the “Edit Company Profile” screen indicating enrollment in the EV Program and make such record(s) available to the County upon request.
- To maintain records of its participation and compliance with the provisions of the EV program, including participation by its subcontractors as provided above, and to make such records available to the County or other authorized state entity consistent with the terms of the Memorandum of Understanding.
- To comply with the terms of this Employment Eligibility Verification provision is made an express condition of this contract and the County may treat a failure to comply as a material breach of the contract.

### 3.35 EVALUATION, ACCEPTANCE OR REJECTION

**OF PROPOSAL:** The County may, at its sole and absolute discretion reject any and all, or part of any and all, responses; re-advertise this RFP; postpone or cancel at any time this RFP process; or waive any irregularities in this RFP or in any responses received as a result of this RFP. The Marion County Board of County Commissioners may reject a bid based on past performance of Contractor or any of the following:

- If bid form furnished or authorized is not used or is altered;
- If bid form or any required supplemental documents are incomplete, contain any additions, deletions, conditions, or otherwise fail to conform to COUNTY’s requirements;
- If Bidder adds any provisions reserving the right to reject or accept the award, or enter into the contract;
- If Bid or Bid Bond is not properly executed, or shows an incorrect amount;
- If Bid fails to include a unit price or lump sum price for every bid item as required;
- If COUNTY reasonably deems Bid Bond inadequate;
- If Bidder fails to acknowledge receipt of any or all addenda;
- If COUNTY deems any of the bid prices to be excessively unbalanced either above or below the amount of a reasonable bid price for the item of Work to be performed or product provided, to the potential detriment of COUNTY; or
- If bid prices cannot be read clearly.

**3.36 OBJECTIVITY:** In order to ensure objective supplier performance and eliminate unfair competitive advantage, suppliers that develop or draft specifications, requirements, statements of work and invitations for bids or requests for proposals are excluded from competing for such procurements.

### 3.37 FOR FEDERAL AND/OR FDOT FUNDING – TITLE VI/ NONDISCRIMINATION POLICY STATEMENT –

**APPENDIX A & E:** 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:

- **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.

- **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.
- **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.
- **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.
- **Sanctions for Noncompliance:** In the event of the Contractor’s noncompliance with the nondiscrimination provisions of this contract, the *Florida Department of Transportation* shall impose such contract sanctions as it or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may determine to be appropriate, including, but not limited to:
  - withholding of payments to the Contractor under the contract until the Contractor complies, and/or
  - cancellation, termination or suspension of the contract, in whole or in part.

### Compliance with Nondiscrimination Statutes and

**Authorities:** Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section



504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, subrecipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 -- 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

- **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (7) 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 subcontractor 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.

**3.38 Contractor Conduct:** These Guidelines cover any contractor, business, firm, company or individual (hereinafter “contractor”)

doing work on Marion County property, as well as the contractor’s employees, agents, consultants, and others on County property in connection with the contractor’s work or at the contractor’s express or implied invitation.

**Courtesy and Respect:** Marion County is a diverse government institution and it is critical that all contractors and their employees conduct themselves in a manner that is lawful, courteous, businesslike, and respectful of all staff, guests, or visitors.

**Language and Behavior:** Contractors and their employees cannot engage in behavior that is rude, threatening, or offensive. Use of profane or insulting language is prohibited. Harassment of any type, including sexual harassment is strictly prohibited. Abusive, derogatory, obscene or improper language, gestures, remarks, whistling, cat calls or other disrespectful behavior cannot be tolerated. Roughhousing, fighting, fisticuffs, physical threats, destruction of property, vandalism, littering, or physical abuse of anyone on County property is not permitted under any circumstance.

**No Weapons, Alcohol, or Drugs:** The use, possession, distribution, or sale of any weapon, alcohol, illegal drug, or controlled dangerous substance by any contractor or contractor’s employee is prohibited. Offenders will be removed from County property and/or reported to law enforcement.

**Smoking:** Contractors and their employees are not permitted to smoke in or near any of the County buildings.

**Fraternization:** Contractors and their employees may not fraternize or socialize with County staff.

**Appearance:** Contractors and their employees are required to wear appropriate work wear, hard hats and safety footwear, as the case may be, while on the job. Articles of clothing must be neat and tidy in appearance, and cannot display offensive or inappropriate language, symbols or graphics. Marion County has the right to decide if such clothing is inappropriate.

**Reporting:** The Contractor is required to report any matter involving a violation of these rules of conduct to Marion County Procurement. Any matter involving health or safety, including any altercations, should be reported to Marion County Procurement Services immediately.

The Contractor is responsible for his/her employees, agents, consultants and guests. If prohibited conduct does occur, the contractor will take all necessary steps to stop and prevent any future occurrence. Any breach of these conditions will result in the removal of the person responsible from County property and prohibited actions could result in the immediate termination of any contract or agreement with Marion County.

**3.39 Scrutinized Companies Lists:** If the Agreement exceeds \$1,000,000.00 in total, not including renewal years, the Contractor certifies they are not listed on either the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List created pursuant to Sections 215.473, F.S. and 215.4725, F.S. Pursuant to Sections 287.135(5), F.S. , and 287.135(3), F.S., the Contractor agrees County may immediately terminate the Agreement for cause if the Contractor is found to have submitted a false certification, or if the Contractor is placed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or the Scrutinized Companies that Boycott Israel List, or is engaged in a boycott of Israel during the term of the Agreement.

**THE CONDITIONS HEREIN ARE ACKNOWLEDGED BY YOUR SIGNATURE ON THE BIDDER COVER PAGE**



**TO: Board Members**

**FROM: Rob Balmes, Director**

**RE: 2024 Annual Joint FDOT/TPO Certification**

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**Summary**

Annually, the Florida Department of Transportation (FDOT) and the TPO must perform a joint review of the certification status for the transportation planning process. The 2024 joint certification process was conducted from January to February 2025, including a virtual meeting with FDOT District 5 Liaison team members on February 4.

The development of the Joint Certification package document involved TPO and FDOT District 5 staff, and is included with this memo. FDOT District 5 Liaison, Kia Powell, has requested to briefly highlight the 2024 certification process at the meeting on March 25.

**Attachment(s)**

- 2024 FDOT/TPO Joint Certification document package

**Action Required**

TPO staff is recommending approval of the FDOT/TPO Joint Certification.

If you have any questions, please contact me at: 352-438-2631.

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

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

Included in this certification package is a summary of noteworthy achievements by the MPO, attachments associated with these achievements, and (if applicable) a list of any recommendations and/or corrective actions. The contents of this Joint Certification Package have been reviewed by the MPO and accurately reflect the results of the joint certification review meeting held on February 4, 2025.

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

\_\_\_\_\_  
Name: John E Tyler P.E.  
Title: District Secretary (or designee)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name: Carl Zalak III  
Title: TPO Chairman (or designee)

\_\_\_\_\_  
Date



**Ocala/Marion County TPO**

**Calendar Year of Review Period: January 1, 2024, through December 31, 2024.**

**Click to enter the date the review is finalized.**

Part 1 is to be completed by the Metropolitan Planning Organization

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## Purpose

Each year, the District and the Metropolitan Planning Organization (MPO) must jointly certify the metropolitan transportation planning process as described in [23 C.F.R. §450.336](#). The joint certification begins in January. This allows time to incorporate recommended changes into the Draft Unified Planning Work Program (UPWP). The District and the MPO create a joint certification package that includes a summary of noteworthy achievements by the MPO and, if applicable, a list of any recommendations and/or corrective actions.

The certification package and statement must be submitted to Central Office, Office of Policy Planning (OPP) no later than June 1.



## Certification Process

Please read and answer each question using the checkboxes to provide a “yes” or “no.” Below each set of checkboxes is a box where an explanation for each answer is to be inserted. The explanation given must be in adequate detail to explain the question.

FDOT's [MPO Joint Certification Statement](#) document must accompany the completed Certification report. Please use the electronic form fields to fill out the document. Once all the appropriate parties sign the MPO Joint Certification Statement, scan it and email it with this completed Certification Document to your District MPO Liaison.

Please note that the District shall report the identification of and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or issue to the satisfaction of the District, the District shall report the resolution of the corrective action or issue to the MPO Board.

## **Part 1**

Part 1 of the Joint Certification is to be completed by the MPO.

## Part 1 Section 1: MPO Overview

1. Does the MPO have up-to-date agreements such as the interlocal agreement that creates the MPO, the intergovernmental coordination and review (ICAR) agreement, and any other applicable agreements? Please list all agreements and dates that need to be readopted. The ICAR Agreement should be reviewed every five years and updated as necessary. Please note that the ICAR Agreement template was updated in 2020.

**Please Check:** Yes  No

FDOT/Metropolitan Planning Organization Agreement, Amendment 1, October 28, 2024  
 Interlocal Agreement Concerning the Public Transportation System, September 13, 2023.  
 Intergovernmental Coordination and Review (ICAR)/Public Transportation Joint Agreement, December 14, 2020.  
 Staff Services Agreement with Marion County, January 21, 2020.  
 Joint Metropolitan Planning Agreement with Lake~Sumter MPO, November 25, 2020.  
 Interlocal Agreement for Creation of the MPO, June 21, 2016  
 Interlocal Agreement Creating the Central Florida MPO Alliance, October 19, 2005.

2. Does the MPO coordinate the planning of projects that cross MPO boundaries with the other MPO(s)?

**Please Check:** Yes  No

Over the past two years, the TPO has been meeting quarterly with the Lake~Sumter MPO and Hernando-Citrus MPO. Meetings involve coordination on common project priorities and coordination related to the LRTP and administrative-related work areas.  
 In October 2020, the Governing Boards of the TPO and Lake~Sumter MPO signed a Joint Planning Agreement. The TPO coordinates routinely with the MPO on planning activities and projects of mutual impact and interest to both agencies.  
 The TPO is part of the Central Florida MPO Alliance. Quarterly meetings take place and involve regional priority project planning, the development of regional priority project lists and LRTP coordination.

3. How does the MPOs planning process consider the 10 Federal Planning Factors ([23 CFR § 450.306](#))?

**Please Check:** Yes  No

The TPO ensures the 10 Federal Planning Factors are included in planning process and corresponding core required documents.

The TPO emphasizes the 10 Planning Factors in the 2045 Long Range Transportation Plan (LRTP), Unified Planning Work Program (UPWP) and the Congestion Management Plan (CMP). The Planning Factors guide the TPO to ensure a comprehensive transportation planning process is followed.

The TPO is integrating the Ten Planning Factors will be integrated into 2050 LRTP, and Fiscal Year 2026 to 2030 TIP.

4. How are the transportation plans and programs of the MPO based on a continuing, comprehensive, and cooperative process?

**Please Check:** Yes  No

**Continuing:** The TPO works with the Technical Advisory Committee (TAC) and Citizens Advisory Committee (CAC), TPO Board and the Transportation Disadvantaged Local Coordinating Board (TDLCB); and the public participation process with partners, citizens and stakeholders. The TPO ensures all documents and agreements in place and are up to date on the public website. The TPO updates the LRTP and TIP and assists local governments with planning services and data/information requests. The TPO continuously ensures that finances and invoices are developed, reviewed, submitted and processed for the PL-CPG grant and state grant (CTD) monthly and quarterly. Annually, the TPO manages the List of Priority Projects Process (LOPP) to identify the highest priority projects in Marion County for federal and/or state funding.

**Cooperative:** The TPO cooperates with local, regional and statewide partners. This includes our four governmental partners in Marion County – City of Belleview, Dunnellon, Ocala and Marion County; federal/state/local - the Florida Department of Transportation, and many other key partners, such as the Florida Department of Environmental Protection, SunTran, Marion Transit, Federal Highway Administration and Federal Transit Administration. These organizations serve on our technical committees, TPO Board, TDLCB and/or play a key role in guiding the transportation planning process of the TPO.

**Comprehensive:** The TPO ensures that all modes of transportation and all users are addressed in our updated 2045 LRTP, TIP and supporting studies and documents, also including the Congestion Management Plan (CMP), the Commitment to Zero Safety Action Plan, Active Transportation Plan (under development), and List of Priority Projects (LOPP). The TPO also focuses on ensuring the core planning documents are supportive of local community plans and priorities. This approach is specifically documented in the 2045 LRTP, PPP and current TIP. This approach continues with the development of the 2050 LRTP in 2024 and 2025.

5. When was the MPOs Congestion Management Process last updated?

The TPO completed a Congestion Management Process (CMP) document in 2021. In August 2023, an update was completed to the State of System element, which involves level of service and congestion analysis. An update to the CMP is being planned for calendar year 2026 after the adoption of the 2050 LRTP.

6. Has the MPO recently reviewed and/or updated its Public Participation Plan (PPP)? If so, when? For guidance on PPPs, see the Federal Highway Administration (FHWA) checklist in the [Partner Library](#) on the MPO Partner Site.

**Please Check:** Yes  No

The TPO completed an update to the PPP in March 2024.

7. Was the Public Participation Plan (PPP) made available for public review at least 45 days before adoption?

**Please Check:** Yes  No

The TPO conducted a 45+ day PPP review period from February 5 to March 26, 2024.

## Part 1 Section 2: Finances and Invoicing

1. How does the MPO ensure that Federal-aid funds are expended 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 FDOT and the Division Administrator of FHWA?

The TPO expends funding based on the most current and approved Unified Planning Work Program (UPWP) and tied to the FDOT/MPO PL grant agreement. TPO staff have consistently ensured that all direct and indirect expenses are identified in the UPWP with coordination involving FDOT District 5 Liaison and/or FDOT Central Office. When a new activity or expense arises, the TPO takes appropriate action through a UPWP amendment, and in some cases, coordination with FDOT on eligibility.

2. How often does the MPO submit invoices to the District for review and reimbursement?

The TPO submits invoices to the FDOT District 5 Liaison on a monthly basis for the FHWA-PL CPG grant within 30 to 45 calendar days after a period (month) has ended and the prior invoice has been approved for payment.

3. Is the MPO, as a standalone entity, a direct recipient of federal funds and in turn, subject to an annual single audit?

**Please Check:** Yes  No

4. How does the MPO ensure their financial management system complies with the requirements set forth in [2 C.F.R. §200.302?](#)

The TPO maintains an internal database and record keeping system regarding all federal and state grants tied directly to the UPWP. The TPO maintains a financial system through the host agency Marion County financial management system/software (Tyler-Munis). This approach is required by the host agency to provide payment for services, salaries/benefits, etc. Both systems allow the TPO to closely monitor and track the budget and expenditures. The County's system is tied to their fiscal year and for one year. Therefore, the TPO's internal database covers the full two years, tied to the respective TPO and state fiscal year.

5. How does the MPO ensure records of costs incurred under the terms of the FDOT/MPO Agreement are always maintained and readily available upon request by FDOT during the period of the FDOT/MPO Agreement, as well as for five years after final payment is made?

The TPO maintains invoice packets with full backup documentation in electronic folders labeled by grant, fiscal year and by month. These files are maintained electronically through the Marion County cloud-based system and date back at least five years, in the event an invoice or supporting documentation is needed or requested.



6. Is supporting documentation submitted, when required, by the MPO to FDOT in detail sufficient for proper monitoring?

Yes, the TPO promptly submits all supporting documentation when requested. The TPO develops invoice packets with full documentation so they may be ready for internal or external reviews.

7. How does the MPO comply with, and require its consultants and contractors to comply with applicable Federal law pertaining to the use of Federal-aid funds and applicable State laws?

The TPO receives professional support from Marion County Procurement Services Department to contract with consultants/vendors through a Staff Services Agreement. Prior to the issue of a Contract solicitation, the TPO in coordination with Procurement Services ensures all applicable federal and state rules and laws are met, and that consultants/vendors are made aware of the key requirements. Specifically, Procurement Services includes detailed language in coordination with the TPO in all RFQ's, RFP's and other contracts directing consultants/vendors of their responsibilities for complying with federal and state laws. This also includes compliance with Title VI and the FDOT Disadvantaged Business Enterprise (DBE) program, and no local/geographic preferences. The TPO ensures that specific DBE and Title VI checklists are reviewed prior to the development of any new procurements and contracts.

**8. Indirect Cost Rates:**

- a. If the MPO uses an indirect cost rate, do they use a federally approved indirect cost rate, state approved indirect cost rate, or the de minimis rate? The de minimis rate recently changed from 10% to 15% of modified total direct costs, which may be used indefinitely by the MPO ([2 C.F.R. 200.414\(f\)](#)). Either de minimis rate is allowable (10% or 15%).

Please check one of the indirect cost rate options below:

MPO has a Federally Approved Indirect Cost Rate

MPO has a State Approved Indirect Cost Rate

MPO uses the De Minimis Rate (either the 10% or 15% indirect cost rate)

N/A (The MPO does not use an Indirect Cost Rate)

*In general, only those MPOs that are hosted by agencies that receive direct Federal funding in some form (not necessarily transportation) will have available a Federally approved indirect cost rate. If the MPO has a staffing services agreement or the host agency requires the MPO to pay a monthly fee, the MPO may be reimbursed for indirect costs.*

- b. If the MPO has an existing federal or state approved indirect cost rate, did the MPO submit a Cost Allocation Plan?

- c. If the MPO does not use an indirect cost rate, does it charge all eligible costs as direct costs?

**Please Check:**      Yes  No

## Part 1 Section 3: Title VI and ADA

1. Has the MPO signed an FDOT Title VI/Nondiscrimination Assurance, identified a person responsible for the Title VI/ADA Program, and posted for public view a nondiscrimination policy and complaint filing procedure?"

**Please Check:** Yes  No

The TPO has a signed Title VI/Nondiscrimination Assurance, posted on the TPO website with an update on January 24, 2023. Liz Mitchell is the TPO's Title VI Coordinator, effective July 1, 2019. The Title VI Plan was updated in January 2023. A Title VI Statement in both English and Spanish was also developed and posted to the TPO website. The TPO maintains a Title VI Assurance poster at the office entry. All core TPO documents contain a statement regarding Title VI compliance, including the LRTP, TIP, UPWP and PPP. The TPO also has assurance language included in the Title VI Plan, all procurements and contracting, a DBE program document and online fact sheet.

<https://ocalamariontpo.org/public-involvement/civil-rights-assurance/>

2. Do the MPO's contracts and bids include the appropriate language, as shown in the appendices of the [Nondiscrimination Agreement](#) with the State?

**Please Check:** Yes  No

The TPO ensures that all required federal and state language and other applicable clauses were included in the current three GPC procurements and contracts and the current 2050 LRTP procurement and contract. All new procurements will continue to include appropriate language.

3. Does the MPO have a procedure in place for the prompt processing and disposition of Title VI, and does this procedure comply with FDOT's procedure?

**Please Check:** Yes  No

The TPO outlines a formal process in the Title VI Plan for complaint procedures. This process is described in the document and is available on the TPO website under Public Involvement in both english and spanish versions.

<https://ocalamariontpo.org/public-involvement/title-vi/>

4. Has the MPO participated in any recent Title VI training, either offered by the State, organized by the MPO, or some other form of training, in the past three years?

**Please Check:** Yes  No

- Accessibility in the workplace – April 7, 2022
- Accessibility and Transportation Equity – May 5, 2022
- Equity in Transportation Research and Funding – June 23, 2022
- Celebration of Americans with Disabilities Act Anniversary – July 26, 2022
- Title VI Requirements – Public Involvement – September 9, 2022
- Equity in Future Planning – October 27, 2022
- Equity and Walkability: Improving Pedestrian Infrastructure in Underserved Neighborhoods – October 13, 2022
- Title VI Training - CUTR Institute – November 11, 2022
- Applying an Equity Lens to Transportation Planning: Innovative Solutions to Address Historically Disadvantaged Communities - September 7, 2023
- Designing Digital Engagement Strategies to Promote Digital Equity in the Planning Process - September 7, 2023
- Thank You for Your Comment: Breaking Through Barriers to Meaningful Community Engagement - September 7, 2023
- FDOT Title VI Non-Discrimination Webinar - September 15, 2023
- Grants Management Body of Training-Review of Title VI regulations - September 13, 2023
- Equity in Roadway Safety Strategies - September 20, 2023
- Florida Ethics - Webinar December 13, 2023
- Transportation Equity -Webinar January 1, 2024
- Empathy, Equity and You American Planning Association (APA) Webinar - January 12, 2024
- Transportation Equity and DBE Wealth Creation - March 15, 2024
- Fair Housing, Disability Rights and Laws March - 26, 2024
- Title VI Training - April 5, 2024
- Equity Action Plan - Public Engagement - July 24, 2024

5. Does the MPO collect demographic data to document nondiscrimination in its plans, programs, services, and activities?

**Please Check:** Yes  No

The TPO makes available all plans to the general public for feedback and input. This exposes the plans and processes to different age groups that may have varying transportation needs as well as, different genders, income levels, disability status and any members of the public with language barriers are encouraged and given assistance if needed.

The TPO employs surveys that include questions referencing travel habits, mode of transportation and demographics. Also, public transit data is collected and ridership surveys are done.

The TPO conducts stakeholder interviews with community leaders, organizations, and individuals from different demographic groups to gain insight on transportation needs.

TPO holds workshops in different communities, to access diverse populations throughout different parts of the County.

The TPO documents discrimination data through the Long Range Transportation Plan (LRTP) and the Transportation Disadvantaged Service Plan (TDSP). For the 2045 LRTP, the TPO identified "Equity Areas" to assess the targeted long-term investments in transportation projects in Marion County. Equity Areas are defined by Census Tracts with higher than county averages for minorities, poverty, no vehicle, senior over 65 and youth under 16. This process and documentation is outlined in the LRTP and also in the most current Title VI Nondiscrimination Plan.

The TDSP contains a comprehensive service area profile of the transportation disadvantaged in Marion County. This includes residents over 60, low income, mental/physical disability and unable to drive. The TPO conducts a minor update every years to the TDSP and a major update every five years.

6. Does the MPO keep on file, for five years, all complaints of ADA noncompliance received, and for five years a record of all complaints in summary form?

**Please Check:** Yes  No

The TPO follows a formal process to document all complaints, and is identified in the Title VI Plan, updated in 2023. Files and any records are maintained for a minimum of five years.

## Part 1 Section 4: MPO Procurement and Contract Review and Disadvantaged Business Enterprises

1. Is the MPO using a qualifications based selection process that is consistent with [2 C.F.R. 200.320 \(a-c\)](#), [Appendix II to Part 200 - Contract Provision](#), and [23 C.F.R. 172](#), and Florida statute as applicable?

**Please Check:** Yes  No

The TPO conducts a review of federal law and state statute to ensure a qualifications-based process is undertaken for all professional services and contracts. The TPO has applied this approach for the General Planning Consultant and 2050 LRTP consultant procurement and contracting process. This process was undertaken in coordination and partnership with our host government department, Marion County Procurement Services. The selection process they have developed with the TPO has been customized to be solely based on qualifications reflective of federal law and state statute.

2. Does the MPO maintain sufficient records to detail the history of procurement, management, and administration of the contract? These records will include but are not limited to: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price, contract progress reports, and invoices.

Note: this documentation is required by [2 C.F.R. 200.325](#) to be available upon request by the Federal awarding agency, or pass-through entity when deemed necessary.

**Please Check:** Yes  No

The TPO maintains all procurement and contract related files in the Marion County cloud-based server, which includes multiple levels of backups. This information includes all procurement files, management, contracts, scopes of services, budgets and invoice packages. Per the Staff Services Agreement with Marion County, the Procurement Services Department, on behalf of the TPO, also maintains all official records of procurement, management and contract documents in their respective files.

3. Does the MPO have any intergovernmental or inter-agency agreements in place for procurement or use of goods or services?

**Please Check:** Yes  No

The TPO has a Staff Services Agreement with Marion County containing provisions for services involving the Procurement Services Department and the Marion County Clerk of the Court and Comptroller. The TPO follows a specific process in accordance with Marion County and the Staff Services Agreement.

4. What methods or systems does the MPO have in place to maintain oversight to ensure that consultants or contractors are performing work in accordance with the terms, conditions and specifications of their contracts or work orders?

**Please Check:** Yes  No

The TPO operates through a Staff Services Agreement with Marion County, which contains provisions for following the appropriate processes of the Procurement Services Department. This includes contracts to perform services and/or Scopes of Services with detailed budgets, project schedules, deadlines for deliverables, and processing monthly invoices for payments upon completion of work. The TPO Director provides the overall oversight of all contracts and scopes of services. This also includes regular meetings with contractors regarding project status, budget and deliverable deadlines. Procurement Services offers their support to the TPO to ensure work is completed properly per contracts and scopes of services through task orders.

5. Does the MPO's contracts include all required federal and state language from the FDOT/MPO Agreement?

**Please Check:** Yes  No

The TPO ensures that all required federal and state language from the MPO Agreement and other applicable clauses are included in contracts for professional services. Marion County Procurement Services assists the TPO with integrating this language into the contracts and templates they use with vendors.

6. Does the MPO follow the FDOT-approved Disadvantaged Business Enterprise (DBE) plan?

**Please Check:** Yes  No

In November 2022, the TPO developed formal documentation of compliance with the DBE plan through the adoption of a DBE program document. This document reflects how the TPO follows the FDOT DBE plan and program. This document was adopted by the TPO Board and posted on the website. This document was updated in August 2024 to reflect the revised FDOT DBE goal of 10.54%. The document is located at:  
<https://ocalamariontpo.org/disadvantaged-business-enterprise-program-dbe/>



7. Is the MPO tracking all commitments and payments for DBE compliance?

**Please Check:** Yes  No

Since 2023, the TPO has been using a separate DBE form included with all monthly PL-CPG invoices to the District. This form provides a current summary of DBE firm payments.

8. The MPO must be prepared to use the Grant Application Process (GAP) for DBE compliance with the EOC System. Has the MPO staff been trained on the GAP system? If yes, please provide the date of training. If no, please provide the date by when training will be complete.

**Please Check:** Yes  No

TPO staff participation in the June 21, 2024 online training provided by FDOT Central Office.

9. Does the MPO include the DBE policy statement in its contract language for consultants and subconsultants?

**Please Check:** Yes  No

The TPO includes the Equal Opportunity and DBE language in all procurement and contract documents.

10. Are the MPO procurement packages (Project Advertisements, Notices to Bidders, RFP/RFQs, contract templates and related documents) and contracts free from geographical preferences or bidding restrictions based on the physical location of the bidding firm or where it is domiciled?

**Please Check:** Yes  No  N/A

11. Are the MPO procurement packages (Project Advertisements, Notices to Bidders, RFP/RFQs, contract templates and related documents) and contracts free of points or award preferences for using DBEs, MBEs, WBEs, SBEs, VBEs or any other business program not approved for use by FHWA or FDOT?

**Please Check: Yes**  **No**  **N/A**

12. Please identify all locally required preference programs applied to contract awards by local ordinance or rule that will need to be removed from Federal-Aid solicitations and contract.

- a)  Minority business
- b)  Local business
- c)  Disadvantaged business
- d)  Small business
- e)  Location (physical location in proximity to the jurisdiction)
- f)  Materials purchasing (physical location or supplier)
- g)  Locally adopted wage rates
- h)  Other:

13. Do the MPO's contracts only permit the use of the approved FDOT race-neutral program?

**Please Check: Yes**  **No**  **N/A**

14. Do the MPO's contracts specify the race neutral or 'aspirational' goal of 10.54%?

**Please Check: Yes**  **No**  **N/A**

15. Are the MPO contracts free of sanctions or other compliance remedies for failing to achieve the race-neutral DBE goal?

**Please Check: Yes**  **No**  **N/A**

16. Do the MPO's contracts contain required civil rights clauses, including:

- a. Nondiscrimination in contracting statement (49 CFR 26.13)
- b. Title VI nondiscrimination clauses Appendices A and E (DBE Nondiscrimination Assurance & 49 CFR 21)
- c. FDOT DBE specifications

**Please Check: Yes**  **No**  **N/A**

## Part 1 Section 5: Noteworthy Practices & Achievements

One purpose of the certification process is to identify improvements in the metropolitan transportation planning process through recognition and sharing of noteworthy practices. Please provide a list of the MPO's noteworthy practices and achievements below.

In 2024, the TPO participated in a local government "Citizens Academy". Marion County puts together a diverse group of Citizens interested in learning the process of the County, each division/department of the County participates. The TPO created a Transportation 101 curriculum for this training event to educate citizens about the TPO and the federal, state, local transportation process.

In 2024, the TPO supported the Florida Department of Transportation as a local partner in the topics of mobility and safety. In particular, the TPO assisted FDOT in a local bike design contest with an elementary school, an annual Stop on Red safety event, and Mobility week. This also included coordination and partnership with SunTran and the City of Ocala.

As a partner in supporting traffic safety, the TPO published a Commitment to Zero Annual Safety Report and online Commitment to Zero public dashboard. The focus of both resources is to educate and inform the public and partners on the most recent five-year period of fatalities and serious injuries, trends and crash locations in Marion County. The TPO also began a collaborative education and awareness initiative with Marion County called Safety Matters, a 10-part video series.

## Part 1 Section 6: MPO Comments

The MPO may use this space to make any additional comments or ask any questions, if they desire. This section is not mandatory, and its use is at the discretion of the MPO.

Please note the answer to question 14 on page 17. The TPO has been following the FDOT DBE goal of 10.65%. This goal has been included in the current three GPC procurements and contracts and the 2050 LRTP procurement and contract.

Since the FDOT DBE goal has been revised to 10.54%, the TPO is taking action through new solicitations and contracts to reflect this metric. For example, the TPO's solicitation for a website RFP in 2025 includes the new goal of 10.54%.

The TPO appreciates the great working relationship with FDOT District 5 staff and leadership. This covers a wide variety areas of work, including ongoing grants and invoicing, Work Program and TIP development, the 2050 LRTP-MPO revenue coordination, project planning and collaborative local events as examples.



**Ocala/Marion County TPO**

Calendar Year of Review Period: January 1, 2024, through December 31, 2024.

Click to enter the date the review is finalized.

Part 2 is to be completed by the FDOT District

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## **Purpose**

Each year, the District and the Metropolitan Planning Organization (MPO) must jointly certify the metropolitan transportation planning process described in [23 C.F.R. §450.336](#). The joint certification begins in January, which allows time to incorporate recommended changes into the Draft Unified Planning Work Program (UPWP). The District and the MPO create a joint certification package that includes a summary of the MPO's noteworthy achievements and, if applicable, a list of any recommendations and/or corrective actions.

The Certification Package and statement must be submitted to the Central Office, Office of Policy Planning (OPP), by June 1.

## **Certification Process**

Please read and answer each question within this document.

Since all of Florida's MPOs adopt a new Transportation Improvement Program (TIP) annually, many of the questions related to the TIP adoption process have been removed from this certification, as these questions have been addressed during review of the draft TIP and after adoption of the final TIP.

As with the TIP, many of the questions related to the Unified Planning Work Program (UPWP) and Long-Range Transportation Plan (LRTP) have been removed from this certification document, as these questions are included in the process of reviewing and adopting the UPWP and LRTP.

Note: This certification has been designed as an entirely electronic document and includes interactive form fields. Part 2 Section 10: Attachments allows you to embed any attachments to the certification, including the [MPO Joint Certification Statement](#) document that must accompany the completed certification report. Once all the appropriate parties sign the MPO Joint Certification Statement, scan it and attach it to the completed certification in Part 2 Section 10: Attachments.

Please note that the District shall report the identification and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or issue to the District's satisfaction, the District shall report the resolution to the MPO Board.

The final Certification Package should include Part 1, Part 2, Risk Assessment Scoring Sheet, and any required attachments and be transmitted to the Central Office no later than June 1 each year.

## Risk Assessment Process

Part 2 Section 1: Risk Assessment evaluates the requirements described in [2 CFR §200.332 \(b\)-\(e\)](#), also expressed below. It is important to note that FDOT is the recipient of federal funds and the MPOs are the subrecipient, meaning that FDOT, as the recipient of Federal-aid funds for the State, is responsible for ensuring that Federal-aid funds are expended in accordance with applicable laws and regulations.

- (b) Evaluate each subrecipient's risk of noncompliance with Federal statutes, regulations, and the terms and conditions of the subaward for purposes of determining the appropriate subrecipient monitoring described in paragraphs (d) and (e) of this section, which may include consideration of such factors as:*
- (1) The subrecipient's prior experience with the same or similar subawards;*
  - (2) The results of previous audits, including whether the subrecipient receives a Single Audit in accordance with Subpart F—Audit Requirements of this part, and the extent to which the same or similar subaward has been audited as a major program;*
  - (3) Whether the subrecipient has new personnel or new or substantially changed systems; and*
  - (4) The extent and results of Federal awarding agency monitoring (e.g., if the subrecipient also receives Federal awards directly from a Federal awarding agency).*
- (c) Consider imposing specific subaward conditions upon a subrecipient if appropriate, as described in §200.208.*
- (d) Monitor the subrecipient's activities as necessary to ensure that the subaward is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the subaward, and that subaward performance goals are achieved. Pass-through entity monitoring of the subrecipient must include:*

- (1) *Reviewing financial and performance reports required by the pass-through entity.*
  - (2) *Following up and ensuring that the subrecipient takes timely and appropriate action on all deficiencies about the Federal award provided to the subrecipient from the pass-through entity detected through audits, on-site reviews, and written confirmation from the subrecipient, highlighting the status of actions planned or taken to address Single Audit findings related to the particular subaward.*
  - (3) *Issuing a management decision for audit findings pertaining to the Federal award provided to the subrecipient from the pass-through entity as required by [§200.521](#).*
  - (4) *The pass-through entity is responsible for resolving audit findings specifically related to the subaward and not responsible for resolving crosscutting findings. If a subrecipient has a current Single Audit report posted in the Federal Audit Clearinghouse and has not otherwise been excluded from receipt of Federal funding (e.g., has been debarred or suspended), the pass-through entity may rely on the subrecipient's cognizant audit agency or cognizant oversight agency to perform audit follow-up and make management decisions related to cross-cutting findings in accordance with section [§200.513\(a\)\(3\)\(vii\)](#). Such reliance does not eliminate the responsibility of the pass-through entity to issue subawards that conform to agency and award-specific requirements, to manage risk through ongoing subaward monitoring, and to monitor the status of the findings that are specifically related to the subaward.*
- (e) *Depending upon the pass-through entity's assessment of the risk posed by the subrecipient (as described in paragraph (b) of this section), the following monitoring tools may be helpful for the pass-through entity to ensure proper accountability and compliance with program requirements and achievement of performance goals:*
- (1) *Providing subrecipients with training and technical assistance on program-related matters; and*

- (2) *Performing on-site reviews of the subrecipient’s program operations;*
- (3) *Arranging for agreed-upon-procedures engagements as described in [§200.425](#).*

If an MPO receives a Management Decision due to the Single Audit, it may be assigned a high-risk level.

After coordination with the Office of Policy Planning, any of the considerations in [2 CFR §200.331](#) (b) may result in an MPO being assigned the high-risk level.

The questions in Part 2 Section 1: Risk Assessment are quantified and scored to assign a level of risk for each MPO, which will be updated annually during the joint certification process. The results of the Risk Assessment determine the minimum frequency by which District MPO Liaisons review the MPO’s supporting documentation for their invoices for the upcoming year. The [Risk Assessment Scoring Sheet](#) is available in the [Liaison Resources Library](#). This spreadsheet must be used to calculate the Risk Assessment Score. The frequency of review is based on the level of risk in **Table 1**.

**Table 1. Risk Assessment Scoring**

Score	Risk Level	Frequency of Monitoring
> 85 percent	Low	Annual
68 to < 84 percent	Moderate	Bi-annual
52 to < 68 percent	Elevated	Tri-annual
< 52 percent	High	Quarterly

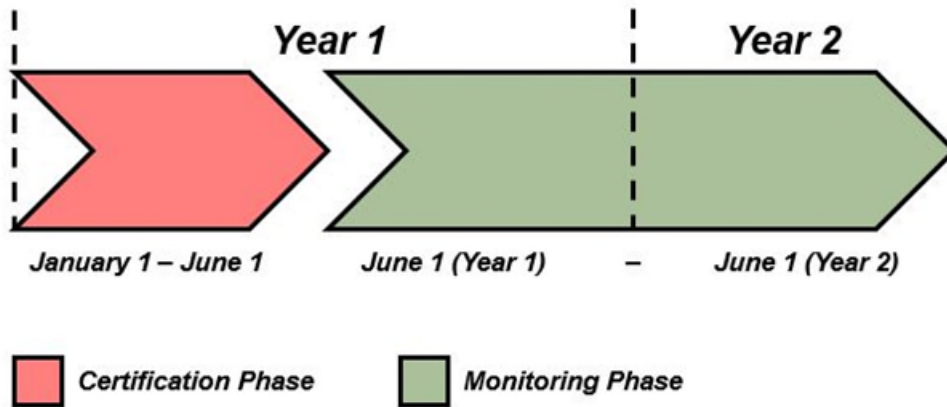
The Risk Assessment part of this joint certification has two main components, the Certification phase and the Monitoring phase, and involves regular reviewing, checking, and surveillance.

1. Certification phase: the first step is to complete this Risk Assessment during the joint certification review, which runs from January 1 to June 1 (*The red arrow in **Figure 1***). During these 5 months, a Risk Assessment assesses the previous calendar year (January 1 through December 31).
2. Monitoring phase: After the joint certification review has been completed, the Risk Assessment enters the Monitoring phase, where the MPO is monitored for 12 months

starting on June 1 (*The green arrow, Year 1 in **Figure 1***) and ending on June 1 of the following year (*The green arrow, Year 2 in **Figure 1***).

This process takes 17 months in total. On January 1 of each year, the new Certification phase begins, which overlaps with the previous year's Monitoring phase. **Figure 1** shows the timeline of the Risk Assessment phases.

**Figure 1. Risk Assessment: Certification and Monitoring Phases**



## **Part 2**

The District MPO Liaison must complete part 2 of the Joint Certification.



## Part 2 Section 1: Risk Assessment

### MPO Invoice Submittal

List all invoices and the dates that the invoices were submitted for reimbursement during the certification period in **Table 2** below.

**Table 2. MPO Invoice Submittal Summary**

Invoice #	Invoice Period	Date the Invoice was Forwarded to FDOT for Payment	Was the Invoice Submitted More than 90 days After the End of the Invoice Period? (Yes or No)
G2797-19	1/1/2024-1/28/2024	2/21/2024	No
G2797-20	1/29/2024-22/25/2024	3/19/2024	No
G2797-21	2/26/2024-3/24/2024	4/17/2024	No
G2797-22	3/25/2024-4/21/2024	5/13/2024	No
G2797-23	4/22/2024-5/31/2024	6/13/2024	No
G2797-24	6/1/2024-6/30/2024	7/30/2024	No
G2W15-1	7/1/2024-7/28/2024	8/20/2024	No
G2W15-2	7/29/2024-8/25/2024	9/18/2024	No
G2W15-3	8/26/2024-9/22/2024	10/17/2024	No
G2W15-4	9/23/2024-10/31/2024	11/21/2024	No
G2W15-5	11/1/2024-11/29/2024	12/19/2024	No
<b>MPO Invoice Submittal Total</b>			

<b>Total Number of Invoices that were Submitted on Time</b>	11
<b>Total Number of Invoices Submitted</b>	11

## MPO Invoice Review Checklist

List all MPO Invoice Review Checklists that were completed during the certification period in **Table 3** and attach the checklists to this risk assessment. Provide the total number of questions marked with a red asterisk (\*) marked “Yes” on each MPO Invoice Review Checklist. “Yes” indicates that the question was addressed satisfactorily and is not a Materially Significant Finding. Examples of Materially Significant Findings include:

- Submitting unallowable, unreasonable, or unnecessary expenses or corrections that affect the total amounts for paying out.
- Exceeding allocation or task budget.
- Submitting an invoice that is not reflected in the UPWP.
- Submitting an invoice that is out of the project scope.
- Submitting an invoice that is outside of the agreement period.
- Documenting budget status incorrectly.
- Not using a federally approved indirect cost rate.
- Not providing an overhead cost rate when claiming overhead costs.

Corrections not considered materially significant do not warrant elevation of MPO risk. Examples of corrections that are not considered materially significant include:

- Typos.
- Incorrect UPWP revision number.
- Incorrect invoice number.

**Table 3. MPO Invoice Review Checklist Summary**

MPO Invoice Review Checklist	Number of “Yes” Responses on * Questions
G2797-19 Reviewed: 2/21/2024	7
G2797-20 Reviewed: 3/19/2024	7
G2797-21 Reviewed: 4/17/2024	7
G2797-22 Reviewed: 5/13/2024	7
G2797-23 Reviewed: 6/17/2024	7
G2797-24 Reviewed: 7/31/2024	7
G2W15-1 Reviewed: 8/21/2024	7
G2W15-2 Reviewed: 9/20/2024	7
G2W15-3 Reviewed: 10/18/2024	7
G2W15-4 Reviewed: 11/21/2024	7
G2W15-5 Reviewed: 12/19/2024	7
<b>MPO Invoice Review Checklist Total</b>	
<b>Total Number of “Yes” Responses on * Questions</b>	77

*\*Note: There are 7 \* questions per MPO Invoice Review Checklist for MPOs that do not have Indirect Costs. There are 12 \* questions per MPO Invoice Review Checklist for MPOs with Indirect Costs.*

## MPO Supporting Documentation Review Checklist

List all MPO Supporting Documentation Review Checklists that were completed in the certification period in **Table 4** and attach the checklists and supporting documentation to this risk assessment. Provide the total number of questions marked with a red asterisk (\*) marked “Yes” on each MPO Supporting Documentation Review Checklist. This indicates that the question was addressed satisfactorily and is not a Materially Significant Finding. Examples of Materially Significant Findings include:

- Submitting an invoice with charges not on the Itemized Expenditure Detail Report.
- Submitting an invoice with an expense that is not allowable.
- Not using a federally approved indirect rate
- Failing to submit supporting documentation, such as documentation that shows the invoice was paid.

Submitting travel charges that do not comply with the MPO’s travel policy.

**Table 4. MPO Supporting Documentation Review Checklist Summary**

MPO Supporting Documentation Review Checklist	Number of “Yes” Responses on * Questions
G2W15-1 Reviewed: 1/10/2025	23
<b>MPO Supporting Documentation Review Checklist Total</b>	
<b>Total Number of “Yes” Responses on * Questions</b>	23

*\*Note: There are 23 \* questions per MPO Supporting Documentation Review Checklist for MPOs that do not have Indirect Costs. There are 25 \* questions per MPO Supporting Documentation Review Checklist for MPOs with Indirect Costs.*

**Technical Memorandum 19-04: Incurred Cost and Invoicing Practices**

Were incurred costs billed appropriately at the end of the contract period?

**Please Check: Yes  No  N/A**

## Risk Assessment Score

Please use the [Risk Assessment Scoring Sheet](#) to calculate the MPO's risk score. Use **Table 5** as a guide for selecting the MPO's risk level. As previously mentioned, the Risk Assessment Scoring Sheet is available in the [Liaison Resources Library](#). This spreadsheet must be used to calculate the Risk Assessment Score, which determines the MPO's level of risk. A screenshot of this spreadsheet is provided in **Figure 2**. The values input into the spreadsheet must match those in this Risk Assessment.

**Table 5. Risk Assessment Scoring**


Score	Risk Level	Frequency of Monitoring
> 85 percent	Low	Annual
68 to < 84 percent	Moderate	Bi-annual
52 to < 68 percent	Elevated	Tri-annual
< 52 percent	High	Quarterly

**Risk Assessment Score:** 100

**Level of Risk:** Choose an item.



Figure 2: Image of the Risk Assessment Scoring Sheet

Florida Department of Transportation Metropolitan Planning Program Annual Joint Certification Risk Assessment Calculation Sheet							
							
The Risk Assessment evaluates the requirements described in 2 CFR §200.331 (b)-(e). As the recipient of Federal-aid funds for the State, FDOT is responsible for ensuring that Federal-aid funds are expended in accordance with applicable laws and regulations. This worksheet accompanies the Risk Assessment and calculates the MPO's risk score. The risk score determines the minimum frequency by which the MPO's supporting documentation for their invoices is reviewed by the District MPO Liaisons for the upcoming year. Use the directions below to complete this worksheet and calculate the MPO's risk score. Enter information into GREEN cells only. Print and attach this worksheet to the Risk Assessment.							
Table 1. Risk Assessment Score							
Question Category	Question	Example Response	Directions	Number Correct	Subtotal	Weight Percentage	Total Score
MPO Invoice Submittal	Was invoice submitted within 90 days from the end of the invoice period?	All invoices were submitted within 90 days from the end of the invoice period.	<b>Number Correct Column:</b> Enter the number of invoices that were submitted on time. <b>Subtotal Column:</b> Enter the total number of invoices that were submitted.	1		30%	
MPO Invoice Review Checklist	How many materially significant findings questions are correct?	There were 21 opportunities for materially significant findings, 18 of the materially significant finding questions were answered correctly.	<b>Number Correct Column:</b> Enter the number of correct materially significant questions. <b>Subtotal Column:</b> Enter the total number of materially significant questions.			30%	
MPO Supporting Documentation Review Checklist	How many materially significant findings questions are correct?	There were 75 opportunities for materially significant findings, 72 of the materially significant finding questions were answered correctly.	<b>Number Correct Column:</b> Enter the number of correct materially significant questions. <b>Subtotal Column:</b> Enter the total number of materially significant questions.			35%	
Technical Memorandum 19-04: Incurred Cost and Invoicing Practices	Were incurred costs billed appropriately at the end of the contract period?	The MPO billed incurred costs appropriately at the end of the invoice period.	<b>Number Correct Column:</b> Enter a 1 if incurred costs were billed appropriately at the end of the contract period, or if this question is not applicable. Enter a 0 if incurred costs were not billed appropriately at the end of the contract period.		1	5%	0%
<b>Risk Assessment Score</b>							<b>0%</b>

## Part 2 Section 2: Long Range Transportation Plan (LRTP)

Did the MPO adopt a new LRTP in the year this certification addresses?

**Please Check: Yes**  **No**

If yes, please ensure any correspondence or comments related to the draft and final LRTP and the LRTP checklist used by the Central Office and the District are in the [Grant Application Process \(GAP\) System](#) or attach it to Part 2 Section 10: Attachments. List the titles and dates of attachments uploaded to the [GAP System](#) below.

Title(s) and Date(s) of Attachment(s) in the [GAP System](#)

Click or tap here to enter text.

## Part 2 Section 3: Transportation Improvement Program (TIP)

Did the MPO update their TIP for the year this certification is addressed?

Please Check: Yes  No

If yes, please ensure any correspondence or comments related to the draft and final TIP and the TIP checklist used by the Central Office and the District are in the [GAP System](#) or attach them to Part 2 Section 10: Attachments. List the titles and dates of attachments uploaded to the [GAP System](#) below.

Title(s) and Date(s) of Attachment(s) in the [GAP System](#)

Draft_TIP_Ocala_Marion_TPO_FY25_FY29 Adopted_TIP_Version_1_Ocala_Marion_TPO_FY25_FY29 (1) FINAL_TIP_Review_Checklist_KP
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## Part 2 Section 4: Unified Planning Work Program (UPWP)

Did the MPO adopt a new UPWP in the year this certification addresses?

**Please Check: Yes**  **No**

If yes, please ensure any correspondence or comments related to the draft and final UPWP and the UPWP checklist used by the Central Office and the District are in the [GAP System](#) or attach it to Part 2 Section 10: Attachments. List the titles and dates of attachments uploaded to the [GAP System](#) below.

Title(s) and Date(s) of Attachment(s) in the [GAP System](#)

Fiscal_Year_2025_to_Fiscal_Year_2026_Draft_Version Ocala_Marion_UPWP_Review_Checklist_FINAL_Review_KP Fiscal_Year_2025_to_Fiscal_Year_2026_Adopted_April_23_2024
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## Part 2 Section 5: Clean Air Act

The requirements of [Sections 174 \(Planning Procedures\)](#) and [176 \(c\) and \(d\) \(Limitations on Certain Federal Assistance\)](#) of the Clean Air Act as codified in [42 USC 7504](#) and [42 USC 7506](#) can be found [here](#).

The Clean Air Act requirements affecting transportation only apply to areas designated for nonattainment and maintenance of the National Ambient Air Quality Standards (NAAQS). Florida is currently in attainment for all NAAQS. No certification questions are required at this time. If the Environmental Protection Agency issues a revised NAAQS, this section may need revision.

### Title(s) of Attachment(s)

Click or tap here to enter text.

**Part 2 Section 6: Technical Memorandum 19-03REV:**  
**Documentation of FHWA PL and Non-PL Funding**

Did the MPO identify all FHWA Planning Funds (PL and non-PL) in the TIP?

**Please Check: Yes  No  N/A**

## Part 2 Section 7: MPO Procurement and Contract Review

To evaluate existing DBE reporting requirements, choose one professional services procurement package and contract between the MPO and a third party to answer the following questions. If the answer is no, the MPO is not penalized. FDOT uses this information to determine technical support and training for the MPOs. Any new procurements after July 1, 2024, must be compliant with the existing DBE reporting requirements.

1. Are the procurement package (Project Advertisements, Notices to Bidders, RFP/RFQs, contract templates and related documents) and contract free from geographical preferences or bidding restrictions based on the physical location of the bidding firm or where it is domiciled?

**Please Check: Yes  No  N/A**

2. Are the procurement package (Project Advertisements, Notices to Bidders, RFP/RFQs, contract templates, and related documents) and contract free of points or award preferences for using DBEs, MBEs, WBEs, SBEs, VBEs, or any other business program not approved for use by FHWA or FDOT?

**Please Check: Yes  No  N/A**

3. Does the contract only permit using the approved FDOT race-neutral program?

**Please Check: Yes  No  N/A**

4. Does the contract specify the race-neutral or 'aspirational' goal of 10.54%?

**Please Check: Yes  No  N/A**

5. Is the contract free of sanctions or other compliance remedies for failing to achieve the race-neutral DBE goal?

**Please Check: Yes  No  N/A**



6. Does the contract contain required civil rights clauses, including:
  - a. Nondiscrimination in a contracting statement ([49 CFR 26.13](#))
  - b. Title VI nondiscrimination clauses Appendices A and E ([DBE Nondiscrimination Assurance](#) & [49 CFR 21](#))
  - c. FDOT DBE specifications

Please Check: Yes  No  N/A

## Part 2 Section 8: District Questions

The District may ask up to five questions at their discretion based on experience interacting with the MPO that were not included in the sections above. Please fill in the question(s) and the response(s) in the blanks below. This section is optional and may cover any area the District would like more information on.

1. How has your MPO collaborated with FDOT and other stakeholders over the past year to address the FTP goals of maintaining infrastructure and expanding transportation choices? Could you share examples of successful initiatives or areas where further collaboration could enhance outcomes?

In 2024, the TPO participated in Mobility week with the Florida Department of Transportation and SunTran. This includes local events, activities and information sharing regarding transportation options, including transit, bicycling and trails.

In 2024, the TPO participated with FDOT for a local Bike Lane Design contest with a local elementary school. This activity provided an educational opportunity for students to learn about bicycling and proper safety measures.

The TPO also appreciated the opportunity to be part of the District's sponsorship of Bike-Walk Central Florida in Marion County. This initiative increased the spotlight on bicycle and pedestrian facilities, options and opportunities for safety improvements. The initiative brought together all four local governments, first responders and health care practitioners.

The TPO highlighted several these activities in the 2024 Annual Report:

<http://ocalamariontpo.org/wp-content/uploads/2025/01/TPO-2024-Annual-Report.pdf>

The TPO was also invited with local partners to FDOT managed projects for design and/or scoping coordination. This process is a beneficial way of providing feedback. This approach is appreciated, and is recommended to continue so local insights may be shared to maximize design and operational improvement opportunities. Safety is a

primary area of focus that could be more integrated into projects based on local context and feedback (e.g., improved lighting, turn lanes, pedestrian signals, crosswalks, transit access, etc.)

2. What best practices has your MPO developed that align with the FTP’s vision elements, particularly regarding safety and minimizing environmental impacts? How could these practices be shared or adapted across other regions to benefit the broader transportation network?

The TPO has placed a significant emphasis on safety over the past three years, starting with the adoption of the Commitment to Zero Safety Action Plan. Since adoption, the TPO Board discussions have led to further collaboration and sharing of resources amongst local partners. The TPO, for example, has committed to producing an annual safety report, safety dashboard, and safety project list for local partners to leverage Safe Streets for All grants.

In 2024, the TPO Board initiated collaboration amongst 16 partners to produce a new 10-part Safety Matters educational video series. The creation of a singular website page devoted to safety is being considered to serve as a one-stop location for citizens, local partners, and other regional partners.

1. Question

PLEASE EXPLAIN

2. Question

PLEASE EXPLAIN

3. Question

PLEASE EXPLAIN

## Part 2 Section 9: Recommendations and Corrective Actions

Please note that the District shall report the identification of and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or problem to the satisfaction of the District, the District shall report the resolution of the corrective action or issue to the MPO Board. The District may identify recommendations and corrective actions based on the information in this review, any critical comments, or to ensure compliance with federal regulation. The corrective action should include a date by which the MPO must correct the problem.

### Status of Recommendations and Corrective Actions from Prior Certifications

PLEASE EXPLAIN

### Recommendations for this Certification

PLEASE EXPLAIN

### Corrective Actions for this Certification

PLEASE EXPLAIN

## Part 2 Section 10: Attachments

Please attach any documents required from the sections above or other certification-related documents here or through the [GAP System](#). Please also sign and attach the [MPO Joint Certification Statement](#).

Title(s) and Date(s) of Attachment(s) in the [GAP System](#)

Click or tap here to enter text.

Florida Department of Transportation Metropolitan Planning Program  
 Annual Joint Certification  
 Risk Assessment Calculation Sheet



The Risk Assessment evaluates the requirements described in 2 CFR §200.331 (b)-(e). As the recipient of Federal-aid funds for the State, FDOT is responsible for ensuring that Federal-aid funds are expended in accordance with applicable laws and regulations. This worksheet accompanies the Risk Assessment and calculates the MPO's risk score. The risk score determines the minimum frequency by which the MPO's supporting documentation for their invoices is reviewed by the District MPO Liaisons for the upcoming year. Use the directions below to complete this worksheet and calculate the MPO's risk score. Enter information into GREEN cells only. Print and attach this worksheet to the Risk Assessment.

Table 1. Risk Assessment Score							
Question Category	Question	Example Response	Directions	Number Correct	Subtotal	Weight Percentage	Total Score
MPO Invoice Submittal	Was invoice submitted within 90 days from the end of the invoice period?	All invoices were submitted within 90 days from the end of the invoice period.	<b>Number Correct Column:</b> Enter the number of invoices that were submitted on time. <b>Subtotal Column:</b> Enter the total number of invoices that were submitted.	11	11	30%	30%
MPO Invoice Review Checklist	How many materially significant findings questions are correct?	There were 21 opportunities for materially significant findings, 18 of the materially significant finding questions were answered correctly.	<b>Number Correct Column:</b> Enter the number of correct materially significant questions. <b>Subtotal Column:</b> Enter the total number of materially significant questions.	77	77	30%	30%
MPO Supporting Documentation Review Checklist	How many materially significant findings questions are correct?	There were 75 opportunities for materially significant findings, 72 of the materially significant finding questions were answered correctly.	<b>Number Correct Column:</b> Enter the number of correct materially significant questions. <b>Subtotal Column:</b> Enter the total number of materially significant questions.	23	23	35%	35%
Technical Memorandum 19-04: Incurred Cost and Invoicing Practices	Were incurred costs billed appropriately at the end of the contract period?	The MPO billed incurred costs appropriately at the end of the invoice period.	<b>Number Correct Column:</b> Enter a 1 if incurred costs were billed appropriately at the end of the contract period, or if this question is not applicable. Enter a 0 if incurred costs were not billed appropriately at the end of the contract period.	1	1	5%	5%
<b>Risk Assessment Score</b>							<b>100%</b>

**Florida Department of Transportation Metropolitan Planning Program  
Annual Joint Certification  
Risk Assessment Methodology**



The Risk Assessment evaluates the requirements described in 2 CFR §200.331 (b)-(e). As the recipient of Federal-aid funds for the State, FDOT is responsible for ensuring that Federal-aid funds are expended in accordance with applicable laws and regulations. This worksheet accompanies the Risk Assessment and calculates the MPO's risk score. The risk score determines the minimum frequency by which the MPO's supporting documentation for their invoices is reviewed by the District MPO Liaisons for the upcoming year. This page describes the methodology used to evaluate risk.

The methodology to determine an MPO's risk score is a percentage based system. The score is based on the number of correct items per question and the weight assigned to each question. The tables below describe the methodology for each question and provide an example calculation.

Question Category	Question	Methodology	Weight Percentage
MPO Invoice Submittal	Was invoice submitted within 90 days from the end of the invoice	On-time invoices / total invoices * weight percentage = total score	30%
MPO Invoice Review Checklist	How many materially significant findings questions are correct?	Correct materially significant questions / total materially significant questions = percent. If the percent is 100, the score is 5. If the percent is between 90-99, the score is 4. If the percent is between 80-89, the score is 3. If the percent is between 70-79, the score is 2. If the percent is between 60-69 the score is 1. If the percent is less than 60, the score is zero. The score is multiplied by the weight percentage to determine the total score.	30%
MPO Supporting Documentation Review Checklist	How many materially significant findings questions are correct?	Correct materially significant questions / total materially significant questions = percent. If the percent is 100, the score is 5. If the percent is between 90-99, the score is 4. If the percent is between 80-89, the score is 3. If the percent is between 70-79, the score is 2. If the percent is between 60-69 the score is 1. If the percent is less than 60, the score is zero. The score is multiplied by the weight percentage to determine the total score.	35%
Technical Memorandum 19-04: Incurred Cost and Invoicing Practices	Were incurred costs billed appropriately at the end of the contract period?	If the incurred costs were billed appropriately, the score is 1. If the incurred costs were not billed appropriately, the score is 0. The score is multiplied by the weight percentage to determine the total score.	5%

Question Category	Question	Example Response	Directions	Number Correct	Subtotal	Weight Percentage	Percent	Score	Total Score
MPO Invoice Submittal	Was invoice submitted within 90 days from the end of the invoice period?	All invoices were submitted within 90 days from the end of the invoice period.	<b>Number Correct Column:</b> Enter the number of invoices that were submitted on time. <b>Subtotal Column:</b> Enter the total number of invoices that were submitted.			30%			#DIV/0!
MPO Invoice Review Checklist	How many materially significant findings questions are correct?	There were 21 opportunities for materially significant findings, 18 of the materially significant finding questions were answered correctly.	<b>Number Correct Column:</b> Enter the number of correct materially significant questions. <b>Subtotal Column:</b> Enter the total number of materially significant questions.			30%	#DIV/0!	#DIV/0!	#DIV/0!
MPO Supporting Documentation Review Checklist	How many materially significant findings questions are correct?	There were 75 opportunities for materially significant findings, 72 of the materially significant finding questions were answered correctly.	<b>Number Correct Column:</b> Enter the number of correct materially significant questions. <b>Subtotal Column:</b> Enter the total number of materially significant questions.			35%	#DIV/0!	#DIV/0!	#DIV/0!
Technical Memorandum 19-04: Incurred Cost and Invoicing Practices	Were incurred costs billed appropriately at the end of the contract period?	The MPO billed incurred costs appropriately at the end of the invoice period.	<b>Number Correct Column:</b> Enter a 1 if incurred costs were billed appropriately at the end of the contract period, or if this question is not applicable. Enter a 0 if incurred costs were not billed appropriately at the end of the contract period.		1	5%		1	0%
<b>Risk Assessment Score</b>									<b>#DIV/0!</b>



**TO: Board Members**

**FROM: Rob Balmes, Director**

**RE: List of Priority Projects (LOPP) Policies and Procedures**

---

**Summary**

A request was made by Marion County at the Technical Advisory Committee (TAC) on January 14 regarding the removal of the Top 20 project list of the List of Priority Projects (LOPP). This action would require Board approval for a revision to the current LOPP Policies and Procedures guidance document.

The proposed removal of the Top 20 project list was discussed as an action item at the TAC meeting at the March 11, 2025 meeting. No recommendations were made by the committee. The Florida Department of Transportation (FDOT) has no recommendations at this time regarding the TPO's preference for the annual LOPP lists or project categories.

**Attachment(s)**

- LOPP Policies and Procedures

**Action Requested**

Action on the request for removal of the Top 20 List from the LOPP Policies and Procedures.

If you have any questions or concerns, please contact me at: 352-438-2631.





# List of Priority Projects (LOPP)

## Policies and Procedures Guidance

*Adopted on April 26, 2022*  
*Updated on August 27, 2024*

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The annual List of Priority Projects (LOPP) process is one of the most significant activities undertaken by the Ocala Marion Transportation Planning Organization (TPO). The LOPP represents the highest priority unfunded transportation needs in the TPO’s planning area. **A well-organized LOPP process is critical to obtaining federal and state funding.** This *LOPP Policy and Procedures Guide* is intended to provide the TPO and partner local governments with guidance to implement a successful process that is predictable and consistent from year-to-year.

### Purpose of the LOPP

The LOPP serves as the bridge between the TPO’s Long Range Transportation Plan (LRTP) and the annual selection of projects by FDOT for inclusion in the Five-Year Work Program which the TPO’s Transportation Improvement Program (TIP) will align with.



### STATUTORY REQUIREMENTS

Per Section 339.175(8), Florida Statutes, all Florida MPOs/TPOs are required to annually develop and submit a list of priority projects to FDOT. The prevailing principles to be considered by MPOs/TPOs when developing a list of project priorities are:

- Preserving existing transportation infrastructure
- Enhancing Florida’s economic competitiveness
- Improving travel choices to ensure mobility

The LOPP must be based upon project selection criteria that, at a minimum, consider the following:

1. The approved MPO/TPO long-range transportation plan
2. The Strategic Intermodal System Plan [s. 339.64]
3. The priorities developed pursuant to the Transportation Regional Incentive Program (TRIP) [s. 339.2819(4)]
4. The results of the transportation management systems
5. The MPO’s/TPO’s public-involvement procedures

### ALIGNMENT WITH OTHER PLANS

As noted above, it is critical for projects submitted within the LOPP to be aligned with the TPO’s LRTP. Similarly, the projects that are being advanced should be consistent with the respective local government’s Comprehensive Plan. A key concept for transportation projects being prioritized and programmed for funding is *planning consistency*.

It is important for projects to be described consistently as they proceed from the LRTP Cost Feasible Plan to the LOPP, the TIP, and ultimately into project development. This is a requirement for federally funded projects so changes to a project beyond certain thresholds will require amendments of the LRTP and TIP to ensure planning consistency is maintained.

### LOPP Process

The LOPP process is continuous and dynamic, with the highest priority projects advancing each year as funding is programmed and the project phases move forward. The highest priority projects in the LOPP will typically remain at the top of a given list from year-to-year until they move forward to be programmed for funding in the FDOT Work Program and TIP. Reaffirming priorities annually provides greater predictability for local sponsors, improves coordination with FDOT, and improves prospects for project funding. Once a project has been fully funded through construction in the FDOT Work Program/TIP [and is completed], it will no longer remain on the LOPP. Projects will typically advance more quickly or be ranked higher on a list based on prioritization factors such as the amount of local funding available (*see LOPP Prioritization and Ranking section*).

### SCHEDULE AND KEY MILESTONES

The success of the annual LOPP process depends on a schedule that involves effective coordination, communication, and prioritization. It is critical for the approved annual LOPP with associated documentation for all priority projects to be ready for submission to FDOT by the annual deadline which is typically July 1. The annual LOPP process will follow the detailed schedule in the table as follows.

ANNUAL LOPP SCHEDULE	
LOPP Activity	Milestone Dates
LOPP process begins and schedule announced to TPO Board/Committees and local jurisdictions. Review prior project rankings and applications	January
Meetings and coordination with local jurisdictions (Belleview, Dunnellon, Ocala, Marion County)	February
Coordination with FDOT to review Work Program schedule and project application requirements	March - April
Deadline for new projects, project updates and priorities, and local application commitments	No later than March 31
Finalize Draft LOPP Project Lists and rankings	No later than April 30
Presentation of Draft LOPP to TPO Board/Committees	May
Close of committee and public comment on Draft LOPP and rankings at TAC and CAC meetings	May
Local Jurisdiction new and resubmittal FDOT Project Applications due to the TPO	No later than June 15
Presentation of Final LOPP to TPO Board/Committees	June
Adoption of Final LOPP by TPO Board	June
Submission of new and resubmittal project applications to FDOT Grant Application Process (GAP) online portal	No later than June 30
Submission of TPO Board Adopted LOPP to FDOT	No later than June 30

### AGENCY ROLES AND EXPECTATIONS

The LOPP is a collaborative process between the TPO, Marion County, the cities of Belleview, Dunnellon, Ocala, and the Florida Department of Transportation. The following represents the general roles of each agency in the development of each year's LOPP.

#### Ocala Marion TPO

The TPO serves as the facilitator of the LOPP process and is responsible for the following activities:

- Support jurisdictions in the identification of projects eligible for consideration in the LOPP
- Provide information and guidance related to available project funding sources and applicable processes
- Leads project scoring and ranking process in collaboration with project sponsors
- Develops and presents LOPP project lists to TPO Committees and Board
- As-needed support for the development of FDOT Project Applications for Local Off-System projects
- Submission of all Project Applications to FDOT GAP online portal
- Submission of annual TPO Board adopted LOPP to FDOT

#### Local Jurisdictions

During each year's LOPP process, Marion County, Belleview, Dunnellon, and Ocala are expected to provide and/or participate in the following:

- Submit a prioritized list of projects that has been approved by its respective board as defined in this guidance
- Participate in TPO-led meetings related to initial list reviews, project prioritization, and FDOT Project Application needs
- Preparation of complete and accurate Project Applications for submission to the TPO

#### Florida Department of Transportation

FDOT can provide valuable information to the TPO and project sponsors during the LOPP process. This includes providing cursory review of draft priority lists, confirming application requirements, and providing guidance and consultation on the organization of the various project lists.

### SUBMISSION OF PROJECTS

The process for the annual LOPP begins with each jurisdiction submitting a list of its highest priority projects for consideration. By submitting this list early in the process and discussing at a coordination meeting, the TPO can lead an efficient approach to analyze projects and appropriately direct the efforts of local governments in the development of only the necessary applications and information. An FDOT Project Application must be completed or updated for all projects being submitted for Local Off-System funding consideration. Projects that are in the current version of the LOPP should still be included in lists submitted by project sponsors. This helps the TPO and FDOT to determine if a new Project Application is required or if an existing application only needs updated information for re-submission, such as updated project schedule or estimated costs.



## Organization of the LOPP

The LOPP includes the following seven lists by project category:

1. Top 20 Priorities (combined list of highest priority projects from applicable project lists below)
2. Strategic Intermodal System (SIS)
3. Non-SIS Capacity
4. Safety and Operations
5. Trails
6. Bicycle and Pedestrian
7. Planning

## Top 20 Priorities Requirements

To be eligible for inclusion on the Top 20 Priorities List, the following requirements must be met:

- Projects are identified in the TPO's current Long-Range Transportation Plan (LRTP)
- Local Off-Systems projects reference prior FDOT Project Applications and resubmittal application commitments by the deadline (no later than March 31)
- New Local Off-System projects reference application commitments by the deadline (no later than March 31)

### LOPP Prioritization and Ranking

The ranking methodology for the TPO's List of Priority Projects was developed to guide a clear and fair process to annually score and rank projects. This methodology was approved by the TPO Board on April 26, 2022 as part of an overall update to LOPP policies and procedures. The ranking methodology is intended to:

- Support the goals of the TPO's 2045 Long Range Transportation Plan (LRTP)
- Provide a clear and transparent process that is easily implementable by TPO staff
- Provide a balance of quantitative criteria and flexibility to strategically prioritize projects
- Leverage accessible and readily available data from sources such as the LRTP, Congestion Management Process (CMP), and Safety Action Plan to facilitate project ranking
- Place increased emphasis on improving congestion, safety, freight mobility, and resiliency of the transportation network

### RANKING ELEMENTS

Development of the LOPP will consist of two key components to comprehensively screen and rank projects:

1. Criteria Score
2. Strategic Refinement

Each of these components is described as follows.

#### Criteria Score

The criteria score is a quantitative component that evaluates projects based upon of specific criteria outlined and described below. There are a total of **100** points available for the quantitative score. Each of the criteria categories have been selected to advance the TPO's LRTP goals, federal Performance Measures (where applicable), and other local/TPO priorities.

#### Strategic Refinement

This component recognizes that when the Draft LOPP ranking is viewed in entirety, there may remain a desire to make refinements to the rank of an individual project or small number of projects based upon strategic needs. This refinement would be conducted only if necessary, to address factors not otherwise adequately captured in the development of the Draft LOPP. This step would be considered during Draft LOPP review by the CAC, TAC, and Board during their May meetings.

- The CAC and TAC will evaluate the Draft LOPP and determine if there are any strategic refinements to the priority order for an individual project or small number of projects. If so, any recommended adjustments will require committee vote to be formal recommendations that are transmitted to the Board.
- The Draft LOPP and any CAC/TAC recommended strategic refinements will be reviewed by the TPO Board. The Board will first consider the Draft LOPP for approval and then separately consider any recommended strategic refinements for approval.

The TPO will update the LOPP based upon the actions of the Board. The CAC, TAC and Board will review the Final LOPP for approval during their June meetings.



### CRITERIA SCORE

The Criteria Score consists of twelve (12) criteria that are summarized in the Criteria Scoring Matrix (page 11). The criteria are described as follows.

#### Prior Year Rank

##### 1. Prior Year Rank Measure

This scoring criteria recognizes the rank of a given project in the prior LOPP. Consideration of a project's prior ranking helps support program stability and predictability by acknowledging the TPO's previously approved position of projects. Prior year rank also emphasizes the primary goal of moving projects toward full implementation.

Projects receive points based upon their prior LOPP ranking according to the following:

- Prior Year LOPP ranking of 1-5 = 10 points
- Prior Year LOPP ranking of 6-10 = 8 points
- Prior Year LOPP ranking of 11-15 = 6 points
- Prior Year LOPP ranking of 16-20 = 4 points
- Prior Year LOPP ranking above 20 or not ranked = 0 points

#### Project Cycle

##### 2. Project Phase Measure

This scoring criteria evaluates the status of projects in their development phase and allocates more points to projects that are further along in project development. Points are allocated based on a project's highest funded phase. The project development cycle includes the following phases:

- Planning or Feasibility Study [optional]
- Environmental Review/Project Development & Environment (PD&E)
- Design
- Right of Way [if additional right of way is needed]
- Construction

Each project will go through an environmental review phase to determine whether it will advance. This step ensures that each project is comprehensively evaluated for potential impacts to environmental, sociocultural, archaeological, and historical resources.

Note: Projects can only be scored by one phase at a time.

Projects receive points based upon the highest funded phase:

- Project is fully funded through all phases (Maintain in TIP and Work Program) = 10 points
- Project is fully funded through all phases except Construction (Requesting Construction Funding) = 8 points
- Project is fully funded through Design (Requesting ROW) = 6 points
- Project is fully funded through PD&E phase (Requesting Design Funding) = 4 points
- Project is fully funded through Planning/Feasibility phase (Requesting PD&E phase) = 2 points

### Local Funding Commitment

#### 3. Local Funding Commitment Measure

Projects receive points based upon the amount of local matching funding committed and available for the project:

- 50% Local Match Commitment = 10 points
- 25% Local Match Commitment = 7.5 points
- Less than 25% Local Match Commitment = 5 points
- No Local Match Commitment = 0 points

### Regional Connectivity and Partnerships

Considers if a project is supported by a formal partnership between two or more agencies or record of ongoing coordination to complete a project. For example, whether the project is a Transportation Regional Incentive Program (TRIP) or is a project that has documented support of two or more jurisdictions.

#### 4. Regional Connectivity and Partnership Measure

Projects receive points based on the following:

- Project represents a formal partnership between two or more agencies = 10 points
- Project has a demonstrated record of ongoing coordination between two or more agencies = 5 points
- Project does not represent a formal partnership and/or ongoing coordination between two or more agencies = 0 points

### Safety

This scoring criteria identifies projects that include safety improvements or address a safety issue. Projects are scored based on the High Injury Network and crashes identified as part of the development of the TPO's *Commitment to Zero: An Action Plan for Safer Streets in Ocala Marion* document.

#### 5. Safety Measure – Killed, Seriously Injured Crashes (KSI)

Points are allocated if KSI crashes have been documented within the project limits:

- Yes = 5 points
- No = 0 points

#### 6. Safety Measure – High Injury Network

Points are allocated if the project limits are located on the High Injury Network:

- Yes = 5 points
- No = 0 points

### Congestion Management

#### 7. Congestion Management Measure

Identifies projects that improve capacity for vehicular traffic on congested corridors. Projects are scored based on the data within the most recent version of the TPO's *Congestion Management Plan and State of the System Report*, which identifies current and projected levels of congestion based on the volume-to-capacity (V/C) ratios.

Projects receive points based on the following:

- Project on Extremely Congested Corridor (V/C > 1.08) = 10 points
- Project on Congested Corridor (V/C > 1.00) = 7.5 points
- Project on Corridor Approaching Congestion = 5 points
- Project on Corridor that is Not Congested = 0 points

### Multimodal

This scoring criteria evaluates projects that enhance multimodal options and connectivity.

#### 8. Multimodal Measure – Alignment with 2045 LRTP Bicycle, Sidewalk and Trail Priorities

Points are assigned based upon whether the project is and/or connects to a specific Bicycle Facility, Sidewalk and/or Trail priority as listed in the 2045 LRTP's Multimodal Boxed Funds Projects list:

- Bicycle Facility, Sidewalk and/or Trail Project in 2045 LRTP and connects to an existing Non-Motorized Facility – 10 pts
- Bicycle Facility, Sidewalk and/or Trail Project in 2045 LRTP – 5 points
- Not a specific Bicycle Facility, Sidewalk and/or Trail Project facility – 0 points

### Transportation Resilience

Identifies projects that improve the resiliency and reliability of the area's transportation system based upon the TPO's *Transportation Resilience Guidance (January 2022)* and the *Marion County Local Mitigation Strategy*.

#### 9. Transportation Resilience Measure – Evacuation Routes

Points are allocated to projects that improve a designated evacuation route or improve a corridor that directly connects to a designated evacuation route:

- Project improves a designated evacuation route = 10 points
- Project improves a corridor directly connecting to a designated evacuation route = 5 points
- Project does not improve, or directly connect to, a designated evacuation route = 0 points

### Economic Development and Logistics

Identifies projects that accommodate and promote economic growth by improving access to areas of high employment growth and through the efficient movement of freight, based upon data compiled in the 2045 LRTP.

#### 10. Economic Development and Logistics Measure – Employment Growth

Points are allocated to projects that improve access to employment growth areas as defined in the 2045 LRTP:

- Project limits within or adjacent to High Employment Growth Area = 5 points
- Project limits within or adjacent to Medium-High Employment Growth Area = 4 points
- Project limits within or adjacent to Medium Employment Growth Area = 3 points
- Project limits within or adjacent to Medium-Low Employment Growth Area = 2 points
- Project limits within or adjacent to Low Employment Growth Area = 0 points

#### 11. Economic Development and Logistics Measure – Freight

Points are allocated to projects that enhance efficient and reliable movement of freight and goods within Marion County, based upon the Freight Score assigned to the segment in the 2045 LRTP:

- Project limits include High Freight Score segment = 5 points
- Project limits include Medium Freight Score segment = 3.5 points
- Project limits include Low Freight Score segment = 2 points
- Project limits do not include a Freight Score segment = 0 points

### Equity

Identifies projects that would serve Marion County's Equity Areas identified in the 2045 LRTP. Equity Areas were defined based on the location of five disadvantaged populations by Census Block (People living in poverty; Minority population; People without a vehicle; Seniors; and Youth).

#### 12. Equity Measure – Disadvantaged Populations

Points are allocated based on whether the project is adjacent to, or traverses the Equity Areas identified in the 2045 LRTP:

- Project is adjacent to, or traverses an Equity Area with three (3) Disadvantaged Populations = 10 points
- Project is adjacent to, or traverses an Equity Area with two (2) Disadvantaged Populations = 7.5 points
- Project is adjacent to, or traverses an Equity Area with one (1) Disadvantaged Population = 5 points
- Project is not adjacent to, or does not traverse an Equity Area = 0 points

### CRITERIA SCORING MATRIX

Criteria Score Categories	Measure	Maximum Score	L RTP Goal(s)*	Performance Measure(s)**
Prior Year Rank	1. Projects will receive points based upon their prior year LOPP ranking.	10	4	-
Project Cycle	2. Points are allocated based on a project's highest funded phase.	10	4	-
Local Funding commitment	3. Points are allocated based on amount of local matching funding committed and available for the project.	10	4	-
Regional Connectivity and Partnerships	4. Points are allocated if the project represents a formal partnership or ongoing coordination between two or more agencies.	10	4	-
Safety	5. Points are allocated if fatal and serious injury (KSI) crashes have been documented within the project limits.	5	3	PM1
	6. Points are allocated if the project limits are located on the High Injury Network.	5		
Congestion Management	7. Points are allocated based on the level of congestion identified on the corridor where the project is located.	10	1, 2, 3	PM3
Multimodal	8. Points are allocated if the project is or connects to a specific Bicycle Facility, Sidewalk or Trail priority as listed in the 2045 LRTP's Multimodal Boxed Funds Projects list.	10	1, 3, 5	PM1/PM3
Transportation Resilience	9. Points are allocated to projects that improve a designated evacuation route or improve a corridor that directly connects to a designated evacuation route.	10	3, 5, 6	-
Economic Development and Logistics	10. Points are allocated to projects that improve access to employment growth areas.	5	2, 5	PM3
	11. Points are allocated to projects that enhance the efficient and reliable movement of freight and goods within Marion County.	5		
Equity	12. Points are allocated to projects based on their proximity to disadvantaged populations.	10	1	-
<b>TOTAL MAXIMUM CRITERIA SCORE</b>		<b>100</b>		

### \*LRTP Goals

1. Promote Travel Choices that are Multimodal and Accessible
2. Provide Efficient Transportation that Promotes Economic Development
3. Focus on Improving Safety and Security of the Transportation System
4. Ensure the Transportation System Meets the Needs of the Community
5. Protect Natural Resources and Create Quality Places
6. Optimize and Preserve Existing Infrastructure

### \*\*Performance Measures (if applicable)

- PM1 – Safety Measures - including traffic fatalities and serious injuries, pedestrian/bicycle fatalities and serious injuries; and transit incidents
- PM2 – Pavement and Bridge Condition Measures - including roadway, bridge, and transit capital asset condition and how well they are maintained
- PM3 – System Performance Measures - including highway congestion, travel reliability, freight movement reliability, and mobile source emissions

### CRITERIA SCORING REFERENCES

The following are the sources of information used to calculate the scores for projects in the LOPP. This includes references to online or static TPO maps and/or external sources of information.

#### Prior Year Rank

- 2021 List of Priority Projects  
<https://ocalamariontpo.org/wp-content/uploads/2021/06/2021-LOPP-Final-Adopted-June-22-2021.pdf>

#### Project Cycle

- 2021 List of Priority Projects  
<https://ocalamariontpo.org/wp-content/uploads/2021/06/2021-LOPP-Final-Adopted-June-22-2021.pdf>
- Information submitted to the TPO from local governments
- Florida Department of Transportation (FDOT) Central Roads webpage, Marion County  
<https://www.cflroads.com/projects/County/Marion>

#### Local Funding Commitment

- Information submitted to the TPO from local governments
- 2021 List of Priority Projects scoring  
<https://ocalamariontpo.org/wp-content/uploads/2021/06/2021-LOPP-Final-Adopted-June-22-2021.pdf>

#### Regional Connectivity and Partnerships

- Information submitted to the TPO from local governments
- 2021 List of Priority Projects scoring  
<https://ocalamariontpo.org/wp-content/uploads/2021/06/2021-LOPP-Final-Adopted-June-22-2021.pdf>

#### Safety

- High Injury Network (Commitment to Zero Safety Action Plan Page)  
<https://ocalamariontpo.org/safety-plan>  
<https://ocalamariontpo.org/wp-content/uploads/2022/04/Workshop-Boards.pdf>
- Crashes (serious injuries, fatalities), University of Florida Signal 4 Analytics website  
<https://signal4analytics.com>
- Crashes (fatalities, serious injuries), TPO Commitment to Zero Dashboard and Annual Report  
<http://ocalamariontpo.org/transportation-statistics/>

#### Congestion Management

- Congested corridors identified in the CMP - Online CMP map  
<https://marioncountyfl.maps.arcgis.com/apps/webappviewer/index.html?id=20f986cb985a4fe99348ab7c8b43637e>

#### Multimodal

- Boxed funds multimodal projects and locations – Online 2045 LRTP map  
<https://marioncountyfl.maps.arcgis.com/apps/webappviewer/index.html?id=73c46d008a5740169dd4afc1452d51fd>  
(click on Bicycle Projects, Sidewalk Projects, Trail Projects)



#### Transportation Resilience

- Current Evacuation Routes in Marion County – Online Transportation and Community Features map  
<https://marioncountyfl.maps.arcgis.com/apps/webappviewer/index.html?id=e30268e4a4f143cab579034d4ad72665>

#### Logistics and Economic Development

- Current Freight Corridors (1) and Activity Areas with Access to High Employment Growth Areas (2) – Online Transportation and Community Features map – 2 Layers.  
<https://marioncountyfl.maps.arcgis.com/apps/webappviewer/index.html?id=e30268e4a4f143cab579034d4ad72665>

#### Equity

- Marion County Equity Areas – Online 2045 LRTP map  
<https://marioncountyfl.maps.arcgis.com/apps/webappviewer/index.html?id=73c46d008a5740169dd4afc1452d51fd>  
(click on Marion County Equity Areas – 3 disadvantaged population tiers)



**TO: Board Members**

**FROM: Rob Balmes, Director**

**RE: SunTran Annual Report to TPO Board**

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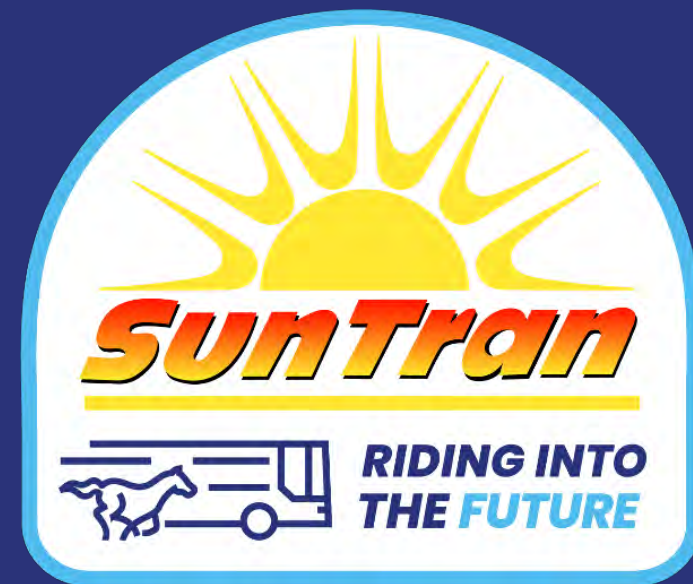
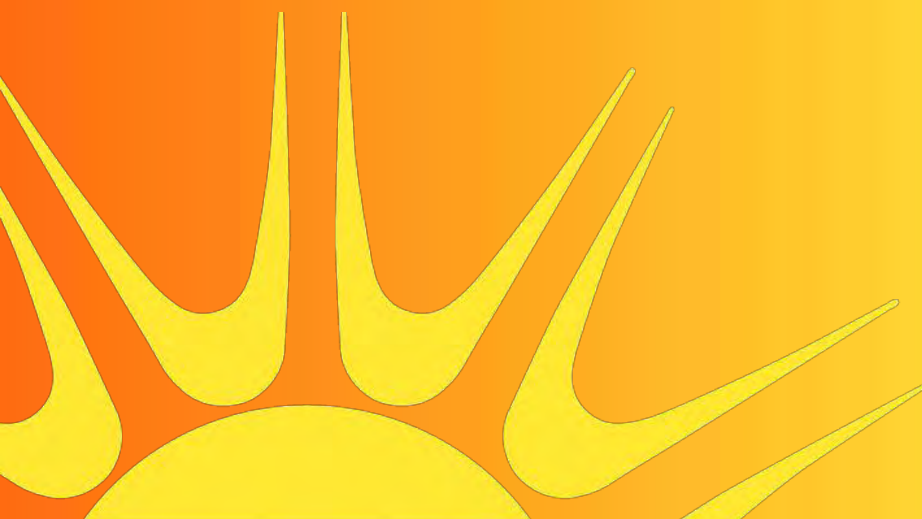
**Summary**

Per the Interlocal Agreement between the TPO, City of Ocala and Marion County, Tom Duncan, Transit Administrator, will provide an annual report presentation on SunTran activities. This includes updates from the current 10-Year Transit Development Plan (TDP).

**Attachment(s)**

- Annual Report Presentation
- TDP 2025 Annual Progress Report

If you have any questions, please contact me at: 352-438-2631.



# Transit Development Plan (TDP) Annual Review Report March 2025

Prepared for FDOT & Public Stakeholders

# Key Segments



## **Purpose of the Update**

Provide stakeholders with progress on transit projects, funding, and future goals.



## **Focus Areas**

Sustainability, accessibility, efficiency, and public engagement.



## **Alignment with FDOT Goals**

Ensuring compliance with state and regional transportation plans.

# Review of the Adopted TDP 2022 Goals



## Environment and Equity

Enhance the integration of transit services to support environmental sustainability and address equity issues within the community.

## Accessibility

Expand transit services to maximize access to opportunities.

## Usability

Make the system more convenient and useful for residents and visitors.

## Efficiency

Maximize the productivity and financial efficiency of transit operations.

## Presence

Engage the community to improve service awareness and public support.

# New Florida Statute Requirements (2024)



## Key Legislative Updates Impacting Transit Development

- Streamlined TDP Process: Simplified procedures to make the preparation and submission of TDPs more efficient.
- Increased Coordination with Metropolitan Planning Organizations (MPOs): Enhanced collaboration to ensure comprehensive regional transit planning.
- Focused Prioritized Projects: Emphasis on identifying and prioritizing key projects that align with strategic goals and funding opportunities
- New Submission Deadline for TDP Major Updates and Annual Updates: March 1st (previously September 1st)



# Overview of the TDP Annual Review



## Key Components

- SunTran Performance Metrics: Tracking ridership growth, cost efficiency, and service reliability.
- Financial Plan & Grants: Funding secured from federal, state, and local sources for transit expansion.
- Key Project Implementations: Facility renovations, new service launches, and transit infrastructure upgrades.
- Future Goals & Community Engagement: Plans for service enhancements, sustainability, and stakeholder involvement.





# Performance Metrics & Peer Review



## Measuring Efficiency, Cost, and Service Improvements



### Ridership Growth

25.3% increase from FY2022, indicating rising public transit usage.



### On-Time Performance Improvement

OTP improved from 64% to 88%, enhancing service reliability.



### Cost Per Passenger Trip

SunTran: \$12.47 vs. Peer Average: \$16.67, demonstrating cost efficiency.



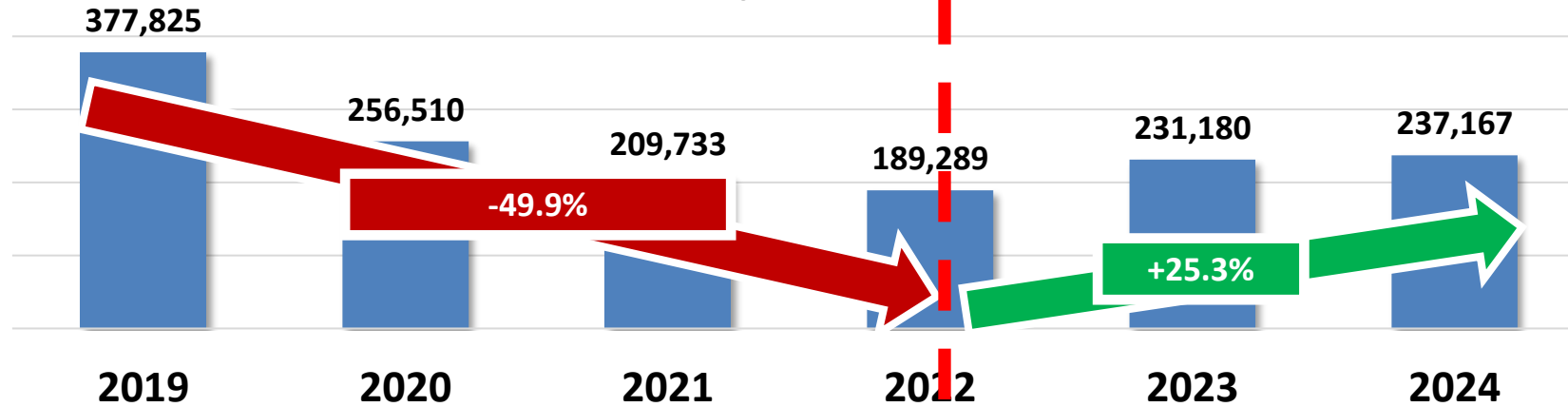
### Peer Cities Comparison

Benchmarked against Hernando County, Lake County, Pottstown, Moorhead, and Suffolk Transit.

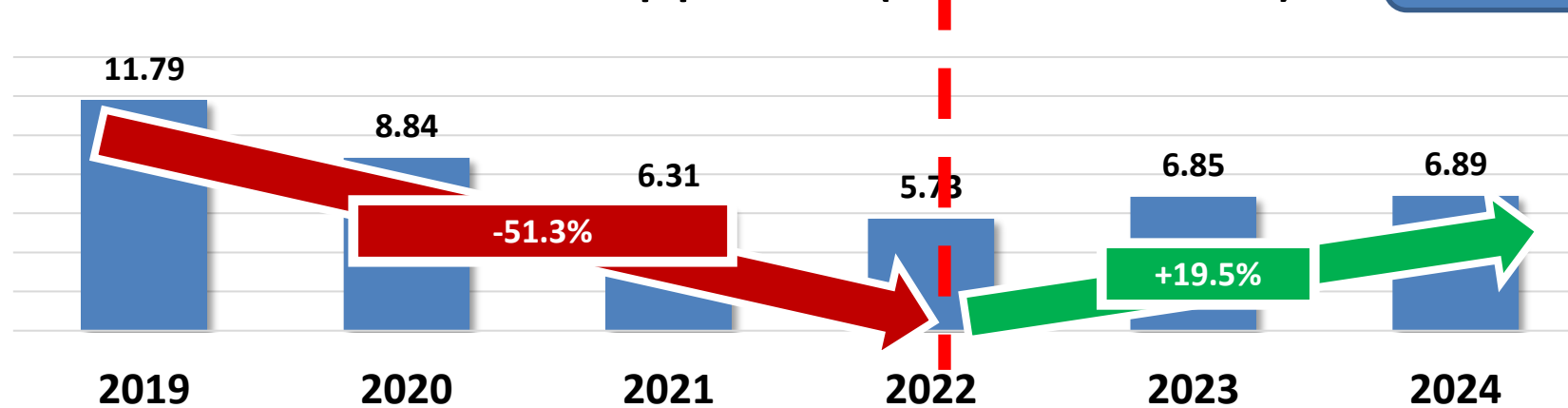
# Key Performance Indicators Update



### Annual Ridership (FY 2019 – FY 2024 )



### Annual Ridership per Hour (FY 2019 – FY 2024 )

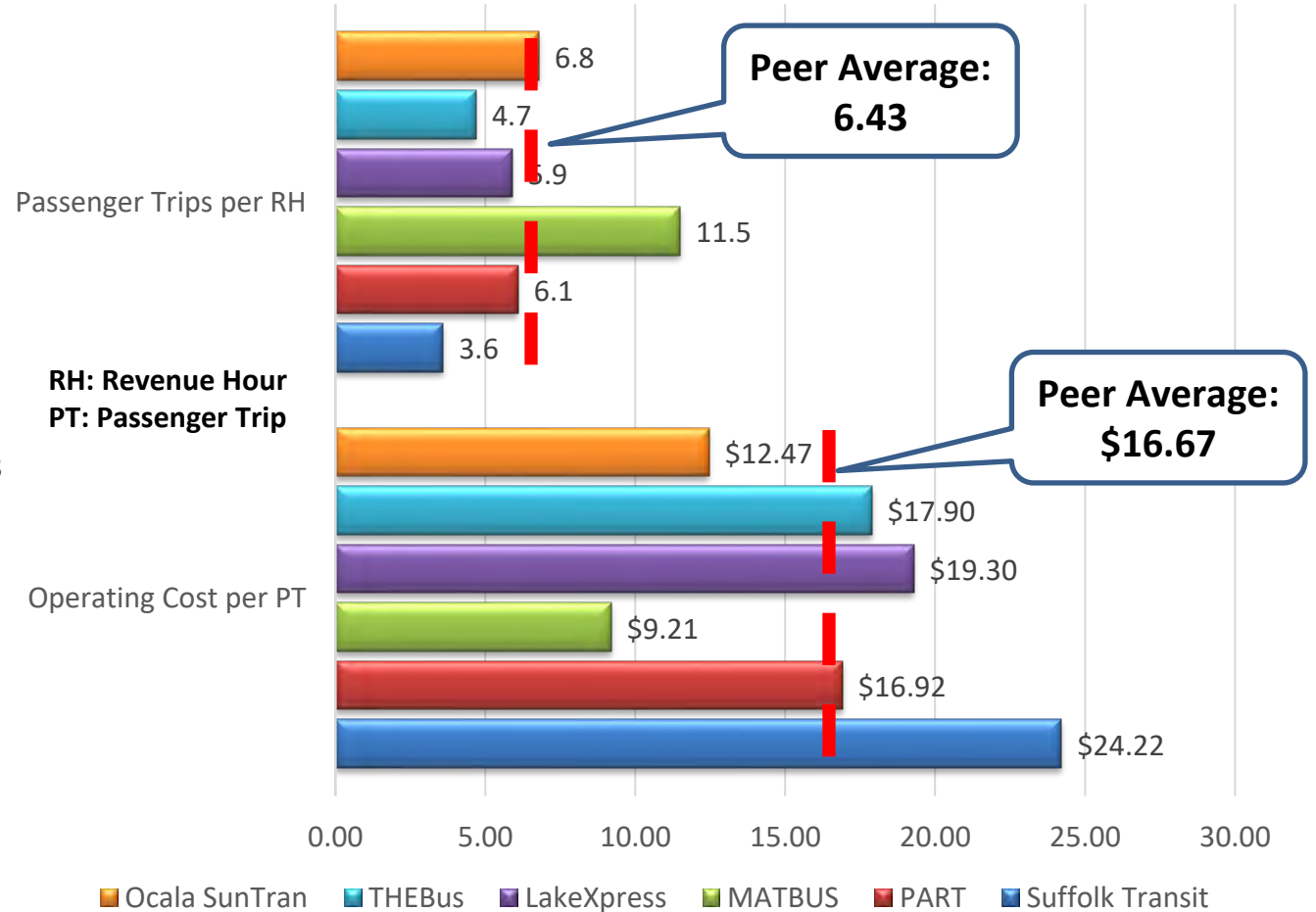
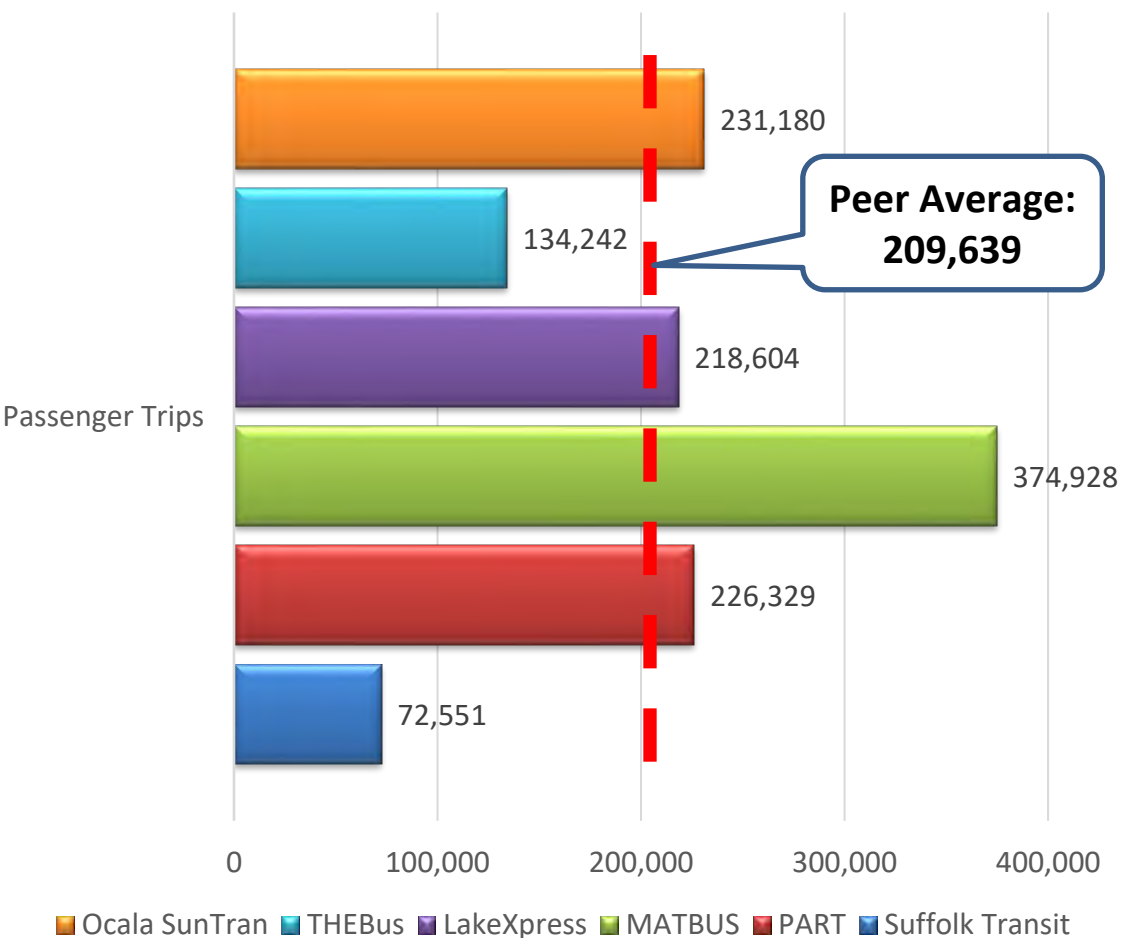


SunTran Transit Network Redesign Implementation

# Key Performance Indicators Update



## Peer Review Analysis (FY 2023 Data)



Passenger Trips per RH

RH: Revenue Hour  
PT: Passenger Trip

Operating Cost per PT

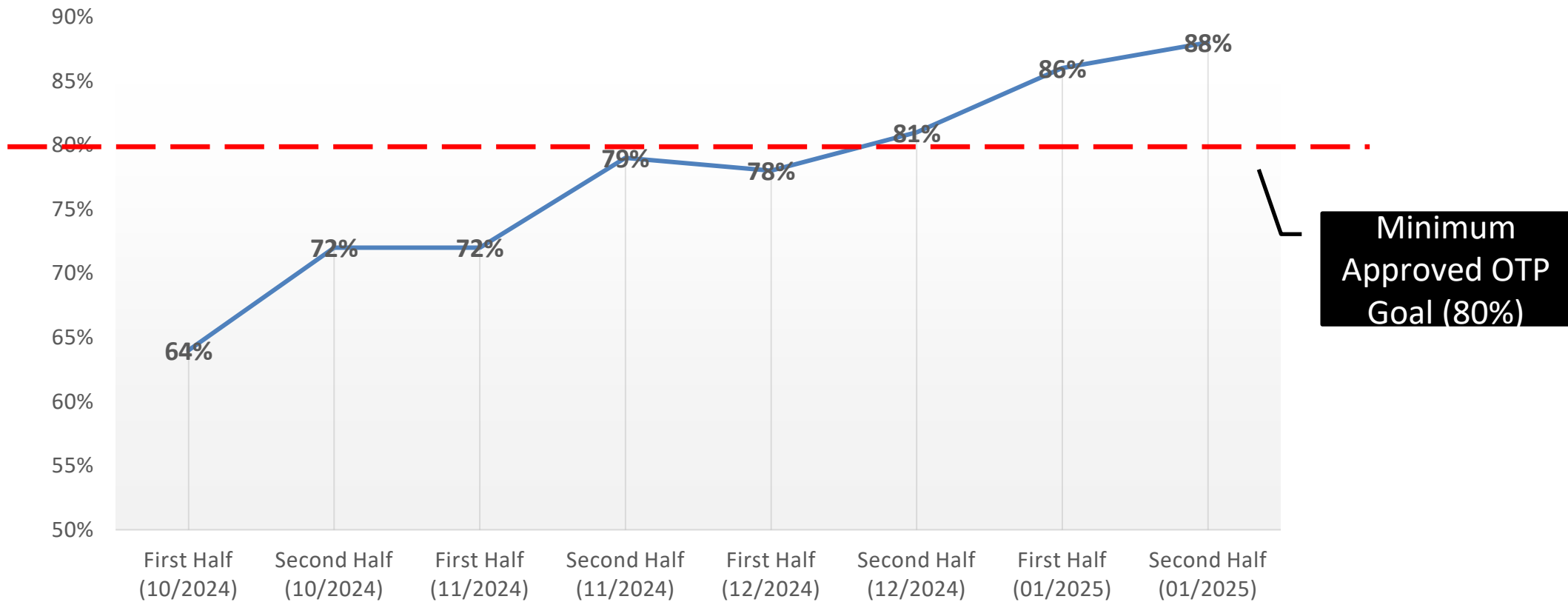
Legend: Ocala SunTran (Orange), THEBus (Cyan), LakeXpress (Purple), MATBUS (Green), PART (Red), Suffolk Transit (Blue)

Legend: Ocala SunTran (Orange), THEBus (Cyan), LakeXpress (Purple), MATBUS (Green), PART (Red), Suffolk Transit (Blue)

# On-Time Performance Issue & Remedies



## On-Time Performance (OTP) Summary (w/ half-month Increment) (10/2024 – 01/2025)





## Addressing Transit Delays and Enhancing Scheduling

- Contributing Factors: Increased congestion and scheduling inefficiencies impacting OTP.
- AVL/CDL Software Upgrades: New route optimization tools improving real-time scheduling.
- Enhanced Driver Training: Focused training on schedule adherence and traffic navigation.
- New Transit Guide: Improving public communication and visibility of updated schedules.
- OTP Goal for FY2025: Targeting an 80%+ on-time performance across all routes.

# Financial Plan & Funding Sources



## Securing Resources for Transit Development



### 2023 FTA Low-No Emission Grant

\$16.2M secured for electric buses and maintenance facility upgrades.



### 2026 FDOT Public Transit Service Grant

\$229,145 allocated for Downtown Circulator operations.



### FTA Section 5307 Capital Grants

Additional funding pending approval for capital improvements.



### Local Contributions & Farebox Revenue

Supplementing federal and state funds to support transit operations.



# FTA Low or No Emissions Grant



Footnote: The President's recent executive orders may impact the Low or No Emissions Program. The City is waiting for further direction from FTA.



# Low or No Emissions Progress



- Initial consultation and evaluation of Mobility-on-Demand (MOD) micro transit planning software providers: Via Transportation, Ecolane, Sparelabs, and RideCo.
  - Background and history
  - Strengths and weaknesses
  - Alignment of the planning software with the needs of the City
  - List of references
  - Initial cost estimates
- Initial Kick-Off Meetings with CTE
- Completed the following major tasks:
  - Developed the project phasing plans
  - Identified the initial infrastructure needs
  - Performed the modeling analysis on power needs
  - Signed the contract with Kimley-Horn on engineering & design of the Electric Bus Maintenance Facility



Footnote: The President's recent executive orders may impact the Low or No Emissions Program. The City is waiting for further direction from FTA.

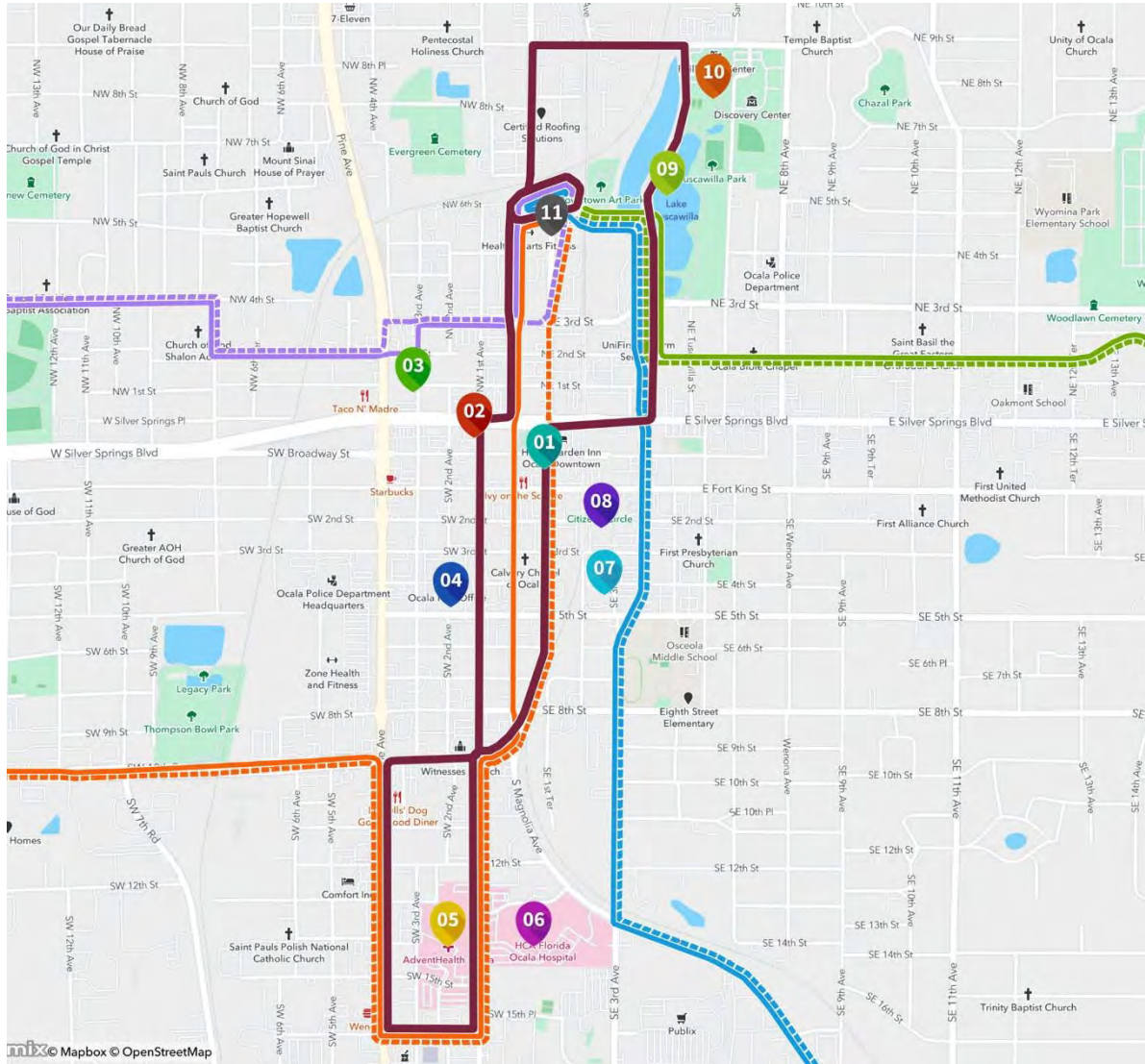
# Major Projects & Implementations



## Key Infrastructure and Service Enhancements

- SunTran Administrative & Maintenance Facility Renovation: Upgrading operational infrastructure for improved service efficiency.
- Downtown Transfer Station Restroom & Ticketing Kiosk: Enhancing passenger amenities for better customer experience.
- Bus Stop Shelter Improvements: Providing safer and more comfortable waiting areas for riders.
- Downtown Circulator Service Launch: Introducing a new trolley for improved urban mobility.
- FDOT Triennial Review Compliance: Ensuring adherence to state transit regulations and funding requirements.

# Downtown Circulator Project



Proposed Major Activity Centers served:

1. Downtown Square
2. Tourist Development Council
3. Marion County Courthouse
4. Post Office
5. Advent Health Ocala Hospital
6. Ocala Regional Medical Center
7. Downtown Market & Chamber & Economic Partnership
8. City Hall/Citizen's Circle
9. Tuscawilla Park
10. Reilly Arts Center
11. Downtown Transfer Station

A trolley-type vehicle will be used.

Free of fare charge

Times: Approximately 20 hours per week to start

Route: The final route may vary

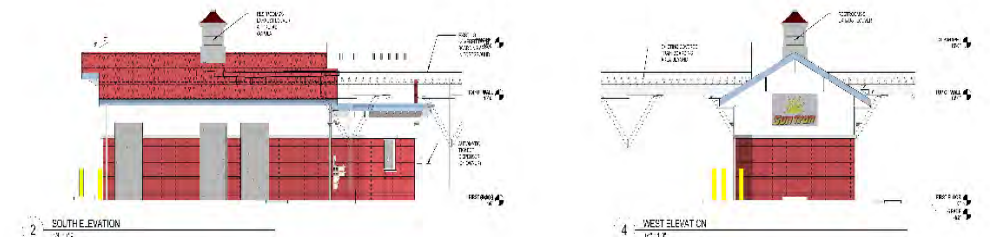
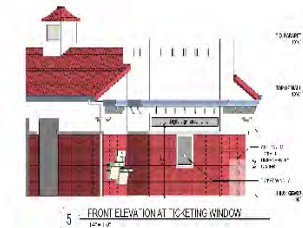
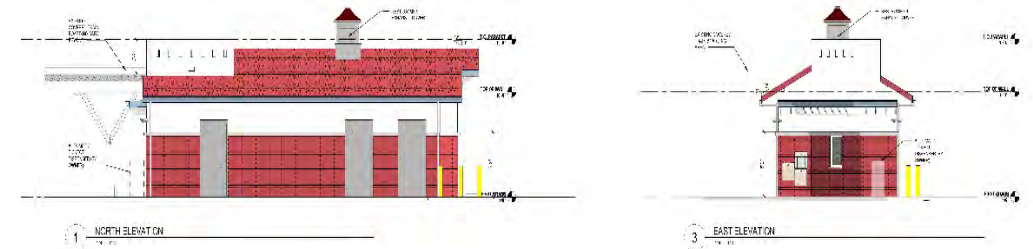
Secured an FDOT FY 2026 Public Transit Service Development Program Grant for operating assistance (\$229,145)

# Downtown Transfer Station New Restrooms/Ticketing Kiosk



## Major project timeline/milestones:

- Kimley-Horn completed the construction plans
- The City approved the plans
- FDOT has reviewed the plans
- **Next Steps:**
  - Complete the procurement process to hire a construction firm.
  - Begin construction by the end of 2025





# Bus Stop Shelter Improvements

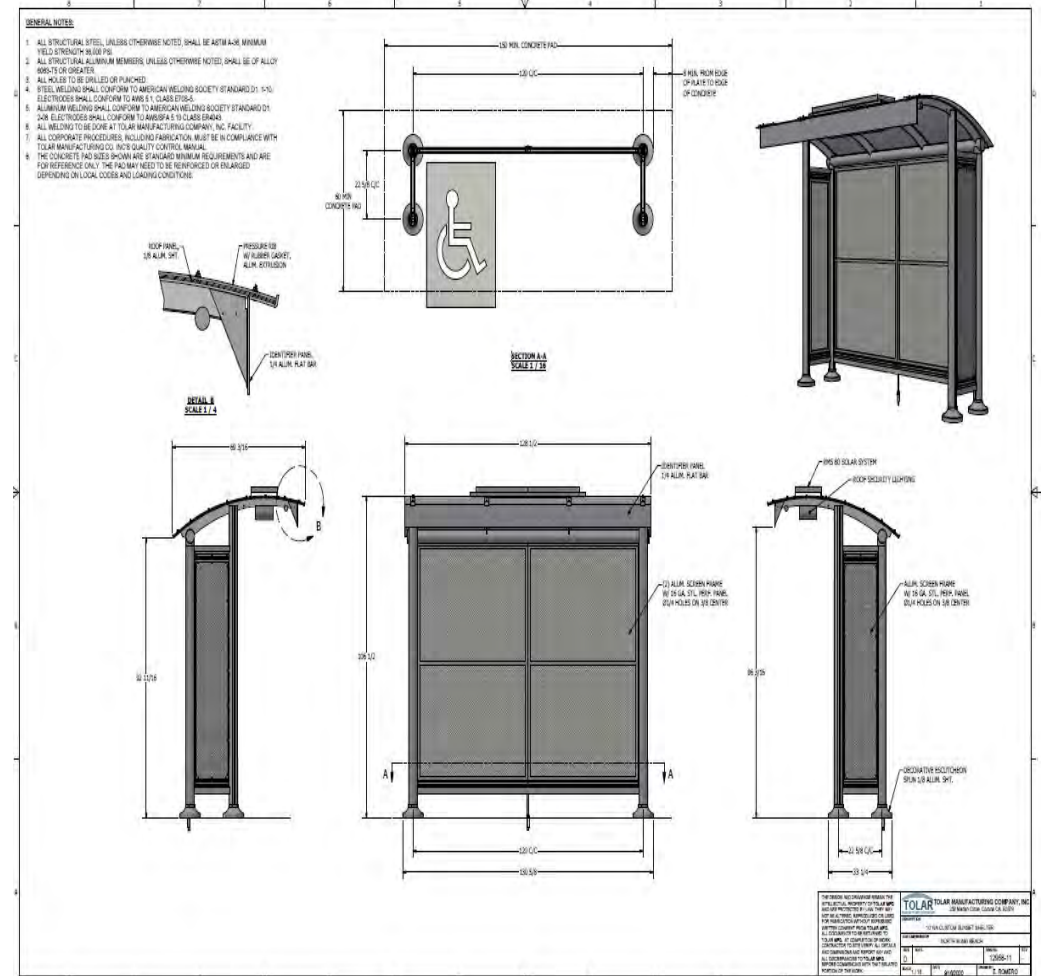


- **Existing Project Status**

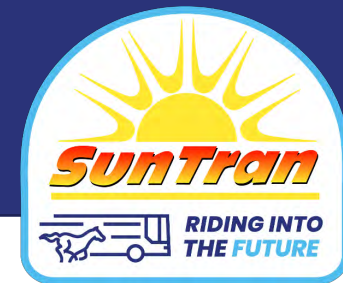
- Construction Plans completed for 23 bus stops
- Funding is secured by the FTA Consolidated Grant

- **Next Steps**

- Bid the Job
- Select the vendor
- Start construction in 2025.



# Community Engagement & Public Outreach



## Building Stronger Connections with Riders & Stakeholders



### Rider Surveys

Collecting feedback on routes, services, and transit needs.



### Partnerships

Collaborating with Ocala Main Street, economic development groups, and non-profits.



### Free or Reduced Cost Transit Passes

Providing transportation access to non-profit organizations.



### Public Meetings & Marketing

Increasing awareness through community forums and digital campaigns.

# Summary/Next Steps



- The Annual Update aligns with the new state requirements
- Downtown Restroom & Ticketing Kiosk: Construction will begin in 2025
- Bus Stop Shelter Improvements: Construction will begin in late 2025.
- Downtown Circulator Service Launch: Introducing a trolley service to enhance urban mobility beginning in the fall of 2025.
- Expanding Electric Bus Fleet & Microtransit: Advancing sustainability and flexible transit solutions.





# SunTran

## 10-Year Transit Development Plan (TDP)

### 2025 Annual Progress Report



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## 1. Introduction

### 1.1 TDP Annual Progress Report Requirements

In September 2022, the Florida Department of Transportation (FDOT) approved the SunTran 10-Year Transit Development Plan (TDP) Major Update covering the 10-year horizon plan from FY2023 to FY2032. The TDP supports developing an effective multimodal transportation system in the City of Ocala and Marion County and serves as the basis for defining public transit needs, a prerequisite for receiving state funds. The central objective of this effort is to improve transit opportunities and create a robust, multimodal connection experience for the SunTran service area users.

As of the legislation approved in February 2007, the Transportation Development Plan (TDP) must undergo a major update every five years. In the years between these updates, a progress report detailing the 10-year implementation program of the TDP must be submitted. In 2024, the Florida Department of Transportation (FDOT) revised Rule 14-73.001 of the Florida Administrative Code, introducing significant changes to the TDP requirements. Effective July 9, 2024, these changes aim to streamline the TDP process, enhance coordination with Metropolitan Planning Organizations (MPOs), and prioritize key projects that align with strategic goals and funding opportunities.

The submission deadlines for major TDP updates and annual reports have been moved to March 1, replacing the previous September deadline. This report serves as the City of Ocala's SunTran annual progress report for the second year of the major TDP update in accordance with the revised requirements of Rule 14-73 of the Florida Administrative Code (FAC).

### 1.2 Organization of Report

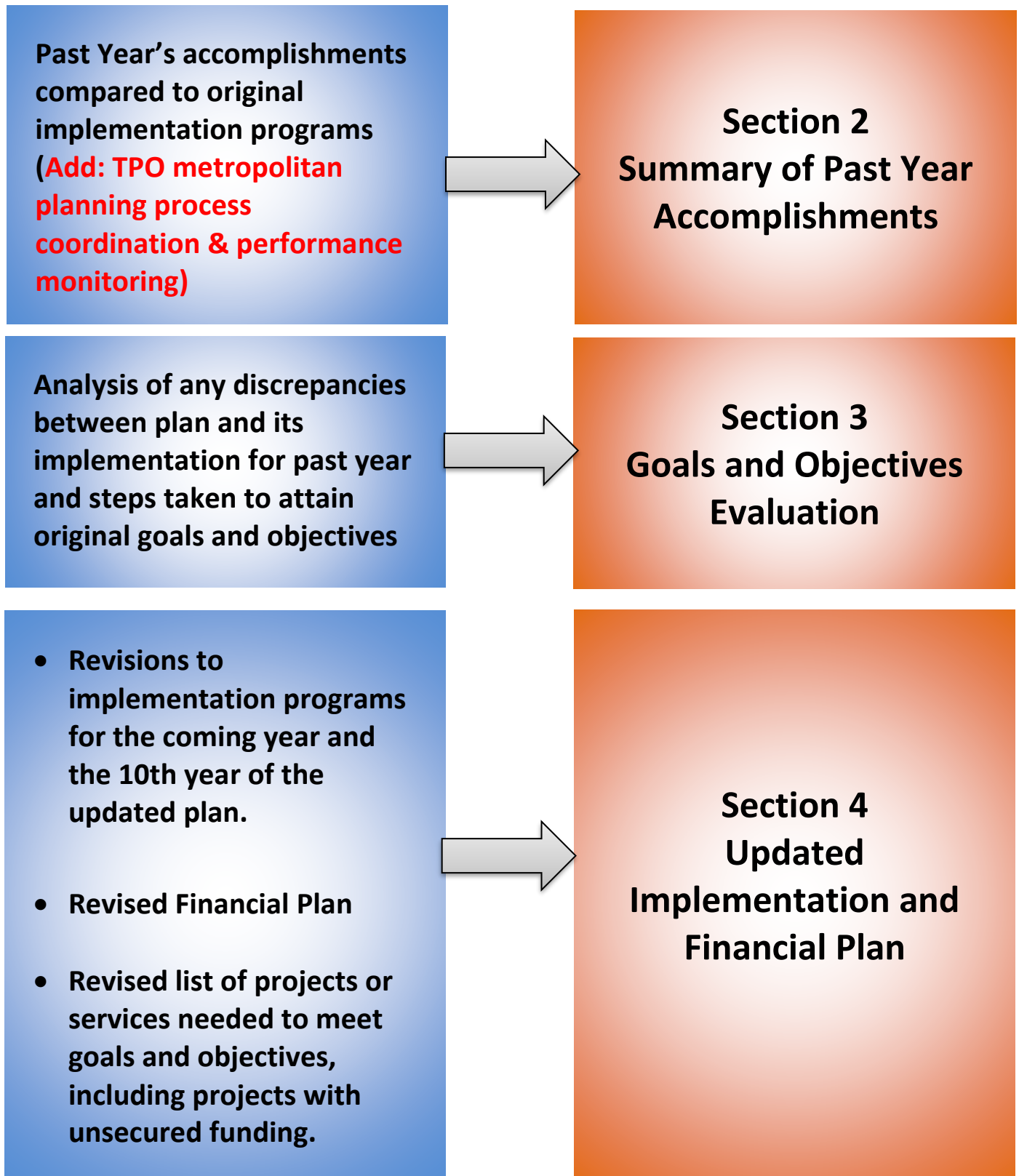
This report is organized into five overall sections, including the Introduction section:

- Section 2 summarizes the activities and accomplishments in FY 2024 following the completion of the FY2023 – FY2032 TDP Major Update adopted in September 2022.
- Section 3 evaluates how the goals and objectives from FY2023 – FY2032 are addressed based on the accomplishments completed in FY 2024.
- Section 4 includes an updated implementation and financial plan and extends the TDP implementation plan to include a new 10th year, covering FY2025 – FY2034.
- Section 5 provides information on continued project implementation and other efforts.

Figure 1-1 shows a checklist that details the requirements for an annual TDP progress report as defined by Rule 14-73.001, FAC, corresponding to the location where each item was addressed. It should be noted that, in accordance with the updated TDP Rule, a section of TPO metropolitan planning process coordination and a subsection of performance monitoring related to peer review analysis was added in Section 2.



Figure 1-1 FY2024 TDP Annual Progress Report Checklist



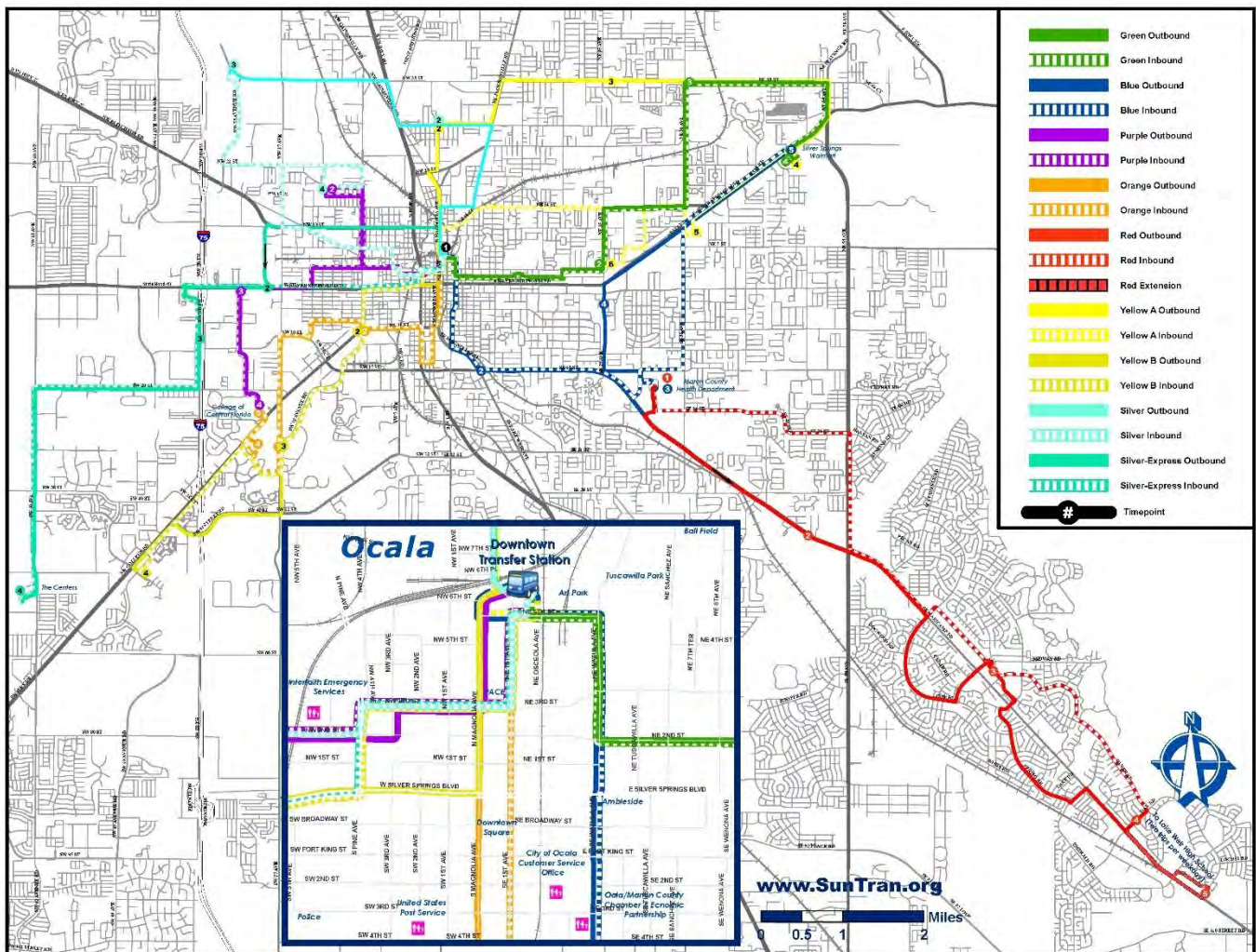




## 2. Summary of Past Year Accomplishments

SunTran serves the Ocala urbanized area with seven fixed routes and accompanying paratransit services, primarily focused on the city. The City has contracted with RATPDev to perform day-to-day operations and manage the system. Figure 2-1 illustrates the existing SunTran fixed-route transit network.

Figure 2-1 SunTran Fixed Routes Network (As of 09/2024)



The remainder of this section presents an overview of the service's updated information and the major accomplishments completed in FY2024, including the following:

- Progress Update on SunTran Services and Key Performance Indicators
- Metropolitan Transportation Planning Process Coordination with Ocala Marion TPO
- FY2024 Florida Department of Transportation (FDOT) Triennial Review
- FTA Low or No Emission Grants FY 2024 Progress Report



- SunTran Administrative & Maintenance Building Renovation
- New Downtown Transfer Station Restroom Facility & Ticketing Kiosk Progress Report
- Bus Stop Shelter Improvements Progress Report
- Transit guide major update
- Downtown Electric Trolley Circulator Project
- SunTran 25th Anniversary Public Event
- Other miscellaneous projects

## 2.1 Progress Update on SunTran Services and Key Performance Indicators

According to the American Public Transportation Association (APTA) study in January 2021 on the impact of COVID-19 on public transit, national ridership dropped to 65% below pre-pandemic levels from June through December 2020. Like all transit agencies, SunTran adjusted to meet the challenges of the pandemic. As more and more people feel comfortable using transit due to increased vaccination rates, SunTran will continue to fulfill the public's transportation needs safely.

SunTran continues its comprehensive sanitization efforts, thoroughly cleaning every bus at the end of each service day as part of the original protocols implemented during the pandemic. SunTran introduced Active Purification Technology, PHI (Photohydroionization) Cell Technology, to enhance passenger safety and improve bus air circulation. This advanced technology has been proven effective in achieving 99% kill rates for SARS-CoV-2, H1N1, avian flu, MRSA, E. coli, bacteria, mold, carcinogens, and other viruses and pathogens, including sneeze test particles. In FY2023, the system was installed in all fixed-route SunTran buses. Some older units are scheduled to be replaced in FY2025.



SunTran has experienced a decline in ridership since 2015, prompting a significant route redesign in 2018 to enhance and improve service. Despite these efforts, fixed-route ridership continued to decline, and the COVID-19 pandemic further exacerbated the situation, mirroring trends observed in other systems analyzed in the APTA study. Figures 2-2 and 2-3 depict the trends in total ridership and ridership per revenue hour, respectively, from 2000 to 2020 at 5-year intervals. These figures show that total ridership and ridership per revenue hour peaked in 2015 before beginning a steady decline.





Figure 2-2 FY2000 - FY2020 SunTran Ridership

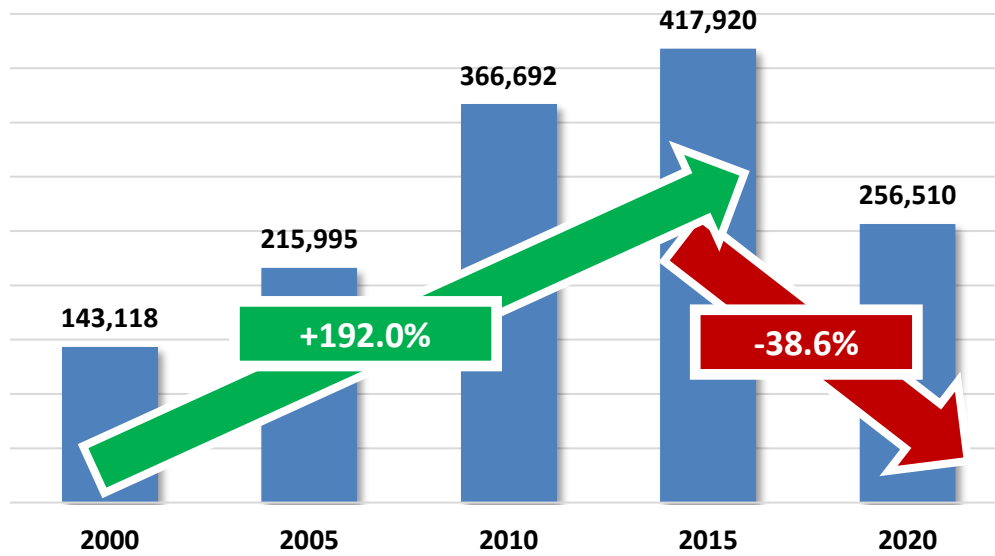
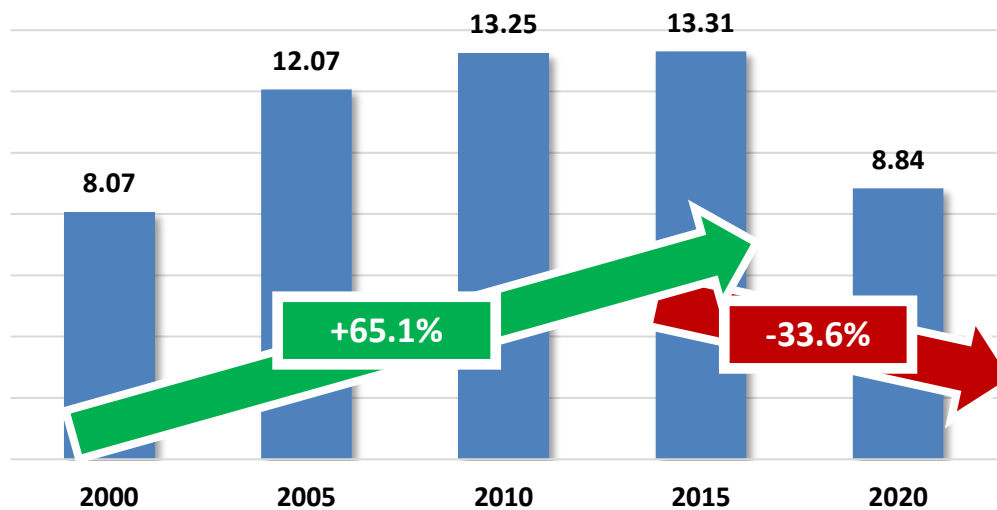


Figure 2-3 FY2000 - FY2020 SunTran Ridership per Revenue Hour



After SunTran’s administration duties were transferred to the City of Ocala from the Ocala Marion TPO, a significant transit network redesign study was conducted in FY 2020 to produce a more efficient and cost-effective system by directing transit investment where it is most needed within current funding capability, expand SunTran’s service to new areas, and improve the customer satisfaction levels on SunTran service. The study resulted in a complete overhaul of the SunTran fixed-route system that took effect in 10/2021. Figures 2-4 and 2-5 illustrate the annual ridership and annual ridership per revenue hour for FY2019 through FY2024, respectively.



Figure 2-4 Annual Ridership (FY2019 - FY2024)

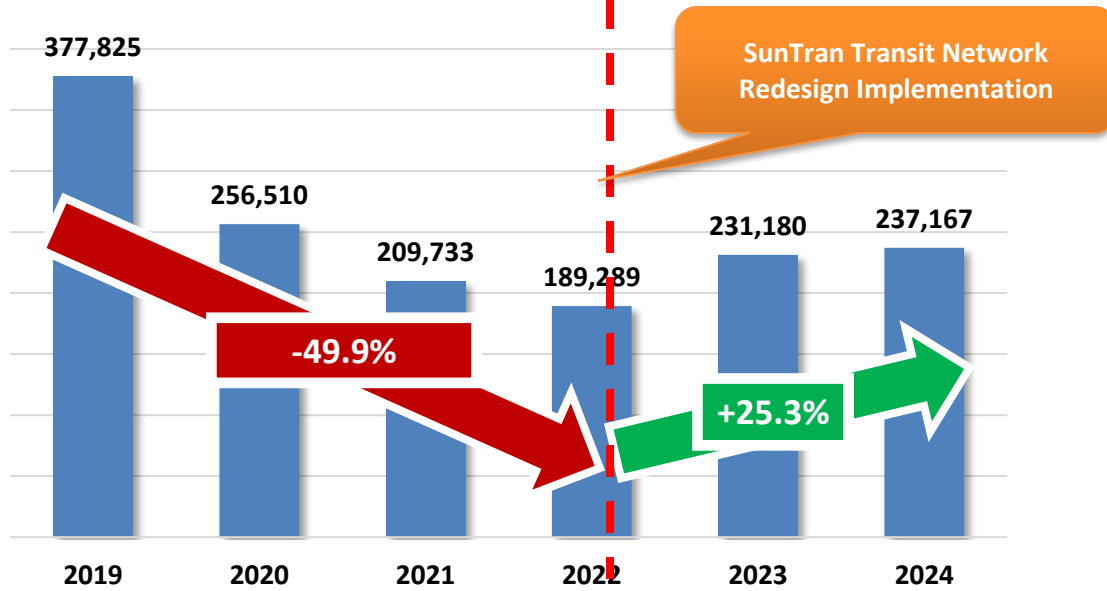
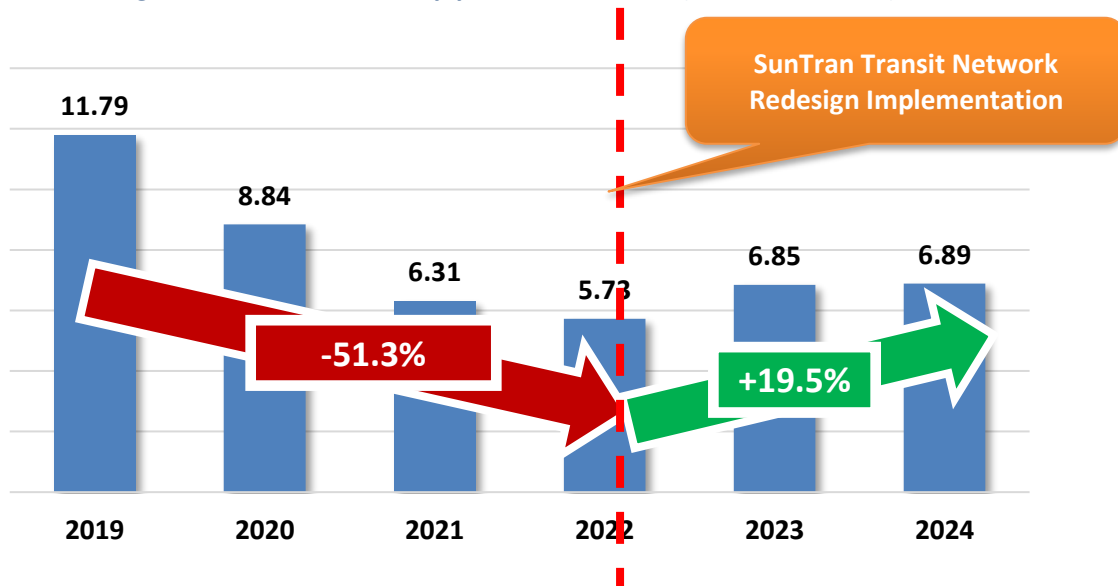


Figure 2-5 Annual Ridership per Revenue Hour (FY2019 - FY2024)



Figures 2-4 and 2-5 show that SunTran ridership and ridership per revenue hour reached a low in FY2022, rebounded during FY2023, and continued to grow through FY 2024. Ridership for FY2024 increased by 25.3 percent, while ridership per revenue hour rose by 19.5 percent compared to FY2022.

The 2020 SunTran transit network redesign shows promise for returning to pre-pandemic ridership levels. The city is monitoring performance and will make needed adjustments. However, a low on-time performance (OTP) issue was identified, with the FY 2024 average OTP at 72%. To address this, measures are being implemented, aiming for an OTP of 80% or higher in FY 2025, as set by the City Council.

In the FY2023 – FY 2032 TDP Major Update, a section of peer review analysis evaluates SunTran’s system’s general performance, effectiveness, and efficiency against those “similar” national transit systems. The TDP identified the



following peer agencies:

- Hernando County Transit (The Bus, FL)
- Lake County Transit (LakeXpress, FL)
- Pottstown Area Rapid Transit (PART, PA)
- Metropolitan Area Transit (MATBUS, MN)
- Suffolk Transit (Suffolk Transit, VA)

This TDP annual progress report updated this peer review analysis results with the latest National Transit Database (NTD) data regarding the following three fixed-route service key indicators. The purpose is to benchmark SunTran’s fixed-route service performance against the peer agencies and track its change over time.

**Table 2-1 Fixed Route Service Key Operating Indicators Peer Review (2023 & 2019)**

Metric	Ocala (SunTran) (2023)	Hernando County (THEBus) (2023)	Lake County (LakeXpress) (2023)	Moorhead (MATBUS) (2023)	Pottstown (PART) (2023)	Suffolk (Suffolk Transit) (2023)	Peer Average (2023)	Peer Average (2019)	Peer Average Change (19 – 23)
Passenger Trips	231,180	134,242	218,604	374,928	226,329	72,551	209,639	265,863	-21.1%
Passenger Trips per Revenue Hour	6.80	4.70	5.90	11.50	6.10	3.60	6.43	9.86	-34.8%
Operating Cost Per Passenger Trip	\$12.47	\$17.90	\$19.30	\$9.21	\$16.92	\$24.22	\$16.67	\$8.59	94.1%

According to Table 2-1, the peer average saw a decline in passenger trips and passenger trips per revenue hour and an increase in operating costs per passenger trip between 2019 and 2023. Compared to other peer systems in 2023, SunTran ranked second best out of six systems for passenger trips and passenger trips per revenue hour. Additionally, SunTran had the second lowest operating cost per passenger trip among the six systems. Significantly, all three operating indicators for SunTran outperformed the 2023 peer average.

## 2.2 Metropolitan Transportation Planning Coordination with Ocala Marion TPO

The City of Ocala has a long history of strong alliances with Ocala Marion TPO regarding SunTran's operations. The TPO was SunTran's administrative agency for over 20 years. After the City became the SunTran administrative agency in 2019, the City of Ocala continued coordinating with Ocala Marion TPO on significant planning efforts and decision-making processes. Highlights of these coordination efforts include:

1. Technical Advisory Committee (TAC) Meeting Attendance – The City of Ocala transit team designated a dedicated staff member to be a member of the TAC and attend monthly TAC meetings. The staff is responsible for providing input on the regional transportation planning process (e.g., Long Range Transportation Plan, FDOT 5-Year Work Program, etc.) managed by the TPO, reporting significant SunTran capital and operating improvement projects, and soliciting feedback and comments from TAC.
2. TPO Board Meeting Presentation—During the annual mid-year meeting, the City of Ocala is expected to present to the TPO board the significant accomplishments of SunTran for the past fiscal year. This



presentation aims to update the TPO board with the latest changes in SunTran and solicit feedback from the TPO board regarding future changes and/or improvements.

3. TPO participation in Decision-Making Process – When the City of Ocala initiates a significant project regarding the transit planning process, TPO is invited for their professional input from an independent perspective. For example, during the Request for Proposal (RFP) process for the last major TDP update, the TPO director, Rob Balmes, was invited to serve as a member of the evaluation committee. He attended the project presentation sessions by the final shortlisted vendors and filled out the evaluation forms. His evaluation score input and input from other evaluation committee members were used to select the winning bidder from the shortlisted vendors.
4. Securing of FY 2023 Low or No Grant – During the application for the FY 2023 Low or No Grant application, the TPO regional plans (e.g., 2040 LRTP) were reviewed and documented to ensure that the objective of this project is consistent with the goals and objectives set in that plan. In addition, before the city obligated the Low or No Grant, the TPO, under the city’s request, updated its FDOT 5-Year Work Program to include this project, a prerequisite for the FTA to distribute the funds.

For fiscal year 2025, the City of Ocala will collaborate with the Ocala Marion Transportation Planning Organization (TPO) to align regional transportation goals and conduct workshops. The 2050 Long Range Transportation Plan (LRTP) is in progress, with a city transit staff member participating in the LRTP Steering Committee. They have attended two meetings in 2024 and will continue to engage in key milestones in 2025, sharing insights to guide the long-term transportation development in Marion County.

## 2.3 FY2024 FDOT Triennial Review

The Florida Department of Transportation (FDOT) conducted the SunTran Triennial Review on May 22, 2024, to assess compliance with its State Management Plan (SMP) and ensure eligibility for State Public Transportation funds. The review included a desktop evaluation and an on-site visit by the FDOT team. Reports and documents uploaded to the state portal included general information, asset inventories, financial management documentation, procurement policies, employee policies, the System Safety Program Plan (SSPP), and vehicle maintenance records.

Each city department submitted the necessary documents before the review date. The Federal Transit Administration (FTA) reviewed these submissions and requested additional information from the City of Ocala as needed. The FDOT team conducted the on-site review and held an exit interview on the same day. The final findings from the review were provided on June 20, 2024.

1. Fourteen Deficiencies in Vehicle Maintenance and Safety and Security categories. These deficiencies mainly cover pre-and post-trip inspections, preventative maintenance activities, safety defects on bus vehicles, failure of plans/policies meeting FDOT requirements, driver background/training issues, event investigations, etc.
2. Six observations in categories of Vehicle Maintenance, Safety and Security, National Transit Database, and Project management/Financial Information
3. One area of concern in the Vehicle Maintenance category

The city transit staff worked with the RATP Dev team to address all the deficiencies, observations, and areas of concern. Highlights of the remedies include:

1. Completed pre- and post-trip refresher training for all the bus operators and incorporated this training into an ongoing annual training process.



2. Updated vehicle maintenance plan consistent with SunTran's SSPP policies and procedures.
3. Updated SSPP documents in accordance with Chapter 14.90. F.A.C.
4. Developed contractor oversight procedure to guide the routine oversight activities with RATP Dev and other third-party contractors and document the contract oversight activities.
5. Repaired the safety-sensitive defects with the bus of concern.
6. Developed comprehensive event investigation procedures that include preventability determination, corrective action plans, monitoring and tracking of corrective actions, and follow-up evaluation.
7. RATP Dev addressed all the requirements for driver training as required by Chapter 14-90.
8. Uploaded driver background checking records as requested by FDOT.
9. Developed steps to prevent future deficiencies, such as implementing ongoing training, enhanced contractor oversight, and internal audits.
10. Other remedies as necessary.

All items were addressed, and FDOT closed the review on November 1, 2024.

## 2.4 FTA Low or No Emission Programs FY2024 Progress Report

On June 27, 2023, the Federal Transit Administration (FTA) announced the recipients of the FY 2023 FTA Low or No Emission Grant, with the City of Ocala being one of the two selected agencies in Florida to secure the \$16.2 million in federal funding. Since receiving the grant, the City of Ocala's progress includes the following:

- Initial evaluation of potential mobility-on-demand (MOD)/microtransit planning software providers

Several well-known MOD planning software providers are available in the market, and the City of Ocala identified Via Transportation (Remix planning software), Ecolane, Sparelabs, and RideCo. Given the City of Ocala's entry into this new domain, gathering comprehensive information from each provider was imperative to facilitate an informed decision-making process for the forthcoming Request-for-Proposal (RFP). Each provider was allowed to present their planning software, during which the City of Ocala noted key takeaways, including:

- The background and history of the company
- The strengths and weaknesses of the planning software
- Alignment of the planning software with the needs of the City of Ocala
- List of references (transit agencies) provided by the company.
- Initial cost estimates
- Other pertinent information as needed.

Furthermore, the City of Ocala proactively contacted transit agencies referred by the interviewed companies to solicit candid feedback about their products. All gathered information has been documented for future reference in the RFP process.

- Negotiation with CTE regarding the service contract

One of the project partners identified in the grant application was the Center for Transportation and the Environment (CTE), which provided valuable insights to help secure this funding opportunity. CTE will also play a vital role in the project plan by involving nine primary phases. The City of Ocala was continuously communicating with the CTE to ensure the details reflected in the proposed service contract were aligned



with the languages used in the grant application package and the needs of the City of Ocala. The Ocala City Council approved the final proposed service contract on July 2, 2024.

- Preparation of grant funding disbursement

The grant's ultimate disbursement was contingent upon accurately inputting project details into the Federal Transit Administration's (FTA) TrAMS system. Following this crucial step, the City of Ocala maintained ongoing communication with FTA grant managers to ensure alignment with FTA requirements and promptly implemented any necessary adjustments.

Simultaneously, the City of Ocala's procurement department completed its FY 2024 - 2026 Disadvantaged Business Enterprise (DBE) Program and corresponding goal in accordance with FTA regulations. This step resolved any obstacles to the final approval of the grant funding disbursement, ensuring compliance and facilitating the smooth progression of the project.

FTA finally approved the grant funding disbursement on June 18, 2024. The city started project implementation according to the planned schedule. The first step was to work with CTE to initiate project kick-off meetings and stakeholder workshops.

- Initial Kick-Off Meetings with CTE

The initial Low-No Program Kickoff meetings with CTE were held on August 15 and August 16, 2024, at the City of Ocala properties. The kickoff meetings included a series of workshops with the staff from different departments of the City of Ocala to bring all the stakeholders on board with this project. The major topics covered during these two days included:

- Project Introductions and Agenda Review
- Project Goals Workshop
- Data Collection/Route Modeling Workshop
- Fleet Workshop
- Workforce Analysis Workshop
- Stakeholder Engagement Workshop
- Procurement Workshop
- Facilities Workshop
- Project Planning and Scheduling Workshop

After the kick-off meetings, the City of Ocala has been working with CTE to develop the project phasing plans, identify the initial infrastructure needs, and perform the modeling analysis regarding power needs, among other things.

- Future Visions and Challenges

As part of this Low or No Grant Program application, a Zero-Emission Transition Plan was prepared to outline the roadmap for SunTran to have a fully electrified bus fleet. The City of Ocala expects that, by 2030, 50 percent of SunTran's fleet will consist of low or zero-emission vehicles. Below is a summary of planned activities, barriers/mitigations, and other concerns for the City of Ocala to realize the goal:





- Public Communication – the city plans to conduct public outreach campaigns to promote the benefits of these programs (e.g., environmental awareness events or educational materials)
- Infrastructure readiness – the FY 2023 Low or No Grant provides capital funding to build the initial infrastructure to support the electric vehicles, such as charging stations, power grid upgrades, dedicated electric bus maintenance facility, etc. More funding opportunities need to be identified in the future to support the complete electrification of the fleet.
- Operating funding shortage—While the capital funding for purchasing electric vehicles was secured under the FY 2023 Low or No Grant Program, the operating funds will be a big challenge for the city and county. The city will continue to work with local, state, and federal agencies or interested partners to explore funding opportunities.

## 2.5 SunTran Administrative & Maintenance Building Renovation

The SunTran Administrative & Maintenance Building Renovation project started on June 19, 2023, and concluded on November 11, 2023. During this renovation process, the following main tasks were completed:

- Remove and replace the existing floor and wall finishes.
- Remove and replace ceilings in limited locations.
- Remove and replace existing cabinets.
- Install new cabinets.
- Remove and replace existing lights, plumbing fixtures, and A/C equipment.
- Repair exterior and interior walls and trim.
- Install a new interior wall and door for the quiet room.
- Reseal and restripe existing vehicular use areas.

According to the FDOT requirement, the proof of completion for this project, including the engineer's certification of compliance (electrical and mechanical) and the final construction plan, was submitted to FDOT on March 21, 2024. Below are photos showing the different areas after renovation. The following images show other facility areas after the renovation project was completed.

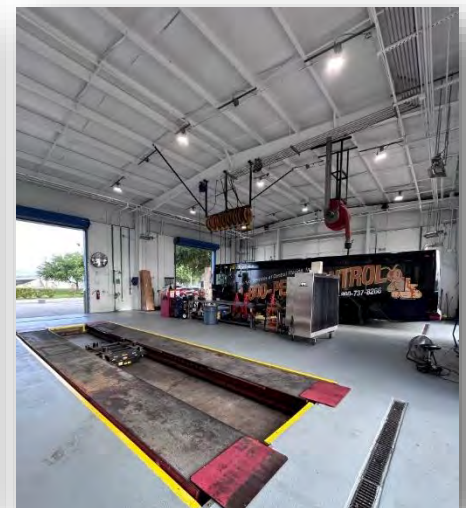
Renovated Parking Area



New Kitchen Cabinet and Floor



Renovated Maintenance Area







## 2.6 Downtown Transfer Station Restroom Facility & Ticketing Kiosk Progress Report

The city collaborated with Kimley-Horn and Associates and other agencies to address several comments and issues related to the construction plans for the restroom facility and ticketing kiosk. The main points of concern included:

- The need to relocate the restrooms and rearrange the interior spaces.
- The proposed building needed to be moved further north to avoid potential conflicts with underground power lines.
- An evaluation of water and wastewater flow requirements was necessary based on the estimated daily number of passengers and staff using the facility.
- Recommendations regarding restroom amenities and necessary passenger protection features.

The city development review team approved the site and building plans in June 2024. Staff expects the bid documents to be finished in the spring of 2025, and construction will start in the fall of 2025.

## 2.7 Bus Stop Shelter Improvements

Site plans for the 23 selected bus stops have been completed and approved by the Florida Department of Transportation (FDOT). During the development of these site plans, it was discovered that some locations did not have sufficient right-of-way (ROW) to accommodate the construction of bus shelters. To resolve this issue, the City of Ocala contacted the affected property owners to request easements. While most property owners agreed to grant the easement, some declined the request. As a result, the city had to modify the site plans to address these challenges.

The city plans to complete this project phase by early 2025, followed by bidding the project and selecting a construction vendor. Construction is expected to start in late 2025. These bus shelters will enhance accessibility, comply with the Americans with Disabilities Act (ADA), and support visually impaired riders. They will also provide weather protection, increase safety, and improve the riding experience. As of July 1, 2024, the bus stop design status is shown in 2-1 and will be updated in FY2025 as the process continues.

## 2.8 Transit Guide Major Update

The current transit guide, which includes bus schedules and rider information, was last updated in October 2021 to reflect significant changes in the system-wide transit network. Since the last route adjustments, SunTran's on-time performance has fallen below national standards. The main contributing factors include:

- Population growth: The community's population growth and traffic have delayed the entire transit network.
- Outdated AVL/CDL Software: The existing AVL/CDL software technology requires significant updates to improve accuracy and usability.
- Scheduling Issue: Some of the prescheduled layover times did not align with the drivers' needs well.
- Increased Disabled Ridership: Due to a rise in disabled transit riders, longer wait times at bus stops have been observed.
- Driver training: Insufficient driver training caused inconsistent driving behavior, resulting in varying levels of on-time performance by individual drivers.



In light of ongoing challenges with poor on-time performance, the City of Ocala has implemented the following comprehensive measures:

- **Bus Schedule Revision:** New schedules have been developed to better align with travel patterns, accommodate drivers' needs, and increase layover times during peak hours. Feedback from riders was considered when revising the bus schedules. The input includes consistent delays at specific bus stops, requests for increased coverage for a particular area, etc.
- **AVL/CDL Software Update:** Avail, the software provider, has agreed to conduct a comprehensive update to enhance accuracy, user-friendliness, and real-time capabilities.
- **Route Optimization:** Plans are underway to realign low-performing Silver Route and restructure congested segments of Blue Route to improve overall efficiency and reliability. (See details in 2.9)
- **Transit Guide Redesign:** The transit guide will be revamped into a "Brochure" format, including individual route schedules and maps. The design is expected to be finalized after the proposed new schedules are completed.
- **Improved Driver Training:** driver training focuses on time points and schedule adherence.

The City of Ocala is proactively addressing challenges in its transit system by modernizing technology, optimizing routes, and improving scheduling. These enhancements aim to improve reliability for residents and reduce the impact of population growth. The goal is to reach an on-time performance rate of at least 80 percent by fiscal year 2025.



Table 2-2 SunTran Bus Stop Shelter Design Status as of 07/01/2024

STOP ID	Direction	Roadname	Latitude	Longitude	Survey Status	Site Plan Status	Batch #	FDOT Intermodal			ROW/Easement Review	Easement Request Status
								Submittal Date	Review Completion Date	Reviewer		
4057	NA	Parking for Health Dept	29.169157	-82.092806	Complete	Complete	2	Sent 11/21/2022	12/9/2022	croark/jzaballero		
2022	Northbound	SW 27th AVE	29.160024	-82.16881	Complete	Complete	5	Sent 1/10/2023	2/8/2023	croark/jzaballero	Additional Easement is needed	Work on finding proper contact of the property
2025	Westbound	NE 35th ST	29.223029	-82.085937	Complete	Complete	4	Sent 1/6/2023	1/23/2023	croark/jzaballero	Additional Easement is needed	Declined by the property owner
4006	Eastbound	E Silver Springs BLVD	29.196311	-82.088093	Complete	Complete	1	Sent 11/7/2022	11/21/2022	croark/jzaballero		
8303	Westbound	NW 17th PL	29.204259	-82.15714	Complete	Complete	4	Sent 1/6/2023	1/23/2023	croark/jzaballero		
2084	Eastbound	E Silver Springs BLVD	29.188374	-82.10061	Complete	Complete	6	2/1/2023	2/8/2023	croark/jzaballero		
6017	Westbound	NE 14th ST (Bonnie Heath)	29.20076	-82.099596	Complete	Complete	1	Sent 11/7/2022	11/21/2022	croark/jzaballero	Additional Easement is needed	Work on finding proper contact of the property
2028	Westbound	NE 35th ST	29.222997	-82.059033	Complete	Complete	4	Sent 1/6/2023	1/23/2023	croark/jzaballero		
6034	Westbound	NE 2nd ST	29.1884	-82.113293	Complete	Complete	4	Sent 1/6/2023	1/23/2023	croark/jzaballero		
6040	Eastbound	NE 2nd Street	29.188383	-82.124895	Complete	Complete	2	Sent 11/21/2022	12/9/2022	croark/jzaballero	Additional Easement is needed	Working on finalizing easement agreement
2035	Southbound	NE 55th AVE	29.218359	-82.058015	Complete	Complete	5	Sent 1/10/2023	2/8/2023	croark/jzaballero		
2011	Westbound	SW 17th ST (SW 10th St)	29.177844	-82.165985	Complete	Complete	2	Sent 11/21/2022	12/9/2022	croark/jzaballero	Additional Easement is needed	Working on finalizing easement agreement
2002	Westbound	E Silver Springs BLVD	29.21065	-82.066718	Complete	Complete	1	Sent 11/7/2022	11/21/2022	croark/jzaballero		
8206	Northbound	SE 25th AVE	29.183235	-82.103253	Complete	Complete	3	Sent 12/12/2022	12/20/2022	croark/jzaballero		
4065	Eastbound	SW 16th ST	29.17289	-82.139983	Complete	Complete	2	Sent 11/21/2022	12/9/2022	croark/jzaballero		
6021	Southbound	NE 25th AVE	29.199294	-82.103391	Complete	Complete	6	2/1/2023	2/8/2023	croark/jzaballero	Additional Easement is needed	Declined by the property owner
8608	Westbound	NE 14th ST (Bonnie Heath)	29.200694	-82.107248	Complete	Complete	1	Sent 11/7/2022	11/21/2022	croark/jzaballero	Additional Easement is needed	Working on finalizing easement agreement
5031	Northbound	SW 27th AVE	29.156751	-82.168823	Complete	Complete	3	Sent 12/12/2022	12/20/2022	croark/jzaballero		
4017	Northbound	SE Watula AVE	29.18442	-82.133451	Complete	Complete	5	Sent 1/10/2023	2/8/2023	croark/jzaballero		
2017	Southbound	SW 27th Ave	29.19929	-82.10339	Complete	Complete	7	Sent 1/10/2024	2/2/2024	croark/jzaballero	Additional Easement is needed	Work on finding proper contact of the property
2014	Northbound	SW 27th Ave	29.16687	-81.16907	Complete	Complete	7	Sent 1/10/2024	2/3/2024	croark/jzaballero	Additional Easement is needed	Work on finding proper contact of the property
8205	Eastbound	SE 17th Street	29.17145	-82.09960	Complete	Complete	7	Sent 1/10/2024	2/3/2024	croark/jzaballero	Additional Easement is needed	Working on finalizing easement agreement

\*The property owners declined the easement requests for stops 2025 and 6021. In this case, the City of Ocala is looking for alternative replacement stop locations to apply the existing site plan with minimum modifications.



## 2.9 Downtown Trolley Circulator Project

The Downtown Circulator Service was identified as a need during the public engagement for the FY2018-FY2027 Transit Development Plan (TDP) Major Update. It received strong support and is included in the unfunded needs plan. This service aims to enhance mobility for residents and visitors, increase exposure for downtown businesses, and improve connections between the core routes—Orange, Blue, Green, and Purple—and the Amtrak shuttle at the downtown transfer station. The proposed route will serve key activity centers such as:

1. Ocala Downtown Square (includes Hilton Garden Inn and various street-front stores and restaurants, among others)
2. Ocala Post Office
3. Marion County Courthouse
4. Tourist Development Council
5. Advent Health Ocala Hospital
6. Ocala Regional Medical Center
7. Ocala Downtown Market & Ocala/Marion County Chamber & Economic Partnership
8. Ocala City Hall/Citizens Circle
9. Tuscawilla Park
10. Reilly Arts Center
11. Downtown Transfer Station

The proposed downtown circulator service will be free and operate every 15 minutes. The overall service frequency is 70 minutes, resulting in inefficient transfers at the downtown station. This new service aims to improve transfer opportunities between core routes and various transportation services. City staff are working with downtown stakeholders to develop a tentative schedule for at least 20 hours of operation per week. The final routes and hours will be announced in September 2025.

Initial estimates suggest the service will attract around 7,000 riders annually. A benefit-cost analysis (BCA) shows a benefit-cost ratio (BCR) of 51.8%, excluding social and economic benefits. The service is expected to boost business and tourism in the vibrant downtown area while serving disadvantaged populations needing reliable public transit.

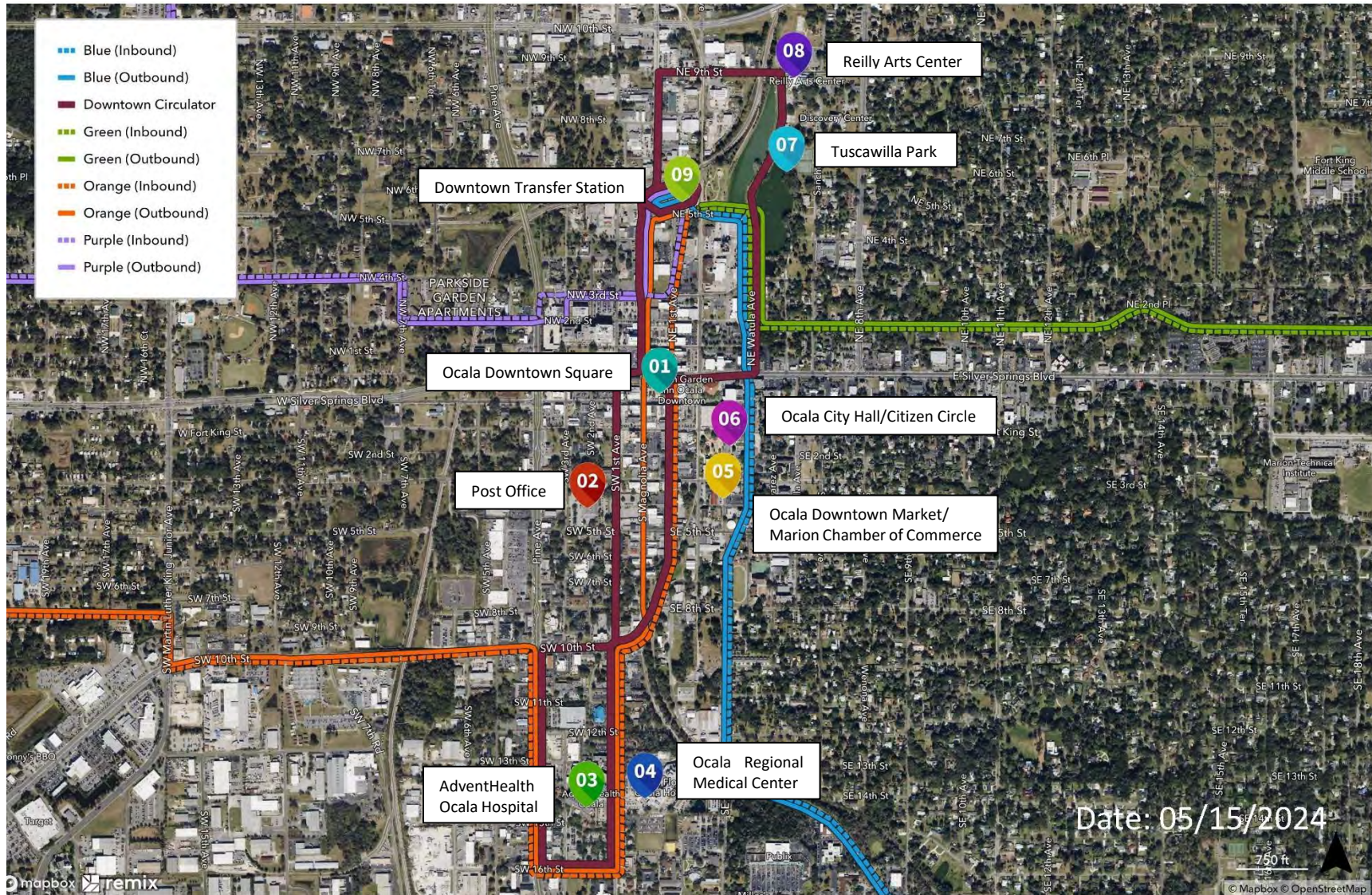
Extensive planning efforts have occurred since this unfunded need was identified in the previous Transportation Development Plan (TDP). The city has worked closely with the Ocala Marion Transportation Planning Organization (TPO) to integrate this new service into its 2045 Long Range Transportation Plan (LRTP). The latest TDP includes recommendations for improving frequency on the core routes (Green, Blue, Orange, and Purple), and the downtown circulator aligns with this recommendation to enhance the frequency of the Orange route.

Furthermore, the city has applied for a Federal Transit Administration (FTA) Section 5307 Consolidated Capital Grant to fund the acquisition of a trolley. Additionally, the city successfully applied for a Public Transit Service Development Program Grant (FY 2026) to assist with three-year initial operating expenses and a two-year marketing campaign. This campaign will include flyer distribution, public meetings, email blasts, digital media advertisements, and bus wraps. The total amount awarded for this grant is \$229,145, which covers 50% of the operating costs.





Figure 2-6 Proposed Downtown Circulator with Major Activity Centers







### 2.10 Silver and Blue Routes Service Changes

Concurrent with the development of the new Transit Guide, two significant service changes were identified and described below:

- Silver Route Reconfiguration - Within the SunTran transit network, the Silver route has been identified as the least productive. Initially slated to traverse NE Jacksonville Rd to reach HIS Compassion Food Bank (located at 2000 NE 78th St, Ocala) as per the FY 2023-2032 TDP proposal, subsequent discussions with the County revealed minimal enthusiasm for this route alteration. Consequently, a decision has been made to realign the Silver Route, focusing its trajectory within the city area. This adjustment aims to provide transfer opportunities with the current Purple Route at Mary Sue Rich Community Center and enhance service provisions to areas housing disadvantaged populations, including Blitchton Station Apartments, Harvey’s Fellowship Home, Parkside Gardens Apartments, etc.
- Blue Route Adjustment - An analysis has revealed that a specific segment of the Blue Route frequently encounters prolonged travel delays, particularly during peak hours. Rectifying this concern is paramount to enhancing systemwide on-time performance. As a result, inbound trips on the Blue Route will now follow a revised path, shifting from its previous route along SE 25th Ave to SE 36th Ave.

These two route changes will be implemented during a full route review. These changes in route alignment will not affect operating costs.

### 2.11 SunTran 25th Anniversary Public Event

As SunTran commemorates its 25th anniversary, the City of Ocala organized a special event at the newly refurbished SunTran Administrative & Maintenance Facility on January 31, 2024. Attendees included FTA and FDOT officials, current and retired city and county officials, stakeholders, vendors, and the riding public. The event featured speeches from elected and city officials who expressed gratitude for the community's support, acknowledged staff dedication, and highlighted SunTran's contributions to the residents, businesses, and visitors. Representatives from FTA, FDOT, and other guest speakers also shared their perspectives on SunTran's development over the past two and a half decades. The special event concluded with a guided tour of the facility for the guests.



From Left to the Right:

1. Dr. Charles Chiu, Program Manager, Federal Transit Administration (FTA)
2. Ji Li, Senior Transit Planner, City of Ocala
3. Carlos Colon, Transit Project Coordinator, Florida Department of Transportation (FDOT)
4. Jo Santiago, Transit Intermodal Supervisor, FDOT
5. Steven Neal, Transit Manager, City of Ocala
6. Aviance Webb, Community Planner, FTA
7. Holly Lang, Growth Management Fiscal Manager, City of Ocala
8. Olanrewaju Adelekan, SunTran General Manager, RATP Dev
9. Steve Sherrer, RATP Dev Vice President, RATP Dev
10. Jennifer Treiber, District Aide to Florida Representative McClain (District 27)
11. Haylee Austin, District Aide to Florida Representative Ryan Chamberlin (District 24)



From Left to the Right:

1. Tye Chighizola, City Projects Director, City of Ocala
2. Peter Lee, City Manager, City of Ocala

## 2.12 Other Miscellaneous Projects

Except for the significant accomplishments mentioned above, the City of Ocala also made other minor capital improvements to the SunTran capital asset, which include:

- Forklift (Purchase Date: 09/2024)
- KONI Mobile Bus Lift System (Purchase Date: 05/2024)
- Two Non-Revenue Ford Vans (Purchase Date: 05/2024)

The forklift improves maintenance staff's mobility to move heavy items, while the new Mobile Bus Lift System replaces SunTran's outdated model, which has been used for over 20 years. These upgrades will enhance vehicle servicing efficiency. Additionally, two new ADA-accessible non-revenue vans will replace older models that have exceeded their lifecycle, ensuring that emergency services accommodate all riders, including those with disabilities, thus improving the overall experience for SunTran users.





### 3. Goals and Objectives Evaluation

This year’s evaluation of the City of Ocala’s effort in support of SunTran’s goals and objectives regarding transit service, as outlined in the FY2023 – FY2032 TDP, was conducted as part of this progress report. The results of this evaluation are summarized in Table 3-1.

*Table 3-1 Goals and Objectives Evaluation*

Goals	Evaluation
<b>ENVIRONMENT AND EQUITY</b>	
<b>Goal 1: Enhance the integration of transit services to support environmental sustainability and address equity issues within the community.</b>	
<b>Objective 1.1:</b> Develop a Zero Emissions Fleet Transition Plan by 2023.	Completed in FY 2023
<b>Objective 1.2:</b> Pursue funding opportunities to assist with purchasing Electric Vehicles and related Infrastructure.	The City applied for the FY 2026 FDOT Service Development Grant Program for the new downtown circulator service.
<b>Objective 1.3:</b> Develop and implement a strategy to promote transit-supportive development patterns within the service area by 2023.	No action during this period.
<b>Objective 1.4:</b> Develop a methodology to assess transit system equity based on best practices by 2023.	To ensure that public transportation services are accessible, affordable, reliable, and meet the needs of all population groups, particularly disadvantaged communities, SunTran/City of Ocala established a structured, data-driven approach to assess transit system equity by improving on-time performance.
<b>ACCESSIBILITY</b>	
<b>Goal 2: Expand transit services to maximize access to opportunities.</b>	
<b>Objective 2.1:</b> Continue proactively seeking partnerships with surrounding county governments, agencies, and private employers to increase connectivity between counties.	Continuous discussion was performed with county governments and private employers on how SunTran can provide better connections to new developments.
<b>Objective 2.2:</b> Pursue additional funding opportunities that support improved bus stops and shelters and service extensions to underserved areas with strong transit propensity.	An FTA Section 5307 Consolidated Capital Grant was under application to support the construction of the bus stop shelters identified in section 2.7.
<b>Objective 2.3:</b> Proactively partner with the business community and the regional workforce development board to continuously develop and refine services to meet their needs.	SunTran consulted with Ocala Metro Chamber & Economic Partnership and Ocala Main Street on applying for the FY 2026 FDOT Service Development Grant Program for the new downtown circulator service.
<b>USABILITY</b>	
<b>Goal 3: Make the system more convenient and practical for residents and visitors.</b>	
<b>Objective 3.1:</b> Design, implement, and maintain an annual survey program that includes both system users and on-route Employer surveys assess the community’s need for transit services on weekdays, Saturdays, and Sundays.	An annual onboard survey is being developed to evaluate customers’ needs and satisfaction levels regarding transit use.
<b>Objective 3.2:</b> Determine the feasibility of implementing Sunday services.	The awarded FY2023 FTA Low or No Emissions program grant included the vehicle purchase for Sunday microtransit services.
<b>Objective 3.3:</b> Improve system security and user comfort by strategically investing in bus stop amenities (lighting, security cameras, signage, etc.)	See Section 2.7 for details.



EFFICIENCY	
<b>Goal 4: Maximize the productivity and financial efficiency of transit operations.</b>	
<b>Objective 4.1:</b> Assess the feasibility of modifying or eliminating underperforming routes to improve the cost-efficiency of the system.	The city actively monitors route performance and will modify or eliminate underperforming routes as necessary. The city will change several underperforming route segments and reflect them in the latest transit guide.
<b>Objective 4.2:</b> Prioritize investments in routes with the highest ridership to improve the productivity (effectiveness) of the transit system.	The city secured two electric 35-foot buses in the FY2023 FTA Low or No Emissions program grant to improve the weekday peak-hour service frequencies to the top-performing routes (Green, Blue, Orange, and Purple Routes)
<b>Objective 4.3:</b> Evaluate the feasibility of automated, connected, electric, and shared (ACES) vehicles and other emerging technologies that may reduce operational costs.	The city introduced EV “microtransit” on-demand transit service in the FY2023 FTA Low or No Emissions program grant. See details in Section 2.4
<b>Objective 4.4:</b> Complete a systemwide 'hot spot' analysis using AVL data and bus operator input to identify recurrent delays and transit priority treatments to address by 2023.	Continuous input from AVL data and bus operators about the recurring delays was documented and would be used to adjust the operating schedule for each route.
PRESENCE	
<b>Goal 5: Engage the community to improve service awareness and support.</b>	
<b>Objective 5.1:</b> Utilize public meetings and annual Elected Official Briefings to garner public support from area stakeholders.	The city continues to attend TPO TAC and boarding meetings to provide SunTran’s opinions on the regional transportation planning process, prepare progress reports/major updates on SunTran services, and gauge stakeholder feedback.
<b>Objective 5.2:</b> Maintain and document an ongoing public involvement process through surveys, discussion groups, interviews, public workshops, and participation in public events, with an emphasis on gathering input from traditionally underrepresented populations.	The city has actively participated in community public events by fulfilling event transportation needs. Bus operators were periodically interviewed to gather first-hand feedback from the riding public.
<b>Objective 5.3:</b> Continue to evaluate and enhance marketing material to provide printed and web-based transit information that is customer-friendly and attractive.	SunTran is expected to have a significant update for its printed transit guide by the end of this year. As part of our marketing campaign, the city has distributed appreciation goodies/gifts to passengers several times this year. In the FY 2026 FDOT Service Development Grant Program application, part of the funding request is to cover the initial marketing campaign for the proposed downtown circulator service.



## 4. Updated Implementation and Financial Plan

The city updated the 10-year Implementation Plan from the FY2023 – FY2032 TDP Major Update as part of the annual progress report. This revision reflects last year’s accomplishments and anticipated changes due to funding and other factors. The updated Implementation Plan and revised financial plan are presented in this section.

### 4.1 Progress Review of TDP Implementation Plan

This summary outlines the actions taken regarding the service improvements and changes for FY2024 as part of the TDP 10-Year Implementation Plan. It is important to note that the service improvements and changes scheduled for a specific year in the TDP Implementation Plan can be delayed or advanced as needed. As priorities evolve, funding assumptions may change or not materialize, and additional funding may become available. Therefore, the project implementation schedule should be adjusted accordingly.

- **Downtown Circulator Service**—As described in section 2.9, the FDOT approved the application for capital and operating funding assistance for this service. The city is expected to start it in the fall of 2025.
- **Operate Yellow A Route along NE 35th Street**—This service change has been further evaluated and is not recommended. For the upcoming blue route change, it will no longer serve Trinity Village to reduce its travel time. However, Yellow A Route would be rerouted to serve Trinity Village to make up for the Blue Route coverage. Therefore, Yellow A Route will still run along NE 14th St. with additional coverage for Trinity Village.
- **Blue-Green-Orange-Purple Interline Improvements** – The improvements have been deferred due to unavailable existing funding. However, due to securing the FY 2023 FTA Low or No Grant, two new electric 35-foot bus vehicles were allocated for this improvement. The city will begin the procurement process according to the grant implementation schedule. This improvement is expected to be implemented in FY 2027, as it takes approximately two years to build the vehicles.
- **Sunday Microtransit Service (B&C)** – This improvement has been deferred due to unavailable existing funding. However, securing the FY 2023 FTA Low or No Grant covered the six electric cutaway vehicles for this improvement. It is expected that this improvement will occur in FY 2027.
- **Bus Stop Shelter improvement** is ongoing, as described in Section 2.7.
- **Vehicle Replacement & Addition** – The funding (\$40,000) for the engine and transmission rebuild for the two cutaway vehicles was secured, and an RFP for this project would be issued. It should be completed by the end of 2024. The number 34 35-foot bus vehicle was completed for its engine rebuild. In addition, the city procured two additional non-revenue vehicles delivered in May 2024. These two vehicles will be ADA-accessible and can transport passengers in an emergency.

### 4.2 Updated 10-Year Financial Plan

The FY 2023 FTA Low or No Emission Programs award to the City of Ocala is vital for funding the service improvements listed as “unfunded” in the FY 2023 – FY 2032 Ten-Year Development Plan (TDP). Since this



grant is for capital improvements only, the city must seek additional operating funding to support service expansion.

Table 4-1 shows the updated ten-year (FY 2025 – FY 2034) implementation plan. Key changes include delaying the launch of new microtransit services due to the time required for the expanded electric vehicle maintenance facility and the production of 35-foot electric buses. The plan also incorporates the downtown circulator, bus stop shelters, and restroom and ticketing kiosk projects.



Table 4-1 10-Year Cost Forecast

Alternatives	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
Maintain Existing Service	\$3,803,356	\$4,562,382	\$4,263,174	\$5,170,476	\$6,328,840	\$5,060,417	\$11,008,009	\$5,673,970	\$6,014,408	\$6,375,273	\$58,260,305
Green (OB) (ST)			\$677,062	\$760,747							\$1,437,809
Blue (OB) (ST)			\$677,062	\$760,747							\$1,437,809
Purple (OB) (ST)											\$0
Orange (OB) (ST)											\$0
Green (ST) Bus		\$1,311,272									\$1,311,272
Blue (ST) Bus		\$1,311,272									\$1,311,272
Red (ST)											\$0
Silver A (ST)											\$0
Silver Route (ST) Bus Stop	\$7,638										\$7,638
Silver Route (ST) Bus Stop with Shelter											\$0
Yellow Route A (ST) Bus Stop											\$0
Yellow Route A (ST) Bus Stop with Shelter	\$69,935										\$69,935
Yellow B (Marion Oaks) (ST)			-\$159,486	-\$169,055	-\$179,198	-\$189,950					-\$697,689
Marion Oaks (ST) Bus Stop		\$16,207									\$16,207
Marion Oaks (ST) Bus Stop with Shelter		\$288,130									\$288,130
Belleview (ST)		\$360,308	\$381,926	\$404,842	\$429,133	\$454,881	\$482,174	\$511,104	\$541,770	\$574,276	\$4,140,413
Belleview (ST) Bus Stop	\$2,623										\$2,623
Belleview (ST) Bus Stop with Shelter	\$34,967										\$34,967
Microtransit (NW) (ST)					\$71,777						\$71,777
Microtransit (NW) (ST) Bus				\$324,597							\$324,597
Microtransit (Sunday A) (ST)			\$79,491								\$154,482
Microtransit (Sunday A) (ST) Bus		\$305,964									\$305,964
Microtransit (Sunday B) (ST)			\$106,791								\$106,791
Microtransit (Sunday B) (ST) Bus		\$305,964									\$305,904
Microtransit (Sunday C) (ST)			\$61,827								\$61,827
Microtransit (Sunday C) (ST) Bus		\$305,964									\$305,964
Downtown Circulator (Bus)	\$575,235										\$575,235
Downtown Circulator		\$61,932	\$63,790	\$65,703	\$67,675	\$69,705	\$71,796	\$73,950	\$76,168	\$78,453	\$689,300
Green (OB) (LT)					\$806,392	\$854,775	\$906,062	\$960,425	\$1,018,051	\$1,079,134	\$5,624,839
Blue (OB) (LT)					\$806,392	\$854,775	\$906,062	\$960,425	\$1,018,051	\$1,079,134	\$5,624,839
Purple (OB) (LT)						\$854,775	\$906,062	\$960,425	\$1,018,051	\$1,079,134	\$4,818,447
Orange (OB) (LT)						\$854,775	\$906,062	\$960,425	\$1,018,051	\$1,079,134	\$4,818,447
Orange (LT) Bus				\$656,729							\$656,729
Purple (LT) Bus				\$656,729							\$656,729
Silver (Alt)(LT)				\$529,409	\$561,173	\$594,844	\$630,534	\$668,366	\$708,468	\$750,976	\$4,443,770
Silver (LT) Bus			\$637,601								\$637,601
Yellow B (Marion Oaks) (LT)							\$233,139	\$247,127	\$261,955	\$277,672	\$1,019,892
Teal (LT)						\$797,290	\$845,128	\$895,835	\$949,585	\$1,006,561	\$4,494,399
Teal (LT) Bus					\$676,431						\$676,431
Microtransit (NW) (LT)					\$76,084	\$80,649	\$85,488	\$90,617	\$96,054		\$428,892
Microtransit (SE) (LT)				\$437,539	\$463,792	\$491,619	\$521,116	\$552,383	\$585,526	\$620,658	\$3,672,634
Microtransit (SE) (LT) Bus			\$472,714								\$472,714
Microtransit (BV) (LT)				\$109,385	\$115,948	\$122,905	\$130,279	\$138,096	\$146,382	\$155,164	\$918,159
Microtransit (BV) (LT) Bus			\$315,142								\$315,142
Microtransit (Sunday A) (LT)				\$86,813	\$92,022	\$97,544	\$103,396	\$109,600	\$116,176	\$123,146	\$728,697
Microtransit (Sunday B) (LT)				\$116,602	\$123,598	\$131,014	\$138,875	\$147,208	\$156,040	\$165,403	\$978,741
Microtransit (Sunday C) (LT)				\$67,238	\$71,272	\$75,548	\$80,081	\$84,886	\$89,979	\$95,378	\$564,383
Microtransit (SR200 1- South)				\$494,836	\$524,526	\$555,998	\$589,358	\$624,719	\$662,202	\$701,935	\$4,153,575
Microtransit (ST) (SR200 1- South) Bus			\$315,142								\$315,142
Microtransit (SR200 1- Central)				\$583,386	\$618,389	\$655,492	\$694,822	\$736,511	\$780,702	\$827,544	\$4,896,846
Microtransit (ST) (SR200 1- Central) Bus			\$315,142								\$315,142
Microtransit (SR200 1- North)				\$968,837	\$1,026,967	\$1,088,585	\$1,153,901	\$1,223,135	\$1,296,523	\$1,374,314	\$8,132,262
Microtransit (ST) (SR200 1- North) Bus			\$630,285								\$630,285



Table 4-1 10-Year Cost Forecast (Continued)

Alternatives	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
SR 200 Corridor Connectors (ST)				\$853,000	\$904,180	\$958,431	\$1,015,937	\$1,076,893	\$1,141,506	\$1,209,997	\$7,159,944
SR 200 Corridor Connectors (ST) Bus			\$2,701,221								\$2,701,221
Construction of 25 Bus Shelters and associated infrastructure	\$620,000	\$620,000	\$620,000								\$1,860,000
Construction of Downtown Restroom Facility & Ticketing Kiosk	\$509,600										\$509,600
Existing Maintenance Facility Expansion		\$1,417,727	\$4,308,120								\$5,725,847
Low-no Workforce Development		\$202,125	\$202,125	\$202,125	\$202,125						\$808,500
<b>TOTAL EXPENSES</b>	<b>\$5,623,354</b>	<b>\$11,069,246</b>	<b>\$16,669,130</b>	<b>\$13,080,685</b>	<b>\$13,711,434</b>	<b>\$14,459,508</b>	<b>\$21,403,440</b>	<b>\$16,690,972</b>	<b>\$17,690,212</b>	<b>\$18,749,340</b>	<b>\$149,147,321</b>

Table 4-2 10-Year Revenue and Balance Forecast

Revenue Sources	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	Total
<b>Federal</b>											
FTA 5307	\$3,067,936	\$3,159,974	\$3,254,773	\$3,352,417	\$3,452,989	\$3,556,579	\$3,663,276	\$3,773,174	\$3,886,369	\$4,002,960	\$35,170,448
FTA 5339 (c) Low No	\$1,069,387	\$4,564,781	\$9,062,269	\$860,385							\$15,556,822
Misc. Federal Capital Grant	\$6,455,945										\$6,455,945
<b>State</b>											
State Block Grant	\$778,278	\$801,626	\$825,675	\$850,445	\$875,959	\$902,237	\$929,304	\$957,184	\$1,014,615	\$1,075,492	\$9,010,815
FDOT Urban Corridor		\$360,308	\$381,926	\$1,257,842	\$1,333,313	\$1,413,312	\$1,498,111	\$1,587,996	\$1,683,276		\$9,516,084
FDOT Service Development			\$155,949	\$2,156,374	\$2,284,772	\$2,860,023	\$422,564	\$447,918			\$8,327,599
DEP Electric Transit Bus Grant	\$300,000										\$300,000
<b>Local</b>											
Farebox Revenue (Maintain Existing Service)	\$209,881	\$220,375	\$231,394	\$242,963	\$255,112	\$267,867	\$281,260	\$295,323	\$310,090	\$325,594	\$2,639,859
Farebox Revenue (New Service)	\$0	\$78,443	\$202,613	\$621,787	\$666,272	\$956,932	\$1,057,797	\$1,167,320	\$1,237,359	\$1,311,601	\$7,300,123
Local Contribution - City of Ocala (for State Block Grant)	\$466,967	\$480,976	\$495,405	\$510,267	\$525,575	\$541,342	\$557,582	\$574,310	\$608,769	\$645,295	\$5,406,489
Local Contribution - Marion County (for State Block Grant)	\$311,311	\$320,650	\$330,270	\$340,178	\$350,384	\$360,895	\$371,722	\$382,874	\$405,846	\$430,197	\$3,604,326
Local Contribution - City of Ocala (for FDOT Service Development)			\$93,570	\$1,293,825	\$1,370,863	\$1,716,014	\$253,538	\$268,751			\$4,996,560
Local Contribution - Marion County (for FDOT Service Development)			\$62,380	\$862,550	\$913,909	\$1,144,009	\$169,026	\$179,167			\$3,331,040
Bus Advertising	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$80,000	\$800,000
Fuel Refund	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$70,000
<b>TOTAL REVENUE</b>	<b>\$11,677,318</b>	<b>\$11,133,189</b>	<b>\$15,163,078</b>	<b>\$12,382,597</b>	<b>\$12,093,511</b>	<b>\$13,782,216</b>	<b>\$9,265,746</b>	<b>\$9,648,002</b>	<b>\$9,155,929</b>	<b>\$7,796,100</b>	<b>\$112,097,686</b>
<b>TOTAL COST</b>	<b>\$5,623,354</b>	<b>\$11,069,246</b>	<b>\$16,669,130</b>	<b>\$13,080,685</b>	<b>\$13,711,434</b>	<b>\$14,459,508</b>	<b>\$21,403,440</b>	<b>\$16,690,972</b>	<b>\$17,690,212</b>	<b>\$18,749,340</b>	<b>\$149,147,321</b>
<b>EXISTING SERVICE SURPLUS/SHORTFALL</b>	<b>\$6,053,964</b>	<b>\$63,943</b>	<b>-\$1,506,052</b>	<b>-\$698,088</b>	<b>-\$1,617,923</b>	<b>-\$677,292</b>	<b>-\$12,137,694</b>	<b>-\$7,042,970</b>	<b>-\$8,534,283</b>	<b>-\$10,953,240</b>	<b>-\$37,049,635</b>
<b>TOTAL SURPLUS/SHORTFALL</b>	<b>\$5,958,279</b>	<b>\$6,022,222</b>	<b>\$4,516,170</b>	<b>\$3,818,082</b>	<b>\$2,200,159</b>	<b>\$1,522,867</b>	<b>(\$10,614,827)</b>	<b>(\$17,657,797)</b>	<b>(\$26,192,080)</b>	<b>(\$37,145,320)</b>	

\*The carbon reduction program was turned down by the FDOT Secretary in 2023, so it was eliminated from the funding revenue sources in the 10-year revenue forecast.



## 5. Continued Implementation/Outreach

Since adopting the FY 2023-FY 2032 SunTran Transit Development Plan in 2022, the City of Ocala has implemented cost-effective services and technologies. This section highlights further actions the city should consider executing its strategy and expanding the system effectively.

### 5.1 Implementation of Recommended Services

In June 2024, the Federal Transit Administration (FTA) distributed the city's FY 2023 Low-No Grant funding. The City Council subsequently approved a contract with CTE to begin the project's first phase. This phase involves collaborating with project partners identified in the application package to finalize the project's scope, approach, and timeline—defining tasks, roles, and responsibilities.

Additionally, the City of Ocala will seek potential operating funding resources from federal, state, and local levels to support the operation of all projects outlined in the application package. Possible funding sources include the FDOT Transit Service Development Program, the FDOT Transit Corridor Program, and reallocations from county or city local match shares. The ultimate goal is to implement all projects outlined in the FY 2023 FTA Low-No Grant while ensuring a sustainable source of operating funds.

### 5.2 Post-Adoption Marketing and Outreach

Since adopting the Transportation Disadvantaged Program (TDP) in 2022, the City of Ocala has worked to engage the community to enhance service awareness and support. The city has established an ongoing public involvement process that includes surveys, interviews, and participation in public events. This approach emphasizes gathering input from and aiding traditionally underrepresented populations. Some examples of this engagement include:

- Dispatched bus vehicles to service community events, such as Light Up Ocala, the 4th of July celebration with Patriotic Skies, and Conferences hosted by local non-profit organizations (e.g., Ocala Main Street).
- Provided complimentary monthly bus passes to non-profit organizations: Salvation Army, Homeless Coalition, United Way of Marion County, etc.
- Constantly communicated with non-profit organizations serving disadvantaged populations: Florida Center for the Blind, Center for Independent Living, Pace Center for Girls-Marion, etc., to ensure they receive bus services that can fulfill their transportation needs.
- Continued SunTran appreciation campaign in which free marketing items were distributed to bus riders, citizens who participated in SunTran events, and local partners.
- Continued to engage local stakeholders and governmental entities in decision-making, such as Ocala Metro Chamber & Economic Partnership, CareerSource Citrus Levy Marion, Ocala Marion County TPO, Housing Finance Authority of Marion County, Marion County Board of County Commissioners, and the Ocala City Council.
- Explored opportunities for funding assistance on marketing campaign activities, e.g., successfully applied for an FDOT Public Transit Service Development Program Grant for an initial marketing campaign on a proposed new downtown circulator service.
- Hosted Mobility Week events in partnership with FDOT and Ocala Marion TPO.

The City of Ocala recognizes the significance of transit marketing, particularly with the substantial service improvements and expansions planned for the next five years, including the introduction of microtransit services. The City is committed to allocating additional financial resources to enhance SunTran's awareness through local newspapers, social media, TV, radio, and other platforms.





## 6. Conclusion

The City of Ocala has scheduled public hearings to present the progress report to the Ocala City Council on February 18, 2025, and to the Ocala/Marion County Transportation Planning Organization (TPO) on February 25, 2025. This progress report is prepared in accordance with the new Rule 14-73.001 requirements, which emphasize enhanced coordination with TPO, streamlined reporting processes, and strategic project prioritization.

In 2024, notable achievements included increased ridership enhancements, improved service performance, progress on infrastructure projects, and the acquisition of funding to support sustainability initiatives. Nevertheless, challenges remain, including funding shortfalls, limited opportunities for service expansion, and the need for workforce development. The city is actively seeking state and federal funding opportunities and is refining its operational strategies to address these challenges effectively.

Looking forward, Ocala is dedicated to expanding multimodal transit options and improving overall accessibility. SunTran is focused on strengthening regional connectivity and enhancing public transit services for residents and visitors through community engagement and strategic investments.



**TO: Board Members**

**FROM: Rob Balmes, Director**

**RE: Active Transportation Plan Update**

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**Summary**

Since July of 2024, the TPO and Kittelson and Associates, have been undertaking the development of an Active Transportation Plan. An update will be provided on the project at the meeting, including a revised schedule/timeline, and recent public engagement results from an online survey and comment map. Included with this memo is a summary report of the survey and comment map results.

**Attachment(s)**

- Active Transportation Plan Update Presentation
- Public Comment Map and Survey Summary Report

If you have any questions, please contact me at: 352-438-2631.

# OCALA-MARION TPO ACTIVE TRANSPORTATION PLAN UPDATE



## TPO BOARD MEETING

MARCH 25, 2025

# PROJECT OVERVIEW



- A Non-Motorized Transportation Plan (bicycle, pedestrian, trail, equestrian)
- Replaces 2035 Bike/Ped Master Plan
- Assessment of Existing/Committed Network
- Level of Stress Analysis
- Accessibility Analysis

# PROJECT OVERVIEW



- Economic/Health/Social Benefits
- Public Feedback/Engagement
- Project Priorities and Lists
- Strategies and Best Practices

# TIMELINE



## August 2024

- Stakeholder Meeting #1



## September 2024

- Presentation to TPO Board and Committees
- Outreach event at the LRTP Public Workshop



## December 2024

- Stakeholder Meeting #2



## March 2025

- TPO Committee and Board Updates



## October 2025

- Final presentation to TPO Committees and Board for Plan adoption



## August 2025

- Stakeholder Meeting #4
- Draft Plan for Public Review



## May 2025

- TPO Committee and Board Presentations
- Draft Project Lists



## April 2025

- Stakeholder Meeting #3
- Existing Conditions
- Level of Stress and Accessibility

# TIMELINE



- Public Engagement Event (June), TBD
- Draft Plan (August) for 30-day Public Review
- Plan Adoption (October)



# PUBLIC SURVEY & COMMENT MAP



**September 18, 2024 to February 28, 2025**

- 158 Survey Participants
- 29 Comment Map Responses
- 67 Additional Comments in survey

# PUBLIC SURVEY & COMMENT MAP



## Public Online Survey Communication

- Social Media Posts/Adds
  - 1,700+ Accounts Reached
  - 2,100+ Impressions
- Partner, Mayor Marciano Shares
- Email Blasts, Website Front Page

A graphic representing a social media post. At the top, there are icons for a pedestrian, a kick scooter, a bicycle, a horse, and a speech bubble. Below the icons is the text "Seeking your Input!". Underneath that is a paragraph of text: "The Ocala Marion TPO is kicking off the Active Transportation Plan. We are seeking public input on all things Pedestrian, Cyclists, and Equestrian Riders. Please visit the project page, take the survey, or add a comment to the comment map." At the bottom left, it says "Follow the links in the post!". At the bottom right, there are icons for a hand pointing and a person on a kick scooter.

**Seeking your Input!**

The Ocala Marion TPO is kicking off the Active Transportation Plan. We are seeking public input on all things Pedestrian, Cyclists, and Equestrian Riders. Please visit the project page, take the survey, or add a comment to the comment map.

**Follow the links in the post!**

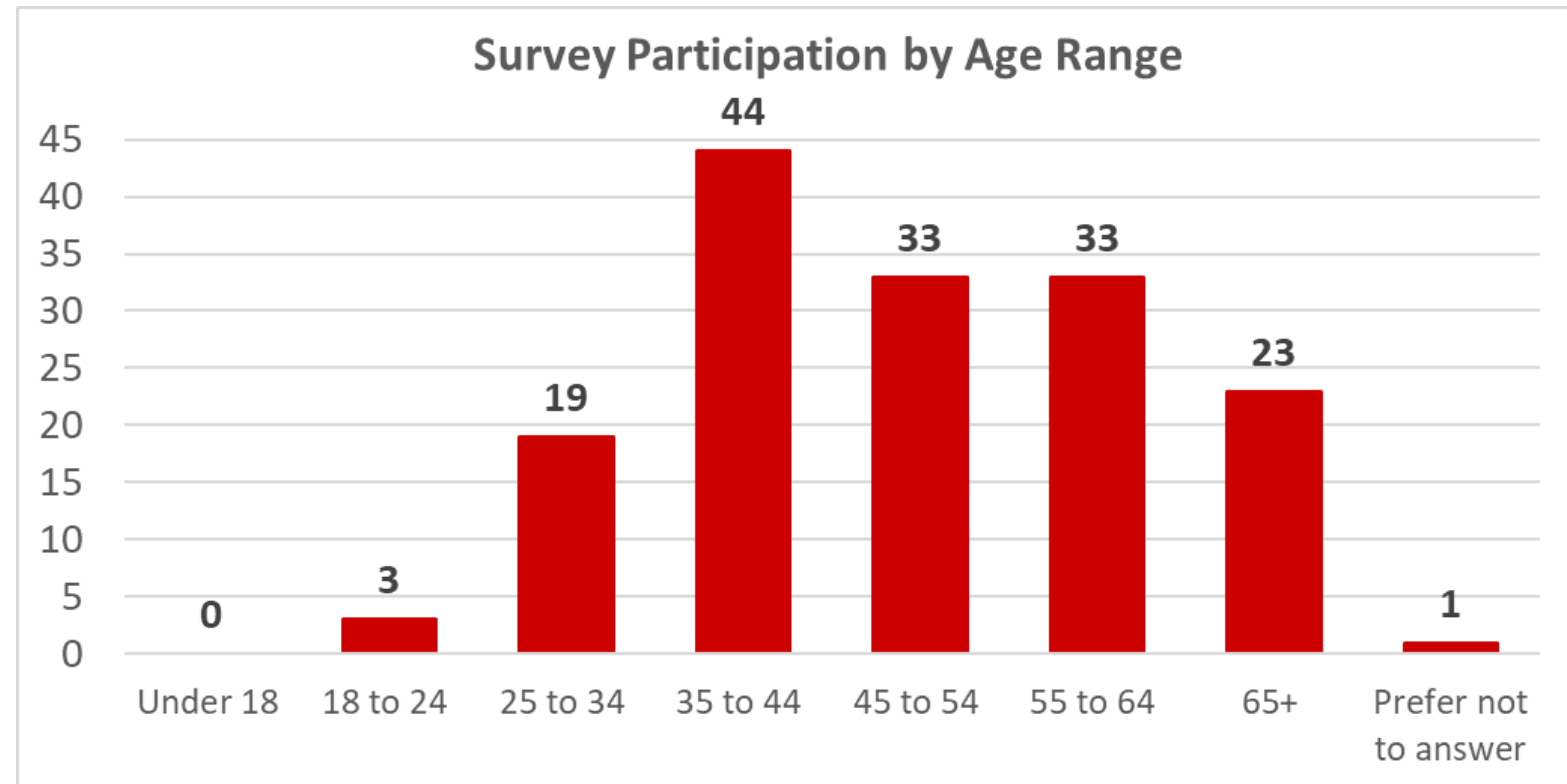
# PUBLIC SURVEY & COMMENT MAP



## Public Online Survey Highlights

### ■ Age Range of Participants

35-44 (1)



# PUBLIC SURVEY & COMMENT MAP



## Zip Code Locations

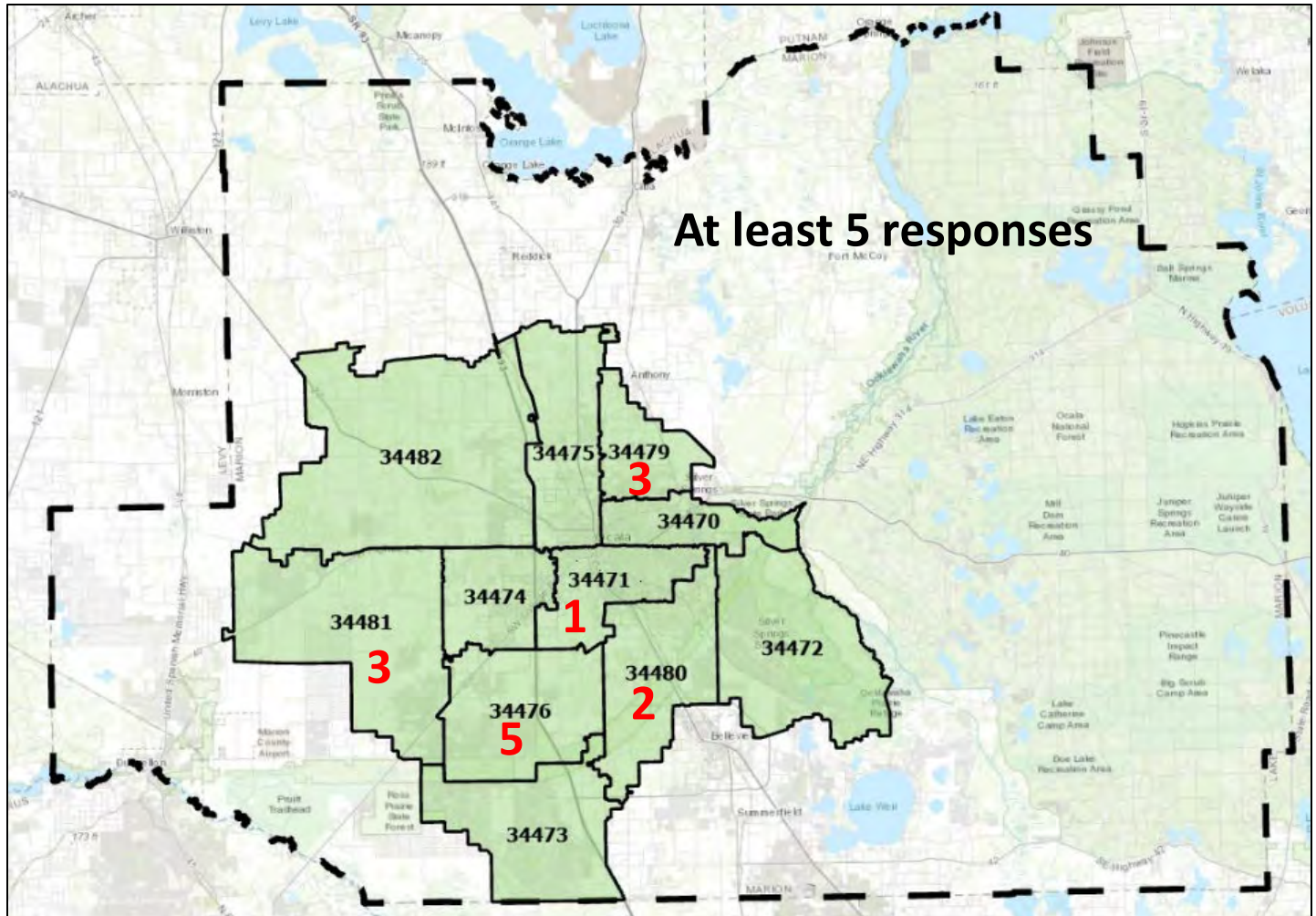
34471 (31)

34480 (19)

34470 (13)

34481 (13)

34476 (12)



# PUBLIC SURVEY & COMMENT MAP



## Top Two Land Uses to Connect to...

- 1. Recreational Facilities (trails, parks) (25%)**
- 2. Shopping/Groceries (16%)**
3. Neighborhoods (14%)
4. Schools/Colleges (13%)
5. Work (13%)

# PUBLIC SURVEY & COMMENT MAP



How much does \_\_\_\_\_ improve your quality of life, health and well being? (1 to 10)

- Walking/Hiking: 8.4
- Biking: 7.7
- Horseback Riding: 6.4

# PUBLIC SURVEY & COMMENT MAP



## Walk/Hike

Why do you walk or hike? (Top 2)

1. Exercise (43%)
2. Recreation (32%)

How Often do you walk or hike? (Top 2)

1. A few times a week (39%)
2. Every day (36%)



# PUBLIC SURVEY & COMMENT MAP



## Walk/Hike

### Top 3 Improvements to support more walking/hiking

1. Add more sidewalks/close gaps (18%)
2. Expand/add trails (16%)
3. Better lighting (14%)

# PUBLIC SURVEY & COMMENT MAP



## Biking

Why do you bike? (Top 2)

1. Exercise (41%)
2. Recreation (35%)

How Often do you bike? (Top 2)

1. A few times a week (33%)
2. A few times a month (29%)

# PUBLIC SURVEY & COMMENT MAP



## Biking

### Top 3 Improvements to support more biking

1. More protected bike lanes (17%)
2. Expand/add trails (15%)
3. Sidewalks/shared use paths (13%)

# PUBLIC SURVEY & COMMENT MAP



## Horseback Riding

### Improvements:

1. Better access to trails (18%)
2. More separated horse trails (16%)
3. Improved amenities for horses (16%)
4. Safe horse crossings (14%)
5. Affordable horse rentals (14%)

# PUBLIC SURVEY & COMMENT MAP



## Comment Map Highlights

### ■ Pedestrian (17)

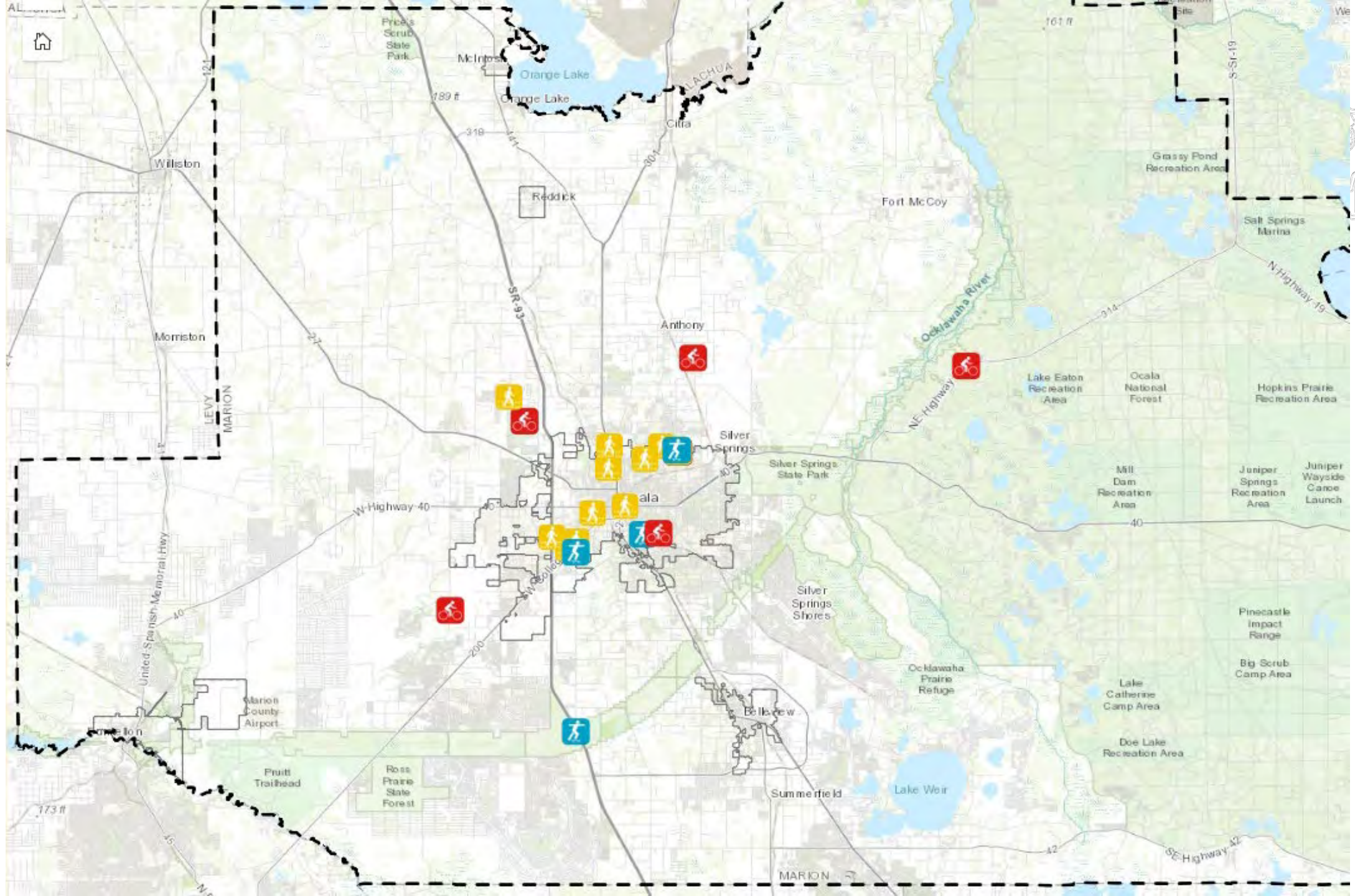
- Crosswalks, sidewalks, access, lighting

### ■ Cyclist (7)

- Roadway curves, lack of facilities, underpass/connectivity

### ■ Other (5)

- Landbridge, rail-trail, 25th Avenue area-north (11)





# NEXT STEPS



- **Stakeholder Meeting – April**
- **Presentations to CAC, TAC, Board – May**
  - Existing Conditions
  - Level of Stress Analysis
  - Project Priorities
  - Draft Project Lists





# Active Transportation Plan Public Survey and Comment Map Results Summary



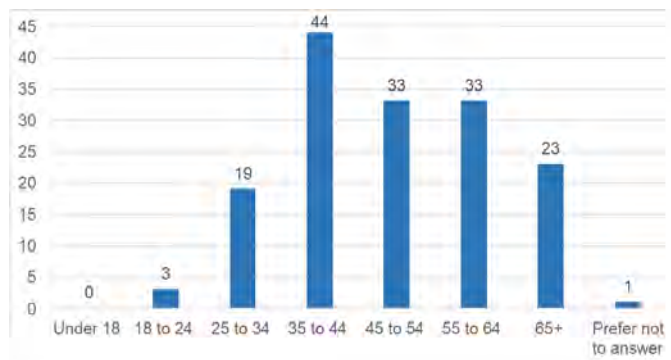
The TPO conducted an online survey and comment map from September 18, 2024 to February 28, 2025. The purpose of the survey was to gather input from the public regarding participation in active transportation, community needs and improvements. The survey results will be used to supplement the technical analysis and priority project strategies, in addition to gaining an understanding of various perspectives in the community.

A total of 158 participants completed the online public survey located on the Active Transportation project page. In some cases, participants did not provide a response to a question. The following report summarizes the results of the survey. Following the survey instrument format, a breakdown of results are provided by mode of active transportation, including walking/hiking, biking and horseback riding. A total of 67 additional comments were provided by participants and are included in this summary report. The Survey Instrument is also attached to the report.

## 1. What is your age?

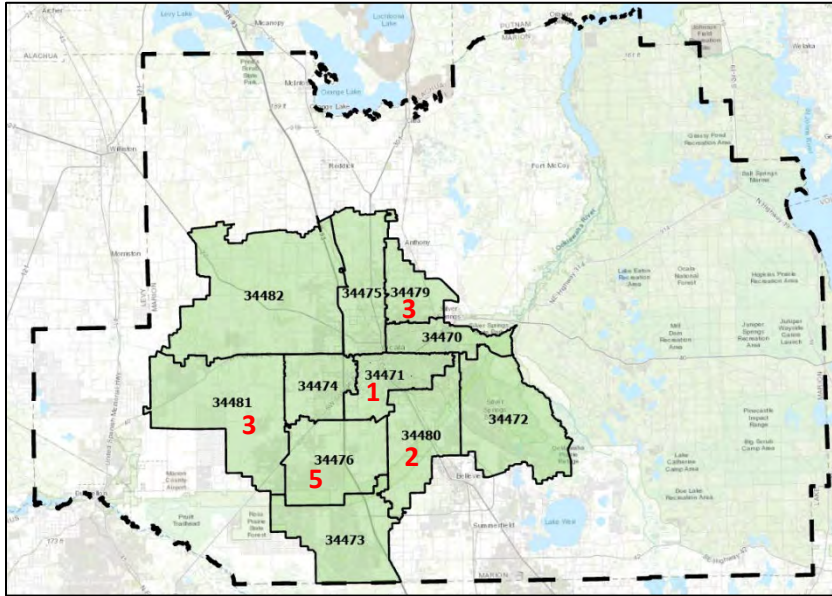
A total of 156 responses were received. The largest participating age group is 35 to 44 years old. The two other largest age groups are 45 to 54 and 55 to 64.

- 0 (0%) Under 18 years old
- 3 (2%) 18 to 24 years old
- 19 (12%) 25 to 34 years old
- 44 (28%) 35 to 44 years old
- 33 (21%) 45 to 54 years old
- 33 (21%) 55 to 64 years old
- 23 (15%) 65+ years old
- 1 (1%) Prefer not to answer



**2. Please provide your home zip code.**

The map displays zip codes with at least five survey participants. The top five zip codes with participation include: 34471 (31), 34480 (19), 34470 (13), 34481 (13) and 34476 (12).

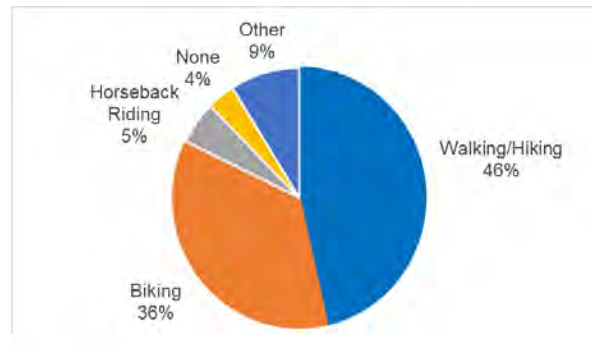


34471	31
34480	19
34470	13
34481	13
34476	12
34472	11
34474	11
34479	9
34475	7
34473	5
34482	5

**3. In Marion County, what type of active transportation do you participate in? (select all that apply)**

A total of 280 responses were received. The majority of participants reported Walking/Hiking and Biking as an active transportation activity.

- 130 (46%) Walking/Hiking
- 100 (35%) Biking
- 15 (5%) Horseback Riding
- 25 (9%) Other
- 10 (4%) None



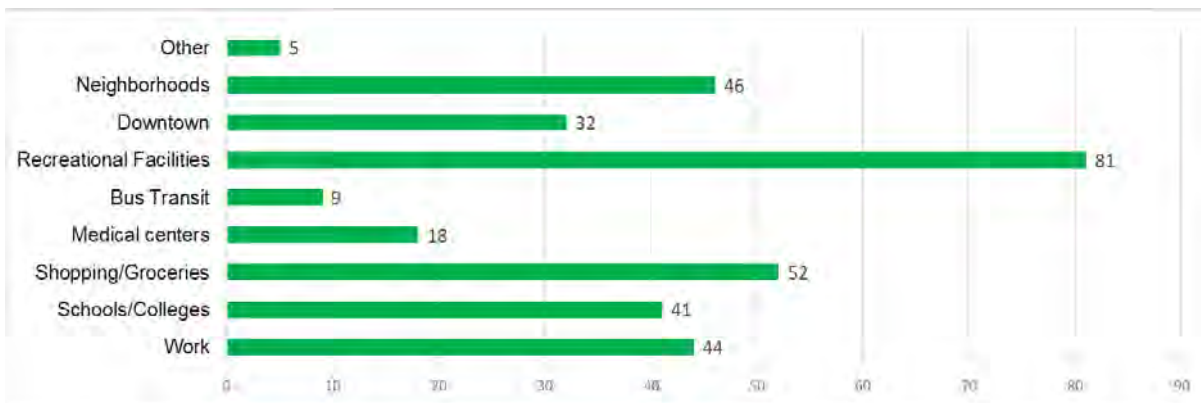
Other: Running/Jogging (11); Kayaking (2); Skating; Bus, Bus Transit

#### 4. What are the top 2 most important land uses to connect to a safe active transportation network?

A total of 328 responses were received. The top two selections were Recreational Facilities (25%) and Shopping/Groceries (16%). Both selections combined account for 41% of the total responses.

- 44 (13%) Work
- 41 (13%) Schools/Colleges
- 52 (16%) Shopping Centers/Grocery Stores
- 18 (6%) Medical Centers
- 9 (3%) Bus Transit facilities
- 81 (25%) Recreational facilities (trails and parks)
- 32 (10%) Downtown
- 46 (14%) Neighborhoods
- 5 (2%) Other

Other: Sidewalks; Neighborhoods; Bike Lanes/Sidewalks



#### 5. On a scale of 1 to 10, how much does active transportation contribute to your quality of life, health and well-being?

Based on type of active transportation activity selected, participants were asked to provide a response between 1 (lowest) and 10 (highest). The following summarizes the average from all responses for the three major activities in the survey.

##### **Walking/Hiking (145 responses)**

8.4

##### **Biking (118 responses)**

7.7

##### **Horseback Riding (32 responses)**

6.4

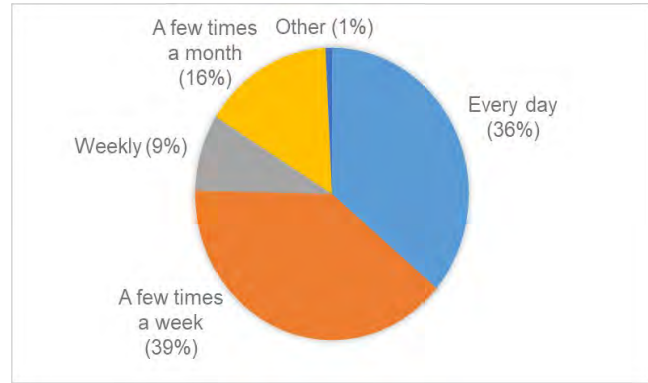
## Walking/Hiking Responses

This section summarizes responses from participants that selected walking/hiking as a form of active transportation.

### 1. How often do you walk or hike?

A total of 130 responses were received. The top two selections were A Few Times a Week (39%) and Every Day (36%)

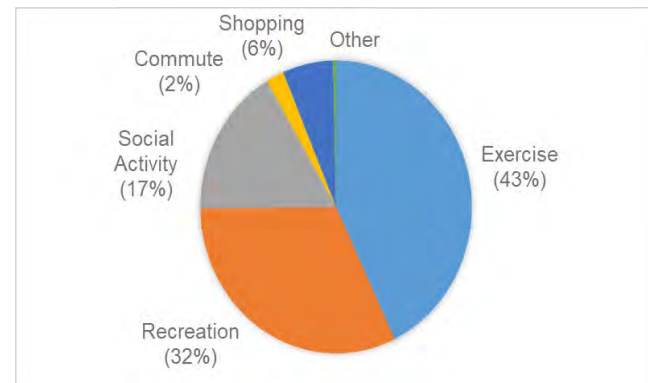
47 (36%) Every day  
 51 (39%) A few times a week  
 11 (9%) Weekly  
 20 (16%) A few times a month  
 1 (1%) Other



### 2. Why do you walk or hike in Marion County?

A total of 282 responses were received. The top two selections were Exercise (43%) and Recreation (32%)

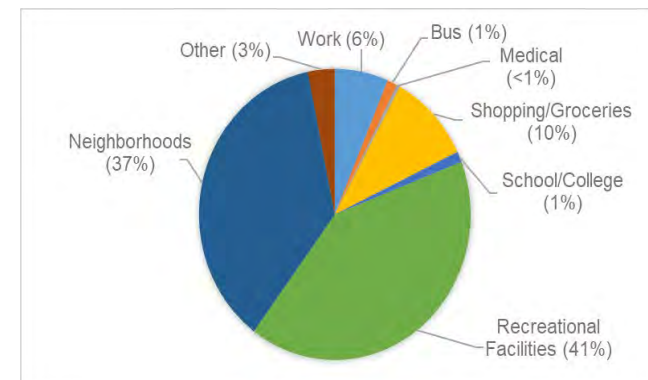
121 (43%) Exercise  
 90 (32%) Recreation  
 47 (17%) Social Activity  
 6 (2%) Commute to work/school  
 17 (6%) Shopping  
 1 (0%) Other



### 3. Where do you walk or hike in Marion County?

A total of 251 responses were received. The top two selections were Recreational Facilities (41%) and Neighborhoods (37%)

16 (6%) Work  
 3 (1%) School/College  
 1 (<1%) Medical Centers  
 25 (10%) Shopping/Grocery  
 3 (1%) Bus Transit  
 103 (41%) Recreational Facilities (trails, parks)  
 92 (37%) Neighborhoods  
 8 (3%) Other



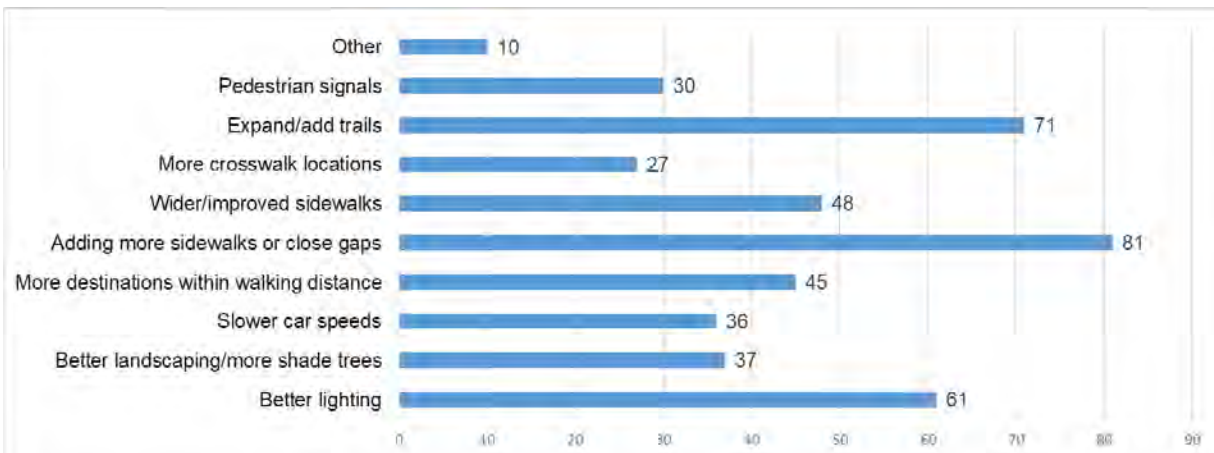
Other: Trails; Ocala National Forest or Baseline trails; Library; Wal-Mart; College of Central Florida; Neighborhood; Home/property; Around town

**4. What improvements would encourage you to walk or hike more often? (Please select your top 3)**

A total of 446 responses were received. The top three selections were Adding more sidewalks or closing gaps (18%), Expanding/adding trails (16%) and Better Lighting (14%).

- 61 (14%) Better Lighting
- 37(8%) Better landscaping/more shade
- 36 (8%) Slower car speeds
- 45 (10%) More destinations within walking distance
- 81 (18%) Adding more sidewalks or close gaps
- 48 (11%) Wider/improved sidewalks
- 27 (6%) More crosswalk locations
- 71 (16%) Expand/Add trails
- 30 (7%) Pedestrian signals
- 10 (2%) Other

Other: Underpass tunnel on 80th from Stone Creek to Calesa; Add sidewalks around Santos Trailhead; Pedestrian walkway over Silver Springs downtown; More bus routes; More bathrooms; More water fountains; Less speeding on SW 7th and 35th; Florida is too hot to walk other than exercise; Respect for nature; Eliminate trash; Do not make bike lanes part of roadway projects; Drivers are preoccupied; Bike lanes connecting trails to schools and neighborhoods



## 5. How much do you spend on Walking or Hiking items in one year?

Participants were asked to provide annual estimated expenditures in support of their walking or hiking active mode of transportation for five related areas. The following summarizes each expenditure tier with the two most frequent response highlighted in bold. For all five expenditures combined, the most frequent range selected is \$100 to \$250.

### **Clothing/Shoes** (127 responses)

\$0: 0

\$1-\$50: 16 (13%)

\$50-\$100: 25 (20%)

**\$100-\$250: 39 (31%)**

**\$250-\$500: 25 (20%)**

\$500+: 22 (17%)

### **Equipment** (119 responses)

\$0: 26 (22%)

\$1-\$50: 17 (14%)

**\$50-\$100: 21 (18%)**

**\$100-\$250: 22 (18%)**

\$250-\$500: 15 (13%)

\$500+: 18 (15%)

### **Supplies/Food** (122 responses)

\$0: 18 (15%)

\$1-\$50: 19 (16%)

**\$50-\$100: 27 (22%)**

**\$100-\$250: 28 (23%)**

\$250-\$500: 14 (11%)

\$500+: 16 (13%)

### **Fees** (state park, etc) (123 responses)

**\$0: 30 (24%)**

**\$1-\$50: 43 (35%)**

\$50-\$100: 27 (22%)

\$100-\$250: 17 (14%)

\$250-\$500: 2 (2%)

\$500+: 4 (3%)

### **Events** (117 responses)

**\$0: 28 (24%)**

**\$1-\$50: 25 (21%)**

\$50-\$100: 15 (13%)

\$100-\$250: 17 (15%)

\$250-\$500: 15 (13%)

\$500+: 17 (15%)



## **Biking Responses**

This section summarizes responses from participants for questions specific to biking as an active form of transportation.

### **1. What type of bicycle do you mostly use?**

A total of 100 responses were received.

93 (93%) Pedal Bicycle

7 (7%) Electric Bicycle

### **2. How often do you Bike?**

A total of 99 responses were received. The top two selections were A Few Times a Week (33%) and A Few Times a Month (29%).

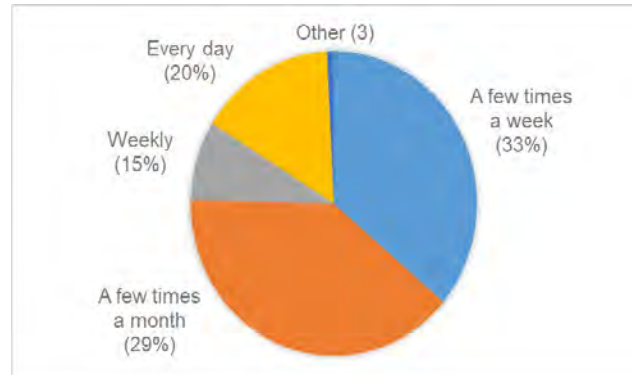
20 (20%) Every day

33 (33%) A few times a week

15 (15%) Weekly

28 (29%) A few times a month

3 (3%) Other



Other: Rarely do not feel safe; Few times a year; Few times a month

### **3. Why do you bike in Marion County?**

A total of 224 responses were received. The top two selections were Exercise (41%) and Recreation (35%).

92 (41%) Exercise

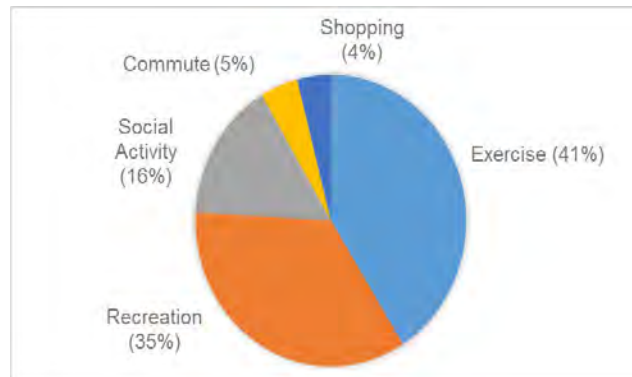
78 (35%) Recreation

35 (16%) Social Activity

10 (5%) Commute to work/school

9 (4%) Shopping

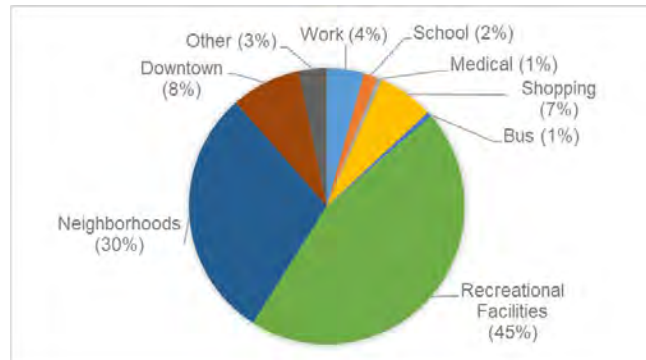
0 (0%) Other





#### 4. Where do you bike?

A total of 183 responses were received. The top two selections were Recreational Facilities (45%) and Neighborhoods (30%).



- 8 (4%) Work
- 3 (2%) School/College
- 1 (1%) Medical Centers
- 12 (7%) Shopping/Grocery
- 1 (1%) Bus Transit
- 83 (45%) Recreational Facilities
- 54 (30%) Neighborhoods
- 15 (8%) Downtown
- 6 (3%) Other

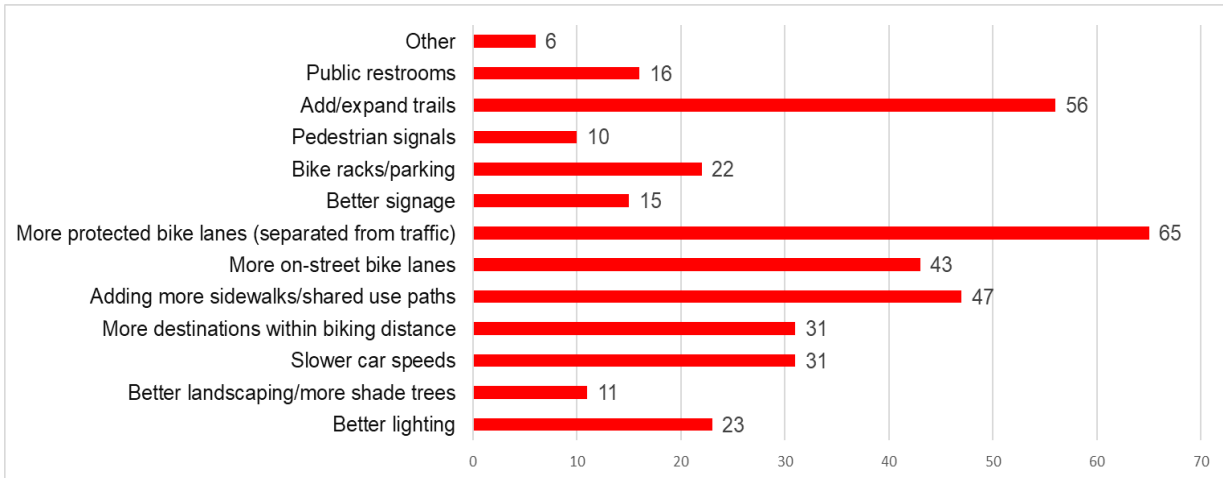
Other: Throughout the county; In county but challenging with poor shoulders/pavement conditions

#### 5. What improvements would encourage you bike more often? (Please select your top 3)

A total of 376 responses were received. The top three selections were More protected bike lanes (17%), Expand/Add trails (15%), Adding more sidewalks/shared use paths (12%) and More on-street bike lanes (12%).

- 23 (6%) Better Lighting
- 11 (3%) Better landscaping/more shade
- 31 (8%) Slower car speeds
- 31 (8%) More destinations within biking distance
- 47 (13%) Adding more sidewalks/shared use paths
- 43 (11%) More on-street bike lanes
- 65 (17%) More protected bike lanes (separated from traffic)
- 15 (4%) Better signage
- 22 (6%) Bike racks/parking
- 10 (3%) Pedestrian signals
- 56 (15%) Expand/Add trails
- 16 (4%) Public restrooms
- 6 (2%) Other

Other: Stiffer penalties for drivers hitting cyclists; Resurfacing/better maintain roads and shoulders; Multi-use paths; More access to the Cross FI Greenway from neighborhoods; Cleaner bike lanes; Better pavement on major roadways



## 6. How much do you spend on Bicycle-related items in one year?

Participants were asked to provide annual estimated expenditures in support of their biking active mode of transportation for five related areas. The following summarizes each expenditure tier with the two most frequent responses in bold. For all six expenditures combined, the most frequent range selected is \$1 to \$100.

### **Clothing/Shoes** (97 responses)

\$0: 9 (9%)

**\$1-\$100: 23 (24%)**

**\$100-\$250: 32 (33%)**

\$250-\$500: 19 (20%)

\$500-\$1,000: 8 (8%)

\$1,000+: 6 (6%)

### **Equipment** (98 responses)

\$0: 10 (10%)

**\$1-\$100: 21 (21%)**

**\$100-\$250: 21 (21%)**

\$250-\$500: 19 (19%)

\$500-\$1,000: 8 (8%)

\$1,000+: 19 (19%)

### **Supplies/Food** (94 responses)

\$0: 10 (11%)

**\$1-\$100: 32 (34%)**

**\$100-\$250: 28 (30%)**

\$250-\$500: 8 (9%)

\$500-\$1,000: 5 (5%)

\$1,000+: 11 (12%)

**Repair/Maintenance** (97 responses)

\$0: 12 (12%)

**\$1-\$100: 24 (25%)**

**\$100-\$250: 29 (30%)**

\$250-\$500: 20 (21%)

\$500-\$1,000: 9 (9%)

\$1,000+: 3 (3%)

**Fees** (state park, etc) (95 responses)

**\$0: 28 (29%)**

**\$1-\$100: 45 (47%)**

\$100-\$250: 9 (9%)

\$250-\$500: 12 (13%)

\$500-\$1,000: 0 (0%)

\$1,000+: 1 (1%)

**Events** (93 responses)

**\$0: 36 (39%)**

**\$1-\$100: 23 (25%)**

\$100-\$250: 9 (10%)

\$250-\$500: 11 (12%)

\$500-\$1,000: 4 (4%)

\$1,000+: 10 (11%)

## **Equestrian Responses**

This section summarizes responses from participants for questions specific to equestrian/horseback riding as an active form of transportation.

### **1. How often do you horseback ride in Marion County?**

A total of 15 responses were received. Every day was the highest selection.

- 8 (53%) Everyday
- 3 (20%) A few times a week
- 3 (20%) Weekly
- 1 (7%) A few times a month
- 0 (0%) Other

### **2. Why do you horseback ride in Marion County?**

A total of 30 responses were received. The most frequent response was recreation (43%).

- 6 (20%) Exercise
- 13 (43%) Recreation
- 7 (23%) Social activity
- 0 (0%) Commute to work/school
- 0 (0%) Shopping
- 4 (13%) Other

Other: Emotional therapy; Sport/training; Enjoyment; Competition

### **3. Where do you horseback ride?**

A total of 20 responses were received. The most frequent response was trails.

- 2 (10%) Shoulder of road
- 12 (60%) Trails
- 6 (30%) Other

Other: Farms

### **4. What would encourage you to horseback ride more often? (Please select your top 3)**

A total of 51 responses were received. The top three selections were: Better access to trails (18%), More separated horse trails (16%) and Improved amenities for horses (16%). However, the improvement suggestions were all closely ranked.

- 8 (16%) More separated horse trails
- 9 (18%) Better access to trails
- 7 (14%) Safe horse crossings
- 7 (14%) Affordable horse rentals

- 3 (6%) Better trailer parking at trailheads
- 8 (16%) Improved amenities for horses
- 5 (10%) Shelter/shade
- 2 (4%) Better signage
- 2 (4%) Other

## 5. How much do you spend on horseback-related items in one year?

Participants were asked to provide annual estimated expenditures in support of horseback riding for five related areas. The following summarizes each expenditure tier and corresponding responses. For all five expenditures combined, the most frequent range selected is \$1 to \$250.

### **Clothing/Shoes** (13 responses)

- \$0: 1 (8%)
- \$100-\$250: 2 (15%)
- \$250-\$500: 1 (8%)
- \$500-\$1,000: 1 (8%)
- \$1,000-\$2,500: 4 (31%)
- \$2,500+: 4 (31%)

### **Equipment** (13 responses)

- \$0: 2 (15%)
- \$100-\$250: 3 (23%)
- \$250-\$500: 1 (8%)
- \$500-\$1,000: 2 (15%)
- \$1,000-\$2,500: 1 (8%)
- \$2,500+: 4 (31%)

### **Supplies/Food** (14 responses)

- \$0: 2 (14%)
- \$100-\$250: 1 (7%)
- \$250-\$500: 1 (7%)
- \$500-\$1,000: 1 (7%)
- \$1,000-\$2,500: 2 (14%)
- \$2,500+: 7 (50%)

### **Transportation** (13 responses)

- \$0: 3 (23%)
- \$100-\$250: 6 (46%)
- \$250-\$500: 0 (0%)
- \$500-\$1,000: 2 (15%)
- \$1,000-\$2,500: 1 (8%)
- \$2,500+: 1 (8%)

**Fees** (state park, etc) (13 responses)

\$0: 3 (23%)

\$1-\$100: 6 (46%)

\$100-\$250: 0 (0%)

\$250-\$500: 2 (15%)

\$500-\$1,000: 1 (8%)

\$1,000+: 1 (8%)

**Events** (12 responses)

\$0: 3 (25%)

\$1-\$100: 4 (33%)

\$100-\$250: 0 (0%)

\$250-\$500: 1 (8%)

\$500-\$1,000: 0 (0%)

\$1,000+: 4 (33%)

## Do you have any additional comments to share?

A total of 67 additional comments were shared by the participants. The comments are organized by topic areas for ease of review.

### Facility Needs and Connections (20)

- Would love to see more paved bike/pedestrian trails
- With cost of vehicles, biking will be more important in future
- Not enough handicap spaces
- A paved trail on the greenway needs to be completed to Dunnellon.
- There needs to be bike lanes on all roadways that lead to the Santos Trailhead.
- Please make bike lanes mandatory for any new or improved roads. There is also a need for camera coverage to help catch the drivers who will hit the riders/walkers.
- Please invest in a comprehensive trail network
- Please help make ocala more active and accessible for all by giving us safe through ways, sidewalks and more wonderful trails!
- Please complete the trail from Dunellon to Hwy 200 with an ability to cross Hwy 200 safely.
- Please add more ways to get around Ocala and Marion county safely by bike.
- Please put a route to the WEC, thank you
- My husband and I live on the Ne side of Silver Springs. We love that we can walk or bike downtown and enjoy everything it has to offer. However, it is not easy crossing Silver Springs. A pedestrian crosswalk over the road would make life so much easier !
- More sidewalks in summerfield area please!
- More protected bike lanes
- It would be nice to have several hubs to start from. These could also serve for bikers/hikers to meet one another. Water fountains along the trails may help although most hikers/bikers carry their own. Trails should also accommodate the handicapped. Parking. Facilities should be available near hubs. THANK YOU.
- I worked in the trauma ICU and saw a lot of patients hit by cars on 200, 40, and busy roads. I live in Fore Ranch and would love to walk to the mall or movies but 200 is so busy I am afraid to cross it even with the crosswalk. Could there be pedestrian bridges built? Our community is growing SO fast. Can we slow down the amount of farms getting sold of for huge apartment complexes? Our roads aren't ready for this many people let alone safe for people to walk or bike along. I used to ride bikes on the road and saw too many friends get hit by car drivers. There needs to be more options of transport for the elderly who are on a fixed income and do not drive.



- I want to see Santos trailhead connect to downtown Ocala and Belleview as well as the Greenway without having to bike ride along fast roads without sidewalks or bike paths. It's so hard to ride my bike on a soft shoulder and the cars zipping by makes it feel too dangerous.
- Forest service recently disked (plowed?) fire access around the greenway. There was walking, biking access at the southern end of 65th street in the Liberty Triangle region allowing access without reliance on motor vehicles that is now impossible. Why not allow access here and maintain the fire break at the same time. I contacted the Forest Service and they consider this use as illegal. That could be changed and assist the neighborhood with access
- Biking in particular is vital to ensure low-income individuals are able to get to work. Many people can not afford a car or registration and maintenance of a car. Biking needs to be made safe for those individuals through (ideally protected) bike lanes. I also bike for recreation on the local trails and connecting the west end of the Santos Trail to the Withlacoochee Trail would be a huge improvement to our trail system. Also adding a trail that extends into downtown Ocala would promote tourism from long-distance trail cyclists coming from the southern trails that connect to the Withlacoochee already.
- Any kind of lane on the side of the road would be better than none.

### **Safety/Access/Lighting (18)**

- There are virtually no sidewalks in my neighborhood (north of the social security office on rt 40). There is heavy traffic in the area. 11th ave NE is a major thoroughfare with a lot of pedestrian traffic and no sidewalks. It is a miracle no one has been killed. I see people jump onto lawns to avoid vehicles. Vehicles speed between stop signs. Vehicles do not stop at 4 way stop signs. How's about some enforcement. The same holds true for the neighborhoods on the other side of rt 40. Lots of traffic, lots of people walking and no sidewalks. Pedestrian cross walks need to have flashing lights. 2 new pedestrian cross walks were installed by the police station on 301. No flashing lights were installed. How stupid is that. There is so much traffic there. Anybody would be crazy to use those crosswalks. Drivers are not going to see pedestrians trying to cross. Please add flashing lights. At least give pedestrians a chance to cross safely.
- The hardest part of biking in Ocala is the cars. I don't feel safe biking with my kids outside of trails. More awareness to drivers is needed, because they are not used to driving with bikes sharing the roads. I am used to Gainesville where there are a lot of pedestrians and biking is a normal mode of transportation.
- The greenway is amazing. Our sidewalks are OK, but cars travel so fast and drive reckless, so urban walking is terrifying.
- The downtown roadways/crossings are SO DANGEROUS! Cars do not stop at stop signs especially between Harry's and Cantina. I have almost been hit twice while in the crosswalk. Let's improve the safety of our citizens.

- The bike lanes on local roads are not safe with distracted drivers of all types including drugs, alcohol, PHONES, and unlicensed drivers of all ages. Expand sidewalks for bikes and walkers for more safety.
- The biggest issue in Ocala that prevents me from doing said activities is the drivers so many people run red lights and if I'm in a cross walk they don't care they still go for it
- We need more places that are safe and well lighted at night
- More lighting, pedestrian and bike traffic is a huge fatality situation now and for people who love to walk or bike and have the option to choose won't because it's unsafe. Major intersections with crosswalks don't have lights or appropriate signage. A speed study was done on SE 30th avenue for example due to it being a major cut from maricamp to fort king. Study showed over 89% of cars speeding but said they couldn't do anything once it was complete & said Opd needs to do more traffic. Well we are a local law enforcement family and that didn't sit well. I couldn't believe how bad the results from the study were. We've considered petitions to attempt to simply get stop signs or even speed humps. Average speeds are 40-55 in a 30mph resd street. According to the study a car passes on average 30 seconds apart at those speeds. Kids from buses and bike riders genuinely risk their life just walking or riding where they need to. It's disappointing this city is so far behind. Been here 40 years.
- In addition the above, I often see school aged children who walk to school and there are no/limited sidewalks and poor lighting. All areas up to schools and areas around schools should all have sidewalks accessible and pedestrian crossing.
- I would like to be able to commute more on my bike but fear of getting hit keeps me in my truck.
- I used to cycle through town. Even the so-called bike lanes are unsafe now. Distracted and impatient drivers make it untenable. Plus the bike lanes are rarely swept of the debris that inevitably collects at the sides of a road. There are a lot of people who ride even bc they can't afford a car. We need to do better
- I think we missed the mark on this survey. We are geared toward parks and shopping etc, but often these areas are only used because sidewalks and lighting don't exist in the citizen's own neighborhood. We also failed to address school children walking to and from school/bus stop; how is that prioritized below "shopping?" Watch your neighborhoods when you drive through them and pay attention to all the people walking, biking, and jogging. Do they have sidewalks, any marked crosswalks, lighting, bike lanes, signals, etc? Do they have cars passing them? Do they look safe?
- I have noticed the increment of noisy cars e.i hot rod engine, also speeding cars, loud music etc. It's turning into a hard place to live.
- I commute often to work and ride many bike paths/parks in the Ocala/marion county area. The biggest hazard to our health are drivers driving too fast or too

close to us and the road debris taking up 1/2 to 3/4 of every bike lane in the Ocala area. We have to ride very close to the line separating cars and cyclists on the road and we often are nearly hit because the debris we have to avoid in the bike lanes or edge of roads that don't have bike lanes. Baseline road has largest bike lanes but literally has 3/4 of lane full of debris on baseline south of Maricamp. We hit debris, we can flat a tire and crash Or we ride on edge of bike lane and we can easily get hit by a car. Bike lanes have not been cleaned across the city/county. I ride 9K miles a year at this point in ocala and it's sad how the county/city seems to not care about its cyclists.

- Existing roads need resurfacing and maintained. Potholes and rough patch jobs are rampant and not safe for the high psi tire pressures on bicycles. We depend on the quieter back roads for our safety!
- Existing bike lanes filled with debris causing frequent tire damage
- Bike lanes are very good and important, but the bike lanes in Marion County are so dirty! So much garbage and debris that it's dangerous to ride in them.
- Auto technologies have made need for safer walking/biking more important than ever!

### **Events (1)**

- More bike events related to biking would be nice, the only thing I know about it the Fat Tire Festival. No road bike events.

### **Specific Roadway Locations (8)**

- The Santos Trailhead has become a cycling destination and needs more accessibility by putting in a bike lane on 80th. Also, a tunnel under U.S. 301 would help the trail to so many people.
- When 80th becomes four lanes in 2026 or 2027, a multimodal underpass needs to be constructed at 63rd Street Road. It is very dangerous to cross. Construction will also reduce traffic load since people will be able to use golf carts to attend events and new retail at Calesa.
- SW 38th Street. From 20th to Sam's club is extremely dangerous. Adding apartments with hundreds of more speeding cars is beyond worrying. Sidewalks and bike lanes are desperately needed. The Sam's club intersection needs to be dealt with. There is space for an additional driveway behind the store.
- In SW Ocala, there are 2 great multimodal paths separated by the traffic light intersection of SW 80th Ave. and SW 63rd Street Road. This is the light connecting Stone Creek to Calesa. Does you know who I could contact to see if a connection is part of the plan in Marion County? Two great paths separated by a nasty intersection with curbs.
- I would love to commute via bike or running, but it is definitely not safe. Especially in certain corridors such as Baseline Rd between 92nd/441, 441, and Maricamp on the county maintained portion.

- Create off road bike/walking path along SR 200 and 484 to Santos trail. Approx 1/4 mile Paved path required. Will improve access and safety
- Create better access to Santos trail from SR 200
- NE 36th Ave is in dire need of paved bicycle path from NE 14th St to NE 49th St. NE 35th Street from NE 36th Ave to Baseline Road in Silver Springs also needs paved bicycle path.

### **Community Facilities (6)**

- Would really benefit from a waterpark or zoo for kids with mascot characters
- We need a good outdoor track for kids/ Not having a public track is sad. Brick city is good but needs improvement!
- Our parks only offer scenery and nothing to do or to promote activity. All we have is a million springs and trees. We need more social activities and equipment for out door use. Frisbee park? Dog parks? Soccer, baseball, sports parks. We all can't afford the WEC center and that's all you worry about. I get nothing for my taxes.
- As a senior, I am extremely active. I power walk minimally 5 mornings every week. I am a member of Marion County Parks and Rec hiking and Kayaking clubs meeting monthly. I physically work out in Tuscawilla Park daily along with others, effectively turning our Park into a gym by using Park benches, children's play ground equipment and stairs. There is a huge emphasis on children's playgrounds in our parks, but adult workout stations are grossly overlooked.
- Active recreation centers are great for the community. Thank you for looking into ways to improve and add them. Sites like the Cross Florida Greenway are wonderful and I hope to see more areas to walk and bike safely added.
- Should have a large park with a body exercise weights on the SW side of Ocala

### **General (14)**

- This was a confusing questionnaire.
- Thank you for asking how you can improve bike safety and promote a healthy lifestyle.
- Stop paving horse country.
- Stop building houses. You're worried about transportation? You are ruining the roads because of all of the building. Worry about that first. YOU ARE RUINING OUR COUNTRY CITY OCALA!
- Something DESPERATELY needs to be done with the roads BEFORE we even consider parks!!!
- Please reduce traffic
- Add more bus services
- Ocala needs a passenger train rail system to connect passengers from Major cities. It's critical and much needed when we need to fly using Orlando or Tampa International Airports... Amtrak would be a great option.

- Marion county's public transit is HORRIBLE and the lack of sidewalks to even walk around my own neighborhood is HORRIBLE and all the added construction of new homes have made it even worse and over crowded streets
- I would definitely be spending and going more if we had public transportation on a better timely schedule.
- Consider improving these conditions for the Marion county diaspora community who have left home and enjoy the qualities of sound infrastructure and urban planning. If you do small investments now, then it will be amenable for outta state Ocalans to want to visit and extend their stays. Just sayin.
- Citizens organized trash pickups on the parks, trailheads, along side of the roads and trails.
- Beyond this the over development is destroying Marion county The traffic. The lack of left turn lanes The traffic especially on 200 and at 60th. The poor quality builders are detrimental to our safety. This state has become extremely buyer beware. Be very beware
- Belleview and Ocala could be a huge bike mecca promoting B&Bs, hotels, restaurants, etc if we had more bike lanes connecting to the paved and dirt trails. Connect neighborhoods and restaurants to the trails.

## Active Transportation Plan Comment Map Summary

The following summarizes comments received from the online comment map. A total of 29 comments were shared by members of the public. Comments were organized by Pedestrian, Cyclist, Equestrian and Other. The comment map was open the public from September 18, 2024 to February 28, 2025.



### **Pedestrian** (17)

- 62nd Place, Ocala Park Estates: Paved sidewalk needed for busy neighborhood. Children walking or waiting for bus in the grass.
- SW 20th Street: Sidewalk needed from CF to under I-75. Currently, pedestrians walk on grass and side of road from 38th to College.
- SR 200: Need better crosswalk at Paddock Mall crossing to CF.
- SR 200 at 27th Avenue: Difficult intersection to cross, scary for walkers. Needs improvements.
- SW 5th Street, east of SW 20th Avenue: Review this area of city. Sidewalks missing or in bad shape.
- Downtown to Mid-Town: Need better crosswalks for pedestrians between Midtown areas with new hotel and Downtown Square.
- NW 22nd Street, between MLK and US 301/Pine Avenue: Sidewalks needed. A lot of walkers on the street traveling to Howard Academy.
- NW 35th Street, between W. Anthony Road and US 301/Pine: Sidewalks needed.
- NE 28th Street, between NE Jacksonville Road and NE 14th Avenue: Need lighting and sidewalks. Children walking to school and pedestrians along road and in dark.
- NE 35th Street at NE 18th Terrace area: Need sidewalks on 35th including in county limits. Death trap to commute with pedestrians in the roadway or bicycles popping in and out of nowhere, poor lighting.
- NE 25th Avenue (7), between NE 34th Place and NE 28th Street: Sidewalks needed, curves of road are dangerous, two churches with pedestrian activity and speeding vehicles.

### **Cyclist** (7)

- SW 80th and SW 63rd Avenue: Multimodal underpass needed from Stone Creek to Calesa.
- Ocala Park Estates/NW 49th: Ocala Park Estates at 49th Street, using new interchange and access via 35th Street.
- Highway 314: Bike Path needed from SR 40 to Salt Springs.
- SE 18th Street/SE 18th Avenue: Bike comment.
- NE 25th Avenue (2), between NE 34th Place and NE 28th Street: curves of road are dangerous, two churches, no bicycle access.
- NE 36th Avenue area. Bike comment.



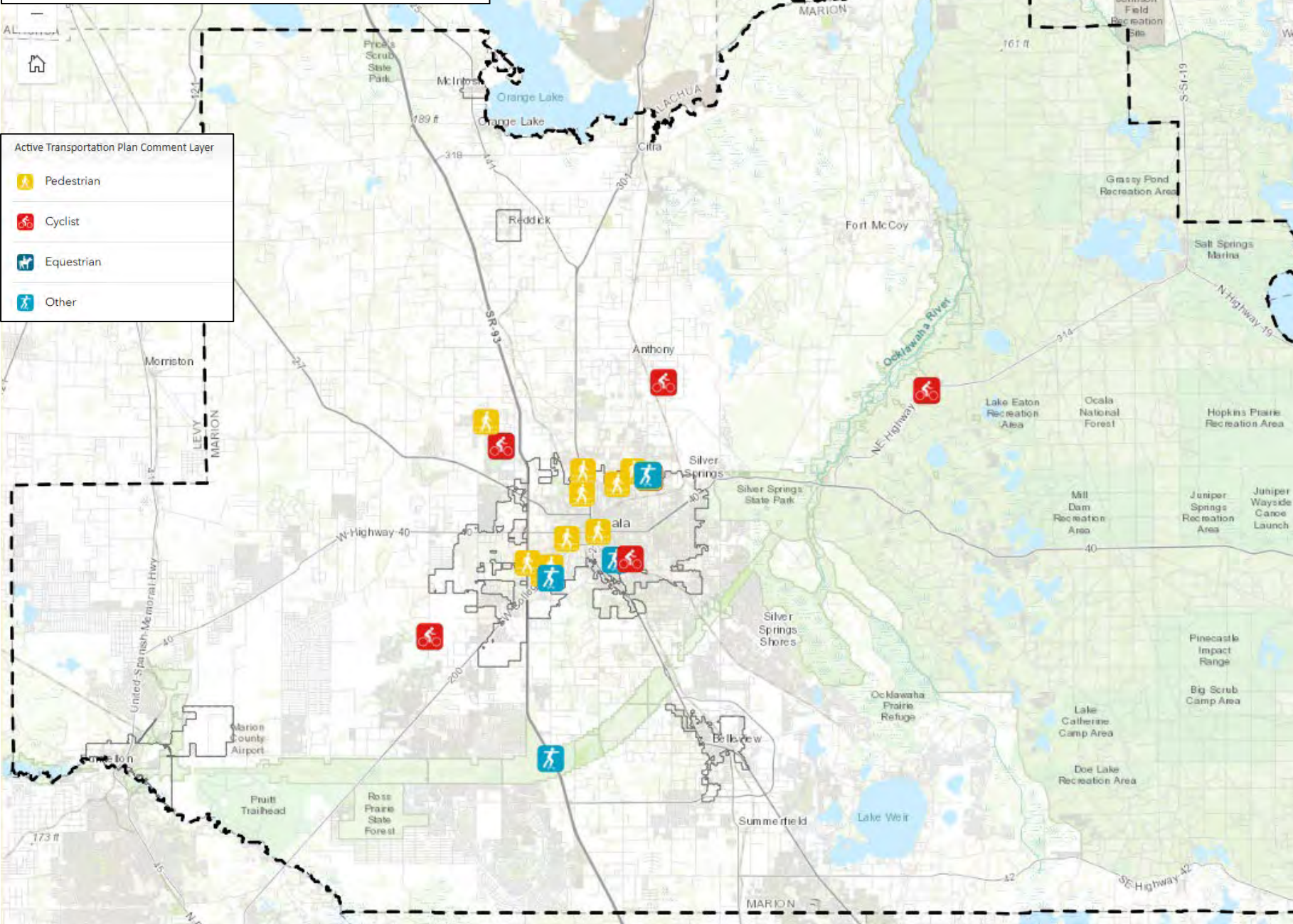
### **Other** (5)

- Landbridge over I-75 (Cross Fl Greenway): Safety improvements. Cyclists travel too fast with people and horses walking. Tight crossing.
- SW 27 Avenue at Easy Street: Dark, poor lighting at intersection.
- Florida Northern Trail: Convert existing rail line to trail in City of Ocala.
- NE 25th Avenue (2), between NE 34th Place and NE 28th Street: curves of road are dangerous, two churches, no bicycle access, no sidewalks. Fast driving.



# Active Transportation Plan Online Comment Map

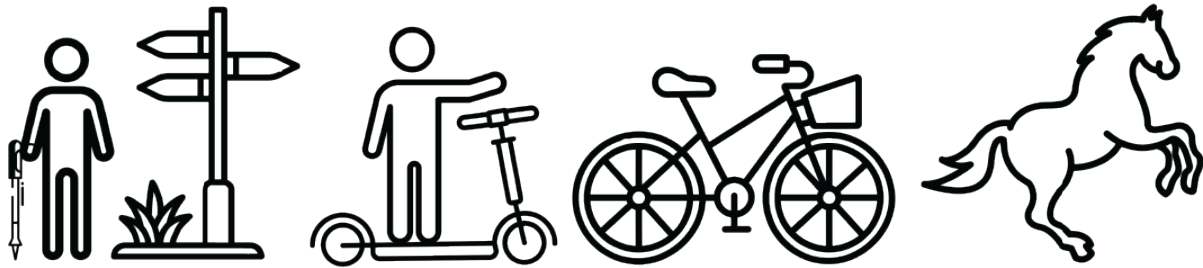
Find address or place



Active Transportation Plan Comment Layer

- Pedestrian
- Cyclist
- Equestrian
- Other





## Ocala Marion TPO Active Transportation Plan Survey

### Biking - Walking - Equestrian

The Ocala Marion TPO is conducting a public survey in support of our Active Transportation Plan. Active transportation is human-powered mobility, such as biking, walking, or rolling. Please share your thoughts on transportation challenges and opportunities in Marion County by completing this survey.

For more information on the Active Transportation Plan please visit the website at: [www.ocalamariontpo.org](http://www.ocalamariontpo.org). The project website includes an overview of the plan, timeline, important updates, a public comment map, and photo gallery.

For general information please contact the Ocala Marion TPO:  
2710 E. Silver Springs Blvd  
Ocala, FL 34470  
352-438-2630  
[OcalaMarionTPO@marionfl.org](mailto:OcalaMarionTPO@marionfl.org)

**Thank you for your participation!**

**1. What is your age?**

- Under 18 years old
- 18 to 24 years old
- 25 to 34 years old
- 35 to 44 years old
- 45 to 54 years old
- 55 to 64 years old
- 65+ years old
- Prefer not to answer

**2. Please provide your home ZIP code.**

**3. In Marion County, what type of active transportation do you participate in? (select all that apply)**

- Walking/Hiking (go to Q5)
- Biking (go to Q9)
- Horseback Riding (go to Q14)
- None (go to Q22)
- Other (please specify) (go to Q18)

**4. What are the top 2 most important land uses to connect to a safe active transportation network?**

- Jobs
- Schools/Colleges
- Shopping Centers/Grocery Stores
- Medical Centers
- Bus Transit Facilities (bus stops, station)
- Recreational facilities (trails, parks)
- Downtown
- Other (please specify)

**WALKING/HIKING RELATED QUESTIONS**

**5. How often do you walk or hike in Marion County?**

- Everyday
- A few times a week
- Weekly
- A few times a month
- Other (please specify)

**6. Why do you walk or hike in Marion County?**

- Exercise
- Recreation
- Social Activity
- Commute to work/school
- Shopping
- Other (please specify)

**7. Where do you walk or hike?**

- Work
- School/College
- Medical Centers
- Shopping Centers/Grocery Stores
- Bus Transit Facilities (bus stops, station)
- Recreational Facilities (trails, parks)
- Downtown
- Other (please specify)

**8. What improvements would encourage you to walk or hike more? (please select your top 3)**

- Better lighting
- Better landscaping/more shade trees
- Slower car speeds
- More destinations within walking distance
- Adding more sidewalks or close sidewalk gaps
- Wider/improved sidewalks
- More crosswalk locations
- Expand/add trails
- Pedestrian signals
- Other (please specify)

**BIKING RELATED QUESTIONS**

**9. What type of bicycle do you mostly use?**

- Pedal Bicycle
- Electric Bicycle

**10. How often do you bike in Marion County?**

- Everyday
- A few times a week
- Weekly
- A few times a month
- Other (please specify)

**11. Why do you bike in Marion County?**

- Exercise
- Recreation
- Social Activity
- Commute to work/school
- Shopping
- Other (please specify)

**12. Where do you bike?**

- Work
- School/College
- Medical Centers
- Shopping Centers/Grocery Stores
- Bus Transit Facilities (bus stops, station)
- Recreational Facilities (trails, parks)
- Downtown
- Other (please specify)

**13. What improvements would encourage you to bike more? (please select your top 3)**

- Better lighting
- Better landscaping/more shade trees
- Slower car speeds
- More destinations within biking distance
- Adding more sidewalks/shared use paths
- More on-street bike lanes
- More protected bike lanes (separated from cars)
- Better signage

- Bike racks/parking
- Pedestrian signals
- Add/expand trails
- Public Restrooms
- Other (please specify)

## HORSEBACK RIDING RELATED QUESTIONS

### 14. How often do you horseback ride in Marion County?

- Everyday
- A few times a week
- Weekly
- A few times a month
- Other (please specify)

### 15. Why do you horseback ride in Marion County?

- Exercise
- Recreation
- Social Activity
- Commute to work/school
- Shopping
- Other (please specify)



**16. Where do you horseback ride in Marion County?**

- Shoulder of the road
- Trails
- Other (please specify)

**17. What improvements would encourage you to horseback ride more? (please select your top 3)**

- More separated horse trails
- Better access to trails
- Safe horse crossings
- Affordable horse rentals
- Better trailer parking at trailheads
- Improved amenities for horses (water stations)
- Shelters/shade
- Better signage
- Other (please specify)

**OTHER ACTIVE TRANSPORTATION RELATED QUESTIONS**

**18. How often do you participate in Marion County?**

- Everyday
- A few times a week
- Weekly
- A few times a month
- Other (please specify)

**19. Why do you participate in Marion County?**

- Exercise
- Recreation
- Social Activity
- Commute to work/school
- Shopping
- Other (please specify)



**20. Where do you participate in your type of active transportation?**

- Work
- School/College
- Medical Centers
- Shopping Centers/Grocery Stores
- Bus Transit Facilities (bus stops, station)
- Recreational Facilities (trails, parks)
- Downtown
- Other (please specify)

**21. What types of improvements would encourage you to do it more often?**

**DO NOT PARTICIPATE IN ACTIVE TRANSPORTATION RELATED QUESTION**

**22. What would encourage you to participate in active transportation?**

## ADDITIONAL QUESTIONS

**23. On a scale of 1 to 10, how much does active transportation contribute to your quality of life, health, and well-being? (1-lowest, 10-highest, N/A-not applicable)**

	N/A	1	2	3	4	5	6	7	8	9	10
Walking/ Hiking											
Biking											
Horseback Riding											
Other											

**24. How much do you spend on Walking and Hiking related items in one year?**

	\$0	\$1 to \$50	\$50 to \$100	\$100 to \$250	\$250 to \$500	Above \$500
Clothing/ Shoes						
Equipment						
Supplies/ Food						
Fees (State Park, etc)						
Events						
Other						

**25. How much do you spend on Bicycle-related items in one year?**

	\$0	\$1 to \$100	\$100 to \$250	\$250 to \$500	\$500 to \$1,000	Above \$1,000
Clothing/ Shoes						
Equipment (bicycles, parts, accessories)						
Supplies/ Food						
Repair/ Maintenance						
Fees (State Park, etc)						
Events						
Other						

**26. How much do you spend on Horseback Riding-related items in one year?**

	\$0	\$1 to \$250	\$250 to \$500	\$500 to \$1,000	\$1,000 to \$2,500	Above \$2,500
Clothing/ Shoes						
Equipment						
Supplies/Food						
Transportation						
Fees (State Park, etc)						
Events						
Other						

**27. How much do you spend on your other Active Transportation-related items in one year?**

	\$0	\$1 to \$50	\$50 to \$100	\$100 to \$250	\$250 to \$500	Above \$500
Clothing/ Shoes						
Equipment						
Supplies/ Food						
Fees (State Park, etc)						
Events						
Other						

**28. Do you have any additional comments?**

**Name/Contact Information**



## Florida Department of Transportation

RON DESANTIS  
GOVERNOR

719 S. Woodland Boulevard  
DeLand, Florida 32720-6834

JARED W. PERDUE, P.E.  
SECRETARY

### Marion County Project Status Update as of February 28

The following is a brief status update on major FDOT road construction projects in Marion County as of the January cutoff. The next cutoff date is March 31, 2025. Information is also available on [www.cflroads.com](http://www.cflroads.com). For questions, please contact Jonathan Scarfe at 386-943-5791 or via email at [D5-MPOLiaisons@dot.state.fl.us](mailto:D5-MPOLiaisons@dot.state.fl.us).

## MARION COUNTY

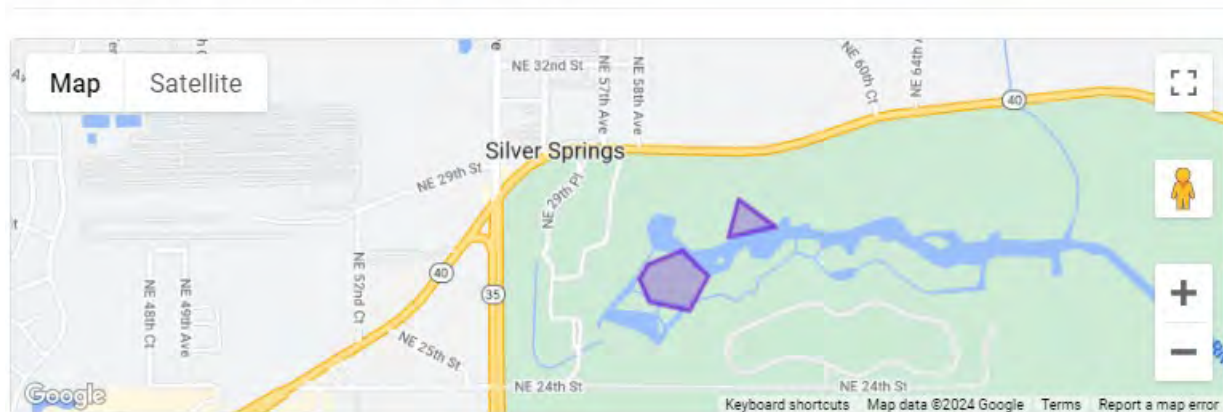
### UPCOMING PROJECTS:

- No new projects currently.

### CURRENT PROJECTS:

#### [426179-1](#) | Silver Springs State Park Pedestrian Bridges

426179-1 Silver Springs State Park Pedestrian Bridges



- Contract: T5796
- Contractor: Lambert Bros., Inc.
- Start Date: January 8, 2024
- Estimated Completion Date: Late Spring 2025
- Construction Cost: \$3.4 million
- **Description:** The Florida Department of Transportation (FDOT) will construct two 8-foot-wide boardwalks within Silver Springs State Park, the Half Mile Creek boardwalk to the north and the Fort King Waterway boardwalk to the south. The 748-foot Half Mile Creek boardwalk will connect to an existing path on the west side of the park before stretching across the creek and meeting an underutilized trail to the east. The other, a 550-foot boardwalk, will run south from the existing Ross

*Improve Safety, Enhance Mobility, Inspire Innovation*

[www.fdot.gov](http://www.fdot.gov)

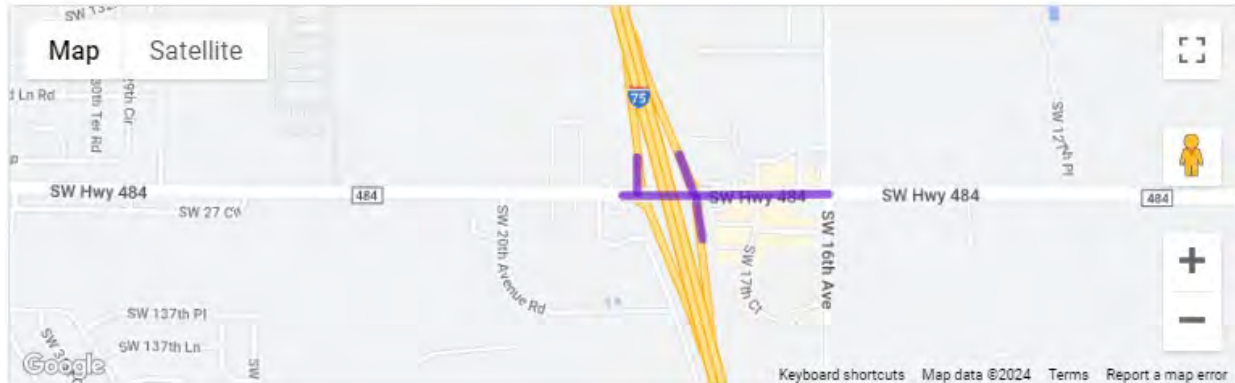
Allen Island boardwalk before crossing the Fort King Waterway with a 65-foot timber bridge. After the bridge, the boardwalk will continue for approximately 120 feet south before meeting a 180-foot lime rock trail leading to an existing group campsite. All boardwalks and trails associated with this project will comply with the Americans with Disabilities Act (ADA).

**Update:** The contractor continues to work on the Fort King Waterway bridge.

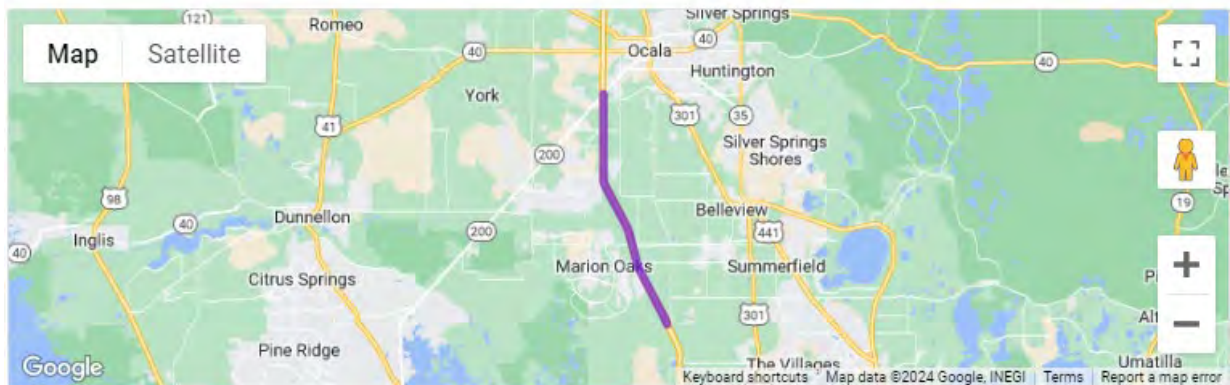
[433651-1](#) | **C.R. 484 and I-75 Interchange Roadway Improvements**

[443170-1](#) | **I-75 Resurfacing from Sumter County line to S.R. 200**

433651-1 CR 484 from SW 20th Avenue to CR 475A



443170-1 I-75 Resurfacing from Sumter County Line to S.R. 200

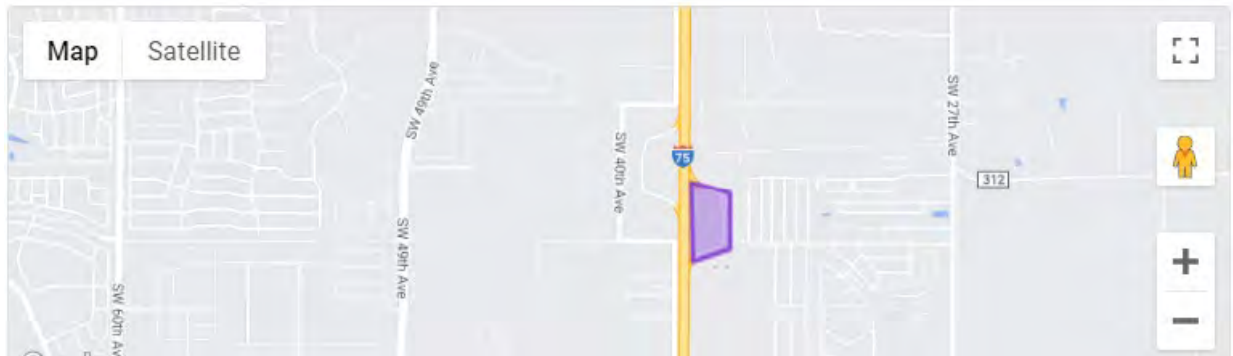


- Contract: T5597
- Contractor: Anderson Columbia Co., Inc.
- Start Date: January 4, 2023
- Estimated Completion Date: Late Summer 2025
- Construction Cost: \$40 million
- **Description:** The Florida Department of Transportation (FDOT) will be improving safety and traffic flow on County Road (C.R.) 484 from west of S.W. 20th Avenue to east of County Road (C.R.) 475A and will also be resurfacing I-75 from the Sumter County line to State Road (S.R.) 200 in Marion County.

**Update:** (433651-1) The bridge containment wall is still in design. Intersection work at C.R. 484/ C.R. 475A is ongoing, including lighting and widening. (443170-1) Work continues on drainage and signs.

## [438562-1](#) | I-75/S.R. 93 Northbound Rest Area North of S.R. 484 to South of S.R. 200

438562-1 I-75 NB Rest Area Reconstruction between CR 484 and SR 200

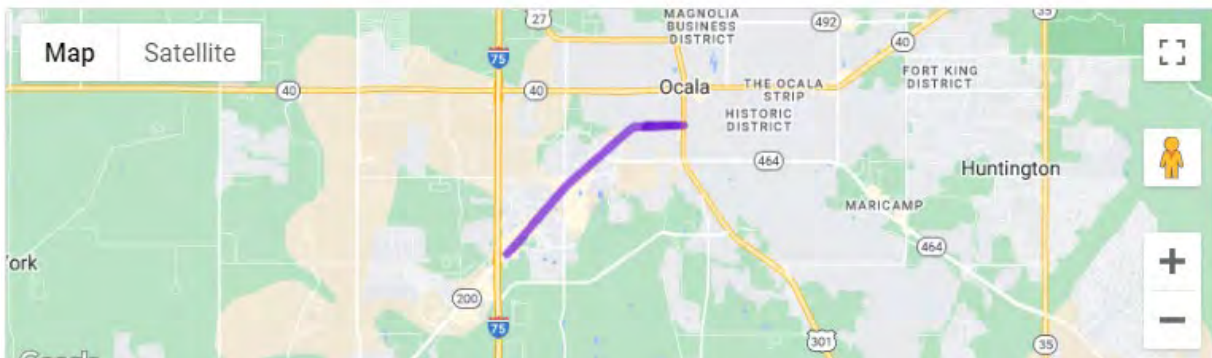


- Contract: T5784
- Contractor: Commercial Industrial Corp.
- Start Date: August 26, 2023
- Estimated Completion Date: Spring 2025
- Construction Cost: \$31 million
- **Description:** This project will renovate the northbound Interstate 75 (I-75) rest area between County Road (C.R.) 484 and State Road (S.R.) 200 in Marion County. The project aims to reconstruct the facilities and update amenities to serve the traveling public better and meet current standards. Parking will be expanded for passenger vehicles, RVs, and trucks. Work will include resurfacing the existing truck parking to become the car parking lot, constructing new truck parking and ramps, renovating the building, adding new utilities and a perimeter wall, and other incidental construction. The rest area will be closed to the public until the project is complete.

**Update:** The contractor is finalizing building construction and now working on drainage ponds. They will soon transition to paving and landscaping.

## [439234-1](#) | S.R. 200 Resurfacing from east of I-75 to U.S. 301

439234-1 SR 200 from east of I-75 to US 301



- Contract: E51F6
- Contractor: Anderson Columbia Co., Inc.
- Start Date: September 3, 2024
- Estimated Completion Date: Late 2025
- Construction Cost: \$16.6 million
- **Description:** The purpose of this project is to provide safety and operational enhancements on State Road 200 (Southwest (SW) College Road) from east of Interstate 75 to U.S. 301 (South Pine Avenue) in Ocala. To enhance safety, raised concrete medians will be constructed throughout the corridor to reduce vehicle conflict points while encouraging safer driving speeds. Also, three Pedestrian Hybrid Beacons (PHBs) will be constructed at the following locations: between SW 35th Terrace and SW 34th

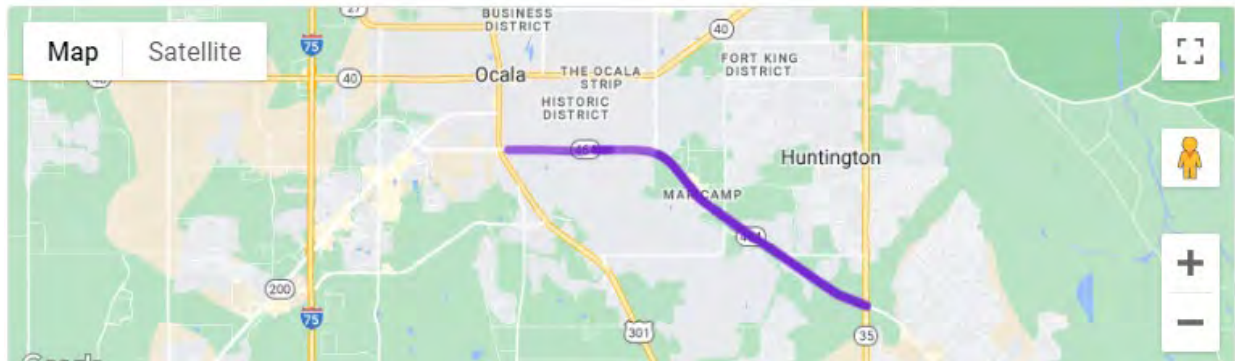


Avenue, between SW 32nd Avenue and SW 26th Street, and between SW 12th Avenue and SW 10th Avenue. A PHB provides increased visibility and safer crossings for vulnerable road users at midblock locations. The corridor will be milled and resurfaced to extend the life of the existing roadway. Sidewalk and pedestrian features will be installed at intersections for added safety and to comply with ADA (Americans with Disabilities Act). Other improvements include traffic signal and lighting upgrades, drainage enhancements, and new signs, striping, pavement markings, and landscaping.

**Update:** Lane closures for curb and sidewalk construction continue. The contractor plans to begin median construction in March.

#### [441141-1](#) | S.R. 464 Resurfacing from U.S. 301/U.S. 27 to S.R. 35

441141-1 SR 464 from SW 2nd Ave to SR 35

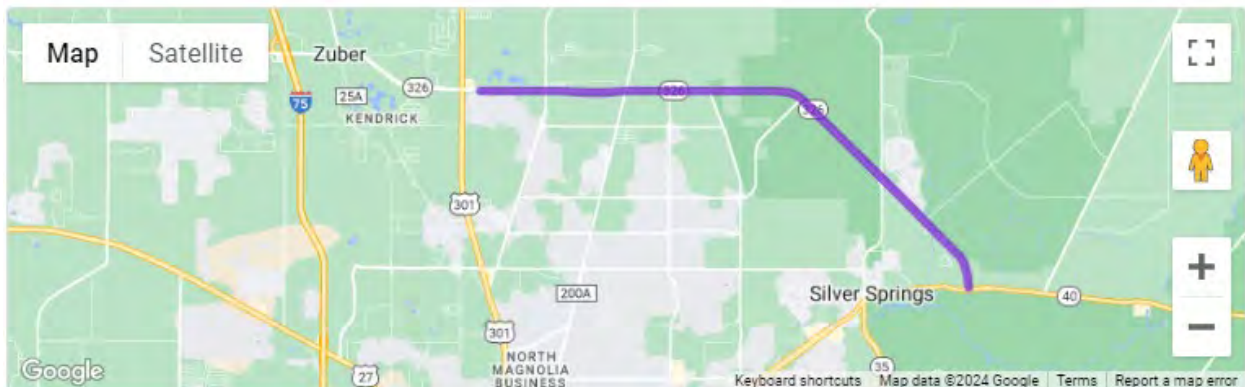


- Contract: T5782
- Contractor: Anderson Columbia Co., Inc.
- Start Date: August 23, 2023
- Estimated Completion Date: Summer 2025
- Construction Cost: \$26.1 million
- **Description:** The Florida Department of Transportation (FDOT) is designing improvements along State Road (S.R. 464) from east of U.S. 301/U.S. 27 to Baseline Road (S.R. 35). The purpose of the project is to extend the life of the existing roadway by repaving this segment of S.R. 464. Various operational and safety enhancements are also planned, including restriping a portion of the corridor to provide bicycle lanes, reconstructing pedestrian curb ramps and constructing new sidewalks to fill gaps, and realigning crosswalks at the signalized intersections to enhance pedestrian safety. Traffic signal adjustments and drainage upgrades are also included.

**Update:** The contractor is working on signalization, curb and gutter, and paving. In addition, they are also working on gravity wall installation.

#### [445217-1](#) | S.R. 326 Resurfacing from Northwest 12th Avenue to S.R. 40

445217-1 SR 326 from NW 12TH Ave to SR 40

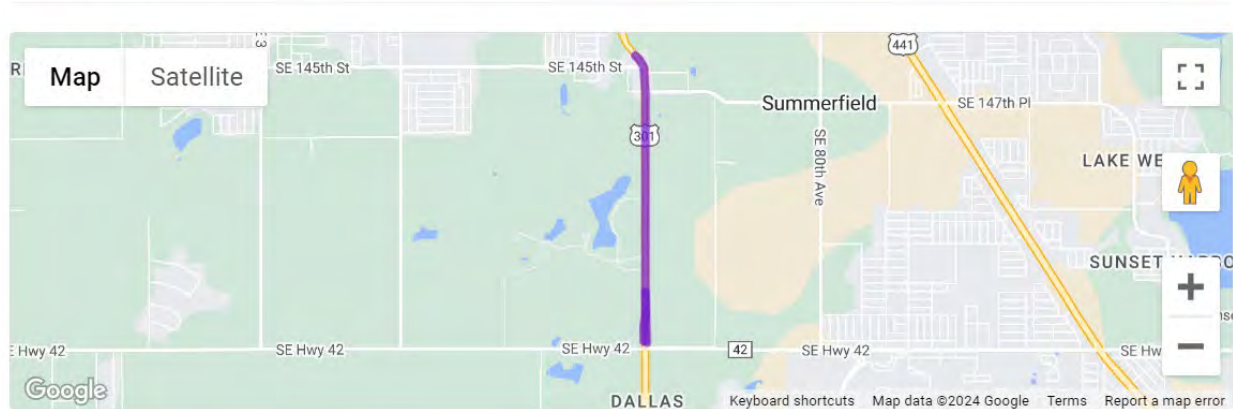


- Contract: T5786
- Contractor: C.W. Roberts Contracting, Inc.
- Start Date: October 14, 2023
- Estimated Completion Date: Spring 2025
- Construction Cost: \$11 million
- **Description:** This project will make improvements to State Road (S.R.) 326 from Northwest 12th Avenue to S.R. 40 near Marion County. The project will extend the life of the existing roadway through milling and resurfacing all primary and secondary travel lanes. Construction improvements include replacing mailboxes, installing asphalt aprons at various locations, paving side street connections, and reconstructing driveways. The project will also replace signage as needed and add new pavement markings. An eastbound to northbound left turn lane will be added at Northeast 49th Street. At Northeast 40th Avenue Road, an eastbound to southbound right turn lane and a westbound to southbound left turn lane will be added. A new signal will be installed at the Northeast 25th Avenue and Northeast 36th Avenue intersections. New signal heads will allow for protected left turns at the Northeast 58th Avenue intersection.

**Update:** The contractor is working on roadway and signal activities, with paving operations currently ongoing. They will also continue signal work at most intersections.

### [445302-1](#) | U.S. 301 (S.R. 35) Resurfacing from north of C.R. 42 to north of SE 144<sup>th</sup> Place Road

445302-1 US 301 (SR 35) north of CR 42 to north of SE 144 PL Road



- Contract: E51F7
- Contractor: C.W. Roberts Contracting, Inc.
- Start Date: August 28, 2024
- Estimated Completion Date: Spring 2025
- Construction Cost: \$5.6 million
- **Description:** This Florida Department of Transportation (FDOT) project will mill and resurface U.S. 301 (also known as State Road 35) from north of County Road (C.R.) 42 to north of Southeast 144th Place Road to extend the life of the existing roadway. Safety and operational improvements will be added, including constructing a new traffic signal at the intersection of U.S. 301 and Southeast 147th Street. Additional improvements include widening shoulders at select locations, drainage upgrades, providing bicycle through lanes (also known as keyholes) next to right turn lanes, guardrail reconstruction, and new lighting at the curve from north of Southeast 147th Street to Southeast 144th Place Road. Audible and vibratory pavement markings will be added along the shoulders in specific areas to enhance safety. New signs and pavement markings will be placed throughout the corridor.

**Update:** Paving operations and signal work are currently ongoing.

**COMPLETED PROJECTS:**

- No new projects.



# CENTRAL FLORIDA SAFETY SUMMIT

Daytona Beach, FL

The Florida Department of Transportation District 5 and partners across Central Florida invite you to the 2<sup>nd</sup> Annual Central Florida Safety Summit.

**FRIDAY, MAY 9, 2025 | 10AM - 2PM**

**DAYTONA BEACH, FL**

Daytona International Speedway (Midway Suites)

A celebration of the implementation of the  
Central Florida Safety Strategic Plan.

Working together toward a future with zero traffic deaths.

**Save the date and stay safe!**

Formal invitation with registration & sponsorship costs and  
more details to come in early April 2025







**TO: Board Members**

**FROM: Rob Balmes, Director**

**RE: 2050 Long Range Transportation Plan (LRTP) Update**

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**Summary**

The TPO conducted an open house Community Workshop for the 2050 LRTP at the Mary Sue Rich Center at Reed Place on February 25, 2025. The workshop format provided opportunities for citizens to comment on project needs, transportation and traffic concerns, and complete the public survey.

The 2050 LRTP project website page contains all up to date information regarding the LRTP, including a survey open to the public through March 28. The project page and survey may be accessed on the TPO website:

<https://storymaps.arcgis.com/stories/c88b20f1d8e74c5f96dd7fdc9f98a5c3>

LRTP Project Page

<https://web.cvent.com/survey/5e38f97b-0e3f-4103-a1b3-7a332fcae2a8/questions>

LRTP Public Survey

The upcoming schedule of major LRTP activities involving the TPO Board include:

- May 27 Meeting: Updated Revenue Forecast; Draft Needs; Growth Scenarios, Priorities
- June 23 Meeting: Finalize Needs and High Priority Projects
- August 26 Meeting: Preliminary Cost Feasible Projects
- September 23 Meeting: Public Hearing – Draft LRTP Presentation
- November 13 Meeting: LRTP Adoption

If you have any questions, please contact me at: 352-438-2631.

*A transportation system that supports growth, mobility, and safety through leadership and planning*  
Marion County • City of Belleview • City of Dunnellon • City of Ocala

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2710 E. Silver Springs Blvd. • Ocala, Florida 34470  
Telephone: (352) 438 - 2630 • [www.ocalamariontpo.org](http://www.ocalamariontpo.org)