

Unified Planning Work Program

Fiscal Years 2018/19 through 2019/20



ADOPTED JUNE 14, 2018

Amended April 11, 2019

Revised June 20, 2019

North Florida Transportation Planning Organization
980 North Jefferson Street, Jacksonville, FL 32209
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CFDA No.20.205-Highway Planning and
Construction-FHWA

CFDA No. 20. Federal Transit Administration
Technical Studies (Metropolitan Planning-FTA)
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439319-2-14-03

Federal Aid Project No. 0050(056)M

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Acronyms

AA	Alternatives Analysis	FTA	Federal Transit Administration
ABM	Activity Based Model	FY	Fiscal Year
ADA	Americans with Disabilities Act of 1990	GIS	Geographic Information System
APC	Automatic Passenger Counter	HOV	High Occupancy Vehicle
AVL	Advanced Vehicle Locator	ITS	Intelligent Transportation Systems
AV	Automated Vehicle	IoT	Internet of Things
BPPG	Bicycle/Pedestrian Planning Group	JAA	Jacksonville Aviation Authority
BRT	Bus Rapid Transit	JPA	Jacksonville Port Authority also referred to as JAXPORT
CAC	Citizens Advisory Committee	JTB	J. Turner Butler Boulevard
CAV	Connected and Automated Vehicles	LPA	Locally Preferred Alternative
CBD	Central Business District	MAP-21	Moving Ahead for Progress in the 21 st Century
CM	Congestion Management Air Quality	MaaS	Mobility as a Service
CMP	Congestion Management Process	MOA	Memorandum of Agreement
COOP	Continuity of Operations Plan	MPO	Metropolitan Planning Organization
CV	Connected Vehicles	NEFRTC	Northeast Florida Regional Transportation Commission
DBE	Disadvantaged Business Enterprise	NERPM	Northeast Florida Regional Planning Model
DEIS	Design Environmental Impact Study	O & D	Origin & Destination
DT	Downtown	PL	Federal Planning Dollars
DT	Data Transfer Solutions	PUD	Planned Unit Development
e-letter	Electronic News Letter	RFP	Request for Proposal
EPA	Environmental Protection Agency, <i>U.S</i>	RTA	Regional Transportation Authority
ETDM	Efficient Transportation Decision Making Process	SOV	Single Occupant Vehicle
FAST	Fixing America's Surface Transportation	SPR	State Planning and Research
FDOT	Florida Department of Transportation	TAP	Transportation Alternatives Program
FHWA	Federal Highway Administration	TCC	Technical Coordinating Committee
TDCB	Transportation Disadvantaged Coordinating Board	UA	Urbanized Area
TDM	Transportation Demand Management		
TDP	Transit Development Plan		
TIP	Transportation Improvement Program		
TPO	Transportation Planning Organization		
TOD	Transit Oriented Development		
UPWP	Unified Planning Work Program		

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FISCAL YEARS 2018/19–2019/20

UNIFIED PLANNING WORK PROGRAM

CFDA No. 20.205—Highway Planning and Construction-FHWA
CFDA No. 20.505-Federal Transit Administration Technical Studies
(Metropolitan Planning)-FTA

FM# 439319-1-14-01 PL

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If you have any questions or comments pertaining to the North Florida TPO plans, programs or projects **please contact us at 904.306.7500**. Our address is 980 North Jefferson Street, Jacksonville, Florida 32209. For complaints or concerns about civil rights or discrimination, or for special requests under the Americans with Disabilities Act, please contact **Marci Larson, Public Affairs Manager/Title VI Coordinator at 904.306.7513 or mlarson@northfloridatpo.com**.



Florida Department of Transportation

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Cost Analysis Certification

North Florida Transportation Planning Organization (North Florida TPO)

Unified Planning Work Program - FY 2018/19 through 2019/20

Select Status 6/21/2018

Revision Number: Revision 6

I hereby 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.

Name: Karen Taulbee, AICP, FCCM

Urban Planning Manager, District 2

Title and District

A handwritten signature in blue ink, appearing to read "Karen Taulbee", is written over a horizontal line. The signature is fluid and cursive.

6/21/2019

Signature

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APPENDICES

- A. Resolution Adopting the Unified Planning Work Program
- B. Statements and Assurances

Introduction

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Introduction

Bi-annually, the staff of the North Florida Transportation Planning Organization (North Florida TPO) updates the Unified Planning Work Program (UPWP) as required by state and federal regulation. The UPWP is a task based budget outlining all major transportation planning activities to be undertaken by the TPO for the two-year planning period beginning July 1, 2018 and ending June 30, 2020. The North Florida TPO will periodically amend the UPWP and will significantly update the document prior to commencing the second fiscal year.

Activities in the UPWP are grouped into seven sections as follows:

- 1 Administration** Tasks managing the transportation planning process on a continuing basis. These include program management, administration and development.
- 2 Data Collection** Tasks monitoring area travel characteristics and other factors affecting travel.
- 3 Transportation Improvement Program** Tasks related to developing the Transportation Improvement Program (TIP).
- 4 Long Range Transportation Plan** Tasks related to developing the Long Range Transportation Plan and maintaining the TPO's travel demand model.
- 5 Special Projects** Studies to support airport, port, transit, corridor, and other special studies as needed.
- 6 Public Involvement** Tasks to support the TPO's ongoing public involvement activities.
- 7 Systems Planning** Recurring planning studies and projects including bicycle/pedestrian planning, transit planning, transportation demand management (TDM) and transportation disadvantaged planning.

On detailed **work task sheets**, the primary objective, previous work accomplishments, project description and methodology, responsible agency and funding sources are identified for each work task. An *Estimated Budget Detail* has been provided for all tasks. These tables indicate funding estimates for staff services, consultants and other direct expenses. Other direct expenses include rent, utilities, equipment purchases and leases, printing, advertising, copying and other expenses.

FHWA requires both a state and local match. In accordance with Section 120 of Title 23, U.S.C. state may use certain toll revenue expenditures as a credit toward the non-federal matching share of all programs authorized by Title 23, (with the exception of Emergency Relief Program) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a "non-cash match" provision that allows the federal share to be increased up to 100% to the extent credits are available." The "non-cash match" amount utilized to match the FHWA funding in this UPWP

in Fiscal Year 18/19¹ the “non-cash match” is \$653,363. For Fiscal Year 19/20 the “non- cash match” utilized to match FHWA funding is \$397,802. This is an 18.07 percent non cash match.

A list of **acronyms** is included in this document. The North Florida TPO resolution adopting the UPWP is included in APENDIX A.

Status of Transportation Planning (Work Completed in FY 17/18)

Task 1.4 Unified Planning Work Program

A revised Unified Planning Work Program (UPWP) was adopted June 8, 2017. The UPWP was amended December, 2017 and again for de-obligation in March 2018.

Task 1.6 Annual Audit

The Annual Audit was completed as required in March 2018.

Task 2.1 Traffic Count Data

Traffic count data for 2016 was added to the traffic count database and posted on the TPO website www.northfloridatpo.com.

Task 2.2 Household Travel Survey

A sample survey was performed in August 2017 followed by the full survey in Fall 2017.

Task 2.3 Origin-Destination Survey

BlueToad Bluetooth detectors were used to collect data for vehicles entering and exiting the region to validate and calibrate travel demand model for the 2045 Long Range Transportation Plan Update.

Task 3.1 Transportation Improvement Program

The Transportation Improvement Program for FY 17/18 through FY 21/22 was adopted June 8, 2017. This followed presentations of the Draft TIP to the TPO Board and Committees and to local governments throughout the region. The draft TIP was posted on the TPO website. The adopted TIP is available for download on the North Florida TPO website. A searchable TIP is also available on the website www.northfloridatpo.com.

Prior to adoption, an advertised public meeting was held to review and discuss the proposed TIP.

Task 4.5 Establishing Performance Measures and Targets

The North Florida TPO adopted performance targets as follows:

- Transit Asset Management, June 8, 2017
- Safety, December 14, 2017

¹ The Fiscal Year is July 1 through June 30.

Status of Transportation Planning (Work Completed in FY 17/18)

Task 5.1 Annual Mobility Report

The TPO published its annual report on performance of traffic on major corridors in the region. This report was presented at the Annual Meeting of the Association of Metropolitan Planning Organizations in Savannah, Georgia in October 2017.

Task 5.6 Regional Bicycle/Pedestrian Safety Campaign

A campaign was held in Spring 2018 for Beach Boulevard.

Task 5.14 Future Rail Corridor Phase 4

This task was postponed. Funding for this task was reprogrammed in October 2017

Task 5.15 9th Street Context Sensitive Solutions Study

This ongoing study will identify context sensitive solutions (CCS) to enhance the 9th Street Corridor in Fernandina Beach from Lime Street to Broome Street. The study will be completed in June 2018.

Task 5.16 Walkability Assessment for Duval County Public Schools

This ongoing study is identifying barriers to pedestrian access to several Duval County Public Schools. The study will be completed in June 2018.

Task 5.17 Northwest St. Johns County New Corridor Study

This ongoing study in St. Johns County is exploring the feasibility of constructing a new road linking Longleaf Pine Parkway and the future Veterans Parkway Extension. The study will be completed in June 2018.

Task 5.18 Orange Park Traffic Circulation Study

This ongoing study will recommend strategic mobility improvements for the Town of Orange Park. The study will be completed in June 2018.

Task 5.19 US 17 (Clay County) Safety Study

This ongoing study is reviewing crash data, roadway/intersection geometry, signalization and signage for the US 17 corridor from south of CR 220 through the City of Green Cove Springs. The study will be completed in June 2018.

Task 5.20 King Street Context Sensitive Solutions (CCS) Study

Originally programmed as a CCS study for San Marco Street in St. Augustine, the UPWP was amended October 12, 2017 to move the study to King Street from the Bridge of Lions to US 1. The study will be completed in June 2018.

Status of Transportation Planning (Work Completed in FY 17/18)

Task 5.21 Regional Integrated Data Exchange

The recently adopted Smart Region Master Plan recommended developing a system-level architecture for the North Florida integrated data exchange. The study will be completed in June 2018.

Task 5.22 Resiliency and Vulnerability Study

This task was added to the UPWP on October 12, 2017. This ongoing task will identify vulnerable transportation infrastructure to consider in developing the 2045 Long Range Transportation Plan. The study will be completed in June 2018.

Task 5.23 Distribution Center Traffic Study

This task was added to the UPWP on October 12, 2017. This ongoing study is examining traffic generated by distribution centers with special attention to 24-hour distribution centers. This task was added to the UPWP on October 12, 2017.

Task 6.1 Public Involvement

This is an ongoing task for the North Florida TPO.

Task 7.0 Clean Fuels Coalition

The Annual Drive Electric Rally was held in October 2017 at Institution Ale. Originally scheduled in September 2017 it was rescheduled due to Hurricane Irma.

Task 7.3 Transit Planning for the City of St. Augustine

The annual update of the Transit Development Plan for the Sunshine Bus was prepared.

Task 7.4 North Florida ITS Coalition

Following adoption of the Smart Region Master Plan, the ITS Coalition was re-branded as the Smart Region Coalition.

Task 7.5 Transportation Disadvantaged Planning

The TPO serves as staff to the Duval County Transportation Disadvantaged Coordinating Board.

Planning Priorities

High priority work tasks included in this UPWP include the following:

Congestion Management

- Task 5.1—Annual Mobility Report
- Task 5.4—Regional Congestion Management Process Update

Long Range Transportation Plan

- Task 4.3—2045 Long Range Transportation Plan Update
- Task 5.34—Regional Tourism Management Plan

Local Priorities

- Task 5.4—Regional Congestion Management Process Update
- Task 5.5—Regional Greenways and Trails Plan Update
- Task 5.7—Clay County Henley Road and CR 220 Traffic Study
- Task 5.23—Jacksonville Regional Distribution Center Study, Phase 2
- Task 5.24—Amelia Island Trail Study
- Task 5.25—Atlantic/Neptune Beach Parking Management Study
- Task 5.26—Chaffee Road/Samaritan Way Corridor Study
- Task 5.27—St. Johns County Sidewalk Prioritization Phase 2
- Task 5.29—Keystone Airport Access Study
- Task 5.31—Monument Road Corridor Study
- Task 5.35—Ridgewood/Foxwood Avenue Area Traffic Study
- Task 5.36—Smart St. Augustine/IDE Integration

Safety

- Task 5.6—Regional System Safety Plan Update
- Task 5.7—Clay County Henley Road and CR 220 Traffic Study
- Task 5.26—Chaffee Road/Samaritan Way Corridor Study
- Task 5.31—Monument Road Corridor Study
- Task 5.33—Pledge to Slow Down Safety Campaign
- Task 5.35—Ridgewood/Foxwood Avenue Area Traffic Study

Smart Region

- Task 5.8—Internet of Things Deployment Plan
- Task 5.21—Regional Integrated Data Exchange, Phase 2
- Task 5.28—Regional Congestion Management Process/IDE Phase 2
- Task 5.30—Mobility Plan for the Underserved and Ladders of Opportunity
- Task 5.36—Smart St. Augustine/IDE Integration
- Task 7.5—Smart North Florida Coalition

Transit

- Task 7.3—Transit Planning for the St. Augustine Urbanized Area (UA)
- Task 7.5—Transportation Disadvantaged Planning
- Task 7.7—Premium Transit and Fixed Guideway Service
- Task 7.8—Transit Development Plan Update
- Task 7.9—Transit Vision
- Task 7.10—Develop Transit Educational Campaign
- Task 7.11—General Transit and Regional Planning
- Task 7.12—Sustainability Program

- Task 7.13—Strategic Technology Planning
- Task 7.14—Transit Oriented Development
- Task 7.15—Transit Model Enhancements
- Task 7.16—Organizational Improvement and Customer Focused Initiative
- Task 7.17—Financial Planning
- Task 7.18—Transit Asset Management Plan
- Task 7.19—Transit Oriented Development
- Task 7.20—Operations Training Plan

Title 23 U.S.C. funded Work Tasks

Specifics about each work task as well as a detailed budget estimate for each, is provided in the sections that follow.

PL funded Work Tasks

- Task 1.1—Program Administration
- Task 1.4—Unified Planning Work Program
- Task 1.5—General Consultant Services
- Task 2.1—Traffic Counts
- Task 3.1—Transportation Improvement Program
- Task 4.1—GIS /Model Update/Maintenance
- Task 4.4—Efficient Transportation Decision Making
- Task 5.4—Regional Congestion Management Plan Update
- Task 5.6—Regional System Safety Plan Update
- Task 5.8—Internet of Things Deployment Plan
- Task 5.21—Integrated Data Exchange, Phase 2
- Task 5.22—Vulnerability and Resiliency Study, Phase 2
- Task 5.23—Jacksonville Regional Distribution Center Study, Phase 2
- Task 5.29—Keystone Airport Access Study
- Task 5.30—Mobility Plan for the Underserved Ladders of Opportunity
- Task 5.31—Monument Road Corridor Study
- Task 5.32—Clay County Pavement Management Pilot Study
- Task 6.1—Public Involvement Program
- Task 7.1—Bicycle Facilities Planning

SU funded Work Tasks

- Task 1.5—General Consultant Services
- Task 4.3—2045 Long Range Transportation Plan (LRTP) Update
- Task 4.5—Establishing Performance Targets
- Task 4.6—NERPM-AB Model Training
- Task 4.7—NERPM-AB Code Cleaning
- Task 4.8—Interim Year Data Interpolation
- Task 5.1—Annual Mobility Report
- Task 5.4—Regional Congestion Management Process Update
- Task 5.5—Regional Greenways and Trails Plan Update
- Task 5.7—Clay County Henley Road and CR 220 Traffic Study

- Task 5.24—Amelia Island Trail Usage Study
- Task 5.25—Atlantic/Neptune Beach Parking and Mobility Study
- Task 5.26—Chaffee Road/Samaritan Way Corridor Study
- Task 5.27—Sidewalk Prioritization System Study Phase 2
- Task 5.28—Congestion Management Process and IDE Phase II
- Task 5.33—Pledge to Slow Down Safety Campaign
- Task 5.34—Regional Tourism Management Plan
- Task 5.35—Ridgewood/Foxwood Area Traffic Study
- Task 5.36—Smart St. Augustine IDE Integration
- Task 6.1—Public Involvement
- Task 7.4—Smart North Florida Coalition

CMAQ (CM) funded Work Tasks

- Task 5.1—Annual Mobility Report
- Task 5.4—Regional Congestion Management Process Update
- Task 5.25—Atlantic/Neptune Beach Parking and Mobility Study
- Task 7.0—Clean Fuels Coalition
- Task 7.2—First Coast Commuter Services
- Task 7.4—Smart North Florida Coalition

Title 49 U.S.C. funded Work Tasks

FTA Section 5305d funded Work Tasks

- Task 1.1—Program Administration
- Task 1.2—Program Management, Administration and Development (JTA)
- Task 1.4—Unified Planning Work Program
- Task 1.5—General Consultant Services
- Task 3.1—Transportation Improvement Program
- Task 4.1—GIS/Model Update/Maintenance
- Task 5.28—Regional Congestion Management Plan and IDE Update Phase 2
- Task 5.30—Mobility Plan for the Underserved and Ladders of Opportunity
- Task 6.1—Public Involvement
- Task 7.3—Transit Planning for the St. Augustine UA
- Task 7.8—Transit Development Plan
- Task 7.10—Develop Transit Educational Campaign
- Task 7.16—Organizational Improvement and Customer Focus

FTA Section 5307 funded Work Tasks

- Task 7.7—Premium Transit and Fixed Guideway Service
- Task 7.8—Transit Development Plan Update
- Task 7.9—Transit Vision
- Task 7.10—Develop Transit Educational Campaign
- Task 7.11—General Transit and Regional Planning

- Task 7.12—Sustainability Program
- Task 7.13—Strategic Technology Planning
- Task 7.14—Transit Oriented Development
- Task 7.15—Transit Model Enhancement
- Task 7.16—Organizational Improvement and Customer Focused
- Task 7.17—Financial Planning
- Task 7.18—Transit Asset Management Plan
- Task 7.19—Transit Oriented Development Pilot Study

Organization and Management

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Organization and Management

The North Florida TPO is an independent regional body composed of elected officials and appointed representatives from the Cities of Jacksonville and St. Augustine, the Jacksonville Beaches, Clay, Nassau and St. Johns Counties and the following independent transportation authorities:

- Jacksonville Aviation Authority
- Jacksonville Port Authority
- Jacksonville Transportation Authority
- Nassau County Ocean Highway and Port Authority
- St. Augustine—St. Johns County Airport Authority

The Florida Department of Transportation, District 2 Secretary is an advisor to the TPO Policy Board and the Commanding Officer of NAS Jacksonville and one representative each from Baker, Putnam and Flagler Counties are invited to serve as non-voting Board members.

The North Florida TPO is the primary agency responsible for transportation planning in Clay, Duval, Nassau and St. Johns Counties.

The TPO's offices are located at 980 North Jefferson Street, Jacksonville. All TPO meetings, except workshops and public meetings for the Long-Range Transportation Plan and special studies, are held at this location.

The TPO has an independent staff and is funded with grants from the Federal Highway Administration (FHWA), Federal Transit Administration, Florida Department of Transportation and the Florida Commission for the Transportation Disadvantaged. Additional operating funds including the required local match for some grants is provided by a "local assessment" charged to each Member County and authority. As per an interlocal agreement this assessment cannot exceed \$1 per capita. The assessment is reviewed annually and can be increased or lowered with Board approval.

Committees

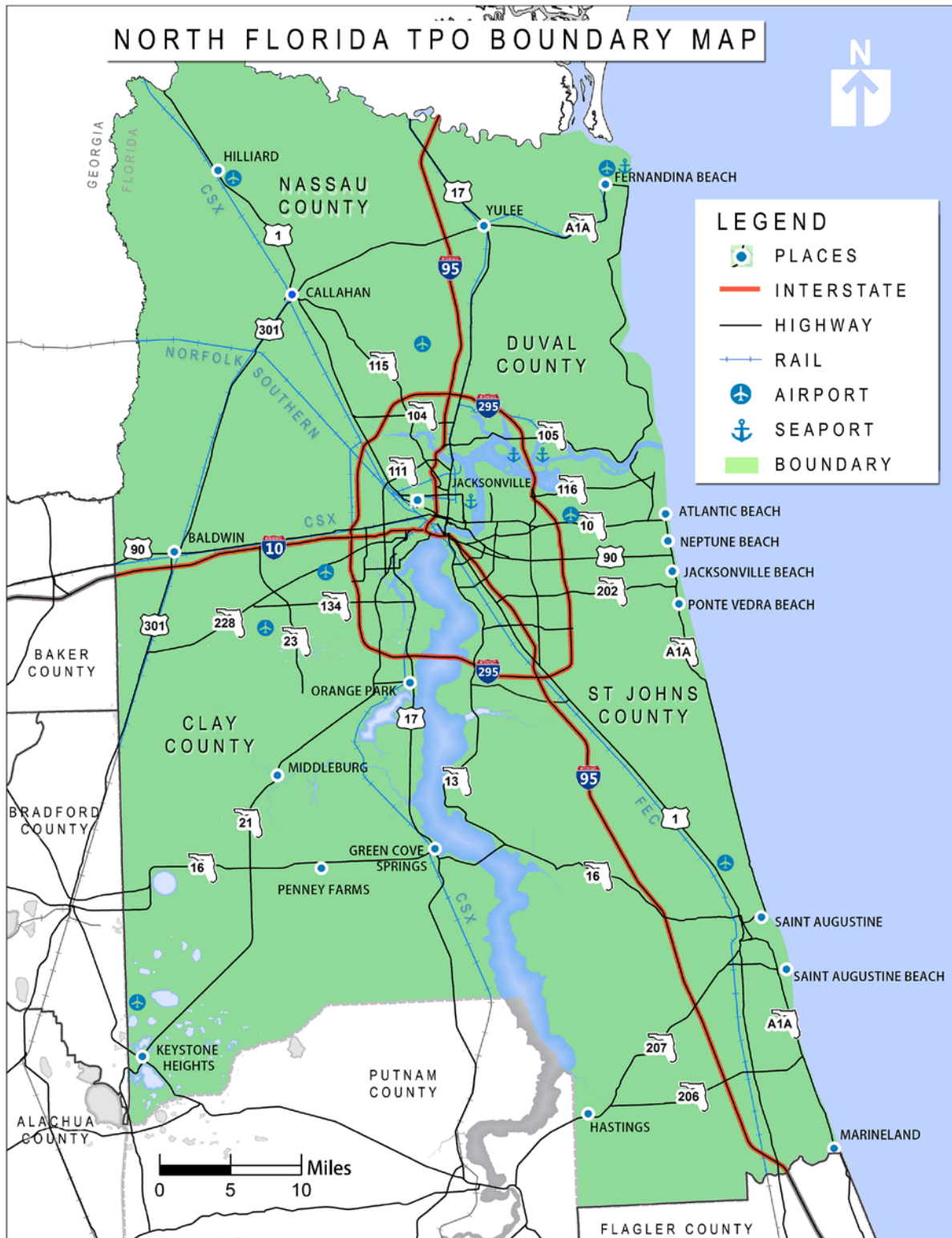
Several committees advise the North Florida TPO. The **Technical Coordinating Committee (TCC)** is composed of technical staff of local governments and authorities within the North Florida TPO planning area, primarily planners and engineers. The **Citizens Advisory Committee (CAC)** includes local citizens representing a broad cross section of geographical, social and economic interest. The **Bicycle/Pedestrian Planning Group (BPPG)** is composed of technical staff from each of the area local governments. The **Duval County Transportation Disadvantaged Coordinating Board (TDCB)** oversees paratransit services in Duval County for the Florida Commission for the Transportation Disadvantaged and advises the North Florida TPO on the same. Each committee carries out its prescribed responsibilities at regularly scheduled meetings.

The **Freight Logistics Advisory Committee** at the Jacksonville Regional Chamber of Commerce advises the TPO on freight related issues.

Planning Area Boundary and Board Apportionment

In October 2011, with the approval of Governor Rick Scott, the planning area boundary of the North Florida TPO was expanded to include all of Clay, Nassau and St. Johns Counties in addition to all of Duval County. See the map on page 26.

Figure 1 Boundary Map



In a July 9, 2013 letter Governor Rick Scott reaffirmed the TPO boundary and apportionment of Board Membership.

Unified Planning Work Program Participants

The following local agencies participate in the planning process of the North Florida TPO and with the exception of the Federal agencies are represented on one or more of the following committees: North Florida TPO Policy Board, CAC, TCC and TDCB.

The local agencies are:

- City of Jacksonville Planning and Development Department
- City of Jacksonville Office of the Traffic Engineer, Department of Public Works
- City of Jacksonville, Environmental and Compliance Department, Environmental Quality Division
- City of Atlantic Beach
- City of Jacksonville Beach
- City of Neptune Beach
- Town of Baldwin
- JEA (electric-water-sewer utility for Jacksonville)
- Jacksonville Aviation Authority
- Jacksonville Port Authority
- Jacksonville Transportation Authority
- Clay County Planning Department
- Clay County Engineering Department
- Clay County Public Works Department
- City of Green Cove Springs
- Clay County Public Works Department
- Town of Orange Park
- City of Green Cove Springs
- Nassau County Growth Management Department
- Nassau County Engineering Services Department
- Nassau County Ocean Highway and Port Authority
- Northeast Florida Regional Council
- City of Fernandina Beach
- Town of Callahan
- St. Johns County Growth Management Services Department
- City of St. Augustine
- City of St. Augustine Beach
- St. Augustine-St. Johns County Airport Authority

The State agencies are:

- Florida Commission for the Transportation Disadvantaged
- Florida Department of Transportation

The Federal agencies are:

- Federal Highway Administration
- Federal Transit Administration
- U.S. Environmental Protection Agency
- U.S. Navy

The TPO adopted a policy manual containing rules and bylaws for the Policy Board, CAC and TCC. The manual, entitled Rules of Procedure and Bylaws was adopted April 12, 2001 and revised November 2003, February 2005, April 2008, August 2009 and April 2013. The TPO Bylaws were amended in November 2017. Copies are available at the TPO office at 980 North Jefferson Street, Jacksonville 32209 and on the TPO website www.northfloridatpo.com.

Statewide and Metropolitan Planning Rules and Regulations ((23 CFR 450) require metropolitan planning organizations to adopt a proactive public participation and intergovernmental consultation policy process that allows adequate opportunity for public officials and citizens to provide meaningful input when the TPO is developing its plans and programs. The Public Involvement Plan (PIP) was adopted January 1994 and amended as follows: March 8, 2001; February 2007; December 2011 and April 2016. This plan was updated in May 2016. Copies of the plan are available at the TPO offices and on the TPO website [Home - North Florida TPO](#).

Planning and Funding Agreements

In October 2011 Governor Rick Scott approved the North Florida TPO Boundary and Apportionment Plan expanding the TPO planning area boundary to include all of Clay, Nassau and St. Johns Counties. He reaffirmed this boundary and board membership apportionment in July 2013.

1. **Standard Interlocal Agreement:** This agreement was updated to reflect the expanded TPO planning area boundary. It ensures eligibility to receive federal capital and operating assistance pursuant to 23 U.S.C. 134 and Section 3(a)(s), f(a), 5(g)(1) and 5(1) of the Urban Mass Transit Act of 1964, as amended [49 U.S.C. 1602(a)(2), and 1604(g)(1)], and to implement and ensure a *continuing, cooperative* and *comprehensive* transportation planning process that results in coordinated plans and programs consistent with the comprehensively planned development of the affected urbanized area in cooperation with the Florida Department of Transportation. The agreement was adopted in April 2012 and subsequently endorsed and recorded in each of the four counties.
2. **Metropolitan Planning Agreement:** New federal and state financial requirements required a new Metropolitan Planning Agreement and invoicing procedures for the pass-through of federal (FHWA) funds to the North Florida TPO to complete the metropolitan planning tasks to be carried out in the North Florida TPO area. This new Metropolitan Planning Agreement will be effective July 1, 2018 and will be a two-year agreement, coinciding with the two-year cycle of the UPWP. The UPWP will serve as the Scope of Services for the agreement. .
3. **Intergovernmental Coordination and Review and Public Transportation Coordinated Joint Participation Agreement:** This agreement provides for coordination among the FDOT, the TPO and providers of public transportation including airport and seaport authorities; and provides a process through the Northeast Florida Regional Council for intergovernmental coordination and review, and to identify and resolve inconsistencies between proposed TPO plans and local government comprehensive plans should they arise. This agreement was approved April 14, 2016.
4. **Transportation Regional Incentive Program (TRIP) Interlocal Agreement:** This agreement establishes the framework to create a regional transportation plan and designation of the TPO as the lead agency for coordinating the prioritization and submittal of TRIP eligible projects in Northeast Florida. The TRIP agency

participants are Baker, Clay, Duval, Nassau, Putnam and St. Johns Counties. This agreement was approved April 10, 2014.

5. **Joint Participation Agreement FTA 5305d:** This agreement specifies how planning funds from the Federal Transit Administration are to be expended. Adopted April 5, 2019.

Unified Planning Work Program Development

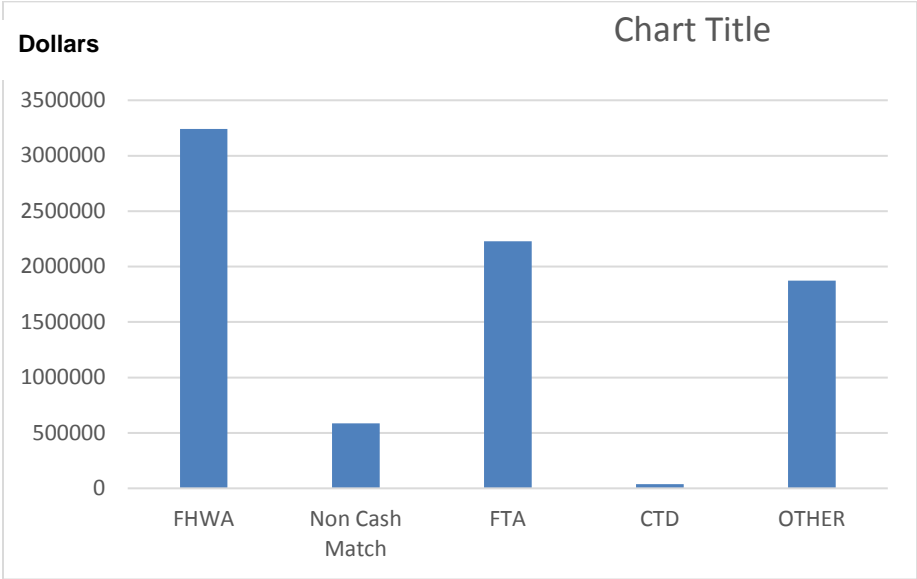
Developing the UPWP is initiated by soliciting requests for studies. Members of the TPO Policy Board, Technical Coordinating Committee and Citizens Advisory Committee are invited to submit their requests in January/February. Many study requests are approved by the local Boards of County Commissioners and forwarded to the TPO; others are submitted by other member organizations, agencies and citizens. The list of requested studies is then posted on the TPO website. For FY 2019/19, 35 requests were received. Staff then prepares and posts a draft UPWP to present to the Board and committees one month prior to the month of adoption. The UPWP is subject to review by the Citizens Advisory Committee and the Technical Coordinating Committee prior to TPO Policy Board approval.

Projects in this UPWP are generally funded with federal, state and local funds. The graphs in Figure 2 on the following page summarize funding by source in each fiscal year.

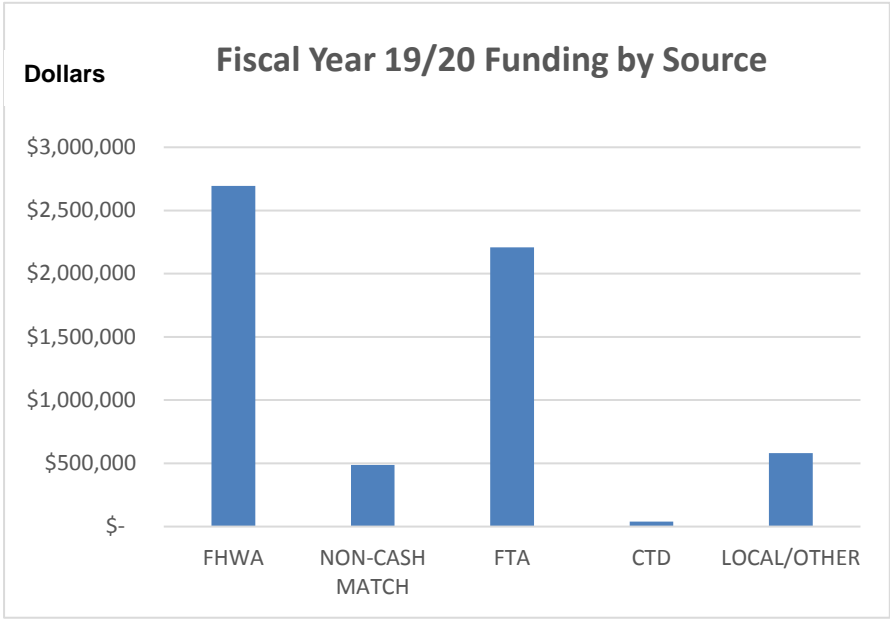
FTA match requirements are 80 percent federal, 10 percent State and 10 percent local.

Section 120 of Title 23, U.S.C., permits a state to use certain toll revenue expenditures as a credit toward the no-federal matching share of all programs authorized by Title 23, (with the exception of Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a “soft-match” provision that allows the federal share to be increased up to 100 percent to the extent credits are available. The “soft match” amount utilized to match FHWA funding in this UPWP is 18.07 percent of FHWA program funds for a total of \$585,600 in FY 2018/19 and \$486,751 in FY 2019/20.

Figure 2 Graphs Funding by Source



Funding Source



Funding Source

Federal Planning Factors and Emphasis Areas

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Federal Planning Factors and Emphasis Areas

Federal Planning Factors

The North Florida TPO must consider the following strategies in its transportation planning process.

- A. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;**
- B. Increase the safety of the transportation system for motorized and non-motorized users;**
- C. Increase the security of the transportation system for motorized and non-motorized users;**
- D. Increase the accessibility and mobility of people and for freight;**
- E. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;**
- F. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;**
- G. Promote efficient system management and operation;**
- H. Emphasize the preservation of the existing transportation system.**
- I. Improve the resiliency and reliability of the transportation system.²**
- J. Enhance travel and tourism.³**

Figure 1 on the following page is a matrix illustrating the relationship of UPWP tasks to these planning factors.

² Added as part of Fixing American's Surface Transportation (FAST), the recently adopted Federal Bill re-authorizing transportation and the Transportation Trust Fund. Rules implementing this bill will be forthcoming.

³ Ibid

Figure 3 FEDERAL PLANNING FACTORS—UPWP TASK MATRIX

North Florida Transportation Planning Organization FEDERAL PLANNING FACTORS—UPWP TASK MATRIX

See Federal Planning Factors on Page 31

Task #	UPWP Task	Federal Planning Factors									
		A	B	C	D	E	F	G	H	I	J
1.1	Program Administration (North Florida TPO)	✓	✓	✓	✓	✓	✓	✓	✓		
1.2	Program Management, Administration and Development (JTA)	✓	✓	✓	✓	✓	✓	✓	✓		
1.3	Training/Travel (North Florida TPO)	✓	✓	✓	✓	✓	✓	✓	✓		
1.4	Unified Planning Work Program (North Florida TPO)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
2.1	Traffic Count Data (North Florida TPO)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
3.1	Transportation Improvement Program (North Florida TPO)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
3.2	Annual List of Priority Projects (North Florida TPO)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
4.1	GIS/Model Update/Maintenance (North Florida TPO)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
4.3	2045 Long Range Transportation Plan Update	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
4.4	Efficient Transportation Decision-Making Process (ETDM) (North Florida TPO)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
4.5	Establishing Performance Targets (North Florida TPO)						✓	✓			
4.6	Model Training (North Florida TPO)				✓		✓	✓			

Figure 3 FEDERAL PLANNING FACTORS—UPWP TASK MATRIX

North Florida Transportation Planning Organization FEDERAL PLANNING FACTORS—UPWP TASK MATRIX

See Federal Planning Factors on Page 31

Task #	UPWP Task	Federal Planning Factors									
		A	B	C	D	E	F	G	H	I	J
4.7	NERPM-AB Code Cleaning				✓		✓	✓			
4.8	Interim Year Data Interpolation				✓		✓	✓			
5.1	Annual Mobility Report (North Florida TPO)	✓	✓	✓	✓	✓	✓	✓	✓		✓
5.2	I-95 Corridor Planning Study (FDOT)										
5.4	Regional Congestion Management Plan Update (North Florida TPO)	✓	✓	✓	✓	✓	✓	✓	✓		✓
5.5	Regional Greenways and Trails Plan Update (North Florida TPO)	✓	✓	✓		✓					✓
5.6	Regional System Safety Plan Update (North Florida TPO)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
5.7	Clay County Henley Road and CR 220 Traffic Study (North Florida TPO)	✓	✓			✓	✓				
5.8	Internet of Things Deployment Plan (North Florida TPO)	✓			✓		✓	✓	✓	✓	
5.21	Integrated Data Exchange, Phase 2 (North Florida TPO)	✓			✓		✓	✓	✓		
5.22	Vulnerability and Resiliency Study, Phase 2 (North Florida TPO)	✓							✓	✓	
5.23	Jacksonville Regional Distribution Center Study, Phase 2 (North Florida TPO)	✓	✓	✓	✓	✓	✓	✓			
5.24	Amelia Island Trail Usage Study (North Florida TPO)		✓		✓						
5.25	Atlantic/Neptune Beach Parking Management Study (North Florida TPO)		✓								

Figure 3 FEDERAL PLANNING FACTORS—UPWP TASK MATRIX

North Florida Transportation Planning Organization FEDERAL PLANNING FACTORS—UPWP TASK MATRIX

See Federal Planning Factors on Page 31

Task #	UPWP Task	Federal Planning Factors									
		A	B	C	D	E	F	G	H	I	J
5.26	Chaffee Road/Samaritan Way Corridor Study (North Florida TPO)	✓	✓		✓	✓					
5.27	St. Johns County Sidewalk Prioritization System Study, Phase 2 (North Florida TPO)		✓								
5.28	Regional Congestion Management Process and IDE Update Phase 2 (North Florida TPO)	✓	✓	✓	✓	✓	✓	✓	✓		✓
5.29	Keystone Heights Airport Access Study (North Florida TPO)	✓	✓	✓			✓				
5.30	Mobility Plan for the Underserved and Ladders of Opportunity (North Florida TPO)				✓	✓					
5.31	Monument Road Corridor Study (North Florida TPO)	✓	✓		✓	✓					
5.32	Clay County Pavement Management Pilot Study (North Florida TPO)								✓		
5.33	Pledge to Slow Down Safety Campaign (North Florida TPO)		✓	✓							
5.34	Regional Tourism Management Plan (North Florida TPO)										✓
5.35	Ridgewood/Foxwood Area Traffic Study (North Florida TPO)	✓	✓		✓	✓					
5.36	Smart St. Augustine/IDE Integration (North Florida TPO)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
6.1	Public Involvement (North Florida TPO)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
7.0	Clean Fuels Coalition (North Florida TPO)	✓	✓	✓	✓	✓	✓	✓	✓		

Figure 3 FEDERAL PLANNING FACTORS—UPWP TASK MATRIX

North Florida Transportation Planning Organization FEDERAL PLANNING FACTORS—UPWP TASK MATRIX

See Federal Planning Factors on Page 31

Task #	UPWP Task	Federal Planning Factors									
		A	B	C	D	E	F	G	H	I	J
7.1	Bicycle/Pedestrian Facilities Planning (North Florida TPO)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
7.2	First Coast Commuter Services (North Florida TPO)	✓	✓	✓	✓	✓	✓	✓	✓	✓	
7.3	Transit Planning for the St. Augustine UA (St. Johns Co)	✓		✓			✓	✓	✓		✓
7.4	Smart North Florida Coalition (North Florida TPO)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
7.5	Transportation Disadvantaged Planning Related (North Florida TPO)		✓	✓	✓	✓	✓	✓			
7.6	Premium Transit and Fixed Guideway Service (JTA)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
7.7	Transit Development Plan Update (JTA)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
7.8	Transit Vision (JTA)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
7.9	Develop Transit Educational Campaign (JTA)				✓	✓	✓	✓			
7.10	General Transit and Regional Planning (JTA)	✓	✓	✓	✓	✓	✓	✓	✓		
7.12	Sustainability Plan (JTA)							✓			
7.13	Strategic Technology Planning (JTA)							✓			
7.15	Transit Oriented Development (JTA)		✓	✓	✓		✓				
7.15	Transit Model Enhancements (JTA)							✓			
7.16	Organizational Improvement and Customer Focused Initiative (JTA)	✓	✓	✓	✓	✓	✓	✓	✓		
7.17	Financial Planning I (JTA)							✓			

Figure 3 FEDERAL PLANNING FACTORS—UPWP TASK MATRIX

North Florida Transportation Planning Organization FEDERAL PLANNING FACTORS—UPWP TASK MATRIX

See Federal Planning Factors on Page 31

Task #	UPWP Task	Federal Planning Factors									
		A	B	C	D	E	F	G	H	I	J
7.18	Transit Asset Management Plan (JTA)								✓		
7.19	Transit Oriented Development Pilot Study (JTA)		✓	✓	✓		✓				
7.20	Operations Training Plan (JTA)		✓	✓							

Federal Emphasis Areas

There are no emphasis areas required by FHWA and FTA. TPOs have been directed instead to focus on performance based planning. See **Performance Based Planning**.

State Emphasis Areas

The Florida Department of Transportation Office of Policy Planning develops *Planning Emphasis Areas* on a two-year cycle in coordination with the development of Metropolitan Planning Organizations' respective unified planning work programs. Emphasis areas set planning priorities, support the Florida Transportation Plan, and give importance to topic areas which MPOs are encouraged to address as they develop their planning programs. Implementing the

seven goals of the Florida Transportation Plan requires embracing innovation; extensive collaboration across jurisdictions, modes and disciplines; an emphasis on customer service; data and performance feedback; and strategic investments for the efficient and effective allocation of resources.

Metropolitan Planning Organizations should consider the following topics when updating their Unified Planning Work Plan.

Rural Transportation Planning

MAP-21 defined the structure and responsibilities of designated regional transportation planning organizations in federal regulations for the first time. Florida Statutes include several provisions that require coordination with local governments including those in rural areas. Some rural communities in Florida face significant development pressures and need transportation investments to handle growing populations and economic activities. Others simply struggle to maintain their existing transportation system and with providing services to a spread-out community.



MPOs are encouraged to plan for and coordinate with rural governmental entities both within their planning boundaries as well as those areas outside of the current boundaries that are impacted by transportation movements between regions.

The North Florida TPO is the regional Transportation Regional Incentive Program Agency for Baker, Clay, Duval, Nassau, Putnam and St. Johns Counties. In 2010 the TPO offered non-voting membership on the TPO Policy Board to Baker, Flagler and Putnam Counties.

Transportation Performance Measures

FHWA has finalized six interrelated performance rules to implement the transportation performance measures framework established by MAP-21 and the FAST Act. Collectively, the rules address challenges facing the transportation system, including: improving safety, maintaining the condition of the infrastructure, reducing traffic congestions, improving the efficiency of the system and freight movement, protecting the environment, and reducing delays in project delivery. The rules established national performance measures. State DOTs and MPOs must establish targets for each measure. Planning documents will identify the strategies and investments used to reach the targets. Progress towards meeting the targets will be reported through new and existing mechanisms. MPOs need to account in their UPWP for the effort necessary to satisfy the federal requirements. As MPOs and Florida DOT venture into this first round of target setting and adopting performance measures into our planning products, more emphasis will be placed on this topic area. The cooperative efforts of Florida's MPOs and DOT to insure this new planning tool will be effective and well-coordinated will need to be shown in the upcoming UPWPs.



This UPWP includes a work task for performance target setting. To date, targets have been set for safety and transit asset management. The Mobility and safety measures have been incorporated in the Annual Mobility Report.

ACES (Automated/Connected/Electric/Shared-use) Vehicles

According to the Federal Highway Administration, "Transportation is in the midst of disruptive change from new technologies (automated and connected vehicles); new institutions (shared mobility firms); and changing attitudes (reduced car ownership). Across the nation, transportation planners are under pressure to develop performance-oriented policies, plans, and investment decisions that consider an increasingly complex transportation landscape. In the process, planners need to consider, but cannot yet reliably predict, the potential impact of disruptive and transformational Connected Vehicle (CV) and Automated Vehicle (AV) technologies on safety, vehicle ownership, road capacity, VMT, land-use, roadway design, future investment demands, and economic development, among others. While some forms of CV and AV are already being deployed across the United States, significant unknowns exist regarding the rate of technology adoption, which types of technologies will prevail in the marketplace, the interaction between CV/AV vehicles and various forms of shared mobility services, and the impacts of interim and widespread levels of CV/ AV usage."

Adopting and supporting innovative technologies and business practices supports all seven goals of the Florida Transportation Plan and the federal planning factors found in the FAST Act. ACES may lead to great improvements in safety, transportation choices, and quality of life for Floridians, our visitors and the Florida economy. Though there is a great deal of speculation and uncertainty of the potential impacts these technologies will have, MPOs need to determine how best to address the challenges and opportunities presented to them by ACES vehicles.



The North Florida TPO adopted a Smart Region Master Plan addressing new technologies. The recently initiated 2045 Long Range Transportation Plan Update will considers ACES.

Performance Based Planning

The Fixing America's Transportation (FAST) Act mandates "performance management" to connect invest and policy decisions to achieve national performance goals. These goals target safety, pavement condition, bridge condition, freight movement, traffic congestion, and on-road mobile sources.

State departments of transportation (DOTs) are required to establish statewide targets to measure progress in meeting the established performance measures. MPOs like the North Florida TPO have the option of adopting the statewide targets or establishing their own.. Progress will be reported in a **System Performance Report** as part of the 2045 Long Range Transportation Plan update.

Effort will be made in both the Transportation Improvement Program and Long Range Transportation Plan to explain the relationship between these measures and targets and the investments made.

Federal Certification

As a transportation management area (population 200,000 or more), the North Florida TPO is certified by the Federal Highway and Transit Administrations every four years. The TPO was certified in 2016 and will be visited by both agencies for certification in 2020. The reviewing agencies made several recommendations in 2016. These recommendations and the subsequent actions taken by the TPO are as follows:

1. **Outreach and Public Participation:** North Florida TPO continues to expand the use of data in informing its transportation decision in all programs and activities. However, despite the measures of effectiveness described in the PPP, NFTAPO continues to rely on intuition or past experience when choosing or modifying public involvement activities. The Review Team encourages the TPO to review and enhance its public involvement measures to ensure their usefulness. The periodic review of performance measurement is necessary; therefore, the TPO should explore options, modify or even discard particular measures based on the usefulness, clarity, data or available resources. It is important to note that the measures serve to document the effectiveness of the TPO's process, as well as serve as a reliable and transparent report-card for the PPP.



Staff has formalized the review of Public Participation activities with measureable outcomes.

2. **Outreach and Public Participation:** The TPO website went live on or about May 6, 2016, only days before the Federal Certification. As such, there were a few noted instances of missing information and broken links, though some were not TPO sponsored (see the Jacksonville Bike Ped Master Plan Study, Steering Committee links). The Review Team understands that it may take time to perfect the product, and only recommends that the TPO carefully check each page to ensure accuracy, functionality and completeness.



A staff member has been assigned the task of regularly checking all web links.

3. **Title VI and Related Requirements:** The TPO is interested in attracting a younger demographic to transportation planning committees, both to better represent the area population but also to ensure that the unique opinions of younger and future users are not lost among those of older participants. One possibility

the TPO might consider is adding a CAC and/or BPAC seat specifically for a student representative of the area's many colleges or universities. Though students come and go, they are a consistent presence and heavy users of the region's transportation systems. They are also frequently involved in crash incidents, and have differing opinions on the value of transit and multimodal options. The unreliability of college student participation can be addressed by requiring a member of the school's student council rather than from the general student body, or arrange an unpaid internship or externship credit for the student chosen to participate. In any event, the TPO should maintain the right to replace any student participant for lack of attendance.



Staff will engage University students in developing the 2045 Long Range Transportation Plan. Regrettably, it is not practical for students to regularly percolate on the Citizens Advisory Committee.

- Title VI and Related Requirements:** North Florida TPO has traditionally used Jacksonville Transit Authority (JTA) to procure its professional services consultants. The TPO is considering discontinuing this practice. The Federal Review Team urges the TPO to reconsider. JTA is a seasoned federal-aid recipient that has experience in procuring a wide range of services on various federal funds. FHWA funds can only participate in the FDOT-approved DBE program, and that local contracting preferences are currently not permitted in Florida. Further, JTA commits substantial resources to locating and supporting DBEs and other small businesses, benefiting the TPO and other regional partners.



The TPO continues to utilize the JTA procurement process.

- Title VI and Related Requirements:** The Review Team acknowledges the TPO's good work in using data as part of its civil rights responsibilities and for assisting FHWA with national efforts to compile resources for Environmental Justice analysis. The Review Team recommends that the TPO strive for consistency in documenting protected class data collection and analysis in all plans, studies and services. For example, while North Florida TPO uses protected class demographic data in developing its LRTP, it is largely related to targeting public involvement and collecting the various needs of the communities it serves. These are important considerations, but the TPO must also be able to use data to determine equity in the distribution of benefits and burdens, and to identify when adverse impacts may require avoidance, minimization or mitigation. The Review Team appreciates that the availability of data is quickly outpacing the ability to synthesize it. There are new tools for data analysis available through US DOT and US EPA for this activity.



The TPO is endeavoring to do so.

- Title VI and Related Requirements:** North Florida TPO has taken a lead role in encouraging the use of alternative fuels, one of the efforts which led to being the only Florida region with a Clean Cities designation from US EPA. One of the TPO's many initiatives included funding installation of twenty-five charging stations for electronic vehicles. Some of these 'charge well' stations are located on local government owned or controlled properties, while others are available for public use at commercial properties. As the TPO is relatively new to providing transportation facilities within the meaning of the Americans with Disabilities Act (ADA) standards, the Review Team recommends that it inspect each station to ensure accessibility and effect remediation for those, if any that do not meet the [2010 Standards for State and Local Government Facilities Title II](#) or [2010 Standards for Public Accommodations and Commercial Facilities Title III](#). Sections 308 and 309 may be particularly helpful in assessing reach ranges and operable parts.



Accessibility for the disabled will be addressed in new charging station deployments. These deployments are anticipated in calendar year 2018.

- Title VI and Related Requirements:** The Federal Review Team encourages North Florida TPO to continue initiatives designed to identify, assess and prioritize projects that provide accessibility along pedestrian rights of way. More specific guidance on ADA/504 requirements for planning agencies from FHWA should be available soon. In the meantime, the Review Team further suggests that the TPO coordinate with its local governments in demonstrating compliance with ADA/504, which includes not only sharing data and other pedestrian facility information, but also identifying partners in need of training or assistance, and reporting to FDOT or FHWA innovative programs or cost effective tools that might assist public agencies with meeting accessibility requirements.



As part of the 2040 Long Range Transportation Plan Update the North Florida TPO adopted Guidelines for Context Sensitive Solutions to aid local governments in designing roads that are accessible for all users and all modes. The Florida Department of Transportation has since released a Complete Streets Handbook with the same intent.

Based on the overall findings, the FHWA and FTA jointly certify that the transportation planning process of the Jacksonville TMA substantially meets the Federal planning requirements in 23 CFR 450 Subpart C. This certification will remain in effect until September 2020.

Section 1: Administration

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Task 1.1—Program Administration

Responsible Agency

North Florida Transportation Planning Organization

Purpose

To manage the day to day operations of the agency and carry out the continuous, cooperative and comprehensive planning process for the metropolitan planning area.

Previous Work

Prepare and distribute planning documents. Technical assistance and preparation of documents for the TPO Board and committees. Coordination with federal, state and local partners. Preparation of contracts, agreements and certification documents. Attendance at workshops and training.

Required Activities

- Technical assistance and staff support to TPO Policy Board and Committees
- Prepare and distribute TPO materials (agenda packages, meeting minutes, resolutions, plans and documents)
- Coordination with partner agencies including FDOT and staff support for joint meetings
- Prepare and participate in annual Joint State TPO Certification and quadrennial TMA Certification
- Prepare and submit progress reports and invoices
- Review and update agreement and TPO administrative documents
- Maintain financial records
- Regular update of the North Florida TPO's Continuity of Operations Plan (COOP)
- TPO staff and Board member travel and participation at general trainings, conferences and meetings, including MPOAC and Model Task Force
- Selecting and managing consultant support
- Purchase office supplies, postage and equipment
- Legal services
- New member training, educational workshops and events
- Personnel administration

Task 1.1—Program Administration

Responsible Agency

North Florida Transportation Planning Organization

- Administration and IT Support Services Agreement

End Product	Completion Date
■ TPO board and committee meetings	Monthly with exception of January and July
■ Joint State-TPO Certification	January 2019; January 2020
■ Invoices and progress reports	Monthly
■ MPOAC and Model Task Forces meetings, workshops and training	As needed
■ Maintenance of financial records	On going
■ New member training	As needed
■ Other educational workshops and events	At least 2 per year
■ Legal services	As needed

Task 1.1—Program Administration

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (PL)	FTA 5305d	FTA State Match	FTA Local Match	Local Assessment	Total
A. Personnel Services	\$435,000	\$55,570	\$6,946	\$6,946	\$17,642	\$522,104
B. Consultant Services	\$15,000					\$15,000
C. Other Direct Expenses						
■ <i>Administrative/IT Support</i>	\$30,000				\$20,000	\$50,000
■ <i>Advertising</i>	\$30,000				\$20,000	\$50,000
■ <i>Building Expenses</i>	\$30,000				\$20,000	\$50,000
■ <i>Equipment Rental</i>	\$20,000				\$20,000	\$40,000
■ <i>Insurance</i>	\$25,000					\$25,000
■ <i>Legal Services</i>					\$50,000	\$50,000
■ <i>Meetings</i>					\$25,000	\$25,000
■ <i>Memberships</i>					\$20,000	\$20,000
■ <i>Office Supplies</i>	\$10,000				\$20,000	\$30,000
■ <i>Payroll Processing Fees</i>					\$10,000	\$10,000
■ <i>Postage</i>	\$5,000				\$10,000	\$15,000
■ <i>Printing/Copying</i>	\$4,000				\$15,000	\$19,000
■ <i>Software Maintenance</i>	\$5,000				\$5,000	\$10,000
■ <i>Telephone</i>	\$4,000					\$4,000

Task 1.1—Program Administration

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (PL)	FTA 5305d	FTA State Match	FTA Local Match	Local Assessment	Total
■ <i>Utilities</i>	\$12,000				\$10,000	\$22,000
Total Other Direct Expenses	\$175,000				\$245,000	\$420,000
GRAND TOTAL	\$625,000	\$55,570	\$6,946	\$6,946	\$262,642	\$957,104

October 11, 2018 UPWP Modification decreasing PL funding by \$50,000 that was transferred to Task 4.1

February 14, 2019 UPWP Amendment increase FTA funding by \$31,214 due to higher allocation

March 2019 UPWP Modification decreasing FTA funding by \$187,224 that was transferred to Task 4.3

Task 1.1—Program Administration Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (PL)	FTA 5305d	FTA State Match	FTA Local Match	Local Assessment	Total
A. Personnel Services	\$450,000	\$100,376	\$12,547	\$12,547	\$26,286	\$591,756
B. Other Direct Expenses						
■ <i>Administrative/IT Support</i>	\$30,000				\$20,000	\$50,000
■ <i>Advertising</i>	\$30,000				\$20,000	\$50,000
■ <i>Building Expenses</i>	\$30,000				\$20,000	\$50,000
■ <i>Equipment Rental</i>	\$20,000				\$20,000	\$40,000
■ <i>Insurance</i>	\$25,000					\$25,000
■ <i>Legal Services</i>					\$50,000	\$50,000
■ <i>Meetings</i>					\$25,000	\$25,000
■ <i>Memberships</i>					\$20,000	\$20,000
■ <i>Office Supplies</i>	\$10,000				\$20,000	\$30,000
■ <i>Payroll Processing Fees</i>					\$10,000	\$10,000
■ <i>Postage</i>	\$5,000				\$10,000	\$15,000
■ <i>Printing/Copying</i>	\$4,000				\$15,000	\$19,000
■ <i>Software Maintenance</i>	\$5,000				\$5,000	\$10,000
■ <i>Telephone</i>	\$4,000					\$4,000
■ <i>Utilities</i>	\$12,000				\$10,000	\$22,000
Total Other Direct Expenses	\$175,000				\$245,000	\$420,000

Task 1.1—Program Administration Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (PL)	FTA 5305d	FTA State Match	FTA Local Match	Local Assessment	Total
GRAND TOTAL	\$625,000	\$100,376	\$12,547	\$12,547	\$271,286	\$1,021,756

Task 1.2—Program Management, Administration and Development (JTA)

Responsible Agency

Jacksonville Transportation Authority

Purpose

To manage and execute the day to day operations of the agency.

Previous Work

Correspondence, invoices, quarterly or semi-annual reports, weekly reports to file in anticipation of developing the current North Florida TPO's Unified Planning Work Program.

Required Activities

- The JTA Administrative Staff will prepare written materials and correspondence needed to manage projects, administer funds and prepare accounting, financial records and billing per the UPWP.

End Product

Completion Date

- | | |
|--------------------------------|--------------------|
| ■ Correspondence | As needed |
| ■ Record keeping and reporting | On going |
| ■ Billing and invoicing | At least quarterly |

Task 1.2—Program Management, Administration and Development (JTA) Estimated Budget Detail

Responsible Agency

Jacksonville Transportation Authority

FISCAL YEAR 2018/19

Budget Category	FTA 5305d	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$900	\$113	\$113	\$1,126
GRAND TOTAL	\$900	\$113	\$113	\$1,126

FISCAL YEAR 2019/20

Budget Category	FTA 5305d	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$900	\$113	\$113	\$1,126
GRAND TOTAL	\$900	\$113	\$113	\$1,126

Task 1.3—Travel/Training

Responsible Agency

North Florida Transportation Planning Organization

Purpose

To insure staff remains up-to date with state and federal planning regulations, planning tools and procedures by attending workshops, training, seminars, conferences and taking college courses.

Previous Work

Travel to regular meetings of the Florida Metropolitan Planning Advisory Council (MPOAC), Association of Metropolitan of Metropolitan Planning Organizations (AMPO) meetings and annual conference and other related conferences.

Required Activities

- Travel to MPOAC meetings
- Member travel to MPOAC meetings and MPOAC Institute (elected officials training)
- Travel to annual Florida Transportation Disadvantaged Commission Conference
- Travel to other related conferences, seminars, workshops and training

End Product

Completion Date

- | | |
|---|--------------------|
| ■ Travel to MPOAC meetings | Quarterly |
| ■ Travel to MPOAC Institute | 2-members annually |
| ■ Travel to MPOAC committee meetings | As scheduled |
| ■ Travel to TD Conference | Annually |
| ■ Travel to other conferences, seminars, workshops and training | On-going |

Task 1.3—Travel/Training Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	Local Assessment	Total
A. Personnel Services	\$10,000	\$10,000
B. Travel		
■ Staff	\$30,000	\$30,000
■ Board Member	\$10,000	\$10,000
GRAND TOTAL	\$50,000	\$50,000

FISCAL YEAR 2019/20

Budget Category	Local Assessment	Total
A. Personnel Services	\$10,000	\$10,000
B. Travel		
■ Staff	\$30,000	\$30,000
■ Board Member	\$10,000	\$10,000
GRAND TOTAL	\$50,000	\$50,000

Task 1.4—Unified Planning Work Program

Responsible Agency

North Florida Transportation Planning Organization

Purpose

To develop the Unified Planning Work Program (UPWP) and amend as needed.

Previous Work

Unified Planning Work Program for Fiscal Year 2016/17 through 2017/18 (amended May 20, amended December 2017 and March 2018).

Required Activities

- Coordinate with JTA to update tasks
- Solicit new tasks from member agencies, board and committee members and others
- Review and incorporate state and federal emphasis areas
- Hold a public meeting prior to adoption
- Update metropolitan planning agreement

End Product

Completion Date

- | | |
|-----------------------------------|--------------------------------|
| ■ Unified Planning Work Program | Complete draft, March 15, 2018 |
| | Adoption, May 2018 |
| | Amended/revised May 2019 |
| ■ Metropolitan Planning Agreement | Adopted, May 2018 |
| | Amended/revised May 2019 |

Task 1.4—Unified Planning Work Program Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (PL)	FTA 5305d	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$20,000	\$24,000	\$3,000	\$3,000	\$50,000
GRAND TOTAL	\$20,000	\$24,000	\$3,000	\$3,000	\$50,000

FISCAL YEAR 2019/20

Budget Category	FHWA (PL)	FTA 5305d	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$20,000	\$24,000	\$3,000	\$3,000	\$50,000
GRAND TOTAL	\$20,000	\$24,000	\$3,000	\$3,000	\$50,000

Task 1.5—General Consultant Services

Responsible Agency

North Florida Transportation Planning Organization

Purpose

Provide technical planning services, as needed, to supplement the efforts of the North Florida TPO staff.

Previous Work

The TPO circulated a Request for Proposal (RFP) in the first quarter of 2017 for General Consultant Services, completing the procurement process in July 2017 with the selection of Atkins, England Thims & Miller, HNTB and RS&H.

Required Activities

- Supplemental planning services by work task order

End Product

Specified work tasks

Completion Date

As needed

Task 1.5—General Consultant Services Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (PL)	FHWA (SU)	FHWA (CM)	FTA 5305d	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$1,950	\$0	\$0	\$0	\$0	\$0	\$1,950
B. Consultant Services	\$0	\$235,834	\$4,568	\$0	\$0	\$0	\$240,402
GRAND TOTAL	\$1,950	\$235,834	\$4,568	\$0	\$0	\$0	\$242,352

FISCAL YEAR 2019/20

Budget Category	FHWA (PL)	FHWA (SU)	FHWA (CM)	FTA 5305d	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$0	\$0	\$0	\$16,000	\$2,000	\$2,000	\$20,000
B. Consultant Services	\$16,197	\$0	\$0	\$51,193	\$6,399	\$6,399	\$80,188
GRAND TOTAL	\$16,197	\$0	\$0	\$67,193	\$8,399	\$8,999	\$100,188

*March 2019 UPWP Modification decreasing FY 19/20 SU funding by \$250,000, increase FY 18/19 SU funding by \$195,000, decreasing FY 18/19 FTA funding by \$102,776 transferred to Task 4.3

*April 2019 Amendment increasing PL funds by \$117,246, carryforward amount from previous UPWP

Task 1.6—Annual Audit

Responsible Agency

North Florida Transportation Planning Organization

Purpose

To provide an annual audit of the North Florida TPO to demonstrate compliance with federal and state regulations regarding the management and expenditure of FHWA (PL), FTA 5306(d) and FDOT funds.

Previous Work

Annual Audit completed in March 2018.

Required Activities

- A qualified auditor will be employed to perform the audit in accordance with the minimum schedule.
- The audit will meet Federal Management Regulations and comply with the Budget Super Circular requirements.
- Present the audit to the Finance Committee of the TPO Board.

End Product

Completion Date

Specified work tasks

As needed

Task 1.6—Annual Audit Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	Local Assessment	Total
A. Personnel Services	\$5,000	\$5,000
B. Consultant Services	\$20,000	\$20,000
GRAND TOTAL	\$25,000	\$25,000

FISCAL YEAR 2019/20

Budget Category	Local Assessment	Total
A. Personnel Services	\$5,000	\$5,000
B. Consultant Services	\$20,000	\$20,000
GRAND TOTAL	\$25,000	\$25,000

Section 2—Data Collection

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Task 2.1—Traffic Count Data

Responsible Agency

North Florida Transportation Planning Organization

Purpose

Provide traffic count data for UPWP projects and the general public.

Previous Work

Traffic count data was collected from FDOT and local governments including the City of Jacksonville, Clay, Nassau and St. Johns Counties and assembled in a web based report.

Required Activities

- Traffic count data is collected from FDOT and local governments including the City of Jacksonville, Clay, Nassau and St. Johns Counties and assembled in a web based report.

End Product

Counts added as they become available

Completion Date

On going

Task 2.1—Traffic Count Data Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (PL)	Total
A. Personnel Services	\$35,000	\$35,000
GRAND TOTAL	\$35,000	\$35,000

FISCAL YEAR 2019/20

Budget Category	FHWA (PL)	Total
A. Personnel Services	\$35,000	\$35,000
GRAND TOTAL	\$35,000	\$35,000

Section 3—Transportation

Improvement Program

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Task 3.1—Transportation Improvement Program

Responsible Agency

North Florida Transportation Planning Organization

Purpose

Develop a short-range multi-jurisdictional transportation improvement program to implement the adopted Long-Range Transportation Plan.

Previous Work

Developed the FY 2018/9 through 2022/23 Transportation Improvement Program (TIP) adopted June 14, 2018.

Required Activities

- Review projects proposed by local jurisdictions, member agencies and authorities and the Florida Department of Transportation (includes download of FDOT 5-Year Work Program)
- Review for consistency with Congestion Management Process and adopted Long Range Transportation Plan
- Incorporate performance measures/targets
- Coordinate with Data Transfer Solutions (consultant) to develop web-based TIP
- Present DRAFT document to local governments
- Public meeting

End Product

Completion Date

- | | |
|---|--------------------------|
| ■ 5-Year Transportation Improvement Program | Adopt by June 2019, 2020 |
| ■ Web-based version | July 2019, July 2020 |

Task 3.1—Transportation Improvement Program Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (PL)	FTA 5305d	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$20,000	\$12,000	\$1,500	\$1,500	\$35,000
B. Consultant Services	\$9,600				\$9,600
GRAND TOTAL	\$29,600	\$12,000	\$1,500	\$1,500	\$44,600

FISCAL YEAR 2019/20

Budget Category	FHWA (PL)	FTA 5305d	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$20,000	\$12,000	\$1,500	\$1,500	\$35,000
B. Consultant Services	\$9,600				\$9,600
GRAND TOTAL	\$29,600	\$12,000	\$1,500	\$1,500	\$44,600

Task 3.2—Annual List of Priority Projects

Responsible Agency

North Florida Transportation Planning Organization

Purpose

Establish project priorities to guide the Florida Department of Transportation (FDOT) in programming federal transportation funding in the new fifth year of the FDOT 5-Year Work Program.

Previous Work

2018 Annual List of Priority Projects

Required Activities

Coordinate with member local governments and authorities to identify and prioritize projects.

End Product

Annual List of Priority Projects

Completion Date

March 2020

Task 3.2—Annual List of Priority Projects Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (PL)	Total
A. Personnel Services	\$2,500	\$2,500
GRAND TOTAL	\$2,500	\$2,500

FISCAL YEAR 2019/20

Budget Category	FHWA (PL)	Total
A. Personnel Services	\$2,500	\$2,500
GRAND TOTAL	\$2,500	\$2,500

WE WILL DO A NEW LOPP IN
FY 19/20. (March 2020
adoption) NO LOPP in FY
18/19)

Section 4—Long Range

Transportation Plan

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Task 4.1—GIS/Model Update/Maintenance

Responsible Agency

North Florida Transportation Planning Organization

Purpose

Update and maintain a geographical information system (GIS) and travel demand modeling tools.

Previous Work

Changed model platform. Updated traffic analysis zone GIS layer.

Required Activities

- Frequent review and update of model networks and databases
- Develop maps as needed
- Technical support to model users
- Maintain/update model wiki page
- Provide training for model users

End Product

Completion Date

- | | |
|---|-----------|
| ■ Refine model | As needed |
| ■ Training for model users | As needed |
| ■ GIS mapping | As needed |
| ■ Model maintenance and technical support | As needed |

Task 4.1—GIS/Model Update/Maintenance Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (PL)	FTA 5305d	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$50,000	\$40,000	\$5,000	\$5,000	\$100,000
B. Consultant Services	\$50,000				\$50,000
C. Other Direct Expense					
■ <i>Software Maintenance</i>	\$400				\$400
Total Other Direct Expenses	\$400				\$400
GRAND TOTAL	\$100,400	\$40,000	\$5,000	\$5,000	\$150,400

FISCAL YEAR 2019/20

Budget Category	FHWA (PL)	FTA 5305d	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$50,000	\$40,000	\$5,000	\$5,000	\$100,000
B. Consultant Services	\$50,000				\$50,000
C. Other Direct Expense					
■ <i>Software Maintenance</i>	\$400				\$400
Total Other Direct Expenses	\$400				\$400
GRAND TOTAL	\$100,400	\$40,000	\$5,000	\$5,000	\$150,400

October 11, 2018 UPWP Modification increasing PL funding by \$50,000 that was transferred from Task 1.1

Task 4.3—2045 Long Range Transportation Plan Update

Responsible Agency

North Florida Transportation Planning Organization

Purpose

Fulfillment of federal planning requirement to develop a performance based long range transportation plan (LRTP) with at least a 20 year planning horizon and update it every 5 years.

Previous Work

Developed 2015 model base year socio-economic data and project scope.

Required Activities

- Update, validate and calibrate travel demand model
- Public involvement utilizing appropriate communications platforms
- Develop 2030 and 2045 needs and cost feasible plans
- Incorporate federal planning factors
- Incorporate performance measures and develop **system performance report**⁴
- Address vehicle electrification and automation
- Consider resiliency of the transportation system

End Product

Long Range Transportation Plan

Completion Date

Adoption November 2019

⁴ New required document

Task 4.3—2045 Long Range Transportation Plan Update Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (SU)	FTA 5305d	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$20,000				\$20,000
B. Consultant Services	\$430,881	\$200,000	\$25,000	\$25,000	\$680,881
GRAND TOTAL	\$450,881	\$200,000	\$25,000	\$25,000	\$700,881

FISCAL YEAR 2019/20

Budget Category	FHWA (SU)	FTA 5305d	FTA State Match	FTA Local Match	Total
B. Personnel Services					
C. Consultant Services	\$250,000				\$250,000
GRAND TOTAL	\$250,000				\$250,000

December 11, 2018 UPWP Modification reducing SU funding by \$250,000 that was transferred to Task 5.4

March 2019 Modification increasing FTA funding by \$250,000

Task 4.4—Efficient Transportation Decision Making Process

Responsible Agency

North Florida Transportation Planning Organization

Purpose

To integrate FDOT's Efficient Transportation Decision Making Process (ETDM) in the North Florida TPO's transportation planning process..

Previous Work

Staff participated in the ETDM process..

Required Activities

- Review and comment on potential socio-cultural effects of candidate transportation projects based on available information.

End Product

Comments on candidate projects

Completion Date

On going

Task 4.4—Efficient Transportation Decision Making Process Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (PL)	Total
A. Personnel Services	\$2,500	\$2,500
GRAND TOTAL	\$2,500	\$2,500

FISCAL YEAR 2019/20

Budget Category	FHWA (PL)	Total
A. Personnel Services	\$2,500	\$2,500
GRAND TOTAL	\$2,500	\$2,500

Task 4.5—Establishing Performance Targets

Responsible Agency

North Florida Transportation Planning Organization

Purpose

To adopt performance targets for safety, system performance, and bridge and pavement condition.

Previous Work

Performance targets consistent with those of the Jacksonville Transportation Authority and St. Johns County Transit/Sunshine Bus have been adopted for transit asset management. The TPO also adopted the FDOT's Vision Zero safety targets.

- <http://northfloridatpo.com/global/resources/category/performance-targets/>

Required Activities

- Coordinate with FDOT to establish performance targets as required.

End Product

Adopt performance targets

Completion Date

Within 180 days of adoption of state targets

Task 4.5—Establishing Performance Targets Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (SU)	Total
A. Personnel Services	\$2,500	\$2,500
B. Consultant Services		
GRAND TOTAL	\$2,500	\$2,500

Task 4.6—Model Training

Responsible Agency

North Florida Transportation Planning Organization

Purpose

Prior to public release of the model developed for the 2045 Long Range Transportation Plan (LRTP) update one or more on-line webinars will be provided to introduce new tools and other enhancements.

Previous Work

Develop a 2015 Base Year and 2030 and 2045 networks and data for the 2045 LRTP.

Required Activities

- On-line training webinar (s) for model users (Recorded for posting on web and wiki pages.
- Update the model wiki page

End Product

- One or more webinar

Completion Date

June 2020

Revised

Task 4.6—Model Training Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (SU)	Total
A. Personnel Services	\$5,000	\$5,000
B. Consultant Services		
GRAND TOTAL	\$5,000	\$5,000

Revised

Task 4.7—NERPM-AB Code Cleaning

Responsible Agency

North Florida Transportation Planning Organization

Purpose

Prior to public release of the model developed for the 2045 Long Range Transportation Plan (LRTP) update the Northeast Florida Regional Planning Model-Activity Based (NERPM-AB) will be updated to the current licensed version of CUBE and ARCGIS. Prior to release, all extraneous and redundant code will be eliminated to improve efficiency and reduce runtime.

Previous Work

Developed a 2015 Base Year and 2030 and 2045 networks and data for the 2045 LRTP.

Required Activities

- Code clean-up

End Product

- Improved travel demand model

Completion Date

June 2020

New

Task 4.7—NERPM-AB Code Cleaning Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (SU)	Total
A. Consultant Services	\$50,000	\$50,000
GRAND TOTAL	\$50,000	\$50,000

New

Task 4.8—Interim Year Data Interpolation and Synthesis

Responsible Agency

North Florida Transportation Planning Organization

Purpose

Prior to public release of the model developed for the 2045 Long Range Transportation Plan (LRTP), data sets will be interpolated and synthesized for all interim years (2015 to 2045). All data will be posted for model users. This task is intended to facilitate model use by local governments and their consultants.

Previous Work

Developed a 2015 Base Year and 2030 and 2045 data sets for the 2045 LRTP.

Required Activities

- Interpolation and synthesis of population data for all interim years.
- Interpolation of employment and school enrollment data for all interim years

End Product

- Complete data sets for all years

Completion Date

June 2020

New

Task 4.8—Interim Year Data Interpolation and Synthesis Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (SU)	Total
A. Consultant Services	\$35,000	\$35,000
GRAND TOTAL	\$35,000	\$35,000

New

Section 5—Special Projects

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Task 5.1—Annual Mobility Report

Responsible Agency

North Florida Transportation Planning Organization

Purpose

To develop the TPO's Annual Mobility Report as part of the continuing congestion management process.

Previous Work

In FY 2012/13 the TPO did an extensive update of the Congestion Management Process and created a format for the Annual Mobility Report. In each subsequent year an Annual Mobility Report has been produced.

Required Activities

- Use FDOT's Mobility Performance Measures tool, BlueToad database and other relevant data to update the mobility performance status of key corridors in the region. Analyze vehicle probe data and other available data sources to assess reliability. Implement FAST Act performance measures adopted by FHWA for systems performance.

End Product

Completion Date

- Annual Mobility Report Draft

March 2020

- Annual Mobility Report Final

June 30, 2020

Task 5.1—Annual Mobility Report Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (CM)	Total
A. Consultant Services	\$50,000	\$50,000
GRAND TOTAL	\$50,000	\$50,000

FISCAL YEAR 2019/20

Budget Category	FHWA (SU)	Total
A. Consultant Services	\$50,000	\$50,000
GRAND TOTAL	\$50,000	\$50,000

Task 5.2—I-95 Corridor Planning Study (FDOT)

Responsible Agency

Florida Department of Transportation

Purpose

This study will explore long- and short-term improvements to I-95 from Downtown Jacksonville north to the Georgia line to maximize the corridor within existing right-of-way and consider the potential for managed lanes.

Previous Work

Corridor studies for other segments of I-95, I-10 and I-295

Required Activities

Traffic forecast and analysis to determine feasibility, provide conceptual design and identify ingress and egress locations.

- Analyze existing conditions
- Data collection
- Analyze managed lane operation.

End Product

Complete final feasibility report with concept development, potential segmentation, safety evaluation and cost estimates.

Completion Date

End of 2018

Task 5.2—I-95 Corridor Planning Study Estimated Budget Detail

Responsible Agency

Florida Department of Transportation

FISCAL YEAR 2018/19

Budget Category	State Funds	Total
A. Consultant Services	\$1,200,000	\$1,200,000
GRAND TOTAL	\$1,200,000	\$1,200,000

Task 5.3—Support of the Regional Transportation Commission

Responsible Agency

North Florida Transportation Planning Agency

Purpose

Support services⁵

Previous Work

The same services were provided in the previous fiscal year.

Required Tasks

- Financial services
- Mailing, copying

End Product

Financial services

Completion Date

June 30, 2019

⁵ The North Florida Regional Transportation Commission pays the North Florida TPO for these services.

Task 5.3—Support of the Regional Transportation Commission Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Agency

FISCAL YEAR 2018/19

Budget Category	Other	Total
A. Personnel Services	\$12,000	\$12,000
GRAND TOTAL	\$12,000	\$12,000

Task 5.4—Regional Congestion Management Process Update

Responsible Agency

North Florida Transportation Planning Organization

Purpose

This work effort will update the congestion management process adopted in 2013 to incorporate performance measures and targets required by Fixing America's Surface Transportation (FAST) Act and related FHWA and FTA implementing rules. This plan will be used to aid in developing the 2045 Long Range Transportation Plan Update.

Previous Work

The Congestion Management Process was updated in 2013.

Required Activities:

- Incorporate Federal performance measures and targets
- Update strategies for performance based planning

End Product

Updated Plan

Completion Date

June 30, 2019

Task 5.4—Regional Congestion Management Process Update Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (PL)	FHWA (SU)	FHWA (CM)	Total
A. Consultant Services	\$50,000	\$275,000	\$50,000	\$375,000
GRAND TOTAL	\$50,000	\$275,000	\$50,000	\$375,000

December 11, 2018 UPWP Modification increasing SU funding by \$250,000 that was transferred from Task 4.3

*March 2019 UPWP Modification increasing SU funding by \$25,000

Task 5.5—Regional Greenways and Trails Plan Update

Responsible Agency

North Florida Transportation Planning Organization

Purpose

This work effort will update the Regional Greenways and Trails Plan with the following intent:

- Linking existing trails in Clay, Duval, Nassau and St. Johns Counties with trails in neighboring counties
- Identify candidate trails for the Florida Greenways and Trails System (FGTS) Priority Network to include these trails, making them eligible for SunTrails funding.

Previous Work

The Regional Greenways and Trails Plan was adopted in 2006.

Required Activities:

- Review and update the trails network in the adopted plan
- One or more public participation activities in each county in the selecting the trail network
- On-line survey
- Consideration of the following proposed trails:
 - Baldwin Rail Trail Extension (Duval/Nassau/Baker)
 - Cecil Recreational Trail to Gold Head Branch State Park (Duval/Clay)
 - Crandall Pasture Trail connection to Amelia Island Trail (Nassau)
 - Nassau/Duval Trail connecting western Nassau and Duval Counties (Duval/Nassau)
 - Neptune Beach North/South Trail (Florida East Coast Greenway)
 - NAS Jacksonville to Orange Park Trail (Duval/Clay)
 - St. Johns/Flagler County Trail (St. Johns/Flagler) *possible connections to US1 and Graham Swamp Trails in Flagler County*
 - Vilano Beach Trails from Mickler Road to the Usina Bridge (St. Johns)

End Product

Completion Date

Updated Plan

June 30, 2019

Task 5.5—Regional Greenways and Trails Plan Update Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (SU)	Total
A. Consultant Services	\$100,000	\$100,000
GRAND TOTAL	\$100,000	\$100,000

Task 5.6—Regional System Safety Plan Update

Responsible Agency

North Florida Transportation Planning Organization

Purpose

The Regional System Safety Plan will be updated to incorporate safety performance measures and targets required by Fixing America's Surface Transportation (FAST) Act and related FHWA and FTA implementing rules. This plan will inform the 2045 Long Range Transportation Plan Update.

Previous Work

- The Regional Systems Safety Plan was completed in 2012
- Data for bicycle and pedestrian crashes was updated in FY 2016/17 for the Regional Bicycle/Pedestrian Safety Campaign
- The North Florida TPO adopted the FDOT Safety Performance Targets.
- Safety performance measures have been added to the Annual Mobility Report

Required Activities:

- Update crash data and analyze priority corridors and intersections for safety improvements.

End Product:

- Draft Document
- Final Document

Completion Date:

March 2019
June 30, 2019

Task 5.6—Regional System Safety Plan Update Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (PL)	Total
A. Consultant Services	\$100,000	\$100,000
GRAND TOTAL	\$100,000	\$100,000

Task 5.7—Clay County Henley Road and CR 220 Traffic Study

Responsible Agency

North Florida Transportation Planning Organization

Purpose

This study will identify improvements that reduce delay and crashes in this congested corridor linking Lake Asbury and Fleming Island.

Previous Work

Traffic and safety studies have been done for other corridors in Clay County.

Required Tasks

- Review signals and recommend changes to improve coordination
- Review crash data and recommend safety improvements
- Recommend ITS improvements to improve traffic flow

End Product

Completion Date

- | | |
|----------------|---------------|
| ■ Draft Report | March 2019 |
| ■ Final Report | June 30, 2019 |

Task 5.7—Clay County Henley Road and CR 220 Traffic Study

Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (SU)	Total
A. Consultant Services	\$100,000	\$100,000
GRAND TOTAL	\$100,000	\$100,000

Task 5.8—Internet of Things (IoT) Deployment Plan

Responsible Agency

North Florida Transportation Planning Organization

Purpose

Leveraging the Integrated Data Exchange’s requirements analysis completed in 2018, this task will develop a strategy to deploy of the Internet of Things (IoT) devices and data integration by working with regional partners to enhance the data available to make regional mobility a reality for municipal fleet operators, transit and personal travelers.

Previous Work

- Smart Region Master Plan, FY 2016/17. This plan identified 33 types of projects for deployment in a regional strategy to improve transportation system performance and operations with technology.
- Integrated Data Exchange, Phase 1, FY 2017/18. This study defined the high-level architecture for the Integrated Data Exchange.

Required Activities:

- Review devices deployed in Smart Cities
- Recommend devices to install in North Florida Region
- Evaluate the institutional, infrastructure, communications and operations maintenance requirements to integrate the IoT within the Integrated Data Exchange
- Determine the benefits of IoT investments in improving safety, mobility and reliability for the following market sectors: energy infrastructure management, public safety and first responders.

End Product:

- Draft Document
- Final Document

Completion Date:

- March 2019
- June 30, 2019

Task 5.8—Internet of Things (IoT) Deployment Plan Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (PL)	Total
A. Consultant Services	\$50,000	\$50,000
GRAND TOTAL	\$50,000	\$50,000

Task 5.21—Integrated Data Exchange Phase 2

Responsible Agency

North Florida Transportation Planning Organization

Purpose

Building on Phase 1, this study will develop the functional requirements for the Florida Department of Transportation (FDOT) and other local agencies to implement the integrated data exchange. This effort can serve as the basis for a scope of work for the implementing agency.

Previous Work

- Smart Region Master Plan, FY 2016/17. This plan identified 33 types of projects for deployment in a regional strategy to improve transportation system performance and operations with technology.
- Integrated Data Exchange, Phase 1, FY 2017/18. This study defined the high-level architecture for the integrated data exchange.

Required Activities:

- Stakeholder participation through the North Florida Smart Region Coalition
- Functional guidelines presented in a working guidebook

End Product:

- Draft Document
- Final Document

Completion Date:

March 2019
June 30, 2019

Task 5.21—Integrated Data Exchange, Phase 2 Update Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (PL)	Total
A. Consultant Services	\$150,000	\$150,000
GRAND TOTAL	\$150,000	\$150,000

Task 5.22—Vulnerability and Resiliency Study, Phase 2

Responsible Agency

North Florida Transportation Planning Organization

Purpose

This phase will identify needs or approaches for addressing resiliency, provide strategies to mitigate or adapt for potential vulnerabilities or risks, and support project definition and prioritization.

Previous Work

- Vulnerability and Resiliency Study Phase 1.

Required Activities:

- Identify regional needs for both coastal and riverine hardening projects
- Develop strategies for mitigation and adaptation for potential vulnerabilities/risks
- Develop project prioritization development including timelines and cost estimates
- Documentation to include in LRTP

End Product:

- Draft Document
- Final Document

Completion Date:

March 2019
June 30, 2019

Task 5.22—Vulnerability and Resiliency Study, Phase 2 Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (PL)	Total
A. Consultant Services	\$100,000	\$100,000
GRAND TOTAL	\$100,000	\$100,000

Task 5.23—Jacksonville Regional Distribution Center Study Phase 2

Responsible Agency

North Florida Transportation Planning Organization

Purpose

This study will examine the traffic impact of 24-hour regional distribution centers.

Previous Work

In Phase 1 of this study, trip generation rates were developed for 24-hour regional distribution center. These rates will be submitted to the Institute for Traffic Engineers to include in the Trip Generation Handbook.

Required Tasks

- Traffic flows counts(24 hours and peak period)
- Assess the temporal impacts related to varying operations (8-hr shifts, etc.)
- Document unique parking, circulation, security and transit needs of distribution centers
- Documentation to include in LRTP & applicable regional review (codes)

End Product

Completion Date

- | | |
|----------------|---------------|
| ■ Draft Report | March 2019 |
| ■ Final Report | June 30, 2019 |

Task 5.23—Jacksonville Regional Distribution Center Study Phase 2 Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (PL)	Total
A. Consultant Services	\$50,000	\$50,000
GRAND TOTAL	\$50,000	\$50,000

Task 5.24—Amelia Island Trail Usage Study

Responsible Agency

North Florida Transportation Planning Organization

Purpose

This study will document trail use by cyclists and pedestrians.

Previous Work

The trail has been funded with Transportation Alternative and Sun Trails funding.

Required Tasks

- Install three or more temporary pedestrian and bicycle counters at strategic locations on the trail
- Data collection for a minimum of 7 days
- Data reporting and analysis

End Product

- Draft Report
- Final Report

Completion Date

March 2020
June 30, 2020

New

Task 5.24—Amelia Island Trail Usage Study Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (SU)	Total
A. Consultant Services	\$50,000	\$50,000
GRAND TOTAL	\$50,000	\$50,000

New

Task 5.25—Atlantic/Neptune Beach Parking and Mobility Study

Responsible Agency

North Florida Transportation Planning Organization

Purpose

With the growing demand for parking at the Town Center where Atlantic and Neptune Beach Coverage, this study will develop a policy framework and implementation strategies to manage, price, monitor, verify and audit parking and parking revenue. Among the options to be considered is establishing a transportation management organization (TMO).

Previous Work

No previous work in this area.

Required Tasks

- Determine parking demand, including but not limited to daily demand from existing uses
- Determine neighborhood spillover and consider residential permitting
- Consider shared parking, merchant validation
- Special events, weekend and evening parking
- Parking enforcement
- Parking payment and management
- Strategies to enhance parking efficiency/utilization and customer satisfaction

End Product

- Draft Report
- Final Report

Completion Date

March 2020
June 30, 2020

New

Task 5.25—Atlantic/Neptune Beach Parking and Mobility Study Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (SU)	FHWA (CM)	Total
A. Consultant Services	\$20,000	\$55,000	\$75,000
GRAND TOTAL	\$20,000	\$55,000	\$75,000

New

Task 5.26—Chaffee Road/Samaritan Way Corridor Study

Responsible Agency

North Florida Transportation Planning Organization

Purpose

This study will examine Chaffee Road/Samaritan Way in Duval County from Normandy Boulevard to 103rd Street and address both safety and access management in the corridor.

Previous Work

No previous work effort.

Required Tasks

- Review driveway, Interstate and other access issues
- Review crashes in the corridor by type and location
- Develop access management and safety recommendations for the corridor

End Product

- Draft Report
- Final Report

Completion Date

March 2020
June 30, 2020

New

Task 5.26—Chaffee Road/Samaritan Way Corridor Study Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (SU)	Total
A. Consultant Services	\$75,000	\$75,000
GRAND TOTAL	\$75,000	\$75,000

New

Task 5.27—St. Johns County Sidewalk Prioritization System Study Phase II

Responsible Agency

North Florida Transportation Planning Organization

Purpose

This county is completing Phase I of this study. Phase 1 inventoried 300 road segments ranking and identified 13 ranking criteria for each segment. Phase II will rank these 16 segments for construction funding.

Previous Work

No previous work effort.

Required Tasks

- Review findings of Phase I
- Ground surveys and data collection
- Develop additional criteria to prioritize the 16 segments
- Prioritize segments
- Cost estimates

End Product

- Draft Report
- Final Report

Completion Date

March 2020
June 30, 2020

New

Task 5.27—St. Johns County Sidewalk Prioritization System Study Phase II Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (SU)	St. Johns County Match	Total
A. Consultant Services	\$75,000	\$75,000	\$150,000
GRAND TOTAL	\$75,000	\$75,000	\$150,000

New

Task 5.28—Regional Congestion Management Process/Integrated Data Exchange (IDE) Update, Phase 2

Responsible Agency

North Florida Transportation Planning Organization

Purpose

Expand the Integrated Data Exchange (IDE) to include additional mobility data to support the Congestion Management Process and permit real time analytics.

Previous Work

IDE Phase 1 and 2, Congestion Management Process Update

Required Tasks

- Identify best practices to develop, operate and maintain regional data warehouses
- Through the SMART North Florida Coalition host one or more workshops with existing and potential users of data stored in the IDE
- Identify, evaluate and recommend vendors and developers of data analytics and/or install IoT devices/services
- Add predictive analytics to the CMP dashboard

End Product

Completion Date

- | | |
|-------------------------------|------------|
| ■ Workshop | Fall 2019 |
| ■ Update of the CMP Dashboard | March 2020 |
| ■ IDE Phase 3, Draft Report | March 2020 |
| ■ IDE Phase 3, Final Report | June 2020 |

New

Task 5.28—Regional Congestion Management Process/Integrated Data Exchange (IDE) Update, Phase 2 Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (SU)	FTA 5305d	FTA State Match	FTA Local Match	Total
A. Consultant Services	\$75,000	\$60,000	\$7,500	\$7,500	\$150,000
GRAND TOTAL	\$75,000	\$60,000	\$7,500	\$7,500	\$150,000

New

Task 5.29—Keystone Heights Airport Access and Economic Impact Study

Responsible Agency

North Florida Transportation Planning Organization

Purpose

As the airport considers a runway extension, this study will determine the traffic impacts thereof and potential economic benefit for the surrounding community.

Previous Work

No previous work effort.

Required Tasks

- Determine the feasibility of extending the runway
- Determine the traffic and community impacts of an extension
- Document the economic impacts/benefits

End Product

- Draft Report
- Final Report

Completion Date

March 2020
June 30, 2020

New

Task 5.29—Keystone Heights Airport Access and Economic Impact Study Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (PL)	Total
A. Consultant Services	\$75,000	\$75,000
GRAND TOTAL	\$75,000	\$75,000

New

Task 5.30—Mobility Plan for the Underserved and Ladders of Opportunity

Responsible Agency

North Florida Transportation Planning Organization

Purpose

This task will develop a plan and GIS based tool to identify underserved communities in compliance with Title VI and Environmental Justice rules and regulations to identify benefits and burdens of planned improvements and community challenges that can be overcome with new and innovative approaches to improve mobility and access to jobs, quality education, food and affordable housing.

Previous Work

2045 Long Range Transportation Plan and Smart Region Master Plan

Required Tasks

- Review the Florida Department of Transportation's Efficient Transportation Decision Making Process, USEPA Environmental Justice Planning Tool and other similar tools
- Expand the Integrated Data Exchange to include census and other relevant demographic data including, but not limited to:
 - Population (race, age, ethnic origin, language spoken at home)
 - Land use
 - Employment
 - Education
 - Health characteristics
 - Natural resources, climate impacts, evacuation routes
- Develop a non-proprietary GIS based screening tool for TPO staff, TPO consultants, local agencies and other users of the IDE.
- Document the economic impacts

End Product

Completion Date

New

- | | |
|-------------------|---------------|
| ■ Draft Plan/Tool | March 2020 |
| ■ Final Plan/Tool | June 30, 2020 |

Task 5.30—Mobility Plan for the Underserved and Ladders of Opportunity Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (PL)	FTA 5305d	FTA State Match	FTA Local Match	Total
A. Consultant Services	\$25,000	\$40,000	\$5,000	\$5,000	\$75,000
GRAND TOTAL	\$25,000	\$40,000	\$5,000	\$5,000	\$75,000

New

Task 5.31—Monument Road Corridor Study

Responsible Agency

North Florida Transportation Planning Organization

Purpose

This study will examine Monument Road from St. Johns Bluff Road to Atlantic Boulevard and address both safety and access management in the corridor.

Previous Work

No previous work effort in this corridor.

Required Tasks

- Review driveway, Interstate and other access issues
- Review crashes in the corridor by type and location
- Develop access management and safety recommendations for the corridor

End Product

- Draft Report
- Final Report

Completion Date

March 2020
June 30, 2020

New

Task 5.31—Monument Road Corridor Study Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (PL)	Total
A. Consultant Services	\$75,000	\$75,000
GRAND TOTAL	\$75,000	\$75,000

Task 5.32—Clay County Pavement Management Pilot Study

Responsible Agency

North Florida Transportation Planning Organization

Purpose

This pilot study will apply innovative technologies to develop low-cost transportation asset management systems for small and rural communities.

Previous Work

No previous work effort.

Required Tasks

- Evaluate a minimum of three vendors of pavement conditions technologies
- Evaluate the results of a minimum 100 miles of roadway and compare to FDOT assessments
- Recommend a preventative maintenance prioritization process
- Identify strategies and tactics to improve safety and mobility using data collected

End Product

Completion Date

- | | |
|------------------------------------|----------------|
| ■ Technology evaluation | September 2019 |
| ■ Draft report and recommendations | May 2020 |
| ■ Final report and recommendations | June 30, 2020 |

New

Task 5.32—Clay County Pavement Management Pilot Study

Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (PL)	Total
A. Consultant Services	\$35,000	\$35,000
GRAND TOTAL	\$35,000	\$35,000

New

Task 5.33—Pledge to Slow Down Safety Campaign

Responsible Agency

North Florida Transportation Planning Organization

Purpose

This regional safety campaign will encourage the public to slow down and includes airing of four public service announcements (PSAs) produced by the Polk Transportation Planning Organization.

Previous Work

Update of the Regional System Safety Plan, Beach Boulevard and other safety campaigns.

Required Tasks

- Customize the PSAs to include the North Florida TPO logo
- Purchase air time on local television
- Promote pledge to slow down utilizing materials developed by Polk TPO

End Product

- Wrap-Up

Completion Date

June 2020

New

Task 5.33—Pledge to Slow Down Safety Campaign Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (SU)	Total
A. Consultant Services	\$25,000	\$25,000
GRAND TOTAL	\$25,000	\$25,000

New

Task 5.34—Regional Tourism Management Plan

Responsible Agency

North Florida Transportation Planning Organization

Purpose

The Fixing America's Surface Transportation (FAST) Act added tourism as a planning factor. For the first time, the 2045 Long Range Transportation Plan, Path Forward 2045, addressed tourism and the region's needs in developing the plan. The task will discuss this effort and develop a strategy to address this planning factor in all TPO planning activities.

Previous Work

Path Forward 2045 Long Range Transportation Plan.

Required Tasks

- Address agricultural, eco-, medical and recreational tourism, meeting with appropriate industry representative in each county
- Develop a strategy to address this planning factor in all TPO planning activities.

End Product

Completion Date

- | | |
|----------------|---------------|
| ■ Draft Report | March 2020 |
| ■ Final Report | June 30, 2020 |

New

Task 5.34—Regional Tourism Management Plan Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (SU)	Total
A. Consultant Services	\$40,000	\$40,000
GRAND TOTAL	\$40,000	\$40,000

New

Task 5.35—Ridgewood/Foxwood Area Traffic Study

Responsible Agency

North Florida Transportation Planning Organization

Purpose

This study will address traffic circulation in the Ridgewood/Foxwood area of Clay County with the intent to improve connections to SR 21. It will also include a re-examination of the proposed new corridor connecting to the future extension of Cheswick Oaks Road.

Previous Work

The proposed new corridor connecting SR 21 and the planned extension of Cheswick Oaks Road has been discussed as an alternative to an earlier proposal to construct a new road linking SR 21 and Brannan Field/Chaffee Road, now referred to as the First Coast Expressway via the Cleveland Road alignment.

Required Tasks

- Analysis of existing and future traffic conditions in the area
- Review crash history and other pertinent safety data
- Develop recommendations to improve traffic circulation

End Product

Completion Date

- | | |
|----------------|---------------|
| ■ Draft Report | March 2020 |
| ■ Final Report | June 30, 2020 |

New

Task 5.35—Ridgewood/Foxwood Area Traffic Study Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (SU)	Total
B. Consultant Services	\$75,000	\$75,000
GRAND TOTAL	\$75,000	\$75,000

New

Task 5.36—SMART St. Augustine/IDE Integration

Responsible Agency

North Florida Transportation Planning Organization

Purpose

This effort will make the Nation's Oldest City the Nation's premier Smart City.

Previous Work

In the previous fiscal year a new and innovative parking and mobility payment system was introduced in the City.

Required Tasks

- Configure real-time access to the IDE
- Connect multiple mobility, parking and digital services to permit data interoperability and allow interagency access
- Provide access to advanced mobility, parking and payment analytics
- Develop and deploy St. Augustine "Smart City" mobile app for residents and visitors with:
 - Available parking
 - Citizen notifications
 - Chamber of Commerce information
 - Payments
 - Calendar of Events
 - Points of interest map

End Product

Completion Date

- | | |
|------------------------------------|---------------|
| ■ Integration and interoperability | March 2020 |
| ■ App | June 30, 2020 |

Task 5.36—SMART St. Augustine/IDE Integration Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (SU)	Total
A. Consultant Services	\$100,000	\$100,000
GRAND TOTAL	\$100,000	\$100,000

New

Section **6**—Public Involvement

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Task 6.1—Public Involvement

Responsible Agency

North Florida Transportation Planning Organization

Purpose

Continue to develop, implement and evaluate a proactive public involvement process using integrated marketing communications strategies that provide a two-way informational flow to reach key stakeholders, the media and the public. Enhancing the organization's visibility and reputation, educating the public about our purpose, studies and initiatives, and outreaching to and involving the regional community in the transportation planning process are critical components of a goal-based effort. The strategies include branding, relationship building, select sponsorships, print and electronic publications and an annual report, advertorials, media relations, social media, organizational and project print advertising, graphic design, PowerPoint presentations, website and select events, workshops and training opportunities.

Previous Work

- Coordinated half-day first annual Safe Streets Summit with about 150 attendees and speakers from around the country.
- Facilitated extensive outreach through numerous professional/business/media channels to generate participation in the North Florida Household Survey that generated 600 plus responses beyond the responses generated with respective mailings.
- Coordinated varied advertising and advertorial opportunities in such publications as the Jacksonville Business Journal and Advantage Business Magazine; continued monthly meetings advertising in the FTU.
- Coordinated participation for TPO staff and especially Executive Director for speaking opportunities on varied TPO initiatives, some included showcasing the RTMC and our new board room as the meeting location.
- Helped coordinate Clean Fuels Outreach and events.
- Assisted with Annual Report and other TPO brochures

Required Activities

- Develop and update brochures and **study summaries** to promote the organization, our services and initiatives and to educate citizens, the media and primary stakeholders.
- Develop public and distribute the **Annual Report** describing the TPO's current and planned activities and initiatives.
- Develop select organizational sponsorships that enhance visibility and align with the TPO's mission.
- Purchase photos and photographic services as needed that reflect our service area and activities.

Task 6.1—Public Involvement

Responsible Agency

North Florida Transportation Planning Organization

- Review and update the Public Involvement Plan and evaluate its effectiveness on a continuing basis.
- Develop, implement and track social media channels about TPO activities and initiatives that further enhance TPO reputation and citizen understanding of transportation issues and initiatives. Improved E-communications and print brochures, updated database, and improved outreach through social media.
- Continue building relationships and partnerships with community organizations such as area Chambers of Commerce, civic groups, businesses, transportation entities and other organizations that fit into or compliment the TPO mission.
- Continue to advertise monthly meetings in the Florida Times Union and other public hearings or meetings accordingly.
- Continue building media relationships and partnerships for both proactive and reactive media situations, public affairs programming and editorial boards. Be a resource to the media re: broad transportation issues.
- Continue advertising/explore other opportunities with WJCT and First Coast Connect, the area's only weekday public affairs radio program; continue organizational advertising, advertorial opportunities in the Business Journal and other area publications.
- Review/update the Title VI Nondiscrimination and Limited English Proficiency Plans as needed.
- Continue to work with Citizens Advisory and Technical Coordinating Committees and TPO Advisory Board on as needed basis.
- Continue to support the marketing efforts of the Clean Fuels Coalition.
- Publish a monthly electronic newsletter.

End Product	Completion Date
■ Annual Report	June 30, 2019, June 30, 2020
■ Maintenance to TPO Website and social media	Ongoing
■ On-Line Newsletter	Monthly
■ Periodic update and evaluation of the Public Involvement Plan	Ongoing
■ Periodic update of the Non Discrimination Plan	Ongoing

Task 6.1—Public Involvement

Responsible Agency

North Florida Transportation Planning Organization

- Periodic update of the Limited English Proficiency Plan Ongoing

Task 6.1—Public Involvement Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (PL)	FHWA (SU)	FTA 5305d	FTA State Match	FTA Local Match	Local Assessment	Total
A. Personnel Services	\$50,000		\$40,000	\$5,000	\$5,000		\$100,000
B. Consultant Services	\$170,000	\$30,000	\$32,000	\$4,000	\$4,000		\$240,000
C. Other Direct Expenses							
• <i>Advertising</i>	\$20,000					\$10,000	\$30,000
• <i>Meetings</i>						\$5,000	\$5,000
• <i>Memberships</i>						\$10,000	\$10,000
• <i>Printing/Copying</i>						\$5,000	\$5,000
• <i>Promotional Materials</i>						\$5,000	\$5,000
• <i>Sponsorships</i>						\$15,000	\$15,000
Total Other Direct Expenses	\$20,000					\$50,000	\$50,000
GRAND TOTAL	\$240,000	\$30,000	\$72,000	\$9,000	\$9,000	\$50,000	\$410,000

March 2019 Modification increasing FTA funding by \$40,000; increasing SU funding by \$30,000

Task 6.1—Public Involvement Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (PL)	FHWA (SU)	FTA 5305d	FTA State Match	FTA Local Match	Local Assessment	Total
A. Personnel Services	\$50,000		\$40,000	\$5,000	\$5,000		\$100,000
B. Consultant Services	\$170,000	\$50,000	\$40,000	\$5,000	\$5,000		\$270,000
C. Other Direct Expenses							
• <i>Advertising</i>	\$20,000					\$10,000	\$30,000
• <i>Meetings</i>						\$5,000	\$5,000
• <i>Memberships</i>						\$10,000	\$10,000
• <i>Printing/Copying</i>						\$5,000	\$5,000
• <i>Promotional Materials</i>						\$5,000	\$5,000
• <i>Sponsorships</i>						\$15,000	\$15,000
Total Other Direct Expenses	\$20,000					\$50,000	\$70,000
GRAND TOTAL	\$240,000	\$50,000	\$80,000	\$10,000	\$10,000	\$50,000	\$440,000

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Section 7—Systems Planning

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Task 7.0— Clean Fuels Coalition

Responsible Agency

North Florida Transportation Planning Organization

Purpose

To reduce the dependence on imported oil, develop regional economic opportunities and improve air quality by advancing alternative fuels and vehicles, idle reduction technologies, hybrid electric vehicles, fuel blends and fuel economy measures.

Previous Work

In 2015 the Clean Fuels Coalition submitted an application for designation as Clean Cities Program to the U.S. Department of Energy (USDOE). The Coalition was designated in April 2016. A very successful biannual Alternative Fueled Vehicles Expo was held at the Adam F. Hebert University Center at the University of North Florida. It featured presentations about alternative fuels and displays highlighting a broad array of alternative fueled vehicles covering the fuel spectrum. An annual North Florida Drive Electric Rally has held to continue focus on growing EV use. Staff also participated in the Florida Energy Summit, the Florida EV Summit and the Florida Automated Vehicle Summit.

Required Activities

- Regular stakeholder meetings
- Encourage vehicle fleet and fuel conversions
- Facilitate installation of electric charging infrastructure through the Charge Well Program
- Host/sponsor events promoting alternative fuels/vehicles
- Studies

End Product

Completion Date

- | | |
|-----------------------------|------------------------------|
| ■ Annual Reporting to USDOE | June 30, 2017, June 30, 2018 |
| ■ Stakeholder Meetings | On going |
| ■ Targeted Events | At least one annually |

Task 7.0—Clean Fuels Coalition Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (CM)	Other (USDOE)	Local Assessment	Total
A. Personnel Services	\$50,000	\$45,000		\$95,000
B. Consultant Services	\$70,000			\$70,000
C. Other Direct Expenses				
• Meetings/Expo	\$4,500		\$5,000	\$9,500
• Memberships	\$500			\$500
• Printing/Copying			\$2,000	\$2,000
• Sponsorships			\$3,000	\$3,000
Total Other Direct Expenses	\$5,000	\$10,000	\$15,000	\$30,000
\$ GRAND TOTAL	\$125,000	\$45,000	\$10,000	\$180,000

Task 7.0—Clean Fuels Coalition Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (CM)	Other (USDOE)	Local Assessment	Total
A. Personnel Services	\$50,000	\$45,000		\$95,000
B. Consultant Services	\$70,000	\$40,000		\$110,000
C. Other Direct Expenses				
• <i>Meetings/Expo</i>	\$4,500		\$5,000	\$9,500
• <i>Memberships</i>	\$500			\$500
• <i>Printing/Copying</i>			\$2,000	\$2,000
• <i>Sponsorships</i>			\$3,000	\$3,000
Total Other Direct Expenses	\$5,000		\$10,000	\$30,000
GRAND TOTAL	\$125,000	\$85,000	\$10,000	\$220,000

Task 7.1—Bicycle/Pedestrian Facilities Planning

Responsible Agency

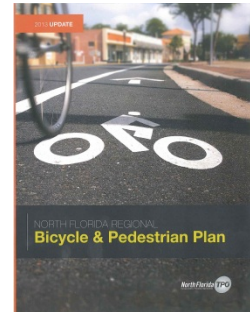
North Florida Transportation Planning Organization

Purpose

Ensure bicyclists and pedestrians are considered in planning and developing transportation and transit facilities in the North Florida TPO area. Incorporate bicycle and pedestrian accommodations into transportation plans and programs.

Previous Work

The Regional Bicycle and Pedestrian Plan was completed in October 2013. As part of this effort the TPO offered an “essentials of bicycle and pedestrian facilities design” workshop to the regional, planning and engineering community and other advocates and enthusiasts. A “Yield to Life” safety campaign was successfully launched in Atlantic Beach with the Atlantic Beach Police Department.



Required Activities

- Implement recommendations of the adopted First Coast Regional Greenways and Trails Plan
- Implement the recommendations of the Regional Bicycle and Pedestrian Plan
- Develop regional priorities for Sun Trails funding
- Promote the benefits of bicycling and walking; and work to improve transportation system safety for cyclists and pedestrians
- Provide input into the design of roads, transit facilities and area parks
- Support training courses and participate in activities to promote bicycle and pedestrian planning
- Support the Bicycle and Pedestrian Planning Group
- Develop Transportation Alternatives Program (TAP) funding priorities

End Product

Completion Date

- | | |
|---|--------------------------------|
| ■ Meetings of the Bicycle and Pedestrian Planning Group | At least quarterly |
| ■ Submit TAP priorities to FDOT District 2 | With List of Priority Projects |
| ■ Submit SunTrails priorities to FDOT District 2 | August 2019, August 20 |

Task 7.1—Bicycle/Pedestrian Facilities Planning Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (PL)	Local Assessment	Total
A. Personnel Services	\$35,000		\$35,000
B. Consultant Services			
C. Other Direct Expenses			
• Meetings		\$5,000	\$5,000
• Printing/Copying		\$1,000	\$1,000
• Training	\$5,000	\$4,000	\$9,000
Total Other Direct Expenses	\$5,000	\$10,000	\$15,000
GRAND TOTAL	\$40,000	\$10,000	\$50,000

Task 7.1—Bicycle/Pedestrian Facilities Planning Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (PL)	Local Assessment	Total
A. Personnel Services	\$35,000		\$35,000
B. Consultant Services			
C. Other Direct Expenses			
• Meetings		\$5,000	\$5,000
• Printing/Copying		\$1,000	\$1,000
• Training	\$5,000	\$4,000	\$9,000
Total Other Direct Expenses		\$10,000	\$15,000
GRAND TOTAL	\$40,000	\$10,000	\$50,000

Task 7.2—First Coast Commuter Services

Responsible Agency

North Florida Transportation Planning Organization

Purpose

To promote the North Florida TPO's "Cool to Pool" commuter assistance program to encourage alternatives to driving alone by forming carpools and vanpools that help reduce regional road congestion and energy use.



Previous Work

The ride-matching software that drives the commuter assistance program has been updated to improve the web user interface, to improve its marketability to employers and is easy to use for employees, with the ability to offer incentives, and to record keep.

Required Activities

- Support Cool to Pool Ride Matching Program

End Product

Financial support of web-based ride-matching program

Completion Date

On going

Task 7.2—First Coast Commuter Services Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (CM)	Local Assessment	Total
A. Personnel Services	\$25,800		\$25,800
B. Other Direct Expenses			
• <i>Emergency Ride Home</i>		\$2,925	\$2,925
• <i>Printing/Promotional</i>		\$1,500	\$1,500
• <i>Memberships</i>		\$575	\$575
• <i>Software Maintenance (RideShark)</i>	\$19,200		\$19,200
Total Other Direct Expenses	\$19,200	\$5,000	\$24,200
GRAND TOTAL	\$45,000	\$5,000	\$50,000

Task 7.2—First Coast Commuter Services Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2019/20

Budget Category	FHWA (CM)	Local Assessment	Total
A. Personnel Services	\$25,800		\$25,800
B. Other Direct Expenses			
• <i>Emergency Ride Home</i>		\$2,925	\$2,925
• <i>Printing/Promotional</i>		\$1,500	\$1,500
• <i>Memberships</i>		\$575	\$575
• <i>Software Maintenance (RideShark)</i>	\$19,200		\$19,200
Total Other Direct Expenses	\$19,200	\$5,000	\$24,200
GRAND TOTAL	\$45,000	\$5,000	\$50,000

Task 7.3—Transit Planning for the St. Augustine UA

Responsible Agency

North Florida Transportation Planning Organization

Purpose

To assist the St. Johns County Commission and the Council on Aging in providing transit services in the St. Augustine Urbanized Area (UA).

Previous Work

The North Florida TPO provided funding assistance to the St. Augustine UA to develop a Transit Development Plan, staff training and a Transit Quality of Service Survey.

Required Activities

- Develop Transit Asset Management Plan
- Develop Transit Development Plan

End Product

Completion Date

- | | |
|---------------------------------|-------------------------|
| ■ Transit Asset Management Plan | June 2019 |
| ■ Transit Development Plan | June 2019 and June 2020 |

Task 7.3—Transit Planning for the St. Augustine UA Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FTA 5305d	FTA State Match	FTA Local Match	Total
A. Consultant Services	\$60,000	\$7,500	\$7,500	\$75,000
GRAND TOTAL	\$60,000	\$7,500	\$7,500	\$75,000

FISCAL YEAR 2019/20

Budget Category	FTA 5305d	FTA State Match	FTA Local Match	Total
A. Consultant Services	\$40,000	\$5,000	\$5,000	\$50,000
GRAND TOTAL	\$40,000	\$5,000	\$5,000	\$50,000

Task 7.4—Smart North Florida Coalition

Responsible Agency

North Florida Transportation Planning Organization

Purpose

To champion implementation of the Smart Region Master Plan adopted in FY 2017

Previous Work

The North Florida ITS Coalition has been re-branded as the North Florida Smart Region Coalition. This partnership of regional agencies and local municipalities endeavors to implement ITS solutions and the various technologies identified in the Smart Region Master Plan.

Required Activities

- Oversee of the First Coast regional ITS architecture
- Champion ITS, automated vehicles (AV), connected vehicles (CV), smart parking and street lights and other technologies identified in the plan
- Participate in developing the 2045 Long Range Transportation Plan update

End Product

Coalition Meetings

Completion Date

At least one annually

Task 7.4—Smart North Florida Coalition Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	FHWA (SU)	FHWA (CM)	Total
A. Personnel Services			
B. Consultant Services	\$25,000	\$150,000	\$175,000
GRAND TOTAL	\$25,000	\$150,000	\$175,000

FISCAL YEAR 2019/20

Budget Category	FHWA (SU)	FHWA (CM)	Total
A. Personnel Services			
B. Consultant Services	\$150,000	\$25,000	\$175,000
GRAND TOTAL	\$150,000	\$25,000	\$175,000

Task 7.5—Transportation Disadvantaged Planning

Responsible Agency

North Florida Transportation Planning Organization

Purpose

To accomplish coordinating transportation services provided to the transportation disadvantaged in Duval County by implementing the provisions of Chapter 427, *Florida Statutes*.

Previous Work

Provided staff services to the Duval County Transportation Disadvantaged Coordinating Board (TD Board). Staff prepared the FY 2014/15 Actual Expenditure Report as well as the Annual Evaluations of the Community Transportation Coordinator. Staff also performed other duties and responsibilities specified in Chapter 427, *Florida Statutes*, including developing the transportation disadvantaged section of the North Florida TPO's Transportation Improvement Program.

Required Activities

- Administrative services for the TD Board
- Update of the Duval County Transportation Disadvantaged Service Plan
- Evaluate the Community Transportation Coordinator
- Develop the Actual Expenditure Report
- Attend annual Florida Transportation Disadvantaged Conference sponsored by the Florida Commission for the Transportation Disadvantaged

End Product

- TD Board Meetings
- Duval County Transportation Disadvantaged Service Plan Update
- Community Transportation Coordinator Evaluation
- Attend Florida Transportation Disadvantaged Conference

Completion Date

February, April, June, August, October and December

June 30, 2019, June 30, 2020

September 2019, September 2020

July 2019, July 2020

Task 7.5—Transportation Disadvantaged Planning Estimated Budget Detail

Responsible Agency

North Florida Transportation Planning Organization

FISCAL YEAR 2018/19

Budget Category	CTD	Total
A. Personnel Services	\$39,033	\$39,033
GRAND TOTAL	\$39,033	\$39,033

FISCAL YEAR 2018/19

Budget Category	CTD	Total
A. Personnel Services	\$38,877	\$38,877
GRAND TOTAL	\$38,877	\$38,877

Task 7.7—Premium Transit and Fixed Guideway Service (JTA)

Responsible Agency

Jacksonville Transportation Authority

Purpose

Provide frequent, limited-stop, easy and reliable premium transit and modernizing fixed guideway services in Jacksonville. Identify and evaluate corridors that may benefit from high frequency, premium transit service in the region using the “investment grade” transit planning to model different route scenarios. Improve transit enhancements in the corridors to support economic development and promote sustainable urban land use patterns. Program plans, planning studies and environmental analysis will be completed for the Ultimate Urban Circulator (U2C) system extensions including: transit modeling and spatial database software will be utilized as tools to provide information on transit investment decisions.

Previous Work

The Transit Concept and Alternatives Review (TCAR) study to convert the current Skyway infrastructure for the U2C system is underway. Preliminary system planning was completed for the Skyway Modernization/U2C system environmental documentation has been completed for the Skyway infrastructure conversion to U2C. Planning and environmental documentation was completed for the five (5) corridors in the existing Bus Rapid Transit (BRT) system. This derived from previous Task 7.12 (FY 2016) and Task 7.18 (FY 2011/12/13/14)

Required Activities

Transit Concepts and Alternatives Review (TCAR) study for the Skyway Modernization/U2C at grade extensions will be completed. The National Environmental Policy Act (NEPA) environmental analysis and documentation for the extensions will also be performed and documented.

End Product

Completion Date

- | | |
|---------------------------------|---------------|
| ■ TCAR Study for U2C Extensions | April 2019 |
| ■ NEPA Documentation | December 2020 |

Task 7.7—Premium Transit and Fixed Guideway Service (JTA) Estimated Budget Detail

Responsible Agency

Jacksonville Transportation Authority

FISCAL YEAR 2018/19

Budget Category	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$8,000		\$2,000	\$10,000
B. Consultant Services	\$432,000		\$108,000	\$540,000
GRAND TOTAL	\$440,000		\$110,000	\$550,000

FISCAL YEAR 2019/20

Budget Category	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$8,000		\$2,000	\$10,000
B. Consultant Services	\$432,000		\$108,000	\$540,000
GRAND TOTAL	\$440,000		\$110,000	\$550,000

Task 7.8 – Transit Development Plan Update (JTA)

Responsible Agency

Jacksonville Transportation Authority

Purpose

Every five years the JTA must update the 10-year Transit Development Plan (TDP) consistent with the Florida Department of Transportation (FDOT) requirements. Minor updates are required annually.

Previous Work

In 2014, the JTA completed the Transit Development Plan (2014 – 2024) major update as required. Prior to the completion annual updates were completed as required.

Required Activities

This task includes minor modifications to the 10-year Transit Development Plan (TDP) based on current data and analysis. This task also includes a major update to the 10-year TDP as required every 5 years by both federal and state statutes. Updates will be based on assessment and analysis of past years accomplishments that include, but are not limited to the following: system changes; ridership patterns; and future system planning. Costs and revenues will be documented and budgets updated accordingly. A comprehensive public involvement plan will be carried out as a part of the major update.

End Product

Completion Date

- | | |
|---|--------------------|
| ■ Transit Development Plan Major Update | September 30, 2019 |
| ■ Transit Development Plan Minor Update | September 30, 2020 |

Task 7.8 – Transit Development Plan Update (JTA) Estimated Budget Detail

Responsible Agency

Jacksonville Transportation Authority

FISCAL YEAR 2018/19

Budget Category	FTA 5305d	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$11,250		\$1,406	\$1,406	\$14,062
B. Consultant Services		\$100,000		\$25,000	\$125,000
GRAND TOTAL	\$11,250	\$100,000	\$1,406	\$26,406	\$139,062

FISCAL YEAR 2019/20

Budget Category	FTA 5305d	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$11,250		\$1,406	\$1,406	\$14,062
B. Consultant Services		\$20,000		\$5,000	\$25,000
GRAND TOTAL	\$11,250	\$20,000	\$1,406	\$6,406	\$39,062

Task 7.9— Transit Vision (JTA)

Responsible Agency

Jacksonville Transportation Authority

Purpose

To develop a transit vision and transition strategy to position JTA to use the latest technologies and to provide transportation services to the Jacksonville Urbanized Area.

Previous Work

The Jacksonville Transportation Authority's (JTA) implemented the Blueprint for Transit Excellence (BTE) several years ahead of schedule. The BTE was the first holistic review of the JTA network and service delivery since the early 1980's. The JTA developed Service Design standards as part of the Transit Development Plan (TDP) which sets forth transit service delivery objectives and actions to meet them and support the JTA's Strategic Plan goals. Developed educational campaigns, designed promotional materials and service branding, and produced events.

Required Activities

Develop the future transit vision plan for JTA using the latest technology, and including alternative service delivery methods, mobility management, autonomous transit service, mobility hub development and workforce development strategies.

End Product

■ Transit Vision Plan

Completion Date

December 2019

Task 7.9—Transit Vision (JTA) Estimated Budget Detail

Responsible Agency

Jacksonville Transportation Authority

FISCAL YEAR 2018/19

Budget Category	FTA 5307	FTA Local Match	Total
A. Personnel Services	\$12,000	\$3,000	\$15,000
B. Consultant Services	\$108,000	\$27,000	\$135,000
GRAND TOTAL	\$120,000	\$30,000	\$150,000

FISCAL YEAR 2019/20

Budget Category	FTA 5307	FTA Local Match	Total
A. Personnel Services	\$16,000	\$4,000	\$20,000
B. Consultant Services	\$144,000	\$36,000	\$180,000
GRAND TOTAL	\$160,000	\$40,000	\$200,000

Task 7.10—Develop Transit Educational Campaign

Responsible Agency

Jacksonville Transportation Authority

Purpose

Improve accessibility to transit by producing educational and informational materials regarding JTA's Transit Services.

Previous Work

The previous work developed the First Coast Flyer awareness and service launch campaign for the Green and the Blue lines. The activities consisted of creating a message, brand, video collateral, website, outreach assistance and event launch planning.

Required Activities

The planning activities will continue for the awareness and launch of the First Coast Flyer Red and Purple lines. In addition, the planning for the educational campaign for the U2C program and the mobility management/hub program will be undertaken. JTA will engage a marketing consultant to develop materials that will alert the public to existing and new services that may include, but not limited to new technology like real-time passenger information; mobile ticketing; and new routes and services like the First Coast Flyer bus rapid transit. Informational materials will include developing community level maps to help system easier for existing and new riders better understand the system. The Consultant will work with strategic planning in conjunction with the marketing consultant/department to help develop a message and a supporting internal/external educational campaign. In addition the funding will be used to help develop and promote the agency strategic planning efforts which seek to address the agency's future vision and mission as it relates to potential future premium transit services.

End Product

- Education Materials
- Marketing Plan and Collateral Development

Completion Date

- On-going
- On-going

Task 7.10—Develop Transit Education Campaign Estimated Budget Detail

Responsible Agency

Jacksonville Transportation Authority

FISCAL YEAR 2018/19

Budget Category	FTA 5305d	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$18,000	\$6,000	\$2,250	\$3,750	\$30,000
B. Consultant Services		\$54,000		\$13,500	\$67,500
GRAND TOTAL	\$18,000	\$60,000	\$2,250	\$17,250	\$97,500

FISCAL YEAR 2019/20

Budget Category	FTA 5305d	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$18,000	\$4,000	\$2,250	\$3,250	\$27,500
B. Consultant Services		\$36,000		\$13,750	\$49,750
GRAND TOTAL	\$18,000	\$40,000	\$2,250	\$17,000	\$77,250

Task 7.11—General Transit and Regional Planning

Responsible Agency

Jacksonville Transportation Authority

Purpose

To plan for JTA transit system and regional transit planning

Previous Work

In December 2014, JTA unveiled the Route Optimization Initiative which overhauled JTA bus routes making them more frequent and direct while expanding weekend and evening service. . This task also includes tasks previously identified in task 7.11 – Northeast Florida Coordinated Mobility Plan, 5.3 – Regional Transit Planning, and in task 7.20 – Regional Park-and-Ride Program.

Required Activities

Continue to evaluate route performance and implement service changes to meet established performance standards and improve service reliability. Studies will be performed to evaluate potential system expansion, route consolidation, modifications to community shuttle service, service changes to accommodate the introduction of the First Coast Flyer routes, and facility decentralization, passenger ferry and maritime-related planning activities such as customer surveys, rate studies, landside and terminal planning and design will be considered. Additionally, studies will be performed to evaluate potential service enhancements; express routes; coordinated regional paratransit; regional park-and-ride facilities, and regional connections identified in the Regional Transit Action Plan. Methods to improve access for cyclists and pedestrians including sidewalks, bike lanes and crosswalks will also be evaluated. Planning efforts will also consider and incorporate transit development plans of transit providers in the region and the Northeast Florida Coordinated Mobility Plan to develop a coordinated regional approach to providing transit.

End Product

Completion Date

- | | |
|------------------------|-----------|
| ■ Planning Studies | As Needed |
| ■ Performance Analysis | On-going |

Task 7.11—General Transit and Regional Planning Estimated Budget Detail

Responsible Agency

Jacksonville Transportation Authority

FISCAL YEAR 2018/19

Budget Category	FTA 5307	FTA Local Match	Total
A. Personnel Services	\$12,000	\$3,000	\$15,000
B. Consultant Services	\$148,000	\$37,000	\$185,000
GRAND TOTAL	\$160,000	\$40,000	\$200,000

FISCAL YEAR 2019/20

Budget Category	FTA 5307	FTA Local Match	Total
A. Personnel Services	\$12,000	\$3,000	\$15,000
B. Consultant Services	\$188,000	\$47,000	\$235,000
GRAND TOTAL	\$200,000	\$50,000	\$250,000

Task 7.12—Sustainability Program (JTA)

Responsible Agency

Jacksonville Transportation Authority

Purpose

To make sustainability part of JTA's strategic objectives by implementing design practices and using capital construction methods and materials that are environmentally responsible, make good business sense, and respond to the needs of the community.

Previous Work

JTA completed several energy-efficient projects, including a light emitting diode (LED) retrofit of the Kings Avenue Garage; LED retrofit of high-mast lighting at the Myrtle Avenue campus; and implemented a recycling program at its Myrtle Avenue campus. A sustainability inventory was completed listing current projects and potential future projects. The JTA Sustainability Plan will be completed in FY 2018.

Required Activities

Designate a sustainability champion to lead an organizational sustainability inventory that crosses all sectors of the organization this includes, but is not limited to: Employing practices in design and capital construction, such as using sustainable building materials, recycled materials, and solar and other renewable energy sources to make facilities as 'green' as possible; employing practices in operations and maintenance such as reducing hazardous waste, increasing fuel efficiency, creating more efficient lighting and using energy-efficient propulsion systems; employing community-based strategies to encourage land use and transit-oriented development to increase JTA ridership; and establishing an outreach program (awareness-raising and education) on sustainability for all JTA staff.

Resource: American Public Transportation Association (APTA) Sustainability Commitment

<http://www.apta.com/resources/hottopics/sustainability/Pages/default.aspx>

End Product

Completion Date

- | | |
|--|----------|
| ■ Implementation of Sustainability Plan Elements | On-going |
| ■ Monitoring of JTA Sustainability Goals | On-going |

Task 7.12—Sustainability Program Estimated Budget Detail

Responsible Agency

Jacksonville Transportation Authority

FISCAL YEAR 2018/19

Budget Category	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$10,000		\$2,500	\$12,500
B. Consultant Services	\$10,000		\$2,500	\$12,500
GRAND TOTAL	\$20,000		\$5,000	\$25,000

FISCAL YEAR 2019/20

Budget Category	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$10,000		\$2,500	\$12,500
B. Consultant Services	\$10,000		\$2,500	\$12,500
GRAND TOTAL	\$20,000		\$5,000	\$25,000

Task 7.13—Strategic Technology Planning (JTA)

Responsible Agency

Jacksonville Transportation Authority

Purpose

To update strategic technology plan for agency IT regional services

Previous Work

JTA has developed a technology plan. JTA has developed Transportal software to assist regional trip-making. JTA has also developed a payment smart phone application, GPS location software (NextBus) application and other technology product implementation.

Required Activities

With increasing technology innovations related to smart phones, GPS and autonomous vehicles and smart city applications, JTA will continuously monitor and evaluate the technology plan to assure JTA has a plan to fund and implementation of state-of the art-transit technology.

End Product

- Update strategic technology plan
- Monitor transit technologies

Completion Date

On-going
On-going

Task 7.13—Strategic Technology Planning (JTA) Estimated Budget Detail

Responsible Agency

Jacksonville Transportation Authority

FISCAL YEAR 2018/19

Budget Category	FTA 5305d	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services		\$8,000		\$2,000	\$10,000
B. Consultant Services		\$72,000		\$18,000	\$90,000
GRAND TOTAL		\$80,000		\$20,000	\$100,000

FISCAL YEAR 2019/20

Budget Category	FTA 5305d	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services		\$8,000		\$2,000	\$10,000
B. Consultant Services		\$72,000		\$18,000	\$90,000
GRAND TOTAL		\$80,000		\$20,000	\$100,000

Task 7.14—Transit Oriented Development (TOD) Planning (JTA)

Responsible Agency

Jacksonville Transportation Authority

Purpose

To update by transit corridor or transit mobility hub area Joint Use and Transit Oriented Development (TOD) plan to form partnerships with private developers and to enhance land use around transit services and facilities.

Previous Work

JTA developed a comprehensive assessment of the highest and best use of JTA's surplus properties, multiple development scenarios based on the analysis and strategies identified, financial modeling for each scenario, sensitivity analysis to evaluate various zoning or other market-related options, joint development or other potential development structures, environmental assessments and appraisals of the Authority's development portfolio.

Required Activities

With improved economic conditions and funding from FTA for additional transit corridors and with developing alternative service delivery methods, there is a need for a continuous planning process for TOD. This effort will focus on transit services and assets and coordinate with regional planning agencies and developers to enhance land use around transit properties..

End Product

- TOD Planning

Completion Date

On-going

Task 7.14—Transit Oriented Development (TOD) Planning (JTA) Estimated Budget Detail

Responsible Agency

Jacksonville Transportation Authority

FISCAL YEAR 2018/19

Budget Category	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services				
B. Consultant Services	\$80,000		\$20,000	\$100,000
GRAND TOTAL	\$80,000		\$20,000	\$100,000

FISCAL YEAR 2019/20

Budget Category	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services				
B. Consultant Services	\$80,000		\$20,000	\$100,000
GRAND TOTAL	\$80,000		\$20,000	\$100,000

Task 7.15—Transit Model Enhancements (JTA)

Responsible Agency

Jacksonville Transportation Authority

Purpose

To enhance Transit Planning Model for JTA regional transit planning and revise traffic analysis zones (TAZ) and networks, update data for better transit path building, bicycle and walk access,, mode choice and transit assignment.

Previous Work

The JTA developed the RTS model and assisted with updating NERPM versions 4.1 and 4.2 for enhancing transit ridership forecasting and figuring out potential transit markets in mode choice. In addition, with TOD efforts, existing TAZ structures are split for improving transit walk and auto access reducing too large TAZs or changing path loading points.

Required Activities

Coordinate with TPO on transportation model for upcoming LRTP in December 2019. Continue to improve JTA's transportation model with state-of-the-art practices. Continue planning model analysis of transit alternatives.

End Product

Completion Date

Model Coordination

June 2019

Model Upgrades

On-going

Modeling Transit Alternatives

On-going

Task 7.15—Transit Model Enhancements Estimated Budget Detail

Responsible Agency

Jacksonville Transportation Authority

FISCAL YEAR 2018/19

Budget Category	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services				
B. Consultant Services	\$40,000		\$10,000	\$50,000
GRAND TOTAL	\$40,000		\$10,000	\$50,000

FISCAL YEAR 2019/20

Budget Category	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services				
B. Consultant Services	\$40,000		\$10,000	\$50,000
GRAND TOTAL	\$40,000		\$10,000	\$50,000

Task 7.16—Organizational Improvement and Customer Focused Initiative (JTA)

Responsible Agency

Jacksonville Transportation Authority

Purpose

To develop customer satisfaction surveys, educational campaigns, and events to generate awareness for JTA's Long Range Planning projects and transit services.

Previous Work

Developed customer satisfaction surveys, educational campaigns, designed promotional materials and service branding, and produced events.

Required Activities

Promote, educate, and survey the public on JTA's existing service and Long Range Planning initiatives and transit services that include, but are not limited to the following: Transit Vision; First Coast Flyer; Passenger Ferry; U2C and Mobility Works.

End Product

Completion Date

- | | |
|---|-----------|
| ■ Develop strategic plans for educational campaigns | As needed |
| ■ Produce events | As needed |
| ■ Facilitate outreach efforts | As needed |
| ■ Customer Surveys | As needed |

Task 7.16—Organizational Improvements and Customer Focused Initiative (JTA) Estimated Budget Detail

Responsible Agency

Jacksonville Transportation Authority

FISCAL YEAR 2018/19

Budget Category	FTA 5305d	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$9,000	\$8,000	\$1,125	\$3,125	\$10,000
B. Consultant Services		\$72,000		\$18,000	\$90,000
GRAND TOTAL	\$9,000	\$80,000	\$1,125	\$21,125	\$111,250

FISCAL YEAR 2019/20

Budget Category	FTA 5305d	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$9,000	\$8,000	\$1,125	\$3,125	\$10,000
B. Consultant Services		\$72,000		\$18,000	\$90,000
GRAND TOTAL	\$9,000	\$80,000	\$1,125	\$21,125	\$111,250

Task 7.17—Financial Planning (JTA)

Responsible Agency

Jacksonville Transportation Authority

Purpose

To assure agency financial services has a plan to keep state-of-the-art technology services available for agency financial planning activities

Previous Work

Developed financial planning model

Required Activities

Update financial model and streamline processes and plan for technology and process improvements to provide real-time financial information. To achieve this goal period-end tasks require more automation using technology. A plan will be developed for continuous improvement in all areas including real time accounting to allow accounting teams to quickly provide value added analysis to all stakeholders.

End Product

Completion Date

- | | |
|---|---------------|
| ■ Current Financial Planning Assessment | December 2019 |
| ■ Plan for Financial Planning Update | On-going |

Task 7.17—Financial Planning (JTA) Estimated Budget Detail

Responsible Agency

Jacksonville Transportation Authority

FISCAL YEAR 2018/19

Budget Category	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$4,000		\$1,000	\$5,000
B. Consultant Services	\$76,000		\$19,000	\$95,000
GRAND TOTAL	\$80,000		\$20,000	\$100,000

FISCAL YEAR 2019/20

Budget Category	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$0		\$0	\$0
B. Consultant Services	\$0		\$0	\$0
GRAND TOTAL	\$0		\$0	\$0

Task 7.18—Transit Asset Management Plan (TAMP) Update (JTA)

Responsible Agency

Jacksonville Transportation Authority

Purpose

FTA required grantees and sub-recipients to develop and implement. JTA will update the current plan every four years.

Previous Work

Developed a Transit Asset Management Plan (TAMP)

Required Activities

The product of this task will be a comprehensive Transit Asset Management Plan that integrates perspectives of the entire organization, thereby allowing JTA to make informed decisions regarding investment priorities, based on sound data and clear organizational objectives.

End Product

- TAMP Update

Completion Date

June 2022

Task 7.18—Transit Asset Management Plan (TAMP) Update Estimated Budget Detail

Responsible Agency

Jacksonville Transportation Authority

FISCAL YEAR 2018/19

Budget Category	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services				
B. Consultant Services	\$20,000		\$5,000	\$25,000
GRAND TOTAL	\$20,000		\$5,000	\$25,000

FISCAL YEAR 2019/20

Budget Category	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services				
B. Consultant Services	\$20,000		\$5,000	\$25,000
GRAND TOTAL	\$20,000		\$5,000	\$25,000

Task 7.19—Transit Oriented Development (TOD) Pilot Program (JTA)

Responsible Agency

Jacksonville Transportation Authority

Purpose

JTA has been awarded a Federal Transit Administration (FTA) grant to conduct a Pilot Program for Transit Oriented Development (TOD) Planning to integrate land use and transportation planning with fixed guideway improvements as defined by FTA. The grant funds comprehensive planning to support economic development, ridership, multimodal connectivity and accessibility. It will address transit, bicycle, and pedestrian access and mixed-use development in the vicinity of transit stations. It also encourages identification of infrastructure needs and engagement of the private sector.

Previous Work

City of Jacksonville TOD Ordinance

Required Activities

A comprehensive land use and transit planning study in the vicinity of the Skyway/U2C. Deliverables may include:

- A comprehensive plan report with corridor development policies, station development plans, a proposed timeline, and recommended financing strategies for these plans
- A strategic plan report including corridor specific planning strategies and program recommendations supporting comprehensive planning
- Real estate market analysis
- Revised TOD-focused zoning codes and/or resolutions
- A report evaluating and recommending financial tools to encourage TOD implementation
- A local resolution to implement TDO plans or TOD funding mechanisms.
- A TOD performance monitoring system

End Product

TOD Comprehensive Planning for Skyway/U2C

Completion Date

December 2021

Note: Added upon approval of the TPO Board, April 11, 2018 upon receipt of FTA grant.

Task 7.19—Transit Oriented Development (TOD) Pilot Program (JTA)

Responsible Agency

Jacksonville Transportation Authority

FISCAL YEAR 2018/19

Budget Category	FTA 5303	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$160,000		\$40,000	\$200,000
B. Consultant Services	\$855,280		\$212,820	\$1,069,100
GRAND TOTAL	\$1,015,280		\$253,820	\$1,269,100

FISCAL YEAR 2019/20

Budget Category	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$0		\$0	\$0
B. Consultant Services	\$0		\$0	\$0
GRAND TOTAL	\$0		\$0	\$0

Task 7.20—Operations Training Plan (JTA)

Responsible Agency

Jacksonville Transportation Authority

Purpose

To establish and embrace an Authority-wide customer-centric culture and operationalize customer empathy and expectations in six key areas when relocating to the new JTA Transportation Management Center where employees will interact daily with customers and the community. The areas identified in the project charter include the safety and service plans, the approach to legislative and public engagement, amenities and TOD engagement.

Previous Work

Operator training in other key areas

Required Activities

JTA is currently operating out of 2 locations housing most JTA employees. At both locations staff has little interaction with customers. Consequently, a customer-centric organizational structure is missing. Currently, customer focus is currently the prevue of only limited areas of the organizational structure.

This task will develop and implement a training curriculum to support this initiative for all transit operations employees. In 2020 bus operators and dispatchers will participate in a training series to promote a customer-centric culture, improve communications and highlight safety.

End Product

Plan for and implement training curriculum

Completion Date

December 2020

Task 7.20—Operations Training Plan (JTA)

Responsible Agency

Jacksonville Transportation Authority

FISCAL YEAR 2018/19

Budget Category	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services				
B. Consultant Services	\$0		\$0	\$0
GRAND TOTAL	\$0		\$0	\$0

FISCAL YEAR 2019/20

Budget Category	FTA 5307	FTA State Match	FTA Local Match	Total
A. Personnel Services	\$4,000		\$1,000	\$5,000
B. Consultant Services	\$76,000		\$19,000	\$95,000
GRAND TOTAL	\$80,000		\$20,000	\$100,000

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Budget Tables

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Table 1
AGENCY PARTICIPATION
 FISCAL YEAR 2018/19

Task Name	Responsible Agency	FHWA	Non Cash Match 18.07%	FTA	CTD	Local/Other	TOTAL without Non Cash Match	Consultant Services*	
SECTION 1 ADMINISTRATION									
1.1	Program Administration	NFTPO	625,000	112,938	69,461	-	262,642 ¹	957,104	-
1.2	Program Mngt, Admin & Development	JTA	-	-	1,126	-	-	1,126	-
1.3	Training/Travel	NFTPO	-	-	-	-	50,000 ¹	50,000	-
1.4	Unified Planning Work Program	NFTPO	20,000	3,614	30,000	-	-	50,000	-
1.5	General Consultant Services	NFTPO	242,352	43,793	-	-	-	242,352	-
1.6	Annual Audit	NFTPO	-	-	-	-	25,000 ¹	25,000	20,000
SECTION 2 DATA COLLECTION									
2.1	Traffic Counts (North Florida TPO)	NFTPO	35,000	6,325	-	-	-	35,000	-
SECTION 3 TRANSPORTATION IMPROVEMENT PROGRAM									
3.1	Transportation Improvement Program	NFTPO	29,600	5,349	15,000	-	-	44,600	9,600
3.2	Annual List of Priority Projects	NFTPO	2,500	452	-	-	-	2,500	-
SECTION 4 LONG RANGE TRANSPORTATION PLAN									
4.1	GIS/Model Update/Maintenance	NFTPO	100,400	18,142	50,000	-	-	150,400	-
4.3	2045 LRTP Update	NFTPO	450,881	81,474	250,000	-	-	700,881	930,881
4.4	Efficient Transportation Decision Making	NFTPO	2,500	452	-	-	-	2,500	-
4.5	Establishing Performance Targets	NFTPO	2,500	452	-	-	-	2,500	-
SECTION 5 SPECIAL PROJECTS									
5.1	Annual Mobility Report	NFTPO	50,000	9,035	-	-	-	50,000	50,000
5.2	I-95 Corridor Planning Study	FDOT	-	-	-	-	1,200,000 ⁴	1,200,000	1,200,000
5.3	Support of the Regional Transportation Commission	NFTPO	-	-	-	-	12,000 ²	12,000	-
5.4	Regional Congestion Management Process Update	NFTPO	375,000	67,763	-	-	-	375,000	100,000
5.5	Regional Greenways and Trails Plan Update	NFTPO	100,000	18,070	-	-	-	100,000	100,000
5.6	Regional System Safety Plan Update	NFTPO	100,000	18,070	-	-	-	100,000	100,000
5.7	Clay County Henley Road and CR 220 Traffic Study	NFTPO	100,000	18,070	-	-	-	100,000	100,000
5.8	Internet of Things Deployment Plan	NFTPO	50,000	9,035	-	-	-	50,000	50,000
5.21	Integrated Data Exchange, Phase 2	NFTPO	150,000	27,105	-	-	-	150,000	150,000
5.22	Vulnerability and Resiliency Study, Phase 2	NFTPO	100,000	18,070	-	-	-	100,000	75,000
5.23	Jacksonville Regional Distribution Center Study, Phase 2	NFTPO	50,000	9,035	-	-	-	50,000	75,000
SECTION 6 PUBLIC INVOLVEMENT									
6.1	Public Involvement Program	NFTPO	270,000	48,789	90,000	-	50,000 ¹	410,000	150,000
SECTION 7 SYSTEMS PLANNING									
7.0	Clean Fuels Coalition	NFTPO	125,000	22,588	-	-	55,000 ^{1,3}	180,000	70,000

Shaded columns indicate FHWA Non-Cash Match provided by FDOT as toll credits. These dollars are not available for project programming.

Table 1
AGENCY PARTICIPATION
 FISCAL YEAR 2018/19

Task Name	Responsible Agency	FHWA	Non Cash Match 18.07%	FTA	CTD	Local/Other	TOTAL without Non Cash Match	Consultant Services*
7.1 Bicycle/Facilities Planning	NFTPO	40,000	7,228	-	-	10,000 ¹	50,000	-
7.2 First Coast Commuter Services	NFTPO	45,000	8,132	-	-	5,000 ¹	50,000	-
7.3 Transit Planning for the St. Augustine UA	NFTPO	-	-	75,000	-	-	75,000	75,000
7.4 North Florida Smart Region Coalition	NFTPO	175,000	31,623	-	-	-	175,000	175,000
7.5 Transportation Disadvantaged Related Planning	NFTPO	-	-	-	39,033	-	39,033	-
7.7 Premium Transit and Fixed Guideway Service	JTA	-	-	550,000	-	-	550,000	540,000
7.8 Transit Development Plan Update	JTA	-	-	139,062	-	203,010 ⁵	342,072	125,000
7.9 Transit Vision	JTA	-	-	150,000	-	-	150,000	135,000
7.10 Develop Transit Educational Campaign	JTA	-	-	97,500	-	-	97,500	67,500
7.11 General Transit and Regional Planning	JTA	-	-	200,000	-	-	200,000	185,000
7.12 Sustainability Program	JTA	-	-	25,000	-	-	25,000	12,500
7.13 Strategic Technology Planning	JTA	-	-	100,000	-	-	100,000	90,000
7.14 Transit Oriented Development	JTA	-	-	100,000	-	-	100,000	100,000
7.15 Transit Model Enhancement	JTA	-	-	50,000	-	-	50,000	50,000
7.16 Organizational Improvement and Customer Focus	JTA	-	-	111,250	-	-	111,250	90,000
7.17 Financial Planning	JTA	-	-	100,000	-	-	100,000	95,000
7.18 Transit Asset Management Plan	JTA	-	-	25,000	-	-	25,000	25,000
7.19 Transit Oriented Development	JTA	-	-	-	-	1,269,100 ⁶	1,269,100	1,069,100
TOTAL		3,240,733	585,600	2,228,399	39,033	1,872,652	7,380,818	4,945,481

¹ Local Assessment

² NE Florida Regional Commission

³ US Department of Energy (\$45,000 and \$10,000 Local Assessment)

⁴ State Funds

⁵ FTA 5307 Carryforward

⁶ FTA 5303 Grant includes \$253,820 local match

Shaded columns indicate FHWA Non-Cash Match provided by FDOT as toll credits. These dollars are not available for project programming.

Table 2
Unified Planning Work Program FY 2018/19
Funding Sources by Task

Task Name	Responsible Agency	FHWA					FTA Section 5305d			FTA Section 5307			CTD	Local/Other	TOTAL without Non Cash Match	Consultant Services
		PL	SU	CMAQ	Total	Non Cash Match 18.07%	Federal 80%	State 10%	Local 10%	Federal 80%	State 10%	Local 10%	100% State			
SECTION 1 ADMINISTRATION																
1.1 Program Administration	NFTPO	625,000	-	-	625,000	112,938	55,570	6,946	6,946	-	-	-	-	262,642 ¹	957,104	-
1.2 Program Mngt, Admin & Development	JTA	-	-	-	-	-	900	113	113	-	-	-	-	-	1,126	-
1.3 Training/Travel	NFTPO	-	-	-	-	-	-	-	-	-	-	-	50,000 ¹	50,000	-	-
1.4 Unified Planning Work Program	NFTPO	20,000	-	-	20,000	3,614	24,000	3,000	3,000	-	-	-	-	-	50,000	-
1.5 General Consultant Services	NFTPO	1,950	235,834	4,568	242,352	43,793	-	-	-	-	-	-	-	-	242,352	-
1.6 Annual Audit	NFTPO	-	-	-	-	-	-	-	-	-	-	-	25,000 ¹	25,000	20,000	-
SECTION 2 DATA COLLECTION																
2.1 Traffic Counts (North Florida TPO)	NFTPO	35,000	-	-	35,000	6,325	-	-	-	-	-	-	-	-	35,000	-
SECTION 3 TRANSPORTATION IMPROVEMENT PROGRAM																
3.1 Transportation Improvement Program	NFTPO	29,600	-	-	29,600	5,349	12,000	1,500	1,500	-	-	-	-	-	44,600	9,600
3.2 Annual List of Priority Projects	NFTPO	2,500	-	-	2,500	452	-	-	-	-	-	-	-	-	2,500	-
SECTION 4 LONG RANGE TRANSPORTATION PLAN																
4.1 GIS/Model Update/Maintenance	NFTPO	100,400	-	-	100,400	18,142	40,000	5,000	5,000	-	-	-	-	-	150,400	-
4.3 2045 LRTP Update	NFTPO	-	450,881	-	450,881	81,474	200,000	25,000	25,000	-	-	-	-	-	700,881	930,881
4.4 Efficient Transportation Decision Making	NFTPO	2,500	-	-	2,500	452	-	-	-	-	-	-	-	-	2,500	-
4.5 Establishing Performance Targets	NFTPO	-	2,500	-	2,500	452	-	-	-	-	-	-	-	-	2,500	-
SECTION 5 SPECIAL PROJECTS																
5.1 Annual Mobility Report	NFTPO	-	-	50,000	50,000	9,035	-	-	-	-	-	-	-	-	50,000	50,000
5.2 I-95 Corridor Planning Study	FDOT	-	-	-	-	-	-	-	-	-	-	-	1,200,000 ⁴	1,200,000	1,200,000	-
5.3 Support of the Regional Transportation Commission	NFTPO	-	-	-	-	-	-	-	-	-	-	-	12,000 ²	12,000	-	-
5.4 Regional Congestion Management Process Update	NFTPO	50,000	275,000	50,000	375,000	67,763	-	-	-	-	-	-	-	375,000	100,000	
5.5 Regional Greenways and Trails Plan Update	NFTPO	-	100,000	-	100,000	18,070	-	-	-	-	-	-	-	100,000	100,000	
5.6 Regional System Safety Plan Update	NFTPO	100,000	-	-	100,000	18,070	-	-	-	-	-	-	-	100,000	100,000	
5.7 Clay County Henley Road and CR 220 Traffic Study	NFTPO	-	100,000	-	100,000	18,070	-	-	-	-	-	-	-	100,000	100,000	
5.8 Internet of Things Deployment Plan	NFTPO	50,000	-	-	50,000	9,035	-	-	-	-	-	-	-	50,000	50,000	
5.21 Integrated Data Exchange, Phase 2	NFTPO	150,000	-	-	150,000	27,105	-	-	-	-	-	-	-	150,000	150,000	
5.22 Vulnerability and Resiliency Study, Phase 2	NFTPO	100,000	-	-	100,000	18,070	-	-	-	-	-	-	-	100,000	75,000	
5.23 Jacksonville Regional Distribution Center Study, Phase 2	NFTPO	50,000	-	-	50,000	9,035	-	-	-	-	-	-	-	50,000	75,000	
SECTION 6 PUBLIC INVOLVEMENT																
6.1 Public Involvement Program	NFTPO	240,000	30,000	-	270,000	48,789	72,000	9,000	9,000	-	-	-	-	50,000 ¹	410,000	150,000
SECTION 7 SYSTEMS PLANNING																
7.0 Clean Fuels Coalition	NFTPO	-	-	125,000	125,000	22,588	-	-	-	-	-	-	-	55,000 ^{1,3}	180,000	70,000
7.1 Bicycle/Facilities Planning	NFTPO	40,000	-	-	40,000	7,228	-	-	-	-	-	-	10,000 ¹	50,000	-	-
7.2 First Coast Commuter Services	NFTPO	-	-	45,000	45,000	8,132	-	-	-	-	-	-	5,000 ¹	50,000	-	-
7.3 Transit Planning for the St. Augustine UA	NFTPO	-	-	-	-	-	60,000	7,500	7,500	-	-	-	-	75,000	75,000	
7.4 North Florida Smart Region Coalition	NFTPO	-	25,000	150,000	175,000	31,623	-	-	-	-	-	-	-	175,000	175,000	
7.5 Transportation Disadvantaged Related Planning	NFTPO	-	-	-	-	-	-	-	-	-	-	-	39,033	39,033	-	
7.7 Premium Transit and Fixed Guideway Service	JTA	-	-	-	-	-	-	-	-	440,000	-	110,000	-	550,000	540,000	
7.8 Transit Development Plan Update	JTA	-	-	-	-	-	11,250	1,406	1,406	100,000	-	25,000	-	203,010 ⁵	342,072	125,000
7.9 Transit Vision	JTA	-	-	-	-	-	-	-	-	120,000	-	30,000	-	150,000	135,000	
7.10 Develop Transit Educational Campaign	JTA	-	-	-	-	-	18,000	2,250	2,250	60,000	-	15,000	-	97,500	67,500	
7.11 General Transit and Regional Planning	JTA	-	-	-	-	-	-	-	-	160,000	-	40,000	-	200,000	185,000	
7.12 Sustainability Program	JTA	-	-	-	-	-	-	-	-	20,000	-	5,000	-	25,000	12,500	

Non Cash Match in the gray columns provided by the Florida Department of Transportation as toll credits. These dollars are not available for programming in this UPWP.

Table 2
Unified Planning Work Program FY 2018/19
Funding Sources by Task

Task Name	Responsible Agency	FHWA					FTA Section 5305d			FTA Section 5307			CTD	Local/Other	TOTAL without Non Cash Match	Consultant Services
		PL	SU	CMAQ	Total	Non Cash Match 18.07%	Federal 80%	State 10%	Local 10%	Federal 80%	State 10%	Local 10%	100% State			
7.13 Strategic Technology Planning	JTA	-	-	-	-	-	-	-	-	80,000	-	20,000	-	-	100,000	90,000
7.14 Transit Oriented Development	JTA	-	-	-	-	-	-	-	-	80,000	-	20,000	-	-	100,000	100,000
7.15 Transit Model Enhancement	JTA	-	-	-	-	-	-	-	-	40,000	-	10,000	-	-	50,000	50,000
7.16 Organizational Improvement and Customer Focus	JTA	-	-	-	-	-	9,000	1,125	1,125	80,000	-	20,000	-	-	111,250	90,000
7.17 Financial Planning	JTA	-	-	-	-	-	-	-	-	80,000	-	20,000	-	-	100,000	95,000
7.18 Transit Asset Management Plan	JTA	-	-	-	-	-	-	-	-	20,000	-	5,000	-	-	25,000	25,000
7.19 Transit Oriented Development	JTA	-	-	-	-	-	-	-	-	-	-	-	-	1,269,100 ^b	1,269,100	1,069,100
TOTAL		1,596,950	1,219,215	424,568	3,240,733	585,600	502,719	62,840	62,840	1,280,000	-	320,000	39,033	3,141,752	8,649,918	6,014,581

¹ Local Assessment

² NE Florida Regional Commission

³ US Department of Energy (\$45,000 and \$10,000 Local Assessment)

⁴ State Funds

⁵ FTA 5307 Carryforward

⁶ FTA 5303 Grant includes \$253,820 local match

*October 2018 Modification: reallocation of funds from Task 1.1 to Task 4.1

*December 2018 Modification: reallocation of funds from Task 4.3 to Task 5.4

*February 2019 Amendment: updating FTA allocation

*March 2019 Modification reallocating funds between tasks

New Task Amended April 11, 2018

Table 3
AGENCY PARTICIPATION
 FISCAL YEAR 2019/20

Task Name	Responsible Agency	FHWA	Non Cash Match 18.07%	FTA	CTD	Local/Other	TOTAL without Non Cash Match	Consultant Services*
1.1 Program Administration	NFTPO	625,000	112,938	125,470	-	261,286 ¹	1,011,756	-
1.2 Program Mngt, Admin & Development	NFTPO	-	-	1,126	-	-	1,126	-
1.3 Training/Travel	JTA	-	-	-	-	50,000 ¹	50,000	-
1.4 Unified Planning Work Program	NFTPO	20,000	3,614	30,000	-	-	50,000	-
1.5 General Consultant Services	NFTPO	16,197	2,927	83,991	-	-	100,188	80,188
1.6 Annual Audit	NFTPO	-	-	-	-	25,000 ¹	25,000	20,000
2.1 Traffic Counts (North Florida TPO)								
	NFTPO	35,000	6,325	-	-	-	35,000	-
3.1 Transportation Improvement Program								
	NFTPO	29,600	5,349	15,000	-	-	44,600	9,600
4.1 GIS/Model Update/Maintenance								
	NFTPO	100,400	18,142	50,000	-	-	150,400	50,000
4.3 2045 LRTP Update								
	NFTPO	250,000	45,175	-	-	-	250,000	250,000
4.4 Efficient Transportation Decision Making								
	NFTPO	2,500	452	-	-	-	2,500	-
4.6 Model Conversion and Training								
	NFTPO	5,000	904	-	-	-	5,000	-
4.7 NERPM-AB Code Cleaning								
	NFTPO	50,000	9,035	-	-	-	50,000	50,000
4.8 Interim Year Data Interpolation								
	NFTPO	35,000	6,325	-	-	-	35,000	35,000
5.1 Annual Mobility Report								
	NFTPO	50,000	9,035	-	-	-	50,000	50,000
5.24 Amelia Island Trail Usage Study								
	NFTPO	50,000	9,035	-	-	-	50,000	50,000
5.25 Atlantic/Neptune Beach Parking and Mobility Study								
	NFTPO	75,000	13,553	-	-	-	75,000	75,000
5.26 Chaffee Road/Samaritan Way Corridor Study								
	NFTPO	75,000	13,553	-	-	-	75,000	75,000
5.27 Sidewalk Prioritization System Study Phase II								
	NFTPO	75,000	13,553	-	-	75,000 ²	150,000	150,000
5.28 Congestion Management Process and IDE Phase II								
	NFTPO	75,000	13,553	75,000	-	-	150,000	150,000
5.29 Keystone Heights Airport Access Study								
	NFTPO	75,000	13,553	-	-	10,000 ¹	85,000	85,000
5.30 Mobility Plan for the Underserved and Ladders of Opportunity								
	NFTPO	25,000	4,518	50,000	-	-	75,000	75,000
5.31 Monument Road Corridor Study								
	NFTPO	75,000	13,553	-	-	-	75,000	75,000
5.32 Clay County Pavement Management Pilot Study								
	NFTPO	35,000	6,325	-	-	-	35,000	35,000
5.33 Pledge to Slow Down Safety Campaign								
	NFTPO	25,000	4,518	-	-	-	25,000	25,000
5.34 Regional Tourism Management Plan								
	NFTPO	40,000	7,228	-	-	-	40,000	40,000
5.35 Ridgewood/Foxwood Area Traffic Study								
	NFTPO	75,000	13,553	-	-	-	75,000	75,000

Table 3
AGENCY PARTICIPATION
 FISCAL YEAR 2019/20

Task Name	Responsible Agency	FHWA	Non Cash Match 18.07%	FTA	CTD	Local/Other	TOTAL without Non Cash Match	Consultant Services*
5.36 Smart St. Augustine/IDE Integration	NFTPO	100,000	18,070	-	-	-	100,000	100,000
6.1 Public Involvement Program	NFTPO	290,000	52,403	100,000	-	50,000 ¹	440,000	270,000
7.0 Clean Fuels Coalition	NFTPO	125,000	22,588	-	-	95,000 ^{1,3}	220,000	110,000
7.1 Bicycle/Facilities Planning	NFTPO	40,000	7,228	-	-	10,000 ¹	50,000	-
7.2 First Coast Commuter Services	NFTPO	45,000	8,132	-	-	5,000 ¹	50,000	-
7.3 Transit Planning for the St. Augustine UA	NFTPO	-	-	50,000	-	-	50,000	50,000
7.4 Smart North Florida Coalition	NFTPO	175,000	31,623	-	-	-	175,000	175,000
7.5 Transportation Disadvantaged Related Planning	NFTPO	-	-	-	38,877	-	38,877	-
7.7 Premium Transit and Fixed Guideway Service	NFTPO	-	-	550,000	-	-	550,000	540,000
7.8 Transit Development Plan Update	JTA	-	-	39,062	-	-	39,062	25,000
7.9 Transit Vision	JTA	-	-	200,000	-	-	200,000	180,000
7.10 Develop Transit Educational Campaign	JTA	-	-	77,250	-	-	77,250	49,750
7.11 General Transit and Regional Planning	JTA	-	-	250,000	-	-	250,000	235,000
7.12 Sustainability Program	JTA	-	-	25,000	-	-	25,000	12,500
7.13 Strategic Technology Planning	JTA	-	-	100,000	-	-	100,000	90,000
7.14 Transit Oriented Development	JTA	-	-	100,000	-	-	100,000	100,000
7.15 Transit Model Enhancements	JTA	-	-	50,000	-	-	50,000	50,000
7.16 Organization Improvements and Customer Focus	JTA	-	-	111,250	-	-	111,250	90,000
7.17 Financial Planning	JTA	-	-	100,000	-	-	100,000	95,000
7.18 Transit Asset Management Plan	JTA	-	-	25,000	-	-	25,000	25,000
7.20 Operations Training Plan	JTA	-	-	100,000	-	-	100,000	95,000
TOTAL		2,693,697	486,751	2,308,149	38,877	581,286	5,622,009	3,747,038

¹ Local Assessment

² St. Johns County Match \$75,000

³ US Department of Energy (\$85,000 and \$10,000 Local Assessment)

Table 4
Unified Planning Work Program FY 2019/20
Funding Sources by Task
For Approval 6-20-19

Task Name	Responsible Agency	FHWA					FTA Section 5305d			FTA Section 5307			CTD	Local/Other	TOTAL without Non Cash Match	Consultant Services
		PL	SU	CMAQ	Total	Non Cash Match 18.07%	Federal 80%	State 10%	Local 10%	Federal 80%	State 10%	Local 10%	100% State			
1.1 Program Administration	NFTPO	625,000	-	-	625,000	112,938	100,376	12,547	12,547	-	-	-	-	261,286 ¹	1,011,756	-
1.2 Program Mngt, Admin & Development	JTA	-	-	-	-	-	900	113	113	-	-	-	-	-	1,126	-
1.3 Training/Travel	NFTPO	-	-	-	-	-	-	-	-	-	-	-	-	50,000 ¹	50,000	-
1.4 Unified Planning Work Program	NFTPO	20,000	-	-	20,000	3,614	24,000	3,000	3,000	-	-	-	-	-	50,000	-
1.5 General Consultant Services	NFTPO	16,197	-	-	16,197	2,927	67,193	8,399	8,399	-	-	-	-	-	100,188	80,188
1.6 Annual Audit	NFTPO	-	-	-	-	-	-	-	-	-	-	-	-	25,000 ¹	25,000	20,000
2.1 Traffic Counts (North Florida TPO)	NFTPO	35,000	-	-	35,000	6,325	-	-	-	-	-	-	-	-	35,000	-
3.1 Transportation Improvement Program	NFTPO	29,600	-	-	29,600	5,349	12,000	1,500	1,500	-	-	-	-	-	44,600	9,600
4.1 GIS/Model Update/Maintenance	NFTPO	100,400	-	-	100,400	18,142	40,000	5,000	5,000	-	-	-	-	-	150,400	50,000
4.3 2045 LRTP Update	NFTPO	-	250,000	-	250,000	45,175	-	-	-	-	-	-	-	-	250,000	250,000
4.4 Efficient Transportation Decision Making	NFTPO	2,500	-	-	2,500	452	-	-	-	-	-	-	-	-	2,500	-
4.6 Model Training	NFTPO	-	5,000	-	5,000	904	-	-	-	-	-	-	-	-	5,000	-
4.7 NERPM-AB Code Cleaning	NFTPO	-	50,000	-	50,000	9,035	-	-	-	-	-	-	-	-	50,000	50,000
4.8 Interim Year Data Interpolation	NFTPO	-	35,000	-	35,000	6,325	-	-	-	-	-	-	-	-	35,000	35,000
5.1 Annual Mobility Report	NFTPO	-	50,000	-	50,000	9,035	-	-	-	-	-	-	-	-	50,000	50,000
5.24 Amelia Island Trail Usage Study	NFTPO	-	50,000	-	50,000	9,035	-	-	-	-	-	-	-	-	50,000	50,000
5.25 Atlantic/Neptune Beach Parking and Mobility Study	NFTPO	-	20,000	55,000	75,000	13,553	-	-	-	-	-	-	-	-	75,000	75,000
5.26 Chaffee Road/Samaritan Way Corridor Study	NFTPO	-	75,000	-	75,000	13,553	-	-	-	-	-	-	-	-	75,000	75,000
5.27 Sidewalk Prioritization System Study Phase II	NFTPO	-	75,000	-	75,000	13,553	-	-	-	-	-	-	75,000 ²	-	150,000	150,000
5.28 Congestion Management Process and IDE Phase II	NFTPO	-	75,000	-	75,000	13,553	60,000	7,500	7,500	-	-	-	-	-	150,000	150,000
5.29 Keystone Helights Airport Access Study	NFTPO	75,000	-	-	75,000	13,553	-	-	-	-	-	-	10,000 ¹	-	85,000	85,000
5.30 Mobility Plan for the Underserved and Ladders of Opportunity	NFTPO	25,000	-	-	25,000	4,518	40,000	5,000	5,000	-	-	-	-	-	75,000	75,000
5.31 Monument Road Corridor Study	NFTPO	75,000	-	-	75,000	13,553	-	-	-	-	-	-	-	-	75,000	75,000
5.32 Clay County Pavement Management Pilot Study	NFTPO	35,000	-	-	35,000	6,325	-	-	-	-	-	-	-	-	35,000	35,000
5.33 Pledge to Slow Down Safety Campaign	NFTPO	-	25,000	-	25,000	4,518	-	-	-	-	-	-	-	-	25,000	25,000
5.34 Regional Tourism Management Plan	NFTPO	-	40,000	-	40,000	7,228	-	-	-	-	-	-	-	-	40,000	40,000
5.35 Ridgewood/Foxwood Area Traffic Study	NFTPO	-	75,000	-	75,000	13,553	-	-	-	-	-	-	-	-	75,000	75,000
5.36 Smart St. Augustine/IDE Integration	NFTPO	-	100,000	-	100,000	18,070	-	-	-	-	-	-	-	-	100,000	100,000
6.1 Public Involvement Program	NFTPO	240,000	50,000.00	-	290,000	52,403	80,000	10,000	10,000	-	-	-	-	50,000 ¹	440,000	270,000
7.0 Clean Fuels Coalition	NFTPO	-	-	125,000	125,000	22,588	-	-	-	-	-	-	-	95,000 ^{1,3}	220,000	110,000
7.1 Bicycle/Facilities Planning	NFTPO	40,000	-	-	40,000	7,228	-	-	-	-	-	-	10,000 ¹	-	50,000	-
7.2 First Coast Commuter Services	NFTPO	-	-	45,000	45,000	8,132	-	-	-	-	-	-	5,000 ¹	-	50,000	-
7.3 Transit Planning for the St. Augustine UA	NFTPO	-	-	-	-	-	40,000	5,000	5,000	-	-	-	-	-	50,000	50,000
7.4 Smart North Florida Coalition	NFTPO	-	150,000	25,000	175,000	31,623	-	-	-	-	-	-	-	-	175,000	175,000
7.5 Transportation Disadvantaged Related Planning	NFTPO	-	-	-	-	-	-	-	-	-	-	-	38,877	-	38,877	-
7.7 Premium Transit and Fixed Guideway Service	JTA	-	-	-	-	-	-	-	-	440,000	-	110,000	-	-	550,000	540,000
7.8 Transit Development Plan Update	JTA	-	-	-	-	-	11,250	1,406	1,406	20,000	-	5,000	-	-	39,062	25,000
7.9 Transit Vision	JTA	-	-	-	-	-	-	-	-	160,000	-	40,000	-	-	200,000	180,000
7.10 Develop Transit Educational Campaign	JTA	-	-	-	-	-	18,000	2,250	2,250	40,000	-	14,750	-	-	77,250	49,750
7.11 General Transit and Regional Planning	JTA	-	-	-	-	-	-	-	-	200,000	-	50,000	-	-	250,000	235,000
7.12 Sustainability Program	JTA	-	-	-	-	-	-	-	-	20,000	-	5,000	-	-	25,000	12,500

Table 4
 Unified Planning Work Program FY 2019/20
 Funding Sources by Task
 For Approval 6-20-19

Task Name	Responsible Agency	FHWA					FTA Section 5305d			FTA Section 5307			CTD	Local/Other	TOTAL without Non Cash Match	Consultant Services
		PL	SU	CMAQ	Total	Non Cash Match 18.07%	Federal 80%	State 10%	Local 10%	Federal 80%	State 10%	Local 10%	100% State			
7.13 Strategic Technology Planning	JTA	-	-	-	-	-	-	-	-	80,000	-	20,000	-	-	100,000	90,000
7.14 Transit Oriented Deveopment	JTA	-	-	-	-	-	-	-	-	80,000	-	20,000	-	-	100,000	100,000
7.15 Transit Model Enhancements	JTA	-	-	-	-	-	-	-	-	40,000	-	10,000	-	-	50,000	50,000
7.16 Orgainization Improvements and Customer Focus	JTA	-	-	-	-	-	9,000	1,125	1,125	80,000	-	20,000	-	-	111,250	90,000
7.17 Financial Planning	JTA	-	-	-	-	-	-	-	-	80,000	-	20,000	-	-	100,000	95,000
7.18 Transit Asset Management Plan	JTA	-	-	-	-	-	-	-	-	20,000	-	5,000	-	-	25,000	25,000
7.20 Operations Training Plan	JTA	-	-	-	-	-	-	-	-	80,000	-	20,000	-	-	100,000	95,000
TOTAL		1,318,697	1,125,000	250,000	2,693,697	486,751	502,719	62,840	62,840	1,340,000	-	339,750	38,877	581,286	5,622,009	3,747,038

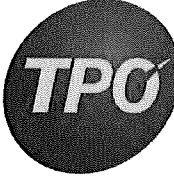
¹ Local Assessment

² St. Johns County Match \$75,000

³ US Department of Energy (\$85,000 and \$10,000 Local Assessment)

APPENDIX A—Resolution Adopting the UPWP

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**RESOLUTION No. 2019-4
REVISING THE UNIFIED PLANNING WORK PROGRAM FOR
FISCAL YEARS 2018/19 THROUGH 2019/20**

WHEREAS, the North Florida Transportation Planning Organization is the designated and constituted body responsible for the urban transportation planning and programming process for the Jacksonville and St. Augustine Urbanized Areas; and

WHEREAS, the North Florida Transportation Planning Organization has in accordance with 23 CFR Section 450.108 (c) and Section 339.175(9) (a) (2), *Florida Statutes*, developed a Unified Planning Work Program for Fiscal Years 2018/19 through 2019/20;

WHEREAS, the North Florida Transportation Planning Organization has revised Fiscal Year 2019/20 of the Unified Planning Work Program to reflect local priorities and include a number of new studies;

NOW, THEREFORE, BE IT RESOLVED that the North Florida Transportation Planning Organization approves and endorses this Unified Planning Work Program for Fiscal Years 2018/19 through 2019/20.

Adopted by the North Florida Transportation Planning Organization in regular meeting assembled in the City of Jacksonville the 20th day of June 2019.

Attest:

A handwritten signature in cursive script, appearing to read "Danny Leeper", written over a horizontal line.

The Honorable Danny Leeper, Chairman

A handwritten signature in cursive script, appearing to read "Jeff Sheffield", written over a horizontal line.

Jeff Sheffield, Executive Director

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APPENDIX B—Statements and Assurances

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

525-010-08
POLICY PLANNING
02/18

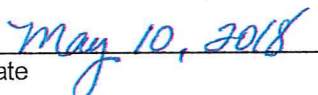
DEBARMENT and SUSPENSION CERTIFICATION

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

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



Name:
Title: MPO Chairman (or designee)



Date

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

525-010-08
POLICY PLANNING
02/18

LOBBYING CERTIFICATION for GRANTS, LOANS and COOPERATIVE AGREEMENTS

In accordance with Section 1352 of Title 31, United States Code, it is the policy of the North Florida TPO that:

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

Name:

Title: MPO Chairman (or designee)

Diane Hutchings

Date

May 10, 2018

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

525-010-08
POLICY PLANNING
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DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

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

The North Florida TPO, and its consultants shall take all necessary and reasonable steps to ensure that disadvantaged businesses have an opportunity to compete for and perform the contract work of the North Florida TPO, in a non-discriminatory environment.

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

Diane Hutchings
Name:
Title: MPO Chairman (or designee)

May 10, 2018
Date

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

525-010-08
POLICY PLANNING
02/18


TITLE VI/ NONDISCRIMINATION ASSURANCE

Pursuant to Section 9 of US DOT Order 1050.2A, the North Florida TPO assures the Florida Department of Transportation (FDOT) that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Florida Civil Rights Act of 1992 and other nondiscrimination authorities be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

The North Florida TPO further assures FDOT that it will undertake the following with respect to its programs and activities:

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

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


Name: _____
Title: MPO Chairman (or designee)


Date _____

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

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APPENDICES A and E

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

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

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

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

