



UNIFIED PLANNING WORK PROGRAM

Fiscal Years 2016/2017—2017/2018

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

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

TABLE OF CONTENTS

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

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

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

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


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

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

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

CERTIFICATE

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

By: 
Brent Malever, Chairman

Attest: 
Greg Slay, TPO Director

COST ANALYSIS CERTIFICATION AS REQUIRED BY SECTION 216.3475, FLORIDA STATUTES:

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

Kellie Smith

Ocala/Marion County TPO Liaison (Grant Manager)

Signature

Date

GLOSSARY OF ABBREVIATIONS

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

GLOSSARY OF ABBREVIATIONS (cont.)

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

INTRODUCTION

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

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

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

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

10. Enhance travel and tourism.

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

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

Federal

FAST Act Implementation

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

Regional Models of Cooperation

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

Ladders of Opportunity

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

A complete overview of the Federal Planning Emphasis Areas can be found at

https://www.fhwa.dot.gov/planning/processes/metropolitan/mpo/fy_2016/index.cfm.

State

Freight Planning

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

Transit Planning

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

Complete Streets

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

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

ORGANIZATION AND MANAGEMENT OF THE TPO

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

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

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

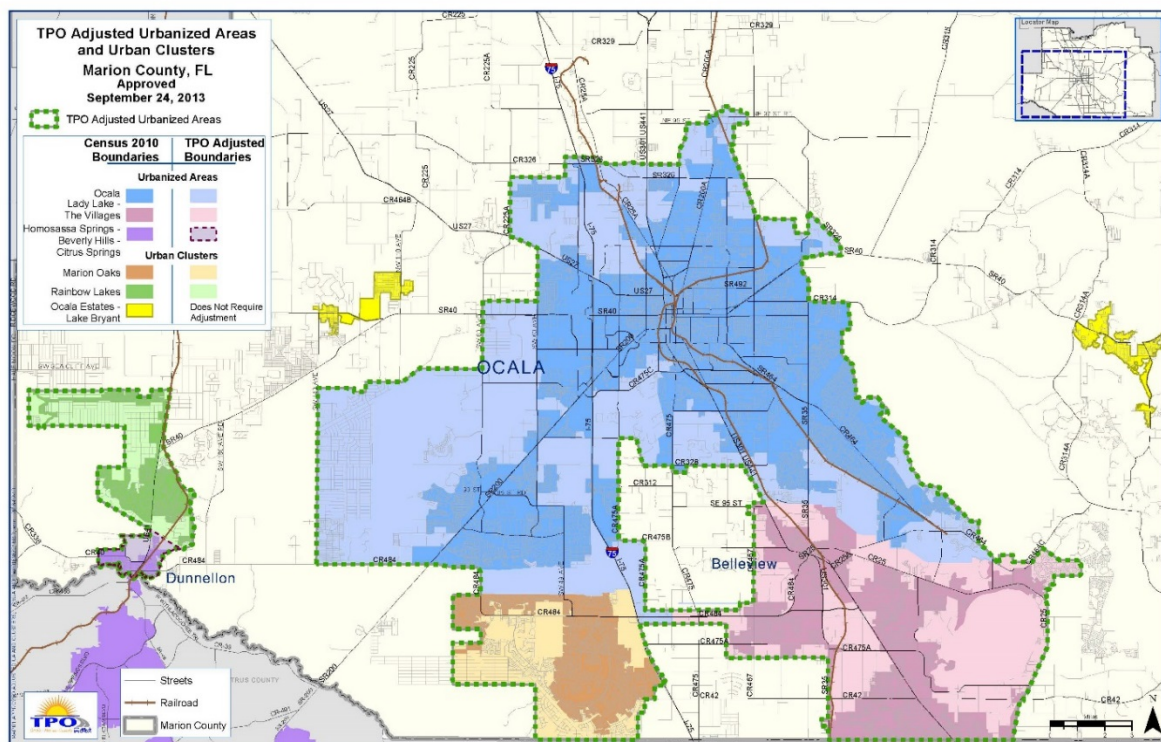
The TPO staff is responsible for collecting and disseminating all information from the transportation planning process to the general public. The work effort required to support the planning process is administered by the TPO staff in cooperation with local governments and the FDOT. Other agencies that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

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

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

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

Figure 1



STATUS OF LOCAL AND REGIONAL PLANNING ACTIVITIES

YEAR 2040 LONG RANGE TRANSPORTATION PLAN

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

HIGHWAY PROJECTS

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

NW 49th Street Interchange

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

SR 40 – SR 35 to CR 314A

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

US 41 – SW 111th Place Lane to SR 40

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

Corridor Planning

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

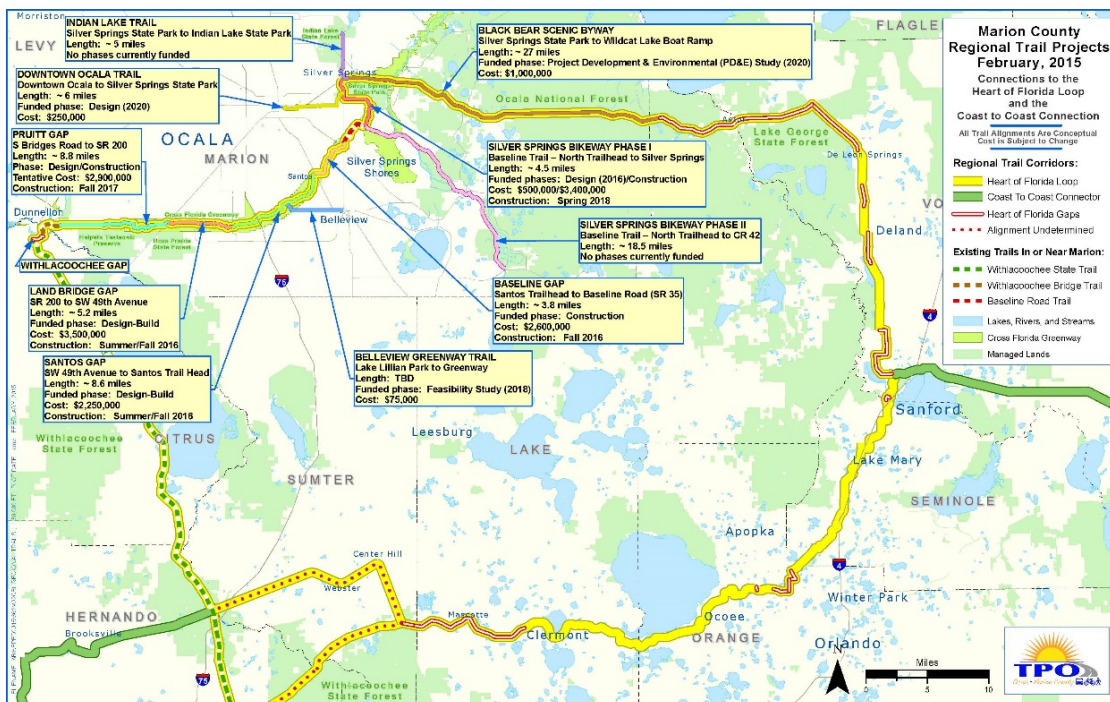
new left turn lane at NE 1st Avenue and SR 40 to improve access to the northern area of Downtown.

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

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

REGIONAL TRAILS

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



PUBLIC TRANSPORTATION

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

BICYCLE/PEDESTRIAN ACTIVITIES

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

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

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

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

PRIORITIES FOR FY 2016/17 AND FY 2017/18

TRANSIT DEVELOPMENT PLAN

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

PERFORMANCE MEASURES

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

2045 LONG RANGE TRANSPORTATION PLAN

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

ITS MASTER PLAN UPDATE

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

REGIONAL TRANSIT

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

BELLEVUE GREENWAY CONNECTOR

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

WORK PROGRAM

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

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

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

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

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

UPWP TASK 1.0 –ADMINISTRATION

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

OBJECTIVE

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

PREVIOUS WORK

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

REQUIRED ACTIVITIES

STAFF SUPPORT

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

AUDIT

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

AUDIT (CON'T)

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

TRAINING

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

END PRODUCT

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

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

Additional training in mission critical areas. (ongoing)

Annual audit (Spring 2017, 2018)

RESPONSIBLE AGENCY

Ocala/Marion County TPO

FUNDING SOURCES/USES

	FY 2016/17	FY 2017/18
FHWA:		
TPO Personnel:	\$ 238,672	\$ 231,687
Travel:	\$ 7,000	\$ 5,500
Direct Expenses:		
Administrative:	\$ -	\$ -
Facility:	\$ -	\$ -
Office:	\$ -	\$ -
Consultant:	-	-
Subtotal:	\$ 245,672	\$ 237,187
FTA:		
TPO Personnel:	\$ 8,171	\$ 11,448
FDOT (match):	\$ 1,021	\$ 1,431
Subtotal:	\$ 9,192	\$ 12,879
TD:		
Travel:	\$ 1,121	\$ 805
Administrative Exp.	\$ 322	\$ 322
Subtotal:	\$ 1,443	\$ 1,127
Local:	\$ 1,021	\$ 1,431
Total:	\$ 257,329	\$ 252,623

UPWP TASK 2.0 – DATA COLLECTION/SAFETY

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

OBJECTIVE

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

PREVIOUS WORK

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

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

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

REQUIRED ACTIVITIES

DATA COLLECTION

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

SAFETY

- 2.7 Analyze crash trends and statistics to identify high-hazard locations and prioritize potential improvements.

- 2.8 Continue participation on the Marion County Community Traffic Safety Team and D5 Transportation Systems Management & Operations (TSM&O) working group.

END PRODUCT

Continuing refinement of local database of traffic and socioeconomic characteristics. (ongoing)

Reports developed from various sources as required to monitor changes in system activity. (ongoing)

Publish Transportation Information Guidebook. (May 2017, May 2018)

RESPONSIBLE AGENCY

Ocala/Marion County TPO

FUNDING SOURCES/USES

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

UPWP TASK 3.0 – LONG RANGE PLANNING

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

OBJECTIVES

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

PREVIOUS WORK

2040 LONG RANGE TRANSPORTATION PLAN

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

INTELLIGENT TRANSPORTATION SYSTEMS

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

ON-GOING ACTIVITIES

- Continued participation in the development of various transportation projects.

REGIONAL COORDINATION

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

REGIONAL TRAILS

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

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

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

REQUIRED ACTIVITIES

2045 LONG RANGE TRANSPORTATION PLAN

3.1 Begin development of 2045 LRTP.

FY 2016/17:

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

FY 2017/18

- Initiate development of base year (2015) socioeconomic data

AIR CONFORMITY

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

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

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

PERFORMANCE MEASURES

3.5 Continue participation in the Mobility Performance Measures Team.

3.6 Investigate potential data sources for mobility data.

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

INTELLIGENT TRANSPORTATION SYSTEMS (ITS)

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

REGIONAL COORDINATION

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

REGIONAL TRAILS

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

END PRODUCT

2045 LRTP (November 2020)
Regionally coordinated transportation planning process. (ongoing)
Regionally coordinated long range transportation plan.

RESPONSIBLE AGENCY

Ocala/Marion County TPO

FUNDING SOURCES/USES

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

UPWP TASK 4.0 – SHORT RANGE PLANNING

The Short Range Planning task includes the activities related to the actual implementation of various transportation projects identified as part of the 2040 LRTP and other TPO plans. The Task also includes annual maintenance of the Transportation Improvement Program (TIP) as well as legislative activities.

OBJECTIVES

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

PREVIOUS WORK

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

REQUIRED ACTIVITIES

TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

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

MONITOR TRANSPORTATION SYSTEM IMPACTS

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

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

FAST ACT TRANSPORTATION ALTERNATIVES (TA) PROGRAM

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

LEGISLATIVE ACTIVITIES

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

END PRODUCT

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

RESPONSIBLE AGENCY

Ocala/Marion County TPO

FUNDING SOURCES/USES

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

UPWP TASK 5.0 – PUBLIC TRANSPORTATION

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

OBJECTIVES

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

PREVIOUS WORK

SUNTRAN

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

TRANSPORTATION DISADVANTAGED

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

REQUIRED ACTIVITIES

SUNTRAN

- 5.1 Review congested route segments/intersections for potential ITS applications to improve service.
- 5.2 Periodically review routes and schedules to determine effectiveness.
- 5.3 Update SunTran website on a regular basis.
- 5.4 Annually update TDP.

SUNTRAN (CON'T)

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

TRANSPORTATION DISADVANTAGED

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

END PRODUCT

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

RESPONSIBLE AGENCY

Ocala/Marion County TPO

FUNDING SOURCES/USES

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

UPWP TASK 6.0 – PUBLIC INVOLVEMENT

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

OBJECTIVES

TPO

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

FDOT – WORK PROGRAM PUBLIC HEARING

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

PREVIOUS WORK

TPO

Continual update of TPO website.

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

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

FDOT

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

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

REQUIRED ACTIVITIES

TPO

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

TPO (CON'T)

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

FDOT

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

END PRODUCT

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

RESPONSIBLE AGENCY

Ocala/Marion County TPO
FDOT

FUNDING SOURCES/USES

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

UPWP TASK 7.0 – SPECIAL PROJECTS

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

OBJECTIVES

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

PREVIOUS WORK

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

REQUIRED ACTIVITIES

7.1 Update Intelligent Transportation Systems (ITS) Master Plan (December 2017)

Since the TPO adopted its first ITS Master Plan in 2009, both the City of Ocala and Marion County have deployed various ITS strategies. In order to ensure an effective and efficient maturation of the system, the update of the Master Plan will include a review of existing processes and potential strategies. The update of the ITS Master Plan will include:

- Review existing and planned ITS deployments
- Review existing organizational structures
- Review existing operational resources and manpower
- Review Regional ITS Architecture (RITSA)
- Update ITS Needs (highway & transit)
- Update Concept of Operations (CONOPS)
- Identify potential new strategies

7.2 Transit Development Plan (September 2017)

The TPO, as the oversight agency for SunTran, will conduct an update of the Transit Development Plan (TDP). The update of the TDP will include:

- Review existing SunTran service
- Review existing performance measures
- Conduct stakeholder interviews
- Review potential improvements to existing service
- Investigate potential ITS improvements
- Review potential service expansion
- Develop financial plan

7.3 Belleview Greenway Connector Study

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

END PRODUCT

Updated ITS Master Plan (December 2017)
 Updated Transit Development Plan (September 2017)
 Belleview Greenway Connector Study (June 2018)

RESPONSIBLE AGENCY

Ocala/Marion County TPO

FUNDING SOURCES/USES

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

FLORIDA DEPARTMENT OF TRANSPORTATION ASSISTANCE

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

GENERAL PLANNING ACTIVITIES

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

REQUIRED ACTIVITIES

TRANSPORTATION PLANNING ACTIVITIES

TPO SUPPORT

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

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

TRANSIT SUPPORT

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

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

INTERGOVERNMENTAL SUPPORT AND REVIEW

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

STRATEGIC INTERMODAL SYSTEM PLAN

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

PUBLIC INVOLVEMENT

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

BICYCLE/PEDESTRIAN SUPPORT

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

SAFETY

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

TRANSPORTATION SYSTEMS MANAGEMENT & OPERATIONS PROGRAM (TSMO)

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

DATA COLLECTION ACTIVITIES

SYSTEMS INVENTORY

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

MAPPING

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

SYSTEM PLANNING ACTIVITIES

DEVELOPMENT OF REGIONAL IMPACT (DRI) REVIEW

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

SYSTEMS MANAGEMENT

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

MODELING

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

STRATEGIC INTERMODAL SYSTEM

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

FDOT DISTRICT 5 SPECIFIC ACTIVITIES

TRAFFIC MODELING

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

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

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

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

DISTRICT FIVE CENTRAL FLORIDA GEOGRAPHIC INFORMATION SYSTEMS (CFGIS)

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

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

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

END PRODUCT

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

RESPONSIBLE AGENCY

Florida Department of Transportation

IIFUNDING SOURCES/USES

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

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

TABLE I
FAST ACT PLANNING FACTORS

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

See page 1 for details

TABLE II
FEDERAL AND STATE PLANNING EMPHASIS AREAS

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

TABLE III
SCHEDULE OF SELECTED PROJECTS

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

TABLE IV
Agency Participation

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

TABLE V
FY 2016/17 Funding Sources

		Planning Funds (PL)					FTA Section 5305(d)			FTA Sec. 5307	State - Other	TD	Total			
		FDOT			Deobligations*		FDOT									
TASK	ELEMENT	FHWA	Soft Match**	Local	FY 14/15	FY 15/16	FTA	Cash Match	Local			State	Federal	State	Local	Task Total
1.0	Admin	\$245,672	\$54,184		\$43,000		\$8,171	\$1,021	\$1,021			\$1,443	\$253,843	\$56,648	\$1,021	\$257,329
2.0	Data/Safety	\$80,436	\$17,741		\$51,000		\$8,116	\$1,015	\$1,015				\$88,553	\$18,755	\$1,015	\$90,582
3.0	LRP	\$118,124	\$26,053		\$93,000		\$18,245	\$2,281	\$2,281				\$136,368	\$28,333	\$2,281	\$140,930
4.0	SRP	\$117,027	\$25,811	\$1,000	\$13,000		\$18,245	\$2,281	\$2,281				\$135,272	\$28,091	\$3,281	\$140,833
5.0	Public Trans.	\$41,248	\$9,097		\$4,000		\$6,738	\$842	\$842			\$24,385	\$47,986	\$34,325	\$842	\$74,056
6.0	Public Inv.	\$60,994	\$13,452		\$7,000		\$3,772	\$471	\$471				\$64,766	\$13,924	\$471	\$65,709
7.0	Special Proj.	\$87,474	\$19,293		\$44,000		\$15,292	\$1,911	\$1,911	\$150,000	\$240,300		\$252,766	\$261,504	\$1,911	\$496,889
	TOTAL	\$750,975	\$165,631	\$1,000			\$78,579	\$9,822	\$9,822	\$150,000	\$240,300	\$25,828	\$979,554	\$441,581	\$10,822	\$1,266,327

*Deobligation amounts included in Federal PL allocation

**For FY 2016/17, FDOT will soft match federal planning funds in the amount of . \$165,631

Soft match is not included in Task Total.

TABLE VI
FY 2017/18 Agency Participation

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

TABLE VII
FY 2017/18 Funding Sources

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

¹ Based on anticipated FY 18 base allocation+FY 16 carryforward+FY 17 unencumberance

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

Soft match is not included in Task Total.

³ Unencumberance amount included in Federal PL allocation

APPENDIX I
FY 2016/17 PL BUDGET DETAIL

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

*City of Ocala Allocation Charges

APPENDIX II
FY 2017/18 PL BUDGET DETAIL

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

*City of Ocala Allocation Charges

Appendix III
Planning Activities within TPO Planning Area

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

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

Technical Classifications:			
41.11.00	Program Support and Administration	\$	8,171
41.12.00	General Development and Comprehensive Planning		
41.13.00	Long Range Transportation Planning (including Major Investment Studies and EIS)	\$	18,245
41.13.01	System Level	\$	8,116
41.13.02	Project Level	\$	6,738
41.14.00	Short Range Transportation Planning	\$	14,596
41.15.00	Transportation Improvement Program	\$	3,649
41.16.00	Special Projects	\$	15,292
41.16.01	Americans with Disabilities Act (ADA)		
41.16.02	Clean Air Planning		
41.16.06	Financial Planning		
41.16.07	Management Systems		
41.16.08	Livable Communities		
41.17.00	Other Activities (<i>Public Involvement</i>)	\$	3,772
Total FTA Funds		\$	78,578
Accounting Classifications:			
41.20.01	Personnel	\$	34,854
41.20.02	Fringe Benefits	\$	41,712
41.20.03	Travel	\$	1,412
41.20.04	Equipment		
41.20.05	Supplies		
41.20.06	Contractual		
41.20.07	Other	\$	600
41.20.08	Indirect Costs		
Total FTA Funds		\$	78,578
Fund Allocations:			
41.30.01	MPO Activities	\$	78,578
41.30.02	Transit Operator Activities		
41.30.03	State and/or Local Agency Activities		
Total Net Project Cost		\$	78,578
Total FTA Funds		\$	78,579

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

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

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

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

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

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

Application for Federal Assistance SF-424*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):***** Other (Specify):***** 3. Date Received:**

04/26/2016

4. Applicant Identifier:

N/A

5a. Federal Entity Identifier:

N/A

5b. Federal Award Identifier:**State Use Only:****6. Date Received by State:****7. State Application Identifier:**

1001

8. APPLICANT INFORMATION:*** a. Legal Name:**

Ocala/Marion County Transportation Planning Organization

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

59-60000392

*** c. Organizational DUNS:**

0559474280000

d. Address:*** Street1:**

121 SE Watula Ave

Street2:*** City:**

Ocala

County/Parish:*** State:**

FL: Florida

Province:*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

34471-0000

e. Organizational Unit:**Department Name:****Division Name:****f. Name and contact information of person to be contacted on matters involving this application:****Prefix:***** First Name:**

Greg

Middle Name:*** Last Name:**

Slay

Suffix:**Title:**

Director

Organizational Affiliation:*** Telephone Number:**

352-629-8297

Fax Number:*** Email:**

gsly@ocalamariontpo.org

Application for Federal Assistance SF-424

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

E: Regional Organization



Type of Applicant 2: Select Applicant Type:



Type of Applicant 3: Select Applicant Type:



* Other (specify):

* 10. Name of Federal Agency:

Federal Transit Administration

11. Catalog of Federal Domestic Assistance Number:

20.505

CFDA Title:

Metropolitan Transportation Planning

* 12. Funding Opportunity Number:

-

* Title:

MPO and State Planning

13. Competition Identification Number:

N/A

Title:

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

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

FY 17 5305(d) allocation

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

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

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="78,579.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="9,822.00"/>
* d. Local	<input type="text" value="9,822.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="98,223.00"/>

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

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed:

FTA FISCAL YEAR 2016 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2016 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE
(Required of all Applicants for federal assistance to be awarded by FTA and all FTA Grantees with an active Capital or Formula Award)

AFFIRMATION OF APPLICANT

Name of the Applicant: Ocala/Marion County TPO

Name and Relationship of the Authorized Representative: Brent Malever, Chairman

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

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

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

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

Signature 

Date: 8/26/16

Name Brent Malever
Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): Ocala/Marion County TPO

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

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

Signature _____

Date: _____

Name Patrick G. Gilligan
Attorney for Applicant

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

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans and Cooperative Agreements

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

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

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000.00 and not more than \$100,000.00 for each such failure.

Executed this 26th day of April 2016

By:



Brent Malever, Chairman

**DEBARMENT AND SUSPENSION
CERTIFICATION**

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

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

Executed this 26th day of April 2016

By: 
Brent Malever, Chairman

**TITLE VI
NONDISCRIMINATION POLICY STATEMENT**

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

The TPO further agrees to the following responsibilities with respect to its programs and activities:

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

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

Executed this 26th day of April 2016

By: 
Brent Malever, Chairman

APPENDIX A

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

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

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

DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

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

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

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

Executed this 26th day of April 2016

By:

A handwritten signature in black ink, appearing to read "Brent Malever", written over a horizontal line.

Brent Malever, Chairman



Florida Department of Transportation

**RICK SCOTT
GOVERNOR**

719 South Woodland Boulevard
DeLand, Florida 32720

**JIM BOXOLD
SECRETARY**

April 18, 2016

Mr. Greg Slay
Executive Director
Ocala/Marion County Transportation Planning Organization
121 SE Watula Avenue
Ocala, Florida 34471

RE: Draft comments on the Fiscal Year 2017 and Fiscal Year 2018 Unified Planning Work Program (UPWP) for the Ocala/Marion County Transportation Planning Organization

Dear Mr. Slay:

The reason for this letter is to provide my comments from the review of the Ocala/Marion County Transportation Planning Organization (TPO) Draft Unified Planning Work Program for Fiscal Year 2017 and Fiscal Year 2018. I have also attached comments from District Five's Modal Office and comments from Central Office. You will be receiving comments from the Federal Highway Administration and the Federal Transit Administration (FTA). Please review the comments and respond back with any concerns or questions.

In order to meet the schedule contained in the MPO Administrative Handbook, and to be certain of receiving authorization to expend Fiscal Year 2017 and Fiscal Year 2018 Planning Funds beginning on July 1, 2016, the Ocala/Marion County TPO needs to revise and adopt the Final UPWP and submit it to my office, 719 South Woodland Boulevard, DeLand, FL 32720, and other appropriate agencies by May 15, 2016.

As always, I would like to extend my sincere appreciation to the Ocala/Marion County TPO for their willingness to work so well with me to accomplish our tasks together. If I can do anything to assist or help with any of the process please let me know.

Comments of Draft UPWP:

- An updated FTA grant application for the current fiscal years should be incorporated in the final document. **Revised**
- Ensure that end products are listed within each task. **Revised**
- Please make sure to include the following in your final UPWP: **Noted**

- Joint Certification Package
- Statements and Assurances
- Balances, amount and work to be carried over from the previous year's UPWP into the new proposed year
- Signed resolution

Sincerely,



Kellie Smith
FDOT Liaison for the Ocala/Marion County TPO

cc: Shakira Crandol, FHWA Planning
 Sean Santalla, FDOT CO Policy Planning
 Diane Quigley, FDOT CO Transit Planning
 Jo Santiago, FDOT District 5 Transit Office
 Keith Melton, Federal Transit Administration
 Mary Schoelzel, FDOT District 5
 Jon Ausman, FDOT CO FDOT Transit Planning

FDOT CENTRAL OFFICE COMMENTS

From: Santalla, Sean [mailto:Sean.Santalla@dot.state.fl.us]

Sent: Thursday, April 07, 2016 4:16 PM

To: Smith, Kellie <Kellie.Smith@dot.state.fl.us>

Cc: Greg Slay (gsly@ocalamariontpo.org) <gsly@ocalamariontpo.org>; Schoelzel, Mary <Mary.Schoelzel@dot.state.fl.us>; Arens, Yvonne <Yvonne.Arens@dot.state.fl.us>; Fields, Diana <Diana.Fields@dot.state.fl.us>; Colson, Regina <Regina.Colson@dot.state.fl.us>; Wilkerson, Lisa <Lisa.Wilkerson@dot.state.fl.us>; Watson, Sandy <Sandy.Watson@dot.state.fl.us>; Shakira Crandol (Shakira.Crandol@dot.gov) <Shakira.Crandol@dot.gov>; Jacobs, LeeAnn <LeeAnn.Jacobs@dot.gov>; Keith.Melton@dot.gov

Subject: Ocala/Marion County TPO Draft FY 2016/17 – 2017/18 UPWP Review

Kellie,

The Central Office - Office of Policy Planning and Office of Comptroller have completed our review of the Ocala/Marion County TPO Draft FY 2016/17 – 2017/18 UPWP. This review is not intended to replace the District review of the draft UPWP, but rather to assist given the new requirements being implemented. Please check to ensure that the TPO receives these comments. We have the following comments:

- The FM Number and Federal Aid Project number have now been provided to the Districts; please transmit these to the MPO for inclusion in the UPWP. **Revised**
- Cost Analysis Certification Statement – the UPWP must include a Cost Analysis Certification Statement near the front. Please see the latest Handbook Chapter 3 and/or the Estimated Budget Detail template at the [MPO Agreement & Invoicing webpage](#) for more information. **Included – Page vii.**
- Estimated Budget Detail – the budget detail tables provided do not follow the prescribed format. The TPO must provide the budget detail information on each task in the UPWP in order to comply with state requirements. I can provide examples if needed. **Estimated Budget Detail is provided in Appendix III. Task sheet budgets (primarily Task 1.0 Administration) provide a streamlined format to aid review by the public.**
- Introduction, Soft Match – please include a discussion of soft match in the Introduction, including a definition and the amount (both as a total and a percent). **Included on page 10.**
- Page 3 - The agreement discussion should be updated to reflect the expiration of the existing PL JPA and other FHWA-funded agreements, and the execution of the new MPO agreement. **Revised**

Task 1.0 Specific Line Item Question – please provide further detail on the “Clinic” line item to help determine allowability, reasonableness, and necessity. **The City of Ocala, as part of its overall health care benefit program, established an employee clinic to assist in controlling health care costs. Costs for the clinic are an internal per-employee charge allowable under §200.437 - Employee health and welfare costs.**

-

- Pages 35 & 36 – please provide the soft match amounts by task in the Summary Budget Tables.
REVISED

As a reminder, the District should be performing a preliminary cost analysis on the draft UPWP and performing the final one, which includes the signature of the Cost Analysis Statement, after adoption of the final UPWP and before execution of the new MPO Agreement.

Please let me know if you have any questions.

Thanks,

Sean Santalla
Office of Policy Planning
Florida Department of Transportation
605 Suwannee Street MS 28
Tallahassee, Florida 32399-0450
Direct Line: (850) 414-4578
Sean.Santalla@dot.state.fl.us



U.S. Department
of Transportation

**Federal Highway
Administration**

Florida Division

3500 Financial Plaza, Suite 400
Tallahassee, Florida 32312

Phone: (850) 553-2220
Fax: (850) 942-9691 / 942-8308

www.fhwa.dot.gov/fldiv

April 22, 2016

In Reply Refer To:
HPR-FL

Mary Schoelzel
Government Operational Manager
Florida Department of Transportation
719 South Woodland Boulevard
DeLand, FL 32720

Dear Ms. Schoelzel:

The following is in response to your staff's email which transmitted the Ocala-Marion Transportation Planning Organization's (TPOs) 2016-17-2017/18 Draft Unified Planning Work Program (UPWP) for our review. The following comments are provided by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) for the TPO's consideration in developing the Final UPWP. Comments that are noted as critical must be addressed prior to FHWA/FTA's approval of the UPWP.

Critical Comments: Reference 23 CFR 450.208 (c)

- **Page 11-** What is meant by "all required management documents". Why is the TPO audit not included as an end product? What is meant by mission critical areas?
- **Pages 22-** When will the selection of the CTC be made? Please include a milestone date for this end product. **CTC selection completed in 2015. Removed from UPWP.**
- **Page 25-** Please include milestone dates for the identified end products. **Revised as necessary.**
- **Page 28-** Please include milestone dates for the identified end products. **Revised as necessary.**
- **Page 35-36-** I did not see any reference to or mention of soft match funds in the funding tables provided. **Revised**
- **General Comment-** Please review all tasks pages and ensure that work products that are not ongoing have a month/year associated with the End Products listed. **Noted**

Enhancement Comments

- **Page 7-** This section should be updated to reflect the FAST legislation which continues many of the provisions highlighted in MAP-21 including performance based planning. **Revised**

Editorial Comments

- **Page 2**-This page states that Table VI, on page 35 illustrates the TPO's consideration of the "eight" planning factors in the transportation planning process. Please revise this statement to reflect the "ten" planning factors illustrated. Also, please note that Table VI is located on page 37. **Revised**
- **Page 4**- Has the 2040 LRTP been loaded to the website? When I click on the link provided in the plan and search for the plan, I only see the 2035 plan. Where on the website is the 2040 plan located? **Plan is currently located on www.planocalamarion.com**
- **Page 16**-What is the anticipated milestone for the regionally coordinated LRTP? **Not yet established**
- **Page 16** -Does the TPO anticipate the ITS Master Plan being completed within the timeframe of this plan? If yes, then it should be identified as an end product with an anticipated milestone. **Revised**
- **Page 18**-The top of this page references the 2035 plan. Please revise this to reflect the 2040 LRTP. **Revised**
- **General Question**-Is the TPO planning to include information about State/Federal Planning Emphasis Areas? **Revised - see Table II, Page 35**
- **General Comment**- All Agreements or Certifications including Debarment and Suspension, Contracts, Grants, and Cooperative Agreements, Title VI Nondiscrimination Policy Statement and Disadvantaged Business Enterprise (DBE) statements should be signed and dated, and included in the final copy of the document. **Noted**
- **General Comment**- Tasks that involve consultant participation should provide enough detail (such as project scope, work to be accomplished for each project, anticipated completion dates, and project costs) about what the consultant responsibilities are concerning the activities to be undertaken using federal-aid funds. If that is not possible at this time, prior to the TPO's use of PL funds for these types planning projects or activities, the District should forward a copy of the scope of services, the anticipated cost, and completion date to the FHWA for review. It will continue to be the responsibility of the District and TPO to ensure that all activities undertaken as part of these tasks are eligible and are allowable costs. **Noted**
- **FTA Comments**- We appreciate the planning and public involvement work evidenced in the document. We are impressed with the effort to develop the TIP, LRTP, UPWP and Regional Transit plans; bicycle, trail and pedestrian plans; Corridor Plans, etc. We are also impressed by the level of cooperation and collaboration to boost public transit options and surface transportation funding in the region.

Thank you for the opportunity to properly review and comment on the draft UPWP for the **Ocala-Marion TPO**. We request that the final UPWP be available to us by **May 31, 2016**, so that we may have sufficient time to authorize our portion of the program by **June 30, 2016**. To assist in our joint coordination efforts with the Federal Transit Administration (FTA), please provide a copy of the Final UPWP directly to the FTA Regional Office for their joint review.

If you have any questions, please do not hesitate to contact Ms. Shakira T. Crandol, at (850) 553-2220 or email shakira.crandol@dot.gov.

Sincerely,

A handwritten signature in black ink, appearing to be 'James Christian', with a long horizontal line extending to the right.

FOR: James Christian
Division Administrator

cc: Mr. Greg Slay, Ocala-Marion TPO
Mr. Keith Melton, FTA (Region 4)
Mr. Sean Santalla, FDOT (MS-28)
Ms. Kellie Smith, FDOT (District 5)

JOINT CERTIFICATION STATEMENT ON THE METROPOLITAN TRANSPORTATION PLANNING PROCESS

Pursuant to the requirements of 23 U.S.C. 134(k)(5), 23 CFR 450.334(a), the Department and the TPO have performed a review of the certification status of the metropolitan transportation planning process for the Ocala/Marion County Transportation Planning Organization with respect to the requirements of:

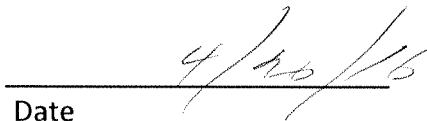
1. 23 U.S.C. 134 and 49 U.S.C. 5303;
2. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 C.F.R. Part 21;
3. 49 U.S.C. 5332 prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Section 1101(b) of SAFETEA-LU (Public Law 109-59) and 49 C.F.R. Part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
5. 23 C.F.R. Part 230 regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
6. The provisions of the Americans with Disabilities Act (ADA) 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 TPO, 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 TPO and accurately reflect the results of the joint certification review meeting held on January 14th, 2016.

Based on a joint review and evaluation, the Florida Department of Transportation and the Ocala/Marion TPO recommend that the Metropolitan Transportation Planning Process for the Ocala/Marion County TPO be certified.



Ocala/Marion TPO Chairman (or Designee)



Date



District Secretary (or Designee)



Date

2016 MODIFIED JOINT CERTIFICATION REVIEW

Florida Department of Transportation, District Five and the Ocala/Marion County Transportation Planning Organization

Attendees: Mary Schoelzel (FDOT), Kellie Smith (FDOT), Brian Stanger (FDOT), Greg Slay (Ocala/Marion County TPO)

The Ocala/Marion County Transportation Planning Organization (TPO) has the responsibility for ensuring that the major transportation issues in their planning areas are addressed and that the requirements in state and federal law governing the metropolitan transportation planning process are met. Certification reviews are the tool used to determine whether the MPO/TPO is fulfilling this responsibility. They are conducted on an annual basis by the Florida Department of Transportation (FDOT) and every four (4) year cycle by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) for MPOs/TPOs in Transportation Management Area (TMA) areas [23 U.S.C. 143]. The only exception is “conditional certification” issued for MPOs/TPOs by FHWA. The Ocala/Marion County Transportation Planning Organization is not in a TMA Area and therefore does not have a Federal Highway Administration Certification done every 4 years but they are still required to have the State Standard Certification Review annually.

The 2016 State Modified Joint Certification Review process for the Ocala/Marion County TPO started with a meeting between FDOT District Five Staff and the Ocala/Marion County TPO Staff held on January 14, 2016. The discussions were organized around a set of questions developed by FDOT Staff to review all of the transportation planning processes and requirements mandated by Federal and State Law. The Ocala/Marion County TPO staff provided responses to the questions. The findings, summary of noteworthy achievements, and recommendations presented in this Modified Joint Certification Review are drawn from the responses to the questions and the review meeting.

FINDINGS

General

The Ocala/Marion County TPO is to be commended for their continued coordination efforts with the Florida Department of Transportation, local governmental agencies, regional planning agencies, and other agencies to support the initiatives needed for transportation demands within Marion County. The TPO Staff worked very thoroughly in the past year to plan and prioritize projects of importance within their TPO boundary area. They continue to move forward with working, planning and developing regional projects. These projects include roadway, freight, safety, pedestrian, sidewalk/trails, transit, and bicycle transportation facilities.

The TPO staff completed and submitted their 2016-2020 Transportation Improvement Program (TIP). The TPO successfully completed and submitted their List of Priority Projects. The TPO adopted their 2040 Long Range Transportation Plan November 24, 2015.

The Ocala/Marion County TPO has been incorporating the MAP-21 (Moving Ahead for Progress in the 21st Century Act) performance measures into their planning documents.

Summary of Noteworthy Achievements

Transit

The TPO initiated the first Comprehensive Operations Analysis (COA) for SunTran. The COA reviewed on-time performance, schedule adherence and ridership levels. COA could result in changes to the current schedule as well as potential route changes. This will also be adapted into performance measures for MAP-21.

Accountability

The TPO has been submitting quarterly invoices and reports. They have continued to work with the Department in adapting to the changing invoicing requirements. The TPO's invoices and reports have been very thorough and have included the correct documentation which helps expedite the processing and payments. The TPO makes a considered effort to make sure the funds spent are allowable, necessary and reasonable. The Department appreciates the continued cooperation from the TPO.

Planning Fund Carryover Balances

The Ocala/Marion County TPO is to be commended for their continued work in utilizing their Planning Funds. It is evident that there is good planning effort made to make sure that these funds are spent in the most efficient manner. These funds are intended to be used for planning activities within a reasonable time frame and are subject to redistribution or loss if certain requirements are not met.

Public Involvement

The TPO continues their public outreach efforts. Their website: www.ocalafl.org/tpo is user friendly and provides the public with the TPO's planning documents, updates on their meetings and other project related information that the TPO is involved with. Their Public Involvement Plan outlines the process and the tools that are utilized in order to achieve their objectives of incorporating regional and community priorities, encourage participation and utilizes the information to better help the public to understand their role and responsibilities in transportation decision making. The Public Involvement Plan can be found at the following link: http://www.ocalafl.org/uploadedFiles/TPO_Services/2011%20PIP.pdf The TPO also had extensive public involvement in the development of their Long Range Transportation Plan. The TPO looked at different ways to involve all demographics within Marion County. This included a website (www.planocalamarion.com), an e-town hall meeting with over 500 participants, area community meetings, surveys, stakeholder interviews, grassroots outreach, committee meetings and TPO board meetings.

Intelligent Transportation System (ITS) Deployment

The TPO staff have continued their efforts of partnering with the City of Ocala and Marion County staff on the deployment of numerous ITS technologies on various corridors within the County. These projects are the next stage in the evolution on ITS deployment and management identified in the TPO's ITS Master Plan. Coordination with the Department should be continued to ensure successful projects.

4P Process

The TPO is to be commended for their coordination and communication with their local municipalities and FDOT during the development of their priority list and project applications. The TPO's continued effort allowed approximately \$21 Million of projects from their off-system regional and trail priority projects lists to be programmed. The TPO worked with the local municipalities to make sure their projects were ready to be programmed and helped the local agencies navigate the various requirements.

Regional Trails (Sun Trail)

The TPO has continued the implementation of their 2035 Bicycle/Pedestrian Master Plan. The Plan identified numerous trail opportunities within Ocala and Marion County. These projects include short trails to connect people to places of interest as well as major trails that will connect Marion County with other Central Florida trail projects, like the Heart of Florida Loop (part of the Sun Trail network). These are paved, multipurpose trails that can be utilized by various types of users. The TPO staff has continued their coordination efforts of recreational trail concepts with the Department of Environmental Protection, the St. Johns Water Management District, the US Forest Service, FDOT, the local municipalities and the various user groups. Some of these trails will be major components to the completion of the Heart of Florida Loop. The TPO has worked to prioritize and submit applications for these trail and sidewalk needs.

Regional Coordination

The Ocala/Marion County TPO along with District Five's other Metropolitan Planning Organizations continue to work together at the CFMPO Alliance to develop regional priority lists for the Strategic Intermodal System, Close the Gaps initiative, Coast to Coast, and the Regional Trails. The Department continues to use these regional lists to program projects during the Tentative Work Program Development Cycle.

RECOMMENDATIONS/ACTIONS

1. The Ocala/Marion County TPO should be commended for keeping the Board Members, Technical Advisory Committee, and the Citizen's Advisory Committee informed and up to date on transportation initiatives of the Department and projects in their area.
2. The Ocala/Marion County TPO has done an exceptional job communicating with their FDOT Liaison and should continue to work with their Liaison concerning any issues or requests.
3. The Ocala/Marion County TPO should be commend for the responsiveness to the Department's request.

**FLORIDA DEPARTMENT OF TRANSPORTATION
DISTRICT FIVE AND
Ocala/Marion County TPO
2016 MODIFIED JOINT CERTIFICATION REVIEW**

Based upon a review of Chapter Seven (7) of the Transportation Planning Organization (TPO) Administrative Manual, below are the general areas recommended as focus items for this year's Modified Joint Certification Review process. According to the Certification requirements, a limited or modified review can occur for three years after a full review. On the fourth year, there must be a standard, full review of the 10 areas of law specified in 23 C.F.R. 450.334. The timeline for these two processes (Standard Joint Review and Modified Joint Review) are the same. The only difference is the depth of the review. Based upon Chapter Seven (7), and associated laws/rules (noted in the Chapter), the following are the District Five general questions/discussion areas in accordance with 23 C.F.R. 450.334:

The metropolitan planning requirements identified in 23 U.S.C. 134 and 49 U.S.C. 5303;

- (1) As noted in the 2016 Modified Joint Certification Review, the following is the status of the various Agreements and the Adopted Long Range Transportation Plan (LRTP). The TPO and the Department are responsible for making sure that these Agreements are reviewed and renewed if needed each year. Please review the list of agreements below and advise us if your records agree with these findings. If they do not, please provide correct dates.

- (a) Interlocal Agreement for the Creation of Metropolitan Planning Organization (FDOT Form 525-010-01).

Renew: In process of updating

- (b) Transportation Planning Funds Joint Participating Agreement (FDOT Form 525-010-02).

Updated: February 2013

Renew: July 1, 2016

The Department is currently revising this agreement. The new agreement will need to be signed and executed by July 1, 2016.

- (c) Intergovernmental Coordination and Review and Public Transportation Coordination (ICAR) Joint Participation Agreement (FDOT Form 525-010-03).

Updated: No action needed

Renew: No action needed

The Department has reviewed the current executed agreement and the document being utilized is the latest revised version. At the current time there is no need for an update.

- (d) Public Transportation Joint Participation Agreement (FDOT Form 725-030-06). 5303 Transit Related Task Elements for the UPWP.

Updated: June 15, 2012

Renew: September 30, 2017

There is a new contract done every year for the Transit Related Task Elements for the UPWP.

(e) Long Range Transportation Plan.

Updated: November 23, 2015

Renew: November 23, 2020

Planning Area

1. Did the TPO work with the local municipalities to get a quality/completed Florida Department of Transportation Project Application turned in on time to be processed during last year's tentative work program development cycle period (including Project Location Map, Right of Way Certification (if applicable), Scope, Schedule and Cost Estimates) to use the Surface Transportation Program Federal Funding?

Yes √ or No

Comments:

Our local governments submitted several 4P applications for different types of projects. The Department provided timely and worthwhile assistance on the continually changing federal requirements.

2. Did the Department communicate with the TPO in a timely manner with the projects that were programmed for the tentative five year work program gaming cycle?

Yes √ or No

Comments:

Our liaison, Kellie Smith, worked closely with both TPO staff and local agency staff to provide timely and accurate information. She was especially helpful assisting local agency staff navigate the ever-changing LAP requirements. She also effectively coordinated the various reviews with Department staff and the local agencies.

3. Is the TPO aware of the transition that any studies managed by the TPO are now being done in their Unified Planning Work Program (UPWP)?

Yes √ or No

Comments:

We are aware of the transition. Currently, we have two corridor studies and three small planning studies that have been included in our FY 15/16 UPWP. Each is scheduled to be completed by the end of the fiscal year.

4. Has the Department been including the TPO in the discussions and meetings with the local agencies concerning local, state projects and other issues?

Yes v or No

Comments:

Our liaison has done an excellent job ensuring that we are aware of the progress of the various projects within Marion County and any issues that may arise. She has been able to assist in resolving issues and making sure projects are progressing as they should.

Regional Coordination

1. During the coordinating process with the CFMPO Alliance for the Strategic Intermodal System, Coast to Coast Trails, and the Regional Transit projects; was the TPO satisfied with the outcome of projects programmed this work program development cycle?

Yes v or No

Comments:

We greatly appreciate the Department's continued support of the Alliance's priority process. Having had a section of a SIS facility (SR 40) as well as an important link in the Heart of Florida Loop funded for construction as part of this work program cycle, we are extremely satisfied with the outcome.

2. Does the TPO feel that the Partnering Meetings are beneficial and helpful to the Local Agencies?

Yes v or No

Comments:

The Partnering Meetings have provided a good forum for the local agencies and the Department to discuss issues and to improve coordination on the various projects. Based on past experience, the need for the coordination tends to decrease over time. We may want to consider reducing the number of meetings for 2016.

3. Is the TPO satisfied with the Quarterly Statewide Video Conferences and are the right agenda items being discussed?

Yes v or No

Comments:

The video conferences have provided significant information for various topics and have proven cost-effective by reducing travel expenses.

Long Range Transportation Plan (LRTP)

1. Was the TPO satisfied with the regional coordination efforts for the LRTP?

Yes √ or No _____

Comments:

2. Were various topics and coordination addressed through the LRTP Coordinating Meetings and the MPO Quarterly Meetings, as well as the travel demand modeling effort led by the Department?

Yes √ or No _____

Comments:

There are still lingering concerns over the travel demand modeling development but we feel the District Modeling Coordinator is making strides to improve the process and ensure a better product in future iterations. We have met with the consultant to review our concerns in detail and have been pleased with the efforts put forth so far.

3. Does the TPO check to make sure that the local agencies projects on their priority list are consistent with the Long Range Transportation Plan and the respective local agency Comprehensive Plans?

Yes √ or No _____

Comments:

Regular meetings with the local agencies and staff as well as their participation in the Technical Advisory Committee (TAC) assure necessary coordination. There will be some comprehensive plan amendments necessary after the adoption of the 2040 LRTP and they are being coordinated with the appropriate local government.

Environment

1. Now a requirement in the Environmental Screening Tool (EST), the Preliminary Environmental Discussion (PED) must be completed with each Planning Screen review to provide the Environmental Technical Advisor Team (ETAT) reviewers with context to aid them in providing actionable comments. After reviewing the standardized EST GIS Analysis and considering information supplied by local knowledge, planning studies, and other evaluation in the project area, the TPO completes the PED to include in the Planning Screen package before launching the review.

Does the TPO have an understanding of the data layers that should be considered to identify the general environmental setting, fatal flaws and key resources?

Yes ✓ or No _____

Comments:

2. Does the TPO understand their role in carrying out the Federal Planning and Environmental Linkage (PEL) requirements during the Planning Screen so that planning-level evaluations can inform the Project Development and Environment (PD&E) Study Phase?

Yes ✓ or No _____

Comments:

Transportation Improvement Program (TIP)

1. Has the FDOT Liaison been able to assist with programming and processing TIP Amendments, Unified Planning Work Program Amendments and 4P projects processing?

Yes ✓ or No _____

Comments:

We have not had any issues with amending any of our various documents. Our liaison have provided timely response and accurate guidance on required amendments.

Public Involvement

1. Has the TPO received any Public Involvement complaints within the past year?

Yes _____ or No ✓

If yes, please explain:

Title VI and Related Nondiscrimination Requirements

1. Has the TPO received any Title VI/Title VIII complaints within the past year?

Yes _____ or No ✓

If yes, please explain:

2. Does the TPO track DBE participation through the use of the Bid Opportunity List and DBE Participation Statement?

Yes v or No

Comments:

It should be noted the TPO did not procure any goods or services over the past year that would necessitate DBE participation.

Transit

1. What projects or issues have you assisted your transit agency with over the past year?

In early 2015, we initiated the first Comprehensive Operations Analysis (COA) for SunTran. The COA reviewed a variety of operational characteristics including on-time performance, schedule adherence and ridership levels. The consultant delivered a draft report in October. We have reviewed the initial draft and provided comments. We anticipate completion of the COA in early 2016. In is anticipated the COA will result in changes to the currents schedule as well as potential route changes.

In addition, we completed our initial response to the 2016 FTA Triennial Review. The Triennial Review covers 17 program areas related to the operation of SunTran. The review with FTA and their consultant is scheduled for June/July 2016.

2. What percentage of your Section 5303(d) funds have gone towards funding transit projects or initiatives?

Based on FY 14/15 expenditures, about 26% goes to activity related to transit projects.

Freight Planning

1. Please describe what resource(s) of data (maps, numerical, analysis, etc) you envision would assist an TPO with decision making, understanding and translating freight movement in relation to your network of roads on your Priority List.

We have been working with the D5 Freight Coordinator in his development of the freight tool to assist in freight-related issues. The tool will include truck counts, commodity flows and other data that will enable us to make more informed decisions as they related to our Project Priority List.

Other

1. Are there any noteworthy achievements or accomplishments that you would like to note during this year's certification?

The adoption of our 2040 LRTP was our most significant accomplishment this past year. The update included an extensive public involvement program that included numerous public meetings and approximately 400 participants. We

also held out first telephone town hall meeting. At its peak, there were over 500 participants and about 150 at the close.

We continued making good progress on developing the regional trail network in our area. With the Department's assistance, we have two segments that are ready to go out for design/build and should commence construction in mid- to late 2016. The Department has been a valued partner in the trails, especially on environmental assessments.

2. Has the TPO been involved in the discussions for the new agreement and invoicing process that will begin on July 1, 2016?

Yes √ or No

Comments:

We are working with our liaison to ensure a smooth transition into the new invoicing process.