



408 N. ADAMS STREET  
TALLAHASSEE, FL 32301  
[www.crtpa.org](http://www.crtpa.org)

**CITIZEN'S MULTIMODAL ADVISORY COMMITTEE**

11:30 AM, 2<sup>nd</sup> Floor, Tallahassee Room

TALLAHASSEE CITY HALL  
300 S. Adams Street  
Tallahassee, Fl. 32301

**May 3, 2016**

**1. AGENDA MODIFICATIONS**

**2. CONSENT**

**A. Minutes of the March 8, 2016 Committee Meeting**

The minutes of the March 8, 2016 Committee Meeting are provided for committee review and approval.

**Recommended Action:** *Approve the March 8, 2016 committee meeting minutes.*

**B. DRAFT Fiscal Year 2017 & 2018 Unified Planning Work Program (UPWP)**

The Unified Planning Work Program (UPWP) is the bi-annual program document which details anticipated transportation planning for Fiscal Years 2017 and 2018 and acts as the application for various funding sources. The Draft UPWP was provided for review at the March CRTPA committee and Board meetings, and is now being provided as a Draft Final for adoption consideration.

**Recommended Action:** *Provide a recommendation that the CRTPA Board approve the Draft Final UPWP.*

**C. Draft Fiscal Year 2017- 2021 Transportation Improvement Program (TIP)**

The CRTPA Draft FY 2017 - 2021 TIP is provided for committee review and comment and will be provided to the CRTPA Board for consideration at their May Meeting. Subsequent to CRTPA Board approval, the document will be forwarded to the FDOT for formal review and comment and a public meeting will be set for public review and comment.

Any comments received from the public, review agencies, or the CRTPA committees will be provided to the Board prior to the scheduled adoption of the FY 2017 – FY 2021 TIP at the June 20, 2016 CRTPA meeting.

**Recommended Action:** *Provide a recommendation that the CRTPA Board approve transmittal of the document to the FDOT for formal review.*

**3. PRESENTATIONS/DISCUSSION/ACTION****A. US 90 Action Plan**

This agenda item provides an update on the Action Plan being developed by FDOT District 3 for US 90 in Tallahassee/Leon County. The project limits include North Duval Street (Greyhound Bus Terminal) to the I-10 interchange at US 90 East (Mahan Drive).

**Recommended Action:** *For committee information.*

**B. Thomasville Road Planning Study Update**

The consultant for the Thomasville Road Planning Study will present an update on the project for the committees.

**Recommended Action:** *For committee information.*

**4. OPEN FORUM FOR PUBLIC COMMENT**

*Citizens are invited to address the committee.*

**5. INFORMATION**

- **May 16, 2016 CRTPA Agenda**  
The May 16, 2016 CRTPA Agenda is provided for committee information.

**6. ITEMS FROM COMMITTEE MEMBERS OR STAFF**

**Next CMAC meeting: June 7, 2016**



• City Hall •

300 S. ADAMS STREET TALLAHASSEE, FL 32301

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

## **CRTPA COMMITTEE MINUTES**

***Tuesday, March 8, 2016***

**CITIZENS MULTIMODAL ADVISORY COMMITTEE**

***11:30 A.M., 2<sup>nd</sup> Floor Tallahassee Room***

***CITY HALL***

***300 S. Adams Street  
Tallahassee, Fl. 32301***

**Members Present:** Chad Hanson, Neil Fleckenstein; JR Harding; Dan Beaty; Jeff Horton; Han VanTol; Terry Basham; Doug Alderson (FDEP/OGT)

**Staff Present:** Lynn Barr, Greg Burke, Jack Kostrzewa, Yulonda Mitchell, Colleen Roland, CRTPA Staff; Jill Jeglie, Gadsden County; Kwentin Eastberg, ARPC; Starsky Harrell, Suzanne Lex, FDOT; Lauren Boes, RS&H; Kim Stephens, HNTB;

### **1. AGENDA MODIFICATIONS**

- Item 3B was changed from Action to Information.
- CMAC Members reaffirmed Mr. Dan Beaty as Chair of the CMAC for 2016.

### **2. CONSENT**

#### **A. Minutes of the November 3, 2015 Committee Meeting**

**Committee Action:** A motion as made by Mr. Neil Fleckenstein to accept the minutes, with a second being made by Mr. Jeff Horton. The motion passed unanimously.

#### **B. Fiscal Year 2016-2020 Transportation Improvement Program (TIP) Amendment**

The CRTPA FY 2016-2020 TIP is proposed to be amended to reflect the following:

City of Tallahassee/Compressed Natural Gas (CNG) Facility (Project #4234452):  
Add project to reflect funding for the construction of CNG facility (Leon County)  
(Total Funding: \$4 Million in FY 2016)

**Committee Action:** A motion as made by Mr. Jeff Horton to approve the TIP Amendment, with a second being made by Mr. Chad Hansen. The motion passed unanimously.

**C. Transportation Alternatives Evaluation Criteria**

The proposed criteria to score the project applications were provided for review by the CRTPA committees. The criteria were developed by the TA subcommittee at their February 10, 2016 meeting.

**Committee Action:** A motion was made by Mr. Chad Hansen to approve the TA Evaluation criteria with a second being made by Mr. Doug Alderson. The motion was unanimously passed.

**3. PRESENTATIONS/DISCUSSION**

**A. DRAFT Fiscal Year 2017 & 2018 Unified Planning Work Program (UPWP)**

The Draft Unified Planning Work Program (UPWP) was provided for public review and comment, with comments requested by April 8, 2016.

**Committee Action:** A motion was made by Mr. Terry Basham to approve the transmittal of the document to FDOT for formal review. A second was made by Mr. JR Harding. The motion was unanimously passed.

**B. Thomasville Road Planning Study Update**

The consultant for the Thomasville Road Planning Study presented an update on the planning study for the committee. *No action was requested or taken.*

**C. Florida Arts Trail**

A brief overview and update of the status of the Florida Arts Trail Project Development and Environment (PD&E) Study was presented along with a synopsis of the Gadsden County Board of County Commissioners Report on the study. CMAC members discussed the issues with constructing discontinuous segments of the trail as well as issues of public health and welfare with regard to agricultural uses adjacent to the trail.

**Committee Action:** A motion was made by Mr. JR Harding to support the PD&E Study as presented with sensitivity of community issues being addressed during the design phase. The motion was seconded by Mr. Neil Fleckenstein. The motion passed unanimously.

**4. OPEN FORUM FOR PUBLIC COMMENT**

*None*

**5. INFORMATION (NO ACTION TAKEN)**

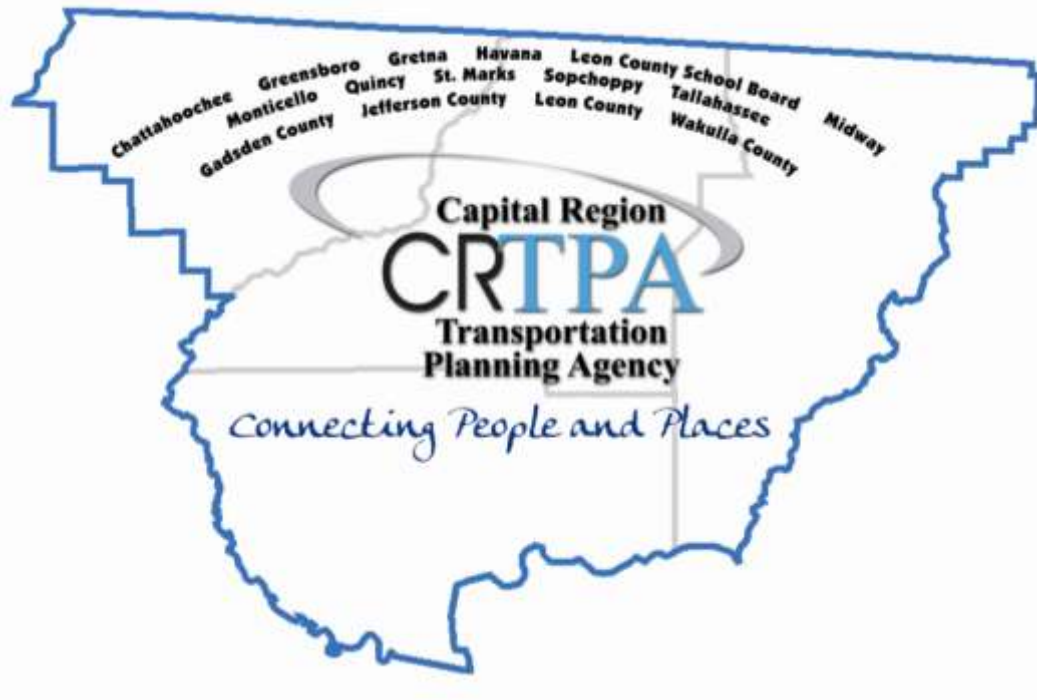
**A. March 21, 2016 CRTPA Agenda**

The March 21, 2016 CRTPA Agenda was provided for committee information.

**6. ITEMS FROM COMMITTEE MEMBERS OR STAFF**

*None*

<b>Next Meeting Date is Tuesday, May 3, 2016.</b>
---



## **FISCAL YEARS 2017 AND 2018 UNIFIED PLANNING WORK PROGRAM**

FAP 0220 (052)  
FM 427930-1-14-01

***FINAL May 16, 2016***

### **Capital Region Transportation Planning Agency**

Box A-19  
300 South Adams Street  
Tallahassee, Florida 32301  
850 891-8629  
[www.crtpa.org](http://www.crtpa.org)

The Capital Region Transportation Study Fiscal Years 2017 and 2018 Unified Planning Work Program was prepared and financed in part by the U.S. Department of Transportation, Federal Highway Administration, Federal Transit Administration, Florida Department of Transportation, Gadsden County, Jefferson County, Leon County, Leon County School Board, Wakulla County, and municipalities.

## **TABLE OF CONTENTS**

	<b><u>PAGE</u></b>
AUTHORIZING RESOLUTION.....	iii
<b>I. INTRODUCTION.....</b>	<b>6</b>
Status of Comprehensive Transportation Planning Activities .....	7
FYs 15/16 Transportation Planning Activities.....	9
Planning Priorities.....	10
Planning Tasks .....	10
Level of Planning Effort.....	11
<b>II. ORGANIZATION AND MANAGEMENT .....</b>	<b>12</b>
CRTPA Structure and Agreements.....	12
CRTPA Participants in the UPWP Metropolitan Planning Process.....	14
CRTPA Certification Status (Federal and State) .....	16
CRTPA Operating Procedures and Bylaws .....	16
Federal Planning Factors .....	17
MAP-21 Compliance.....	18
FDOT District 3 Planning Activities.....	18
Matching Funding/Soft Match.....	21
<b>III. WORK ELEMENTS SECTION .....</b>	<b>22</b>
UPWP Work Elements Description .....	21
Section 1: Administration.....	22
Task 1.1 Transportation Planning Management.....	24
Task 1.2 CRTPA Certification .....	30
Task 1.3 Capital Outlay .....	33
Task 1.4 Funding and Grant Administration .....	36
Task 1.5 FDOT Assistance for PL Funds.....	38
Task 1.6 FDOT Match for 5305D Funds.....	43
Task 1.7 Professional Services .....	46
Section 2 : Data Collection and Distribution.....	48
Task 2.1 Data Collection and Distribution .....	49
Section 3: Unified Planning Work Program .....	52
Task 3.1 Unified Planning Work Program Development.....	53
Section 4: Transportation Improvement Program .....	56

Task 4.1 Transportation Improvement Program Development.....	57
Section 5: Year 2035 and 2040 Long Range Transportation Plan .....	62
Task 5.1Year 2035/2040 Long Range Plan Development .....	63
Section 6: Public Involvement.....	65
Task 6.1 Public Involvement .....	66
Section 7: Systems Planning.....	71
Task 7.1 Bicycle and Pedestrian Planning .....	72
Task 7.2 Transit Planning.....	76
Task 7.3 Aviation Planning.....	79
Task 7.4 Transportation Disadvantaged Planning .....	83
Task 7.5 Mobility Management .....	87
Section 8: Regional Planning and CRTPA Coordination .....	89
Task 8.1 Regional Planning and CRTPA Coordination.....	92
Section 9: Other Planning Projects.....	97
Task 9.1 Corridor Analysis .....	98
Task 9.2 Special Transportation Planning Projects .....	103

#### **IV. UNIFIED PLANNING WORK PROGRAM AGENCY PARTICIPATION AND PROPOSED FUNDING SOURCES FOR FISCAL YEARS 2015/16**

Table 1.1 - Proposed Agency Participation & Anticipated Element Cost – FY17

Table 1.2 – Proposed Agency participation & Anticipated Element Cost – FY18

#### **V. APPENDIX (provided at Final Adoption)**

**CRTPA Joint Certification**  
**Non-Discrimination Title VI Policy Statement**  
**Lobbying Certification**  
**Debarment and Suspension Certification**  
**Application for Federal Assistance (5305D) and Assurances**  
**Responses to Review Comments**  
**CRTPA Planning Area Boundary Map**



Intentionally Blank  
Reserved for Adopting Resolution

CAPITAL REGION TRANSPORTATION PLANNING AGENCY FISCAL YEARS  
2017 AND 2018

**UNIFIED PLANNING WORK PROGRAM**

FOR TRANSPORTATION PLANNING ACTIVITIES

---

ADOPTED BY THE CAPITAL REGION TRANSPORTATION PLANNING AGENCY ON MAY ??,  
2016  
BY RESOLUTION NO. 2016-5-##

---

Betsy Barfield, CRTPA Chairperson

Prepared by the Capital Region Transportation Planning Agency

Preparation of this report has been financed in part through grants  
From the Florida Department of Transportation,  
Federal Highway Administration, (CFDA No. 20.205) and  
Federal Transit Administration, (CFDA No 20.505).

This document has been developed pursuant to the FDOT MPO Program Management Handbook  
FAIN 0220(54)  
FPN# 439323-1 (PL Funds) and 439323-2(SU Funds)

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

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

\_\_\_\_\_ Grant Manager

\_\_\_\_\_ Signature \_\_\_\_\_ Date



# I. INTRODUCTION

The Fiscal Years (FYs) 2017/2018 Unified Planning Work Program (UPWP) defines the tasks and anticipated funding requirements for the Capital Region Transportation Planning Agency (CRTPA) during the fiscal period beginning July 1, 2016 and ending June 30, 2018. This document serves to inform the public, as well as all public officials and departments who contribute resources and allocate funds to the transportation planning process, of the proposed work program for each participating agency. In addition, the UPWP provides the basis for federal funding of transportation planning activities.

Development of this UPWP officially began on January 11, 2016 when the “FYs 2017/2018 UPWP Kick Off Meeting” was held between CRTPA staff, the Florida Department of Transportation (the Federal Highway Administration had been invited but was unable to attend) to discuss the document’s development. Consistent with previous years, the UPWP was developed through reviewing and updating tasks contained within the preceding document in coordination with CRTPA staff and outside agencies responsible for the tasks identified within the document. Development of the FYs 2017/2018 UPWP also included a review of the CRTPA’s top critical priorities as identified at its past annual retreats and development of tasks to address these priorities. In addition, staff reviewed the requirements related to development of UPWPs as contained within Chapter 3 of the Metropolitan Planning Organization Program Management Handbook.

The draft UPWP was presented to the CRTPA and its subcommittees for comment (March, 2016) and finalized by the CRTPA at its May, 2016 meeting. In addition, the UPWP is posted on the CRTPA’s web page ([www.crtpa.org](http://www.crtpa.org)). Throughout the year, copies of the document are provided upon request as well as available at public events attended by CRTPA staff.

Subsequent to adoption, the UPWP is reviewed throughout the year to ensure consistency between staff work efforts and tasks identified within the document as well as monitoring work progress and assess the need for possible amendment. The UPWP reflects compliance with the comprehensive Title VI Environmental Justice Procedures. Additionally, the FYs 2017/2018 UPWP was generated to address identified any annual and applicable state and federal Planning Emphasis Areas as detailed in Section II: Organization and Management. Although the CRTPA is in air quality attainment status, CRTPA staff in conjunction with the Florida Department of Transportation continues to monitor the CRTPA’s air quality status as well air quality issues.

## **Brief History of the CRTPA**

The UPWP guides transportation planning activities using input from governmental officials, technical experts and citizens. The CRTPA has its origins in the Tallahassee Urban Area Transportation Study (TALUATS), organized in 1965 as a joint undertaking between the City of Tallahassee, Leon County, and the State of Florida. The Tallahassee Urban Area Study Policy Committee was reorganized into the Tallahassee-Leon County Metropolitan Planning Area in 1977 and was reconstituted in 1979 in conformance with Chapter 334.215, Florida Statutes.

In October 2003, the Tallahassee-Leon County Metropolitan Planning Organization (MPO) approved expansion of its Planning Area Boundary (PAB) to include portions of Gadsden and Wakulla counties. In May 2004, the Tallahassee-Leon County MPO approved an Apportionment

Plan reorganizing into the Capital Region Transportation Planning Agency (CRTPA). The Governor approved the Apportionment Plan in August 2004 with subsequent Interlocal Agreements approved during December 2004 and January 2005. CRTPA bylaws were adopted in May 2005. Amendments were made to the Bylaws in November 2006 to reflect the institution of a Management Oversight Committee to provide executive supervision to the CRTPA director and staff. The Bylaws continued to be reviewed annually by staff for necessary changes.

In 2007 the CRTPA directed staff to go forward with another expansion of the Planning Area Boundary. The proposed expansion includes the remainders of Wakulla and Gadsden Counties and all of Jefferson County. Interlocal agreements have been executed following approval of the Governor's Office.

### **STATUS OF COMPREHENSIVE TRANSPORTATION PLANNING ACTIVITIES**

The following provides an overview of the status of comprehensive transportation planning activities (includes both CRTPA and transportation partner plans):

- Year 2040 Regional Mobility Plan was adopted by the CRTPA in December 2015. This plan identifies roadway, transit, bicycle and pedestrian projects within the CRTPA planning area boundary. The Leon County section of bicycle and pedestrian projects contained within this plan were identified as part of development of the Tallahassee-Leon County Year 2040 Bicycle and Pedestrian Master Plan (discussed below). Other projects will be identified from other member jurisdictions. This plan is available for review on the CRTPA's website ([www.crtpa.org](http://www.crtpa.org)).
- Bicycle and Pedestrian Master Plan: The Tallahassee-Leon County Year 2025 Bicycle & Pedestrian Master Plan (BPMP) was adopted by the CRTPA on May 17, 2004. The BPMP includes nearly 70 miles of sidewalks, bike facilities and shared use paths for implementation. On September 27, 2005, the CRTPA adopted the Access to Schools to Priority List that provides a more detailed listing to assist within implementation of the BPMP. Initial development of the BPMP occurred prior to the CRTPA's expansion and, as a result, includes only projects within Tallahassee-Leon County. The next update of the BPMP was completed as part of the Regional Mobility Plan in December 2015.
- Transit Development Plan: The FY 2010-2020 Transit Development Plan (TDP) Major Update was approved by the City of Tallahassee in 2010. This document addresses major needs and suggests alternatives to meet the demand for transit services provided by the City of Tallahassee's StarMetro agency (formerly "Taltran"). Associated with development of the TDP was a broader effort by StarMetro entitled the "Tallahassee Transit Renaissance." The Tallahassee Transit Renaissance, provided a framework to meet community needs for a better transit system through focusing on the following six (6) areas: communications/image; technology; service; facilities/amenities; revenue opportunities and transit excellence. Section 7.2 (Transit Planning) provides detail regarding current and future planning efforts.

- Tallahassee International Airport Master Plan: The Tallahassee Regional Airport Master Plan was originally adopted in 1973 and has been updated several times. An Update to the Master Plan was developed and received by the Tallahassee City Commission in the summer of 2006. This update will cover a 20-year period. It was sent to FDOT and the Federal Aviation Administration for review. Final acceptance was in the third quarter of 2007. The Master Plan and Updates provide guidance for development of the Airport to meet the forecasted needs for facilities and infrastructure to provide commercial airline and general aviation services to the Tallahassee Region. In 2015 Tallahassee Regional Airport was designated Tallahassee International Airport.
- Leon County Transportation Disadvantaged Service Plan: This five-year plan includes a service analysis and implementation plan for transportation disadvantaged services within Leon County. The annual update to this plan was approved on April 11, 2011 and is available for review on the CRTPA's website ([www.crtpa.org](http://www.crtpa.org)). The Community Transportation Coordinator, StarMetro had its contract re-approved through 2017. As a result a new plan was completed in January 2013. The CRTPA is the official planning agency of the Leon County Transportation Disadvantaged Coordinating Board (TDCB), who oversees the provision of transportation-disadvantaged services within Leon County. As with all TDSPs it is reviewed annually and amended as needed.
- Gadsden County Transportation Disadvantaged Service Plan: Originally adopted on January 16, 2008, the plan's annual update was approved in June 2013. The Apalachee Regional Planning Agency (ARPC) was the official planning agency of the Gadsden County Transportation Disadvantaged Coordinating Board (TDCB). As of July 1, 2013, the CRTPA became the designated Official Planning Agency. The TDSP is updated annually. The next major plan will be developed in 2018.
- Jefferson County Transportation Disadvantaged Service Plan: Originally adopted on January 16, 2008, the plan's update was approved in June 2013. The Apalachee Regional Planning Agency (ARPC) was the official planning agency of the Jefferson County Transportation Disadvantaged Coordinating Board (TDCB). As of July 1, 2013 the CRTPA became the designated Official Planning Agency. The TDSP is updated annually and the next major update will be developed in 2018.
- Wakulla County Transportation Disadvantaged Service Plan: Originally adopted on January 16, 2007 the plan's initial adoption date was approved in June 2012. The Apalachee Regional Planning Agency (ARPC) was the official planning agency of the Wakulla County Transportation Disadvantaged Coordinating Board (TDCB). As of July 1, 2013 the CRTPA is the designated Official Planning Agency. During FY 16 the contract for the Community Transportation Coordinator (Wakulla Senior Services) with the Florida Commission for the Transportation Disadvantaged expired. Staff began and completed the recommendation process on April 8, 2016, which will result in the Florida Commission for TD issuing a contract for an additional five years to Wakulla Senior Services. A new service development

plan must be completed within 120 days of the new 5 year contract execution, which is July 1, 2016.

Local Government Comprehensive Plans: The following local government comprehensive plans are within the CRTPA's planning area boundary:

- Tallahassee-Leon County,
- Gadsden County,
- Jefferson County
- Wakulla County
- City of Chattahoochee
- Town of Havana
- City of Monticello
- City of Midway
- City of Gretna
- City of Greensboro
- City of Quincy
- City of Monticello
- City of Sopchoppy
- City of St. Marks
- City of Tallahassee

The transportation/traffic circulation elements of these local government comprehensive plans were updated as needed to reflect the CRTPA's recent adoption of the LRTP in December 2015.

### **FYs 2015/2016 TRANSPORTATION PLANNING ACTIVITIES**

During FYs 2015/2016 transportation planning activities undertaken by the Capital Region Transportation Planning Agency (CRTPA) included continued implementation of the Year 2040 Long Range Transportation Plan and continued implementation of the adopted Bicycle and Pedestrian Master Plan through adoption of the Access to Schools Priority List. The following contains a summary of these and other transportation planning activities and accomplishments undertaken by the CRTPA:

- Development of findings, direction and priorities from CRTPA Retreat (October and April, when needed);
- FYs 2015 – FY 2020 Priority Project Lists adoption (September);
- FYs 2015 -FY 2020 Transportation Improvement Program adoption (June);
- Development and adoption of FYs 2013/2014 Unified Planning Work Program (November – May);
- Bicycle and Pedestrian Master Plans were adopted in:
  - Gadsden: August 21, 2012 by Gadsden County



- Wakulla: July 17, 2012 by Wakulla County
- Jefferson: January 17, 2013 by Jefferson County

Implementation and identification of projects continued through FY 16.

- Adoption of Safe Routes to Schools Priority List for Leon County (May, 2014) and with adoption of the Bicycle and Pedestrian Plans in Wakulla, Jefferson, and Gadsden Counties;
- Enhanced use of the CRTPA's webpage ([www.crtpa.org](http://www.crtpa.org)) as a tool for information placement and dispersal (including meeting agendas and agenda items; staff and member contacts);

### **PLANNING PRIORITIES**

Project priorities are consistent with the CRTPA Regional Mobility Plan (RMP) and FDOT's adopted Five Year Work Program in the following areas:

- Roadways Priority Project List (PPL)
- RMP PPL Bicycle and Pedestrian Projects
- Strategic Intermodal System (SIS)
- Transportation Systems Management

Other

- Transportation Alternative (through solicitation by CRTPA and ranked by a committee)
- Star Metro
- Tallahassee International Airport (Master Plan update to begin in 2017)

### **PLANNING TASKS**

In FYs 2017/2018, CRTPA staff will focus on a comprehensive range of planning activities to be performed with funds under Titles 23 United States Code and Title 49 United States Code. These planning activities reflect the CRTPA's priorities and include the following:

Multimodal Planning (Task 1.1: Transportation Planning Management; Task 4.1: TIP, Task 2.1: Data Collection and Distribution, Task 7.1: Bicycle and Pedestrian Planning, Task 7.2: Transit Planning, Task 8.1: CRTPA Coordination) Consistent with the CRTPA's planning priorities, planning activities will include a focus on multimodal planning efforts. Such tasks include addressing the linkage between adopted plans and funding; development of the Project Priority Lists in a manner ensuring all modes receive funding consideration through the ranking process; active coordination with transit providers including StarMetro; and the implementation of BPMP projects. Additionally, continued education efforts will be made regarding the importance of multimodalism.

Regional Mobility Plan/Long Range Transportation Plan (Task 3.1: UPWP, Task 5.1: LRTP, Task 8.1: CRTPA Coordination). The Year 2035 Long Range Transportation Plan (LRTP) was adopted in FY 2010. In FYs 2009/10, CRTPA staff coordinated with CRTPA local governments regarding provision of Year 2035 LRTP information for incorporation in local government comprehensive plans. Additionally, projects contained within the LRTP have been added to the CRTPA's project priority list for funding consideration. The current Regional Master Plan was adopted in 2015. As with past plans, all modes of transportation are considered for a longer-range period than the LRTP – 50 years or more.

Public Involvement (Task 6.1: Public Involvement): Activities related to informing the public about the metropolitan planning process as well as the programs and plans of the CRTPA will continue within the CRTPA planning area. Such activities include participation in regional events, development of CRTPA newsletters, placement of current information on the CRTPA's website ([www.crtpa.org](http://www.crtpa.org)), conducting public CRTPA meetings to receive input and the use of local media related to CRTPA meetings and programs. Public involvement will also include actively seeking input from the traditionally underserved from the region's population.

Efficient Transportation Decision Making (Task 2.1: Data Collection and Distribution; Task 6.1: CRTPA Coordination): Consistent with the adoption of the Year 2040 LRTP in FY 2015, ETDM eligible projects will continue to be entered into the ETDM Planning Screen. Additionally, CRTPA project already in the ETDM process will continue to be advanced consistent with programmed project activities. The collection of socioeconomic data will continue related to CRTPA ETDM projects.

Transportation Disadvantaged Planning (Task 7.1: Transportation Disadvantaged) Continuation of the CRTPA's role as the lead planning organization for transportation disadvantaged planning within Leon County will continue. In July of 2013 the CRTPA became the designated Official Planning Agency for all counties within the CRTPA boundary, in compliance with statutes.

Intelligent Transportation Systems (ITS)/Data Compilation (Task 2.1: Data Collection and Distribution and Task 6.1: CRTPA Coordination): ITS coordination will continue as needed and consistent with CRTPA adoption of a regional ITS Architecture including the sharing of information and projects contained within the adopted FDOT Work Program with local transportation agencies. Data compilation activities will continue related to transportation projects and potential impacts to man-made communities and the natural environment, including as related to the ETDM process.

### **LEVEL OF PLANNING EFFORT**

The tasks contained within this UPWP reflect the transportation needs of the CRTPA as identified in the CRTPA's plans and programs, as well as priorities explicitly identified by the CRTPA. As identified within the adopted Year 2040 LRTP, the transportation needs of the CRTPA exceed available resources for all modes of travel. This UPWP addresses these limited resources by focusing the CRTPA's planning efforts on the provision of a continuing, cooperative and comprehensive process to ensure adequate public involvement and mobility choices within the CRTPA.

## II. ORGANIZATION AND MANAGEMENT

The Capital Region Transportation Planning Agency (CRTPA) is the region's Metropolitan Planning Organization (MPO) and consists of voting representatives from:

- Leon County
- The Leon County School Board
- Gadsden County
- Jefferson County (includes voting for Monticello)
- Wakulla County
- The City of Chattahoochee
- The City of Gretna
- The City of Midway
- Town of Havana
- The City of Tallahassee

The apportionment of the membership of the CRTPA is based on population distribution among the members and is weighted as follows:

<b>Governmental Entity</b>	<b>Voting/Non-Voting</b>	<b>Weighted Vote</b>	<b>Members</b>
Leon County	Voting	37	7*
City of Tallahassee	Voting	37	3**
Leon County School Board	Voting	1	1
Cities of Gadsden Co (Havana, Midway, Quincy)	Voting	5	1
Gadsden County	Voting	9	1
Wakulla County	Voting	7	1
Jefferson County	Voting	4	1

FL Dep't. of Transportation	Non-voting	0	1
Federal Highway Admin.	Non-voting	0	1

\* The Leon County Board of County Commissioners designates the number of members from Leon County.

\*\*The City of Tallahassee Commission designates the number of members from City of Tallahassee. In a memorandum to the CRTPA Chair dated November 29, 2005, the City of Tallahassee changed its membership on the CRTPA from five (5) members to three (3) members.

\*\*\*By virtue of an agreement between members, the City of Midway representative votes on behalf of the City of Midway, the City of Quincy, and the Town of Havana (5 votes).

The originally approved apportionment of the CRTPA is the result of actions initiated in October 13, 2003, when the Tallahassee-Leon County Metropolitan Planning Organization (MPO) approved a revised Planning Area Boundary to include portions of Wakulla and Gadsden Counties, the Cities of Midway and Quincy and the Town of Havana. Subsequently, on May 17, 2004, the MPO approved an Apportionment Plan in accordance with the revised Planning Area Boundary. On June 21, 2004, the MPO approved a resolution changing its name to the Capital Region Transportation Planning Agency (CRTPA). The Governor of Florida approved the apportionment plan on August 17, 2004. Subsequently the CRTPA moved to expand the planning area boundary to include all of Gadsden, Wakulla, and Jefferson counties. The Governor approved the new apportionment plan to include all four counties in March 2011. A map of the CRTPA's planning area boundary is located on the last page of this document.

Since the approval of the new apportionment plan, CRTPA completed the full execution of new interlocal agreements. A Staff Services Agreement between CRTPA and the City of Tallahassee was Agreement in April 2012.

Subsequent to the Governors approval of the Apportionment Plan, the CRTPA voted on November 15, 2004, to approve an updated Interlocal Agreement reflecting the new apportionment and structure of the MPO. This agreement was ultimately approved by all CRTPA member governments between December 4, 2004 and January 6, 2005. Bylaws governing the CRTPA were adopted on May 23, 2005. The following contains a listing of current CRTPA agreements:

- Interlocal Agreement: The original Interlocal Agreement establishing the Tallahassee-Leon County MPO (currently called "The Capital Region Transportation Planning Agency") was executed in 1975. The current interlocal agreement ("Interlocal Agreement For the Creation of the Capital Region Transportation Planning Agency") was established on November 15, 2004. The by-laws were amended in November of 2006 to create an Executive Director Management Oversight Committee. The latest update was adopted and executed on March 13, 2014
- Transportation Planning Funds Joint Participation Agreement: The "Transportation Planning Funds Joint Participation Agreement" between the CRTPA and the FDOT was approved by the CRTPA on July 1, 2010. This agreement relates to the preparation and adoption of the UPWP supported by PL funds.

- Intergovernmental Coordination and Review and Public Transportation Coordination Joint Project Agreement: This agreement between the FDOT, CRTPA, the Apalachee Regional Planning Council (ARPC), City of Tallahassee TalTran (now “StarMetro”), City of Tallahassee Regional Airport and the Quincy-Gadsden Airport Authority was approved by the CRTPA on September 27, 2005. The purpose of this agreement is to provide for coordination with public transit operators, as well as to provide a process through the ARPC for intergovernmental coordination and review and identification of inconsistencies between proposed CRTPA transportation plans and local government plans. This agreement also provides a process for conflict and dispute resolution through the ARPC.
- Public Transportation Joint Participation Agreement: This agreement between the CRTPA and the FDOT to fund the Section 5305D Grant was executed on February 7, 2005 and again in FY 11. The agreement’s purpose is to fund the Section 5305D grant as identified in the CRTPA’s UPWP.

## **CRTPA PARTICIPANTS IN UPWP METROPOLITAN PLANNING PROCESS**

- CRTPA Member Governments and Agencies: Transit related tasks in the UPWP are closely coordinated with the City of Tallahassee's StarMetro agency (Task 7.2: Transit Planning), Airport related task are developed in coordination with the City of Tallahassee's International Airport (Task 7.3: Aviation Planning), data collection tasks related to signal timing, crash surveillance and ITS are closely coordinated with the City of Tallahassee Public Works Department and Leon County Public Works Department (Task 2.1: Data Collection and Distribution). Additionally, the CRTPA coordinates with member governments regarding other regional transportation issues as well as to receive adopted capital improvements program for inclusion within the CRTPA's TIP. CRTPA member government transportation related departments (such as public works, planning, public safety and growth management) also serve on the CRTPA's Technical Advisory Committee. As noted above, the following are the member governments and agencies of the CRTPA: Tallahassee-Leon County, Gadsden County, Wakulla County, Town of Havana, City of

Midway, City of Quincy, and Leon County School Board. The addition of Jefferson County and all of Wakulla County and their municipalities was approved with completion of the interlocal agreements and approval by the Governor's Office in 2011.

- Federal Highway Administration (FHWA): The CRTPA works closely with the FHWA on all issues of the metropolitan area planning process including program documents and funding issues. A representative from FHWA is invited to sit at the discussion table with the CRTPA in an advisory, ex-officio capacity.
- Florida Department of Transportation District 3 (FDOT D-3): The CRTPA works closely with FDOT D-3 on all issues of the metropolitan area planning process. They are an ex-officio member of the CRTPA Board.
- Florida Department of Transportation Central Office: The CRTPA receives guidance from the FDOT Central Office on issues largely related to policy, FDOT programs and the Efficient Transportation Decision Making process.
- Federal Transit Administration (FTA): The CRTPA coordinates with the FTA on issues related to transit including UPWP tasks as well as participation in the TMA certification process.
- Apalachee Regional Planning Council (ARPC): The ARPC serves on the CRTPA's Technical Advisory Committee. Until July 1, 2013 they were the designated Official Planning Agency for Jefferson, Wakulla, and Gadsden Counties.
- Commuter Services of North Florida (CSNF): CSNF has a staff member liaison on the CRTPA's Technical Advisory Committee. The CRTPA is an ex-officio member of the CSNF Board of Directors and coordinates with the CSNF on issues related to providing mobility options within the CRTPA region including the annual Commuter Choices Week event.
- Blueprint 2000 (BP 2000): BP 2000 has a liaison on the CRTPA's Technical Advisory Committee. The CRTPA coordinates with BP 2000 on regional transportation issues and projects being implemented by BP 2000. In addition, the CRTPA has staff representation on the BP 2000 Technical Advisory Committee.

## **CRTPA CERTIFICATION STATUS (FEDERAL AND STATE)**

As a Transportation Management Area (TMA), the CRTPA is federally certified every four (4) years by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). This four-year cycle is based on the adoption of the Federal transportation bill (MAP-21). A TMA is an urbanized area, as defined by the U.S. Census, with a population of over 200,000. In general, the review consists of three (3) primary activities: a site visit, review of planning documents (in advance of and during the site visit), and preparation of a report summarizing the review and offering findings. The review focuses on compliance with federal regulations and the challenges, successes, and experiences of the cooperative relationship between the MPO, FDOT and transit operator (StarMetro) in the conduct of the metropolitan planning process. The CRTPA is presently certified through 2017.

In addition to TMA certification, the CRTPA is certified annually by the FDOT. The Annual State Certification of the CRTPA occurred in February with the results presented to the CRTPA. Findings of the Joint Certifications are located on the documents page of the CRTPA's website ([www.crtpa.org](http://www.crtpa.org))

## **CRTPA OPERATING PROCEDURES AND BYLAWS**

CRTPA funds are administered through the City of Tallahassee's Accounting Services Division. Associated with the administration of these funds is the development of the Comprehensive Annual Financial Report (CAFR) of the City of Tallahassee. Included within the CAFR is the Single Audit Element developed by an independent auditor. Within this element is the listing of Federal Awards including funds from FTA and FDOT developed in accordance with OMB Circular A-133, as required by Section 3.8.6 (1) of the MPO Program Management Handbook. Associated with the administration of these funds is the development of an indirect cost rate that is applied to CRTPA program budgets. Local government matching funds required for Section 5305D funds received by the CRTPA are split among member governments of the CRTPA consistent with the CRTPA Interlocal agreement.

The CRTPA's adopted bylaws contain information related to the funding of the CRTPA. This information includes a discussion of member governments paying a proportional share of the operating costs of the CRTPA over and above the amount provided by state and federal sources. The bylaws provide that CRTPA staff will only perform those services required by applicable federal code and state statute. Additionally, the bylaws identify the UPWP as the "de facto" budget of the CRTPA.

A "Staff Services and Fiscal Memorandum of Agreement" between the "Tallahassee-Leon County Metropolitan Planning Organization", City of Tallahassee, and Leon County was originally executed in 1978 and updated as needed. The last update was executed in 2012. This agreement addresses staffing and fiscal administration issues.

The CRTPA does not currently lease any equipment.

## **MOVING AHEAD FOR PROGRESS IN THE 21ST CENTURY ACT (MAP-21)**

The MAP-21 program requires an MPO to consider the following planning factors as transportation plans are developed:

**Florida Planning Emphasis Areas**

1. Advancing Multi-Modal Transportation Planning – Freight Planning
2. Advancing Multi-Modal Transportation Planning – Transit Planning
3. Advancing Multi-Modal Transportation - Complete Streets
4. Advancing Multi-Modal Transportation – Bicycle/Pedestrian Planning

**Federal Planning Emphasis Areas**

5. MAP-21 Implementation – Regional Models of Cooperation – ensure a regional approach to transportation planning by CRTPA working with its transportation partners, thinking beyond the traditional boundaries of counties and states.
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Map 21 Implementation: Transition to Performance Based Planning and Programming .
8. Emphasize preservation of the existing transportation system.
9. Ladders of Opportunity - Access to essential services – as part of the transportation planning process, identify transportation connectivity gaps in access to essential services.

UNIFIED PLANNING WORK PROGRAM TASKS	MAP-21 IMPLEMENTATION								9
	1	2	3	4	5	6	7	8	
1.1 Transportation Planning Administration	X	X	X	X	X	X	X	X	X
1.2 CRTPA Certification	X	X	X	X	X	X	X	X	X
1.3 Capital Outlay	X	X	X	X	X	X	X	X	X
1.4 Funding Administration	X	X	X	X	X	X	X	X	X
1.5 FDOT Assistance for PL Funds	X	X	X	X	X	X	X	X	X
1.6 FDOT Match for 5305D Funds	X	X	X	X	X	X	X	X	X
2.1 Data Collection and Distribution		X	X	X	X	X	X		
3.1 Unified Planning Work Program	X	X	X	X	X	X	X	X	X
4.1 Trans. Improvement Program	X	X	X	X	X	X	X	X	X
5.1 Year 2035 LRTP	X	X	X	X	X	X	X	X	X
6.1 Public Involvement		X	X	X	X	X	X	X	X
7.1 Bicycle & Pedestrian Planning		X	X	X	X	X	X		X
7.2 Transit		X	X	X	X	X	X	X	X
7.3 Airport	X			X	X	X	X	X	
7.4 Transportation Disadvantaged		X	X	X	X	X	X	X	X



<b>7.5 Mobility Management</b>		X	X	X	X	X	X	X	X
<b>8.1 CRTPA Coordination</b>	X	X	X	X	X	X	X	X	X
<b>9.1 Corridor Analysis</b>	X	X	X	X	X	X	X	X	X
<b>9.2 Special Trans. Planning Projects</b>	X	X	X	X	X	X	X	X	X

### **FDOT DISTRICT 3 PLANNING ACTIVITIES**

The FHWA Division Office has requested a task or section be included in each MPOs UPWP that identify the District Planning activities to be performed (with Federal or State funds) that will benefit the MPO. FDOT District 3 has listed the following information for incorporation in the UPWP:

- Planning and Corridor Studies
- System Planning and Reviews
- ETDM/Community Impact
- Analysis of Statistics
- Federal Function Classification
- Traffic Counts Program
- Modal Development Technical Assistance
- Safety Assessments and Audits.
- Review proposed local government comprehensive plan amendments, and the Evaluation and Appraisal Reports.
- Coordinate the review of Economic Development Transportation Fund applications for transportation related issues.
- Identify opportunities to add bicycle and sidewalk accommodations to resurfacing and capacity projects. Identify pedestrian needs at intersections and provide improvements as funding allows.
- Provide technical assistance to the Capital Region Transportation Planning Agency in support of the tasks associated with the FHWA PL funds.

- Florida Department of Transportation Secretary Jim Boxold has committed to reducing the number of pedestrian and bicycle crashes occurring annually within Florida. The FDOT has initiated a safety campaign focused in this area and has adopted specific policies and strategies to address this issue within the Florida Strategic Highway Safety Plan and the Florida Pedestrian and Bicycle Strategic Safety Plan. Reducing pedestrian and bicycle crashes are a state wide issue requiring commitment, cooperation and coordination with multiple partners. The planning emphasis area this year is intended to focus and strengthen the planning process between the partners regarding the safety of pedestrian and bicyclist using our state wide transportation system. The CRTPA will to the maximum extent possible integrate this emphasis area into its relevant plans.

## **Matching Funds/Soft Match**

### **PL and SU Funding**

Currently, the state provides 100 percent of the required match to secure FHWA funds, including PL and SU funds, with Toll Credits in place of local funds. For FY 2017 the soft match is estimated to be \$52, 148 for PL funds and \$20,000 for SU funds. FY 2018 the soft match is estimated to be \$51,703 for PL and \$10,000 for SU, depending on the progress of projects that are being funded by SU dollars.

### **Federal Transit Administration**

A ten percent local match is required for funding provided by the Federal Transit Administration (FTA) under the 5305D Program. The state contributes ten percent of the required match. FTA provides 80%.

### **Transportation Disadvantaged Program**

The State of Florida Commission for the Transportation Disadvantaged provides funding for required planning support provided by the CRTPA. No match is required. The grant is “lump sum” and payment is based upon deliverables.

# III. WORK ELEMENTS SECTION

## UPWP WORK ELEMENTS DESCRIPTION

Tasks within the FYs 2017/2018 UPWP are organized into the following sections:

**Section 1: Program Administration (Tasks 1.1, 1.2, 1.3 1.4, 1.5, 1.6, 1.7)** - Includes those functions necessary for proper management of the transportation planning process on a continuing basis, including agenda development, travel, training, CRTPA certification, capital outlay and funding administration.

**Section 2: Data Collection and Distribution (Task 2.1)** - Includes the collection and analysis of socioeconomic, land use, and transportation related data on a continuing basis in order to provide an adequate reflection of growth of the transportation study area, and for use in efforts related to the LRTP, ETDM and the dissemination of information to transportation partners and the public.

**Section 3: Unified Planning Work Program (Task 3.1)** - Contains tasks associated with annual development of the UPWP.

**Section 4: Transportation Improvement Program (Task 4.1)** - Addresses tasks associated with annual development of the TIP including TIP amendments.

**Section 5: Long Range Transportation Plan (Task 5.1)** - Contains tasks associated with development of the LRTP.

**Section 6: Community Involvement (Task 6.1)** - Contains tasks related to the provision of public information about the CRTPA's plans and programs.

**Section 7: Systems Planning (Tasks 7.1, 7.2, 7.3, 7.4 and 7.5)** - Contains recurring planning studies/projects related to bicycle and pedestrian, transit, airport, transportation disadvantaged and mobility management issues.

**Section 8: CRTPA Coordination (Task 8.1)** - Addresses tasks related to coordination between the CRTPA and its transportation partners.

**Section 9: Other Planning Projects (Tasks 9.1 and 9.2)** - Contains tasks associated special CRTPA projects as well as specific corridor studies.

# **SECTION 1**

# **ADMINISTRATION**

### Task 1.1 PROGRAM ADMINISTRATION

#### Purpose:

Ensure the administrative tasks of the Capital Region Transportation Study are performed in a continuing, cooperative and comprehensive manner. Included within this task are activities associated with conducting the CRTPA planning process, identification of CRTPA priorities, and activities related to CRTPA staff professional development through participation in workshops, training seminars, and conferences.

#### Previous Work Completed

Administrative support for meeting logistics, processing of travel requests, purchasing, payroll processing and associated operating costs. Posting of CRTPA agendas on the CRTPA website.

#### Required Activities

FY2017	FY2018
<ul style="list-style-type: none"> <li>• CRTPA meeting logistics and distribution of agendas for meetings and retreats, including subcommittees</li> <li>• Administrative Support for travel, purchasing and professional development.</li> <li>• Administrative support for two payroll systems, including electronic timecard data entry</li> <li>• Agreement maintenance and updating as needed.</li> <li>• Posting CRTPA agendas and minutes may on the CRTPA's website (www.crtpa.org).</li> </ul>	<ul style="list-style-type: none"> <li>• CRTPA meeting logistics and distribution of agendas for meetings and retreats, including subcommittees</li> <li>• Administrative Support for travel, purchasing and professional development.</li> <li>• Administrative support for two payroll systems, including electronic timecard data entry</li> <li>• Agreement maintenance and updating as needed</li> <li>• Posting CRTPA agendas and minutes on the CRTPA website (www.crtpa.org).</li> </ul>

End Product	Completion Date	Responsible Agency
CRTPA and Advisory Committee Agendas. Retreats/Special topic meetings if needed in April and October	2017 and 2018 Jan, Mar, April May, Jun, Sep Oct Nov).	CRTPA
Processing travel, payroll, purchasing	Monthly	CRTPA
Professional Development	ongoing	CRTPA

Estimated Budget Detail for FY 17								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Staff Salaries	\$27,473		\$16,484				
	Indirect Costs	5,577	-	3,346	\$3,750	\$3,750	-	-
	Fringe Costs	16,950		10,170-				
	<b>Subtotal:</b>	<b>\$50,000</b>	<b>-</b>	<b>\$30,000</b>	<b>\$3,750</b>	<b>\$3,750</b>	<b>-</b>	<b>\$87,500</b>
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Travel</b>								
		\$9,000	-	-	-	-	-	\$9,000
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Direct Expenses</b>								
	Detail attached	\$53,525	-	-	-	-	-	\$53,525
	<b>Subtotal:</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
	<b>Total:</b>	<b>\$112,525</b>		<b>\$30,000</b>	<b>\$3,750</b>	<b>\$3,750</b>		<b>\$150,025</b>

Task 1.1 Estimated Budget Detail for FY 18								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Staff Salaries	\$27,473		\$16,484				
	Indirect Costs	5,577	-	3,346	\$3,750	\$3,750	-	-
	Fringe Costs	16,950		10,170-				
	<b>Subtotal:</b>	<b>\$50,000</b>	<b>-</b>	<b>\$30,000</b>	<b>\$3,750</b>	<b>\$3,750</b>	<b>-</b>	<b>\$87,500</b>
<b>Consultant Services</b>								
	Click here to enter text.	-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Travel</b>								
		\$9,000	-	-	-	-	-	\$9,000
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Direct Expenses</b>								
		\$53,525	-	-	-	-	-	\$53,525
	<b>Subtotal:</b>		-	-	-	-	-	.
	<b>Total:</b>	<b>\$112,525</b>		<b>\$30,000</b>	<b>\$3,750</b>	<b>\$3,750</b>		<b>\$150,025</b>

**FHWA PL FUNDED UPWP TASK NO 1.1**  
**PROPOSED DIRECT ORGANIZATIONAL REPORT BUDGET**  
**FISCAL**  
**YEAR**  
**2017**

(1)

Advertising	\$ 4,500
Reproduction	\$ 8,000
Equipment Repairs	\$ 225
Computer Software	\$ 10,000
Telephone	\$ 1,000
Postage	\$ 500
Office Supplies	\$ 4,000
(1)Unclassified Supplies	\$ 2,000
Travel & Training	\$ 9,000
Journals & Books	\$ 300
Rent Expense Bldg/Offc	\$ 14,000
<b>TOTAL</b>	<b>\$ 53,525</b>

Unclassified supplies covers those purchases that are not traditional office supplies (pens, copy paper, etc). May cover the following (but not limited to):

- Display goods for public meetings,
  - easels,
  - promotional goods, etc.
- (note) Consistent with City of Tallahassee budget line item procedures.



**FHWA PL FUNDED UPWP TASK NO 1.1**  
**PROPOSED DIRECT ORGANIZATIONAL REPORT BUDGET**  
**FISCAL**  
**YEAR**  
**2018**

Advertising	\$ 4,500
Reproduction	\$ 8,000
Equipment Repairs	\$ 225
Computer Software	\$ 10,000
Telephone	\$ 1,000
Postage	\$ 500
Office Supplies	\$ 4,000
(1)Unclassified Supplies	\$ 2,000
Travel & Training	\$ 9,000
Journals & Books	\$ 300
Rent Expense Bldg/Offc	\$ 14,000
<b>TOTAL</b>	<b>\$ 53,525</b>

(1) Unclassified supplies covers those purchases that are not traditional office supplies (pens, copy paper, etc) May cover the following (but not limited to):

- Display goods for public meetings,
- easels,
- promotional goods, etc.
- (note) Consistent with City of Tallahassee budget line item procedures.

## Allocated/Indirect Costs

The CRTPA, as part of their Staff Services Agreement with its host government – the City of Tallahassee provides allocated cost funding for the following support items:

- Accounting and Budgeting Services, which includes accounts receivable, accounts payable, accounting support, and technical expertise in the area of financial operations. It also includes a true-up process with Leon County Board of County Commissioners
- Procurement and Purchasing
- Human Resources
- Property Management

At the time the UPWP was drafted the allocated cost was 20.32 percent. Historically, while it may vary from year to year its variance has not been more than 1-4%.

The approved City of Tallahassee Cost Allocation Plan has been submitted to the Florida Department of Transportation as a separate deliverable, due to its size. It is evaluated as part of the single audit – also known as the Comprehensive Annual Financial Report (CAFR).

Task 1.2 CERTIFICATION REVIEW	
<b>Purpose:</b> Ensure Capital Region Transportation Planning Area (CRTPA) compliance with state and federal MPO certification requirements. As a Transportation Management Area (TMA), the CRTPA is federally certified every three (3) years by the FHWA and FTA. In addition to TMA certification, the CRTPA is certified annually by the FDOT.	
<b>Previous Work Completed</b> TMA Certification, State Certification	
Required Activities	
FY2017 <ul style="list-style-type: none"> <li>• <u>TMA Certification</u>: Begin and complete the TMA Certification process, including responses to findings.</li> <li>• <u>State Certification</u>: Prepare for FDOT annual Certification; develop responses to FDOT certification questions; participate in FDOT Annual Certification; address any identified "Corrective Actions" associated with State Certification. Meet with FDOT and FHWA to discuss issues related to certification review.).</li> </ul>	FY2018 <ul style="list-style-type: none"> <li>• <u>TMA Certification</u>: Begin and complete the TMA Certification process, including responses to findings.</li> <li>• <u>State Certification</u>: Prepare for FDOT annual Certification; develop responses to FDOT certification questions; participate in FDOT Annual Certification; address any identified "Corrective Actions" associated with State Certification. Meet with FDOT and FHWA to discuss issues related to certification review.</li> </ul>

End Product	Completion Date	Responsible Agency
Federal Certification	2017	CRTPA
State Certification	Annually	CRTPA

Task 1.2 Estimated Budget Detail for FY 17								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans . Disad .	Total
Personnel Services								
	Salaries	\$2,748						\$2,748
	Indirect	557	-	-	-		-	557
	Fringe	1,695						1,695
	Subtotal:	-	-	-	-		-	-
Consultant Services								
	Click here to enter text.	-	-	-	-	-	-	-
	Subtotal:	-	-	-	-	-	-	-
Travel								
	Click here to enter text.	-	-	-	-	-	-	-
	Subtotal:	-	-	-	-	-	-	-
Other Direct Expenses								
	Click here to enter text.	-	-	-	-	-	-	-
	Subtotal:	-	-	-	-	-	-	-
	Total:	\$5,000	-	-	-	-	-	\$5,000

Task 1.2 Estimated Budget Detail for FY 18								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans . Disad .	Total
Personnel Services								
	Salaries	\$2,748						-\$2,748
	Indirect	557	-	-	-		-	557
	Fringe	1,695						1,695-
	Subtotal:	-	-	-	-	\$530,000	-	-
Consultant Services								
		-	-	-	-	-	-	-
	Subtotal:	-	-	-	-	-	-	-
Travel								
	Click here to enter text.	-	-	-	-	-	-	-
	Subtotal:	-	-	-	-	-	-	-
Other Direct Expenses								
	Click here to enter text.	-	-	-	-	-	-	-
	Subtotal:	-	-	-	-	-	-	-
	Total:	\$5,000	-	-	-	-	-	\$5,000

Task 1.3 CAPITAL OUTLAY	
<b>Purpose:</b> Ensure the adequate provision of capital resources to conduct the Capital Region Transportation Study in a continuing, cooperative and comprehensive manner.	
<b>Previous Work Completed</b>	
Required Activities	
FY2017 <ul style="list-style-type: none"> <li>Capital purchases if needed as a result of CRTPA office to City Hall and within City Hall scheduled for Fall, 2017.</li> <li>One time purchase of equipment not considered office supplies, with approval from FDOT/FHWA for items over \$5000</li> </ul>	FY2018 <ul style="list-style-type: none"> <li>One time purchase of equipment not considered office supplies, with approval from FDOT/FHWA for items over \$5000</li> </ul>

End Product	Completion Date	Responsible Agency
Expenses related to move within City Hall	December 31, 2016	CRTPA
Other single purchases not related to office supplies with prior approval for large (>\$5000) items	ongoing	CRTPA

Task 1.3 Estimated Budget Detail for FY 17								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
		-	-	-	-		-	-
	<b>Subtotal:</b>	-	-	-	-		-	-
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
	Capital Purchases	\$10,000	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
	<b>Total:</b>	\$10,000	-	-	-	-	-	-

Task 1.3 Estimated Budget Detail for FY 18								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
		-	-	-	-		-	-
	<b>Subtotal:</b>	-	-	-	-		-	-
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
	Capital Purchases	\$10,000	-	-	-	-	-	-
	<b>Subtotal:</b>		-	-	-	-	-	-
	<b>Total:</b>	\$10,000	-	-	-	-	-	-



Task 1.4 FUNDING ADMINISTRATION	
<b>Purpose:</b> Ensure the adequate management of CRTPA grants, funds and contracts through maintaining the CRTPA's grants and contracts as well as coordinating with federal, state and local transportation partners.	
<b>Previous Work Completed</b> Invoices, billings, assistance during Comprehensive Annual Financial Report (CAFR). Administer the Leon County TD Grant to Star Metro.	
Required Activities	
FY2017 <ul style="list-style-type: none"> <li>• grant administration</li> <li>• completion of invoices,</li> <li>• compliance with Federal and State laws and regulations involving funding,</li> <li>• annual operating budget development and support.</li> <li>• Assist in annual CAFR</li> <li>• Provide administrative assistance to Leon County Board of County Commissioners grant to Star Metro for the purchase of services for the Transportation Disadvantaged Program</li> </ul>	FY2018 <ul style="list-style-type: none"> <li>• grant administration</li> <li>• completion of invoices,</li> <li>• compliance with Federal and State laws and regulations involving funding,</li> <li>• annual operating budget development and support.</li> <li>• Assist in annual CAFR</li> <li>• Provide administrative assistance to Leon County Board of County Commissioners grant to Star Metro for the purchase of services for the Transportation Disadvantaged Program</li> </ul>

End Product	Completion Date	Responsible Agency
Invoices, budgets, grants, audit support.	continuing	CRTPA
Assist outside auditor with CAFR	February through May, 2017 and 2018	CRTPA
Administration of Leon County TD Grant to Star Metro	Monthly	CRTPA

Task 1.4 Estimated Budget Detail for FY 17								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Salaries	\$10,990						\$10,990
	Indirect	2,230	-	-	-		-	2,230
	Fringe.	6,780						6,780-
	<b>Subtotal:</b>	<b>\$20,000</b>	-	-	-		-	<b>\$20,000</b>
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	,	-	-	-	-	-	
	<b>Total:</b>	<b>\$20,000</b>	-	-	-	-	-	<b>\$20,000</b>

Task 1.4 Estimated Budget Detail for FY 18								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Salaries	\$10,990						\$10,990
	Indirect	2,230	-	-	-		-	2,230
	Fringe	6,780						6,780
	<b>Subtotal:</b>	<b>\$20,000</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>\$20,000</b>
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Direct Expenses</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>							
	<b>Total:</b>	<b>\$20,000-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$20,000</b>

Task 1.5 FDOT ASSISTANCE FOR FHWA FUNDS	
<b>Purpose:</b> This task addresses the provision of Florida Department of Transportation (FDOT) technical assistance to the Capital Region Transportation Planning Agency (CRTPA) in support of the tasks associated with the Federal Highway Administration (FHWA) Planning (PL) funds.	
<b>Previous Work Completed</b> The FDOT provided services including policy direction, technical assistance and administrative support to the CRTPA and its Advisory Committees. This assistance included support in conducting effective, on-going transportation planning programs and processes to develop, implement and maintain plans and programs that were consistent and meet the state and federal requirements.	
Required Activities	
FY2017 <ul style="list-style-type: none"> <li>• Technical assistance</li> <li>• Policy Direction</li> <li>• Administrative Support</li> </ul>	FY2018 <ul style="list-style-type: none"> <li>• Technical assistance</li> <li>• Policy Direction</li> <li>• Administrative Support</li> </ul>

End Product	Completion Date	Responsible Agency
Ongoing support	continuing	FDOT

Task 1.5 Estimated Budget Detail for FY 17								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans Disa d.	Total
<b>Personnel Services</b>								
		-	-	-	-		-	-
	<b>Subtotal:</b>	-	-	-	-		-	-
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
	<b>Total:</b>	\$145,719			-	-	-	\$145,719

Task 1.5 Estimated Budget Detail for FY 18								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
		-	-	-	-		-	-
	<b>Subtotal:</b>	-	-	-	-		-	-
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
	<b>Total:</b>	<b>\$145,719</b>	-	-		-	-	<b>\$145,719</b>

Task 1.6 FDOT Match for FTA FUNDS	
<b>Purpose:</b> This task addresses the provision of Florida Department of Transportation's (FDOT) matching share of Federal Transit Administration (FTA) Section 5305D funds.	
<b>Previous Work Completed</b> Matching share for Sections 5303 (now 5305D) funds in previous Unified Planning Work Programs.	
Required Activities	
FY2017 <ul style="list-style-type: none"> <li>• Provide grant match</li> <li>• Note: represented within individual tasks</li> </ul>	FY2018 <ul style="list-style-type: none"> <li>• Provide grant match</li> <li>• Note: represented in individual tasks</li> </ul>

End Product	Completion Date	Responsible Agency
Funding	continuing	FDOT

Task 1.6 Estimated Budget Detail for FY 17								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
		-	-	\$16,113	-		-	\$16,113
	<b>Subtotal:</b>	-	-	-	-		-	-
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
	<b>Total:</b>	-	-	\$16,113	-	-	-	\$16,113

Note: represented in individual tasks



Task 1.6 Estimated Budget Detail for FY 18								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
		-	-	\$16,113	-		-	\$16,113
	<b>Subtotal:</b>	-	-	-	-		-	-
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
	<b>Total:</b>	-	-	\$16,113	-	-	-	\$16,113

Task 1.7 PROFESSIONAL SERVICES	
<b>Purpose:</b> This task addresses the contracted use of legal, auditing, and facilitation services	
<b>Previous Work Completed</b> Legal and auditing services	
Required Activities	
FY2017 <ul style="list-style-type: none"> <li>• Attorney <ul style="list-style-type: none"> <li>▪ Meeting attendance</li> <li>▪ Review of contracts and other legal opinions</li> </ul> </li> <li>• Audit Firm <ul style="list-style-type: none"> <li>▪ Working in conjunction with Accounting Services to develop and publish the Comprehensive Annual Financial Report (CAFR)</li> </ul> </li> </ul>	FY2018 <ul style="list-style-type: none"> <li>• Attorney <ul style="list-style-type: none"> <li>▪ Meeting attendance</li> <li>▪ Review of contract and other legal opinions</li> </ul> </li> <li>• Audit Firm <ul style="list-style-type: none"> <li>▪ Working in conjunction with Accounting Services to develop and publish the Comprehensive Annual Financial Report (CAFR)</li> </ul> </li> </ul>

End Product	Completion Date	Responsible Agency
Professional Support - legal	continuing	Consultant/CRTPA
Comprehensive Annual Financial Report (single audit)	May	Audit firm/CRTPA

Task 1.7 Estimated Budget Detail for FY 17								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
		-	-	-	-		-	-
	<b>Subtotal:</b>	-	-	-	-		-	-
<b>Consultant Services</b>								
	Lawyer Auditor	\$72,000	-	-	-	-	-	\$72,000
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>		-	-	-	-	-	
	<b>Total:</b>	\$72,000	-	-	-	-	-	\$72,000

Task 1.7 Estimated Budget Detail for FY 18								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
		-	-	-	-		-	-
	<b>Subtotal:</b>	-	-	-	-		-	-
<b>Consultant Services</b>								
	Lawyer Auditor	\$72,000	-	-	-	-	-	\$72,000
	<b>Subtotal:</b>		-	-	-	-	-	-
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
	Capital Purchases	-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
	<b>Total:</b>	<b>\$72,000</b>	-	-	-	-	-	<b>\$72,000</b>

# **SECTION 2**

# **DATA COLLECTION**

Task 2.1 DATA COLLECTION	
<b>Purpose:</b> Monitor the area's transportation characteristics and factors affecting travel including socioeconomic data, community and land use data, transportation system data, and data related to natural, physical and human environmental concern and issues.	
<b>Previous Work Completed:</b> Coordination with the City of Tallahassee, FDOT District 3 Traffic Operations (for Gadsden, Wakulla and Jefferson Counties) relative to Intelligent Transportation Systems (ITS), gathering of socio-economic data for 2040 Long Range Plan, ETDM Projects, maps, bicycle and pedestrian, and non-motorized transportation crashes	
Required Activities	
FY2017 <ul style="list-style-type: none"> <li>• Data Coordination/ Gathering/Exchanging <ul style="list-style-type: none"> <li>○ Gather socio-economic data</li> <li>○ ETDM Project Data</li> <li>○ Coordination</li> <li>○ Bicycle and Pedestrian crash data</li> <li>○ Non-motorized transportation crashes</li> </ul> </li> <li>• Partnership with Tallahassee/Leon County Geographic Information System (GIS)</li> </ul>	FY2018 <ul style="list-style-type: none"> <li>• Data Coordination/ Gathering/Exchanging <ul style="list-style-type: none"> <li>○ Gather socio-economic data</li> <li>○ ETDM Project Data</li> <li>○ Coordination</li> <li>○ Bicycle and Pedestrian crash data</li> <li>○ Non-motorized transportation crashes</li> </ul> </li> <li>• Partnership with Tallahassee/Leon County Geographic Information System (GIS)</li> </ul>

End Product	Completion Date	Responsible Agency
Data Coordination and Exchange	ongoing	CRTPA/FDOT/City of Tallahassee
Geographic Information System	ongoing	CRTPA/FDOT/City of Tallahassee

Task 2.1 Estimated Budget Detail for FY 17								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Subtotal:	-	-	-	-	Click here to enter text.	-	-
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	Subtotal:	-	-	-	-	-	-	-
<b>Travel</b>								
		-	-	-	-	-	-	-
	Subtotal:	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
	Tallahassee/Leon County GIS	\$10,000	-	-	-	-	-	\$10,000
	Subtotal:		-	-	-	-	-	
	Total:	\$10,000	-	-	-	-	-	\$10,000

Task 2.1 Estimated Budget Detail for FY 18								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
		-	-	-	-			-
	<b>Subtotal:</b>	-	-	-	-		-	-
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
-	Tallahassee Leon County GIS	\$10,000	-	-	-	-	-	\$10,000
	<b>Subtotal:</b>							
	<b>Total:</b>	\$10,000	-	-	-	-	-	\$10,000



# **SECTION 3**

## **Unified Planning Work Program (UPWP)**

Task 3.1 Unified Planning Work Program (UPWP)	
<b>Purpose:</b> Ensure development of the CRTPA's transportation work program in a manner addressing the region's needs as well as federal and state requirements. Development of biennial UPWP..	
<b>Previous Work Completed:</b> Coordinated with transportation planning partners to identify UPWP tasks (December, January); drafting, and review of FY 2015 and FY 2016 UPWP for possible amendment and for use as a management tool (1 <sup>st</sup> – 4 <sup>th</sup> Quarter). Submitted amendments to reviewing agencies by scheduled deadlines. Begin development of the biennial FYs 2017/2018 UPWP. Execution of PL Agreement.	
Required Activities	
FY2017 <ul style="list-style-type: none"> <li>• Work with District and FHWA for pre-Final Adoption revisions</li> <li>• Execution of PL Agreement</li> <li>• Fiscal monitoring of elements</li> <li>• Execution of PL Agreement</li> </ul>	FY2018 <ul style="list-style-type: none"> <li>• Review UPWP for mid-cycle amendments</li> <li>• Amend UPWP as needed</li> <li>• Prepare Amendments for Subcommittees and CRTPA</li> <li>• Final adoption of amendments</li> <li>• Begin development of 2019/2020 UPWP</li> <li>• Execution of PL Agreement</li> </ul>

End Product	Completion Date	Responsible Agency
Execution of PL Agreement	July, 2018	CRTPA/FDOT
Development of UPWP Amendments	Jan-Mar, 2017	CRTPA
Development/Adoption of 2019/2020 UPWP	December 2017 to June 30, 2018	CRTPA

Task 3.1 Estimated Budget Detail for FY 17								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Staff Salaries	\$9,890		\$13,736				\$23,626
	Indirect Costs	2,008	-	2,788			-	4,796
	Fringe Costs	6,102		8,476				14,578
	<b>Subtotal:</b>	<b>\$18,000</b>	<b>-</b>	<b>\$25,000</b>	<b>-</b>		<b>-</b>	<b>\$45,000</b>
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Direct Expenses</b>								
			-	-	-	-	-	
	<b>Subtotal:</b>		<b>-</b>				<b>-</b>	
	<b>Total:</b>	<b>\$20,000</b>	<b>-</b>	<b>\$25,000</b>			<b>-</b>	<b>\$45,000</b>

Task 3.1 Estimated Budget Detail for FY 18								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Staff Salaries	\$9,890		\$13,736				
	Indirect Costs	2,008	-	2,788				
	Fringe Costs	6,102		8,476				
	<b>Subtotal:</b>	<b>\$18,000</b>	<b>-</b>	<b>25,000</b>			<b>-</b>	<b>\$43,000</b>
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Direct Expenses</b>								
	<b>Subtotal:</b>							
	<b>Total:</b>	<b>\$18,000</b>	<b>-</b>	<b>\$25,000</b>			<b>-</b>	<b>\$43,000</b>

# **SECTION 4**

## **Transportation Improvement Program (TIP)**

<b>Task 4.1: Transportation Improvement Program (TIP)</b>	
<p><b>Purpose:</b> Implement projects identified within the CRTPA's Regional Mobility Plan, Bicycle and Pedestrian Master Plan and other CRTPA plans/programs through coordination with the CRTPA's transportation partners in the development of the CRTPA Transportation Improvement Program (TIP) and project priority lists (PPLs).</p>	
<p><b>Previous Work Completed</b>  Development and adoption of the FY 2017 – FY 2021 Transportation Improvement Program (TIP) (adopted June); development of FY 2018 – FY 2022 CRTPA Priority Project List (Roadway, Bicycle and Pedestrian, SIS, TSM, Transportation Alternatives, StarMetro and Tallahassee International Airport PPLs). Amendment of FY 2015 – FY 2019 and FY 2016 – FY 2020 Transportation Improvement Program.</p>	
<b>Required Activities</b>	
<p>Implement CRTPA priorities through development of priority project lists for the Regional Mobility Plan (consisting of roadway, bicycle, pedestrian, and transit projects) transportation systems management, aviation and transit projects, SIS and TA projects. Coordinate with FDOT D-3 regarding identification of Work Program projects for TIP inclusion as well as projects requiring TIP amendment. Coordinate with CRTPA member governments to identify local Capital Improvement Program transportation projects. Include Annual Listing of Federally Obligated Projects within TIP. Develop draft and final TIP including TIP narrative and listing of federal, state and CRTPA member government projects, as well as public involvement/education opportunities. Monitor and amend adopted TIP as required. Develop and maintain on-line Interactive TIP site. Develop maps for TIP projects</p>	
<p><b>FY 2017</b></p> <ul style="list-style-type: none"> <li>• Development and adoption of the FY 2018 – FY 2022 Transportation Improvement Program (TIP) (adopt June);</li> <li>• Development of FY 2019 – FY 2023 CRTPA Priority Project List (Roadway, Bicycle and Pedestrian, SIS, TSM, Transportation Alternatives, StarMetro and Tallahassee International Airport PPLs).</li> <li>• Amendment of FY 2017 – FY 2021 and FY 2018 – FY 2022 Transportation Improvement Program</li> </ul>	<p><b>FY 2018</b></p> <ul style="list-style-type: none"> <li>• Development and adoption of the FY 2019 – FY 2023 Transportation Improvement Program (TIP) (adopt June);</li> <li>• Development of FY 2020 – FY 2024 CRTPA Priority Project List (Roadway, Bicycle and Pedestrian, SIS, TSM, Transportation Alternatives, StarMetro and Tallahassee International Airport PPLs).</li> <li>• Amendment of FY 2018 – FY 2022 and FY 2019 – FY 2023 Transportation Improvement Program</li> </ul>

<b>End Product</b>	<b>Completion Date</b>	<b>Responsible Agency</b>
FY 2018 – FY 2022 TIP	June 2017	CRTPA
FY 2019 – FY 2023 TIP	June 2018	CRTPA
FY 2019 – FY 2023 PPLs	September 2017	CRTPA
FY 2020 – FY 2024 PPLs	September 2018	CRTPA

Task 4.1 Estimated Budget Detail for FY 17								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Staff Salaries	\$21,980		\$10,304				
	Indirect Costs	4,460	-	2,091			-	\$58,750
	Fringe Costs	13,560		6,355				
	<b>Subtotal:</b>	<b>\$40,000</b>		<b>\$18,750</b>			-	<b>\$58,750</b>
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
			-	-	-	-	-	
	<b>Subtotal:</b>		-	-	-	-	-	
	<b>Total:</b>	<b>\$40,000</b>		<b>\$18,750</b>	<b>\$5,000</b>	<b>\$5,000</b>		<b>\$58,750</b>



Task 4.1 Estimated Budget Detail for FY 18								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Staff Salaries	\$21,980		\$10,304				
	Indirect Costs	4,460	-	2,091			-	\$58,750
	Fringe Costs	13,560		6,355				
	<b>Subtotal:</b>	<b>\$40,000</b>	<b>-</b>	<b>\$18,750</b>			<b>-</b>	<b>\$58,750</b>
<b>Consultant Services</b>								
	Click here to enter text.	-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Travel</b>								
	Click here to enter text.	-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Direct Expenses</b>								
			-	-	-	-	-	
	<b>Subtotal:</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
	<b>Total:</b>	<b>\$40,000</b>	<b>-</b>	<b>\$18,750</b>			<b>-</b>	<b>\$58,750</b>

# **SECTION 5**

## **Long Range Transportation Plan (LRTP)**

**Task 5.1: Long Range Transportation Plan  
Connections 2040 Regional Mobility Plan (RMP)**

**Purpose:**

Maintain and disseminate the CRTPA's Long Range Transportation Plan (LRTP), known as the Connections 2040 Regional Mobility Plan (RMP). Assist local governments and transportation partners in the region through provision of information related to the LRTP for use in ensuring consistency between CRTPA plans and local government comprehensive plans. Additionally, the CRTPA will be monitoring the adopted RMP for potential modification or amendment.

**Previous Work Completed:**

In 2015 the tasks completed for the RMP include the development and approval of the Evaluation Criteria, Opportunity Plan, Needs Plan, Cost Feasible Plan. Additional tasks that were completed in the process include the Transit Development Plan (TDP) in conjunction with staff from StarMetro and an Air Quality Analysis. Ultimately, a public hearing was held in October 2015 with adoption of the RMP by the CRTPA Board On November 16, 2015.

**Required Activities:**

**FY 2017**

- Monitoring, implementing, modifying, and amending the RMP as necessary in conjunction with collaboration efforts with transportation partners in the region, the Florida Department of Transportation (FDOT), the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA).
- Distribute RMP to transportation partners and citizens.
- Assist local governments with adopting the RMP into local government comprehensive plans.
- Initiate the development of the scope of services (SOS) for the update to the 2045 Long Range Transportation Plan.

**FY 2018**

- Monitoring, implementing, modifying, and amending the RMP as necessary in conjunction with collaboration efforts with transportation partners in the region, the Florida Department of Transportation (FDOT), the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA).
- Distribute RMP to transportation partners and citizens.
- Develop and released Request for Proposals, short-list firms and select final consultant to perform work.
- Development of Goals and Objectives, Existing Conditions, Plan Development, GIS, and Public Involvement.

End Product	Completion Date	Responsible Agency
Monitor and Implement adopted plan	ongoing	CRTPA
Distribution of plan	Ongoing	CRTPA
Technical Assistance to Member Governments	Ongoing	CRTPA
2045 Scope Development	June 2017	CRTPA
Advertise RFP	September 2017	CRTPA/COT Procurement

Task 5.1 Estimated Budget Detail for FY 17								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Staff Salaries	\$16,635		\$10,713				
	Indirect Costs	3,370	-	2,175	\$2,438	\$2,438	-	\$54,375
	Fringe Costs	9,995		6,612				
	<b>Subtotal</b>	\$30,000		\$19,500	\$2,438	\$2,438		\$54,375
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
			-	-	-	-	-	
	<b>Subtotal:</b>							
	<b>Total:</b>	\$30,000		\$19,500	\$2,438	\$2,438		\$54,375

Task 5.1 Estimated Budget Detail for FY 18								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Staff Salaries	\$16,635		\$10,713				
	Indirect Costs	3,370	-	2,175	\$2,438	\$2,438	-	\$54,375
	Fringe Costs	9,995		6,612				
	<b>Subtotal:</b>	\$30,000		\$19,500	\$2,438	\$2,438		\$54,375
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
	<b>Subtotal:</b>							
	<b>Total:</b>	\$30,000		\$19,500	\$2,438	\$2,438		\$54,375

# **SECTION 6**

## **Public Involvement**

Task 6.1: Public Involvement	
<p><b>Purpose:</b> Conduct the public involvement process in a manner that increases the public’s knowledge and participation in the regional transportation planning process.</p>	
<p><b>Previous Work Completed</b></p> <p>Public Involvement Plan and Assessment: Held monthly internal meetings to assess implementation of Public Involvement Plan and discuss upcoming public involvement opportunities throughout the CRTPA area. Developed update to the PIPP as part of the development of the Public Involvement Plan for the Long Range Transportation Plan (Connections 2040 Regional Mobility Plan).</p> <p>Title VI: Developed/adopted Title VI Procedures as part of the Public Involvement Process Plan and attended training and outreach events related to Title VI best practices.</p> <p>Public Outreach: Conducted public outreach seeking comments on the CRTPA’s plans and programs (including TIP, UPWP, Project Priority Lists, Regional Mobility Plan) within the CRTPA region; provided generalized CRTPA information at public events; provided information regarding transportation planning process and CRTPA plans and programs to various news media; made continuing updates/upgrades to CRTPA webpage to improve public access to CRTPA information and resources including the posting of information regarding CRTPA members, the planning process, CRTPA plans and programs, and upcoming meetings/public involvement opportunities (1st – 4th Quarter); analyzed public comment received regarding the CRTPA’s plans and programs; increased efforts to seek input from the region’s traditionally underserved population through targeted locations in public events.</p>	
Required Activities	
<p>FY 2017</p> <ul style="list-style-type: none"> <li>Public Involvement Process Plan and Assessment: Monitor and update the PIPP as needed; conduct public involvement assessment meetings consistent with adopted PIPP.</li> <li>Title VI: Continue to monitor and update Title VI document as may be required.</li> <li>Update the Limited English Proficiency Plan for the CRTPA area</li> <li>Public Outreach: Continue to conduct public outreach related to the CRTPA’s plans and programs (including TIP, RMP, UPWP and Project Priority Lists) within the CRTPA region;</li> <li>provide CRTPA information and public involvement items at public events (including Community Festivals) and institutions of education,</li> <li>provide information regarding</li> </ul>	<p>FY2018</p> <ul style="list-style-type: none"> <li>Public Involvement Process Plan and Assessment: Monitor and update the PIPP as needed; conduct public involvement assessment meetings consistent with adopted PIPP.</li> <li>Title VI: Continue to monitor and update Title VI document as may be required.</li> <li>Update the Limited English Proficiency Plan for the CRTPA area</li> <li>Public Outreach: Continue to conduct public outreach related to the CRTPA’s plans and programs (including TIP, RMP, UPWP and Project Priority Lists) within the CRTPA region;</li> <li>provide CRTPA information and public involvement items at public events (including Community Festivals) and institutions of education,</li> <li>provide information regarding</li> </ul>



<p>transportation planning process and CRTPA plans and programs to various news media;</p> <ul style="list-style-type: none"> <li>• maintain a CRTPA webpage;</li> <li>• develop CRTPA program/project updates for public distribution;</li> <li>• disseminate transportation planning information to citizens, public agencies and others as requested;</li> <li>• continue efforts related to increasing input from the region's traditionally underserved population;</li> <li>• perform safety programs at public schools, as requested, in Gadsden, Leon, Jefferson, and Wakulla counties.</li> <li>• Attend local festivals and events as available in all counties.</li> <li>• Continue televising CRTPA meetings on WCOT and provide access to video tapes of CRTPA Board meetings.</li> <li>• Revamp and update the CRTPA website as needed.</li> </ul>	<p>transportation planning process and CRTPA plans and programs to various news media;</p> <ul style="list-style-type: none"> <li>• maintain a CRTPA webpage;</li> <li>• develop CRTPA program/project updates for public distribution;</li> <li>• disseminate transportation planning information to citizens, public agencies and others as requested;</li> <li>• continue efforts related to increasing input from the region's traditionally underserved population;</li> <li>• perform safety programs at public schools, as requested, in Gadsden, Leon, Jefferson, and Wakulla counties.</li> <li>• Attend local festivals and events as available in all counties.</li> <li>• Continue televising CRTPA meetings on WCOT and provide access to video tapes of CRTPA Board meetings.</li> <li>• Revamp and update the CRTPA website as needed.</li> </ul>
--	--

End Product	Completion Date	Responsible Agency
Web Page	ongoing	CRTPA
Increased Public Input	ongoing	CRTPA
Increased Outreach	ongoing	CRTPA

Task 6.1 Estimated Budget Detail for FY 17								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Staff Salaries	\$27,000		\$6,594				
	Indirect Costs	4,460	-	1,338	\$1,500	\$1,500	-	-
	Fringe Costs	13,540		4,068				
	<b>Subtotal:</b>	<b>\$45,000</b>	<b>-</b>	<b>\$12,000</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>-</b>	<b>\$60,000</b>
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Direct Expenses</b>								
			-	-	-	-	-	
	<b>Subtotal:</b>							
	<b>Total:</b>	<b>\$45,000</b>	<b>-</b>	<b>\$12,000</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>-</b>	<b>\$60,000</b>

Task 6.1 Estimated Budget Detail for FY 18								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Staff Salaries	\$27,000		\$6,594				
	Indirect Costs	4,460	-	1,338	\$1,500	\$1,500	-	\$60,000
	Fringe Costs	13,540		4,068				
	<b>Subtotal:</b>	<b>\$45,000</b>	<b>-</b>	<b>\$12,000</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>-</b>	<b>\$60,000</b>
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Direct Expenses</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Total:</b>	<b>\$45,000</b>	<b>-</b>	<b>\$12,000</b>	<b>\$1,500</b>	<b>\$1,500</b>	<b>-</b>	<b>\$60,000</b>

# **SECTION 7**

## **Systems Planning**

### Task 7.1: Bicycle and Pedestrian Planning

**Purpose:** Implement projects identified within the CRTPA's Regional Mobility Plan, Bicycle and Pedestrian Master Plans and other CRTPA plans/programs through coordination with the CRTPA's transportation partners in the development of the CRTPA Transportation Improvement Program (TIP) and project priority lists (PPLs). Identify and participate in programs to promote coordination, awareness, safety, and opportunities for increased mobility for cyclists, pedestrians, and other non-automotive travelers within the region.

#### Previous Work Completed:

Development and adoption of the Connections 2040 Regional Mobility Plan and associated priority Project Lists (FY 2018 – FY 2022 CRTPA Priority Project Lists for Bicycle and Pedestrian and Transportation Alternatives). Coordination with Bicycle Work Group in Leon County, Leon County Schools, Community Traffic Safety Team Members locally and with District 3 FDOT, and with other agencies to develop programs and outreach opportunities to promote safety and mobility options for all within the region. Coordination with Florida DEP and FDOT for the Capital to the Sea Trails programming through CRTPA and SunTrails. Support of regional trail systems from the Bicycle and Pedestrian Master Plans such as the Florida Arts Trail and Ochlocknee Bay Trail.

#### Required Activities

- Continue working with state and local government staff and other appropriate agencies to develop and fund recommended programs, policies and projects within entire CRTPA area; work with other jurisdictions to identify and begin programs, policies, and projects that are applicable to implementation of the Regional Mobility Plan and other CRTPA efforts; continue representing the CRTPA in various local efforts related to transportation and bicycle and pedestrian issues in the CRTPA area; work with CRTPA local government agencies to coordinate development of data on bicycle & pedestrian facilities within their jurisdictions; continue development of Citizen's Multimodal Advisory Committee.
- Comprehensive Programs (EDUCATION Activities): Coordinate with CRTPA member local governments and other agencies on opportunities and needs related to improving bicycle and pedestrian mobility and safety; distribute safety education material by request to the public and through the Community Traffic Safety Teams and other ongoing efforts; assist with development of bicycle & pedestrian safety education programs for adults and children, such as bicycle safety rodeos and walking school bus groups with the Safe Ways to School Program; provide engineering and design standards to professionals involved in project development.
- (ENGINEERING Activities): Continue identification of opportunities for CRTPA staff to provide input into local planning efforts that would affect bicycle and pedestrian transportation, and work with local government staff to provide input into those efforts; participate in review of transportation project designs and provide assistance with development of bicycle and pedestrian facilities and inclusion of such considerations in ongoing projects; coordinate with transit agencies to ensure and improve access to transit facilities/system; provide suggestions for code changes to enhance provision of bicycle & pedestrian facilities. (ENFORCEMENT Activities): Coordinate with law enforcement agencies, universities, and CTST to identify priorities for enforcement related to pedestrians and bicyclists. (ENCOURAGEMENT Activities): Distribute maps and other information on bicycling and walking in the CRTPA area; assist with

<p>planning, promotion and implementation of events that encourage bicycling and walking, including Safety Fairs, Active Living/Healthy Living Fairs, and activities aimed at students; continue work on development and distribution of an updated bicycle map for the City/County/Region and to help local governments achieve Bicycle Friendly Community Status.</p>	
<p><b>FY 2017</b></p> <ul style="list-style-type: none"> <li>• Development and adoption of the FY 2019 – FY 2023 CRTPA Priority Project Lists for Bicycle and Pedestrian projects.</li> <li>• Monthly participation in the Leon County Bike Work Group</li> <li>• Coordination with the CRTPA's CMAC to identify and program key bicycle and pedestrian projects and programs for the region.</li> <li>• Disseminate bicycle and pedestrian safety materials throughout the year at key events such as the Leon County Safety Fair, that target a wide range of the population of the CRTPA area.</li> <li>• Coordinate with the CTST's to promote responsible transportation behavior for all users of the network</li> <li>• Coordinate with technical and citizen's groups to identify roadway design improvements as opportunities arise to improve the system.</li> </ul>	<p><b>FY 2018</b></p> <ul style="list-style-type: none"> <li>• Monthly participation in the Leon County Bike Work Group</li> <li>• Coordination with the CRTPA's CMAC to identify and program key bicycle and pedestrian projects and programs for the region.</li> <li>• Disseminate bicycle and pedestrian safety materials throughout the year at key events such as the Leon County Safety Fair, that target a wide range of the population of the CRTPA area.</li> <li>• Coordinate with the CTST's to promote responsible transportation behavior for all users of the network</li> <li>• Coordinate with technical and citizen's groups to identify roadway design improvements as opportunities arise to improve the system.</li> <li>• Development and adoption of the FY 2020 – FY 2024 CRTPA Priority Project Lists for Bicycle and Pedestrian projects.</li> </ul>

End Product	Completion Date	Responsible Agency
Comprehensive Programs	ongoing	CRTPA
Public Education	ongoing	CRTPA
CMAC Coordination	ongoing	CRTPA
2019-2024 Priority Project Lists for Bicycles and Pedestrians	June	CRTPA
Community Traffic Safety Team Support and Coordination	ongoing	CRTPA
2020-2025 Priority Project Lists for Bicycles and Pedestrians	June	CRTPA

Task 7.1 Estimated Budget Detail for FY 17								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Staff Salaries	\$27,000						\$27,000
	Indirect Costs	4,460						4,460
	Fringe Costs	13,560						13,560
	<b>Subtotal:</b>	<b>\$45,000</b>	-	-	-		-	<b>\$45,000</b>
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
	<b>Total:</b>	<b>\$45,000</b>						<b>\$45,000</b>

Task 7.1 Estimated Budget Detail for FY 18								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Salary	\$27,000						\$27,000
	Indirect	4,460						4,460
	Fringe	13,560						13,560
	<b>Subtotal:</b>	<b>\$45,000</b>	-	-	-		-	<b>\$45,000</b>
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
			-	-	-	-	-	
	<b>Subtotal:</b>		-	-	-	-	-	
	<b>Total:</b>	<b>\$45,000</b>						<b>\$45,000</b>



Task 7.2 Transit Planning	
<b>Purpose:</b> To consistently provide and continually improve effective, safe, and reliable public transit services to the residents of and visitors to the Capital Region.	
<b>Previous Work Completed</b> Real-time bus location; Amenity installation; Purchasing replacement buses; Employing Electric buses; Continuing University Partnerships; Completed Alternatives Analysis	
Required Activities	
<b>FY2017</b> <ul style="list-style-type: none"> <li>Compressed Natural Gas Fueling Facility</li> <li>University Partnerships</li> <li>Additional amenities installed</li> <li>Intelligent Transit System infrastructure</li> <li>Mobile Fare Implementation</li> <li>Regional Service</li> </ul>	<b>FY2018</b> <ul style="list-style-type: none"> <li>Remote Transfer Facility</li> <li>University Partnerships</li> <li>Additional amenities installed</li> <li>C.K. Steele Plaza Upgrades</li> <li>Regional Service</li> </ul>

End Product	Completion Date	Responsible Agency
Mobile Fare Application	1 <sup>st</sup> Quarter FY17	FDOT/StarMetro
CNG Fueling Facility	3 <sup>rd</sup> Quarter FY17	City of Tallahassee
Information Kiosks at C.K. Steele Plaza	1 <sup>st</sup> Quarter FY18	City of Tallahassee
University Partnership	Continuing	City of Tallahassee Florida State University Florida AM University Tallahassee Community College
Amenity Installations	Ongoing	StarMetro

Task 7.2 Estimated Budget Detail for FY 17								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
		-	-	-	-	\$530,000	-	-
	<b>Subtotal:</b>	-	-	-	-	<b>\$530,000</b>	-	-
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
	<b>Total:</b>	-	-	-	-	<b>\$530,000</b>	-	-

Note to reviewers: No funding from the Federal Transit Administration is used for planning/personnel services.

Task 7.2 Estimated Budget Detail for FY 18								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
		-	-	-	-	\$530,000	-	-
	<b>Subtotal:</b>	-	-	-	-	<b>\$530,000</b>	-	-
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
	<b>Total:</b>	-	-	-	-	<b>\$530,000</b>	-	-

Note to reviewers: No funding from the Federal Transit Administration is used for planning/personnel services.

Task 7.3 Aviation Planning	
<p><b>Purpose</b> Perform the Aviation Planning tasks for the Tallahassee International Airport (TLH) in a continued, coordinated and cooperative manner. Included within this task are activities associated with the Airport Master Plan and the Airport's Capital Improvement Program. The Airport's planning process includes identification of planning priorities and activities in coordinating with tenants, citizens, regulators, airlines, and federal, state, and local governmental agencies. This task defines aviation activities performed by the City of Tallahassee's Department of Aviation.</p>	
<p><b>Previous Work Completed</b> Updated the Capital Improvement and the Strategic Terminal Master Plan. Provided an updated Capital Improvement Plan to the Federal Aviation Administration and the Florida Department of Transportation associated with the agencies Joint Aviation Capital Improvement Program (JACIP); maintained the Airport Layout Plan reflecting existing and future development as identified in the Airport Master Plan, Development of Regional Impact, and various capital improvement plans as required by the Federal Aviation Administration. Continued to serve as a member on the CRTPA Technical Advisory Committee and continued to meet with the FDOT Aviation Office to ensure that Florida's air transportation system remains intact through the Continuing Florida Aviation Systems Planning Process (CFASPP).</p>	
Required Activities	
<p>FY 2017</p> <ul style="list-style-type: none"> <li>• Maintain /amend Airport Master Plan to incorporate planning strategies associated with becoming an approved International Port of Entry.</li> <li>• Continue with terminal modernizations, landside road improvements, consolidated rental car facility design and airport internal roadway access improvements as needed.</li> <li>• Update and submit a projected 5-year JACIP to the FAA and the FDOT; continue to maintain and update the Airport Layout Plan, as needed; and</li> <li>• continue participation in MPO, FAA System Plan, and CFASPP Process Committee.</li> </ul>	<p>FY 2018</p> <ul style="list-style-type: none"> <li>• Maintain /amend Airport Master Plan to incorporate planning strategies associated with becoming an approved International Port of Entry.</li> <li>• Continue with terminal modernizations, landside road improvements, consolidated rental car facility design and airport internal roadway access improvements as needed.</li> <li>• Update and submit a projected 5-year JACIP to the FAA and the FDOT; continue to maintain and update the Airport Layout Plan, as needed; and</li> <li>• continue participation in MPO, FAA System Plan, and CFASPP Process Committee.</li> </ul>

<b>End Product</b>	<b>Completion Date</b>	<b>Responsible Agency</b>
Airport Master Plan Update	Continuous/ongoing	TLH
Airport Capital Improvement Program	Continuous/ongoing	TLH
Strategic Terminal Master Plan	Continuous/ongoing	TLH
Commercial Economic Development Master Plan	Continuous/ongoing	TLH
Joint Aviation Capital Improvement Program (JACIP)	Continuous/ongoing	TLH

Task 7.3 Estimated Budget Detail for FY 17								
Budget Category	Budget Category Description	FHWA (PL)	FAA	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	\$30,000	-	-	-	-	\$30,000
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Travel</b>								
	t.	-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
			-	-	-	-	-	
	<b>Subtotal:</b>		-	-	-	-	-	
	<b>Total:</b>		\$30,000					\$30,000

Task 7.3 Estimated Budget Detail for FY 18								
Budget Category	Budget Category Description	FHWA (PL)	FAA	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Staff Salaries							
	Indirect Costs	-	-	-	-		-	-
	Fringe Costs							
	<b>Subtotal:</b>	-	\$30,000	-	-		-	\$30,000
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Travel</b>								
	here to enter text.	-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
			-	-	-	-	-	
	<b>Subtotal:</b>			-	-	-	-	
	<b>Total:</b>		\$30,000					\$30,000

Task 7.4 Transportation Disadvantaged Program	
<b>Purpose</b> Perform planning tasks associated with monitoring the transportation needs of the region's transportation disadvantaged consistent with Chapter 427, Florida Statutes ("Special Transportation and Communication Services"), Rule 41-2, Florida Administrative Rule ("Commission for The Transportation Disadvantaged").	
<b>Previous Work Completed</b> Provided support to the Gadsden, Jefferson, Leon, and Wakulla Counties Transportation Disadvantaged Coordinating Boards (TDCB) which included agenda development, meeting logistics and the monitoring and updating the Transportation Disadvantaged Service Plans and assisted in annual Community Transportation Coordinator evaluation.	
Required Activities	
FY 2017 (Gadsden, Jefferson, Leon and Wakulla County Boards) <ul style="list-style-type: none"> <li>• Meeting logistics, including agenda development and distribution</li> <li>• Development of application for State TD Planning Grant.</li> <li>• CTC Evaluations</li> <li>• Transportation Disadvantaged Service Plan Annual Update</li> <li>• Annual review and update of Bylaws and Grievances.</li> <li>• Development of billings and invoices</li> <li>• Maintenance of statute prescribed board membership</li> <li>• Development of new TDSP for Wakulla County</li> <li>• Begin process for Leon County Community Transportation Coordinator with state.</li> <li>• Hold Annual Public Hearing for each board.</li> </ul>	FY 2018 (Gadsden, Jefferson, Leon and Wakulla County Boards) <ul style="list-style-type: none"> <li>• Meeting logistics, including agenda development and distribution</li> <li>• Development of application for State TD Planning Grant.</li> <li>• CTC Evaluations</li> <li>• Transportation Disadvantaged Service Plan Annual Update</li> <li>• Annual review and update of Bylaws and Grievances.</li> <li>• Development of billings and invoices</li> <li>• Maintenance of statute prescribed board membership</li> <li>• Development of new TDSP for Leon County</li> <li>• Hold Annual Public Hearing for each board.</li> </ul>



<b>End Product</b>	<b>Completion Date</b>	<b>Responsible Agency</b>
2017 Quarterly Meetings (16 annually)	January, February, April, June, July, September October, November	CRTPA
2018 Quarterly Meetings (16 annually)	January, February, April, June, July, September October, November	CRTPA
2017 Annual Public Hearings (4)	October, June	CRTPA
2018 Annual Public Hearings (4)	October, June	CRTPA
2017 and 2018 State Planning Grant	May	CRTPA
2017 New 5 Year Service Plan (Wakulla)	November, 2017	CRTPA
2018 New 5 Year Service Plan (Leon)	October 2018	CRTPA
Other document reviews and updates as needed	ongoing	CRTPA

Task 7.4 Estimated Budget Detail for FY 17								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Staff Salaries				-		\$47,253	
	Indirect Costs		-	\$2,000	\$250	\$250	\$ 9,592	\$88,452
	Fringe Costs						\$29,115	
							-	
	<b>Subtotal:</b>		-	<b>\$2,000</b>	-		<b>86000</b>	<b>\$88,500</b>
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
			-	-	-	-	-	
	<b>Subtotal:</b>		-	-	-	-	-	
	<b>Total:</b>			<b>\$2,000</b>	<b>\$250</b>	<b>\$250</b>		<b>\$ 88,500</b>

Task 7.4 Estimated Budget Detail for FY 18								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Staff Salaries		-	\$2,000	\$300	\$300	\$47,253	
	Indirect Costs						\$ 9,592	\$88,500
	Fringe Costs						\$29,115	
							-	
	<b>Subtotal:</b>		-	<b>\$2,000</b>	<b>\$300</b>	<b>\$300</b>	<b>86,000</b>	<b>\$88,500</b>
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
			-	-	-	-	-	
	<b>Subtotal:</b>			-	-	-	-	
	<b>Total:</b>			<b>\$3,000</b>	<b>\$300</b>	<b>\$300</b>	<b>86,000</b>	<b>\$88,500</b>

Task 7.5: Mobility Management	
<p><b>Purpose:</b> Ensure optimization of the existing transportation system through agency participation, coordination and identification of system strategies and programs.</p>	
<p><b>Previous Work Completed</b></p> <p><u>Community Traffic Safety Teams (CTSTs)</u>: Maintained regional CTST dialogue and served as chairperson for the Leon County CTST..</p> <p><u>Commuter Services of North Florida (CSNF)</u>: Coordination with CSNF through ongoing discussions and participation in CTST and other outreach community events.</p> <p><u>Love To Ride</u>: Partnered with CSNF, City of Tallahassee and Leon County to initiate a data gathering program called, “Love To Ride” to identify the willingness and obstacles to cycling in Leon County.</p> <p><u>Congestion Management Plan</u>: Consider congestion management strategies to improve safety, health, and the efficiency of the existing transportation network for the CRTPA users. Utilized the Congestion Management Plan in the development of the Long Range Transportation Plan.</p>	
Required Activities	
<p><u>Mobility Management/TSM</u>: Continue using the CRTPA Mobility Management Plan (MMP); monitor/review MMP for potential project implementation including addition to TSM priority project list inclusion; coordinate with CRTPA member governments and FDOT regarding TSM candidate project list process and potential project additions. Ensure CRTPA familiarity with TSM process and purpose.</p> <p><u>Community Traffic Safety Teams (CTSTs)</u>: Coordinate with Gadsden County, Leon County and Wakulla County CTST’s; work towards increasing CRTPA presence at area CTSTs; encourage a regional approach towards addressing safety issues; encourage CTST familiarity with CRTPA coordinative role in regional transportation issues.</p> <p><u>Commuter Services of North Florida (CSNF)</u>: Coordinate with CSNF to identify opportunities to encourage carpooling, transit, vanpooling, bicycling, telecommuting and flexible work hours to maximize the region’s transportation system; continue to attend and participate at CSNF quarterly meetings, participate in Commuter Choices Week events and other public events.</p> <p><u>Congestion Management Plan</u>: Consider congestion management strategies to improve safety, health, and the efficiency of the existing transportation network for the CRTPA users. Utilize the Congestion Management Plan in the development of the Long Range Transportation Plan and routinely as a guide for future improvements to the transportation system, referring to data on level of service, traffic counts (and pedestrian and bicycling counts as available), and crash rates.</p>	
<p>FY 2017</p> <ul style="list-style-type: none"> <li>• Development of the TSM, Transportation Alternatives, and StarMetro Priority Project Lists (PPL’s).</li> <li>• Attend and coordinate CTST gatherings to promote safe alternatives to automotive transportation.</li> <li>• Update the Congestion Management Process Plan</li> </ul>	<p>FY 2018</p> <ul style="list-style-type: none"> <li>• Development of the TSM, Transportation Alternatives, and StarMetro Priority Project Lists (PPL’s).</li> <li>• Attend and coordinate CTST gatherings to promote safe alternatives to automotive transportation.</li> <li>• Coordinate implementation of the Congestion Management Process Plan with CRTPA partners</li> </ul>

End Product	Completion Date	Responsible Agency
Safety Fair participation	April 2016, 2017	CRTPA as a partner
CTST participation	monthly	CRTPA as a partner
Congestion Management Process Plan Update	January 2017	CRTPA

Task 7.5 Estimated Budget Detail for FY 17								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>A. Personnel Services</b>								
	Staff Salaries	\$5,465		\$5,717				
	Indirect Costs	1,115	-	1,161	\$1,300	\$1,301	-	
	Fringe Costs	3,390		3,527				
	<b>Subtotal:</b>	<b>\$10,000</b>	<b>-</b>	<b>\$10,405</b>	<b>\$1,300</b>	<b>\$1,301</b>	<b>-</b>	<b>\$23,006</b>
<b>B. Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>C. Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>D. Other Direct Expenses</b>								
			-	-	-	-	-	
	<b>Subtotal:</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
	<b>Total:</b>	<b>\$10,000</b>		<b>\$10,405</b>	<b>\$1,300</b>	<b>\$1,301</b>		<b>\$23,006</b>

Task 7.5 Estimated Budget Detail for FY 18								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>E. Personnel Services</b>								
	Staff Salaries	\$5,465	-	\$5,717				
	Indirect Costs	1,115	-	1,161	\$1,300	\$1,301	-	
	Fringe Costs	3,390		3,527				
	<b>Subtotal:</b>	<b>\$10,000</b>	<b>-</b>	<b>\$10,405</b>	<b>\$1,300</b>	<b>\$1,301</b>	<b>-</b>	<b>\$23,006</b>
<b>F. Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>G. Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>H. Other Direct Expenses</b>								
			-	-	-	-	-	
	<b>Subtotal:</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
	<b>Total:</b>	<b>\$10,000</b>		<b>\$10,405</b>	<b>\$1,300</b>	<b>\$1,301</b>		<b>\$23,006</b>

# **SECTION 8**

## **Regional Planning and CRTPA Coordination**



Task 8.1: Regional Planning and Coordination	
<p><b>Purpose:</b> Ensure a coordinated approach to the region’s transportation planning issues through ongoing local, regional, state and federal agency coordination.</p>	
<p><b>Previous Work Completed:</b></p> <p>Interagency Coordination: Coordinated with local, regional, state and federal agencies related to transportation issues including: Blueprint 2000, Jefferson, Leon, Gadsden, and Wakulla counties, and the municipalities in the region, Florida Department of Transportation, Florida Department of Economic Opportunity, Federal Highway Administration, Federal Transit Administration, Commuter Services of North Florida, StarMetro, Tallahassee Regional Airport, School Boards, Apalachee Regional Planning Council, Northwest Florida Transportation Corridor Authority, the region’s Economic Development Councils Florida State University, Florida A&amp;M University, and Tallahassee Community College. Such efforts have included plan, project and policy review, legislative program review, participation on committees/boards/workgroups, transportation grant funding coordination, multimodal planning and other activities related to inter-jurisdictional transportation issues related to the metropolitan planning process and requirements (1st – 4th Quarter). Drafted Interlocal Agreement for the addition of Jefferson County, the remainder of Gadsden County, the remainder of Wakulla County, and any of their municipalities.</p> <p>Efficient Transportation Decision Making (ETDM): Monitored FDOT ETDM release of RMP projects (ongoing); reviewed comments received from Environmental Technical Advisory Team (ETAT) as needed.</p>	
Required Activities	
<p>FY 2017</p> <ul style="list-style-type: none"> <li>Interagency Coordination: Increase interagency coordination with local, regional, state and federal agencies and actively engage them in transportation issues including: Blueprint 2000, Jefferson, Leon, Gadsden, and Wakulla County, and the municipalities in the region, Florida Department of Transportation, Florida Department of Community Affairs, Federal Highway Administration, Federal Transit Administration, Commuter Services of North Florida, StarMetro, Tallahassee Regional Airport, School Boards, Apalachee Regional Planning Council, Northwest Florida Transportation Corridor Authority, the region’s Economic Development Councils Florida State University, Florida A&amp;M University, and Tallahassee Community College.</li> <li>Attended City/County Commission meetings of all member governments, efforts will include plan, project and policy</li> </ul>	<p>FY 2018</p> <ul style="list-style-type: none"> <li>Interagency Coordination: Increase interagency coordination with local, regional, state and federal agencies and actively engage them in transportation issues including: Blueprint 2000, Jefferson, Leon, Gadsden, and Wakulla County, and the municipalities in the region, Florida Department of Transportation, Florida Department of Community Affairs, Federal Highway Administration, Federal Transit Administration, Commuter Services of North Florida, StarMetro, Tallahassee Regional Airport, School Boards, Apalachee Regional Planning Council, Northwest Florida Transportation Corridor Authority, the region’s Economic Development Councils Florida State University, Florida A&amp;M University, and Tallahassee Community College.</li> <li>Attended City/County Commission meetings of all member governments, efforts will include plan, project and policy</li> </ul>

<p>review, participation on committees/boards/workgroups, legislative program review to ensure CRTPA compliance with state and federal requirements (including recent MAP-21 requirements related to the LRTP, RMP, TIP, TMA certification and other issues), transportation grant funding coordination and other activities related to inter-jurisdictional transportation issues.</p> <ul style="list-style-type: none"> <li>• Focus on multimodal issues to address regional mobility will continue.</li> <li>• Efficient Transportation Decision Making (ETDM): CRTPA ETDM projects will continue to be monitored and advanced; ETDM eligible projects will continue to be input (purpose and needs statements); ongoing coordination efforts with FDOT and ETDM review agencies will continue; identified ETDM project comments will be monitored and coordinated with FDOT</li> <li>• Monitoring Air Quality: the CRTPA will continue to monitor air quality information as it becomes available should non-attainment status be reached in the region.</li> </ul>	<p>review, participation on committees/boards/workgroups, legislative program review to ensure CRTPA compliance with state and federal requirements (including recent MAP-21 requirements related to the LRTP, RMP, TIP, TMA certification and other issues), transportation grant funding coordination and other activities related to inter-jurisdictional transportation issues.</p> <ul style="list-style-type: none"> <li>• Focus on multimodal issues to address regional mobility will continue.</li> <li>• Efficient Transportation Decision Making (ETDM): CRTPA ETDM projects will continue to be monitored and advanced; ETDM eligible projects will continue to be input (purpose and needs statements); ongoing coordination efforts with FDOT and ETDM review agencies will continue; identified ETDM project comments will be monitored and coordinated with FDOT</li> <li>• Monitoring Air Quality: the CRTPA will continue to monitor air quality information as it becomes available should non-attainment status be reached in the region.</li> </ul>
--	--

End Product	Completion Date	Responsible Agency
Provision of a coordinated regional transportation perspective (ongoing).	ongoing	CRTPA
CRTPA review and comments on legislative proposals as related to transportation issues (Mar, Jun).	ongoing	CRTPA
CRTPA compliance with ETDM requirements (as needed).	ongoing	CRTPA/FDOT
Monitoring of air quality attainment issues.	ongoing	CRTPA/FDOT/FHWA
Stronger relationship with StarMetro and other providers of public transportation.	ongoing	CRTPA/STARMETRO/BIG BEND TRANSIT/WAKULLA SENIOR SERVICES
Increased outreach to member governments and coordination with their local issues.	ongoing	CRTPA

Increased involvement with local transportation issues affecting system roads and transportation network.	ongoing	CRTPA
Stronger relationship with regional economic development councils	ongoing	CRTPA
Provide technical assistance and coordination with local governments in development of a cohesive regional transportation system. provider. (ongoing)	ongoing	CRTPA

Task 8.1 Estimated Budget Detail for FY 17								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Staff Salaries	\$60,440		\$10,980				\$71,420
	Indirect Costs	12,270	-	2,231	2,500	2,500	-	19,501
	Fringe Costs	37,290		6,789				44,079
				-				
	<b>Subtotal:</b>	<b>\$110,000</b>	<b>-</b>	<b>\$20,000</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>-</b>	<b>\$135,000</b>
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Direct Expenses</b>								
			-	-	-	-	-	
	<b>Subtotal:</b>				-		-	
	<b>Total:</b>	<b>\$110,000</b>	<b>-</b>	<b>\$20,000</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>-</b>	<b>\$135,000</b>

Task 8.1 Estimated Budget Detail for FY 18								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Staff Salaries	\$60,440		\$10,980				\$71,420
	Indirect Costs	12,270	-	2,231	2,500	2,500	-	19,501
	Fringe Costs	37,290		6,789				44,079
				-				
	<b>Subtotal:</b>	<b>\$110,000</b>	<b>-</b>	<b>\$20,000</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>-</b>	<b>\$135,000</b>
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Direct Expenses</b>								
			-	-	-	-	-	
	<b>Subtotal:</b>							
	<b>Total:</b>	<b>\$110,000</b>	<b>-</b>	<b>\$20,000</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>-</b>	<b>\$135,000</b>

# **SECTION 9**

## **Other Planning Projects**

Task 9.1 Corridor Analysis/Other Transportation Projects	
<b>Purpose:</b> Participate in corridor studies through coordinative and management efforts as may be required by the MPO process.	
<b>Previous Work (examples, not complete list)</b> <ul style="list-style-type: none"> <li>• SR 12 (Gadsden County) Shoulder Widening</li> <li>• US 319 Trail Extension into Sopchoppy</li> <li>• Funding Cascades Trail Pedestrian Bridge</li> <li>• Funding Magnolia Drive Shared-Use Path</li> <li>• Crawfordville Road Project Development and Environment Study Update</li> </ul>	
Required Activities	
FY 2017 <ul style="list-style-type: none"> <li>• CRTPA will continue coordination efforts with FDOT, BP2000, consultants and CRTPA member governments related to corridor studies within the CRTPA region.</li> <li>• Coordination efforts include participation in public meetings, agency working groups, consultant selection, provision of information to CRTPA and other activities as required by the MPO process.</li> <li>• The CRTPA will continue to participate in the region's corridor studies during FY 17</li> <li>• Orange Avenue/Lake Bradford Road/Springhill Road Corridor Study</li> </ul>	FY 2018 <ul style="list-style-type: none"> <li>• CRTPA will continue coordination efforts with FDOT, BP2000, consultants and CRTPA member governments related to corridor studies within the CRTPA region.</li> <li>• Coordination efforts include participation in public meetings, agency working groups, consultant selection, provision of information to CRTPA and other activities as required by the MPO process.</li> <li>• The CRTPA will continue to participate in the region's corridor studies during FY 18</li> <li>• Orange Avenue/Lake Bradford Road/Springhill Road Corridor Study</li> </ul>

End Product	Completion Date	Responsible Agency
Coordination with partner governments	ongoing	CRTPA
Orange Avenue/Lake Bradford Road/Springhill Road Corridor Study <ul style="list-style-type: none"> <li>• Development of the Scope-of-Services, Request for Proposal (RFP), and a preliminary list of stakeholders in the corridor.</li> </ul>	September 30, 2016	
Orange Avenue/Lake Bradford Road/Springhill Road Corridor Study <ul style="list-style-type: none"> <li>• Continue and complete Efficient</li> </ul>	September 30, 2017	CRTPA

<p>Transportation Decision Making Process,</p> <ul style="list-style-type: none"> <li>Roadway corridor design alternatives, presentations to CRTPA Board, Blueprint IA, preliminary drainage analysis and pond siting, access management,</li> <li>Multi-modal accommodations, preliminary cost estimates, preliminary physical and environmental analysis, class of action determination</li> <li>initiate environmental reports, comparative analysis of corridor alternatives, and</li> <li>comparative analysis and corridor evaluation matrix.</li> </ul>		
<p>Orange Avenue/Lake Bradford Road/Springhill Road Corridor Study</p> <ul style="list-style-type: none"> <li>Release of RFP, Receive Proposals, Shortlisting of consultants, interviews, selection and negotiate contract.</li> </ul>	December 31, 2017	CRTPA
<p>Orange Avenue/Lake Bradford Road/Springhill Road Corridor Study</p> <ul style="list-style-type: none"> <li>Develop project schedule, project kick-off, initiate Public Involvement Plan, begin stakeholder interviews, purpose and need statement, presentations to CRTPA Board, Blueprint IA, data collection including:</li> </ul>	March 31, 2018	CRTPA
<p>Orange Avenue/Lake Bradford Road/Springhill Road Corridor Study</p> <ul style="list-style-type: none"> <li>Initiate Efficient Transportation Decision Making Process, Advance Notification, presentations to CRTPA Board, Blueprint IA, additional stakeholder interviews, and Typical Sections and Analysis.</li> </ul>	June 30, 2018	CRTPA
<p>Orange Avenue/Lake Bradford Road/Springhill Road Corridor Study</p> <ul style="list-style-type: none"> <li>Continue and complete Efficient</li> </ul>	September 30, 2018	CRTPA



<p>Transportation Decision Making Process, Roadway corridor design alternatives,</p> <ul style="list-style-type: none"> <li>• presentations to CRTPA Board, Blueprint IA, preliminary drainage analysis and pond siting, access management,</li> <li>• Multi-modal accommodations, preliminary cost estimates, preliminary physical and environmental analysis,</li> <li>• class of action determination, initiate environmental reports, comparative analysis of corridor alternatives, and</li> <li>• Comparative analysis and corridor evaluation matrix.</li> </ul>		
<p>Orange Avenue/Lake Bradford Road/Springhill Road Corridor Study</p> <ul style="list-style-type: none"> <li>• Presentations to CRTPA Board, Blueprint IA, Finalize right-of-way estimates, and identify construction segments and costs.</li> </ul>	December 31, 2018	CRTPA

Task 9.1 Estimated Budget Detail for FY 17								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Staff Salaries	\$10,990						\$10,990
	Indirect Costs	2,230	-	-	-		-	2,230
	Fringe Costs	6,780						6,780
	<b>Subtotal:</b>	<b>\$20,000</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>\$20,000</b>
<b>Consultant Services</b>								
		-	150,000	-	-	-	-	\$150,000
	<b>Subtotal:</b>	<b>-</b>	<b>\$150,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$150,000</b>
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Direct Expenses</b>								
			-	-	-	-	-	
	<b>Subtotal:</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
	<b>Total:</b>	<b>\$20,000</b>	<b>\$150,000</b>					<b>\$170,000</b>

Task 9.1 Estimated Budget Detail for FY 18								
Budget Detail	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Staff Salaries	\$10,990						\$10,990
	Indirect Costs	2,230	-	-	-		-	2,230
	Fringe Costs	6,780						6,780
	<b>Subtotal:</b>	<b>\$20,000</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>\$20,000</b>
<b>Consultant Services</b>								
		-	200,000	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>200,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$200,000</b>
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Direct Expenses</b>								
			-	-	-	-	-	
	<b>Subtotal:</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
	<b>Total:</b>	<b>\$20,000</b>	<b>\$200,000</b>					<b>\$220,000</b>

Task 9.2 Other Transportation Projects	
<b>Purpose</b> Identify and participate in special transportation planning studies and projects.	
<b>Previous Work Completed (examples, not complete list)</b> <ul style="list-style-type: none"> <li>• 6<sup>th</sup> Avenue (Tallahassee) Pedestrian Improvements</li> <li>• Lafayette Street Pedestrian Improvements</li> <li>• Lake Ella Pedestrian Improvements</li> <li>• Capital City to the Sea Trails</li> <li>• Coastal Trail Project Development and Environment Study</li> <li>• North Trout Pond Trail Environmental assessment</li> <li>• Florida Arts Trail Project Development and Environment Study</li> <li>• SR 12 (Gadsden County) Shoulder Widening</li> </ul>	
Required Activities	
FY 2017 <ul style="list-style-type: none"> <li>• <u>CRTPA Member Government Corridor Management/Tallahassee-Leon County Corridor Management Program:</u> Coordinate and provide technical assistance to CRTPA member governments regarding issues related to corridor management including access management and future right-of-way preservation.</li> <li>• <u>Development and Support of Additional Studies:</u> Develop additional studies as may be identified in coordination with FDOT, FHWA and FTA.</li> </ul>	FY 2018 <ul style="list-style-type: none"> <li>• <u>CRTPA Member Government Corridor Management/Tallahassee-Leon County Corridor Management Program:</u> Coordinate and provide technical assistance to CRTPA member governments regarding issues related to corridor management including access management and future right-of-way preservation.</li> <li>• <u>Development and Support of Additional Studies:</u> Develop additional studies as may be identified in coordination with FDOT, FHWA and FTA.</li> </ul>

End Product	Completion Date	Responsible Agency
Corridor Management	ongoing	CRTPA
Development and Support of Additional Studies	ongoing	CRTPA

Task 9.2 Estimated Budget Detail for FY 17								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Staff Salaries	\$5,465	-	-	-		-	\$5,465
	Indirect Costs	1,115	-	-	-		-	1,115
	Fringe Costs	3,390						3,390
	<b>Subtotal:</b>	<b>\$10,000</b>	-	-	-		-	<b>\$10,000</b>
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	-	-	-	-	-	-	-
<b>Other Direct Expenses</b>								
			-	-	-	-	-	
	<b>Subtotal:</b>		-	-	-	-	-	
	<b>Total:</b>	<b>\$10,000</b>						<b>\$10,000</b>

Task 9.1 Estimated Budget Detail for FY 18								
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5303	FTA State Match	Local Funds	Trans. Disad.	Total
<b>Personnel Services</b>								
	Staff Salaries	\$5,465	-	-	-		-	\$5,465
	Indirect Costs	1,115	-	-	-		-	1,115
	Fringe Costs	3,390	-	-	-		-	3,390
	<b>Subtotal:</b>	<b>\$10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>\$10,000</b>
<b>Consultant Services</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Travel</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Direct Expenses</b>								
		-	-	-	-	-	-	-
	<b>Subtotal:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Total:</b>	<b>\$10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>\$10,000</b>

## **IV.**

# **UPWP AGENCY PARTICIPATION AND PROPOSED FUNDING SOURCES FOR FISCAL YEARS 2017/2018**

**Table 1.1 FY 2017 Proposed Funding**

**Table 1.2 FY 2018 Proposed Funding**

Table 1.1 Proposed Agency Participation FY 2017

TASK NUMBER/TITLE	CAPITAL REGION TRANSPORTATION PLANNING AGENCY COST	STARMETRO COST	CITY OF TALLAHASSEE AVIATION COST	FDOT	TOTAL PROGRAM COST
<b>1 ADMINISTRATION</b>					
1.1 Transportation Planning Mgmt.	\$166,125				\$166,125
1.2 CRTPA Certification	\$5,000				\$5,000
1.3 Capital Outlay	\$10,000				\$10,000
1.4 Funding Administration	\$20,000				\$20,000
<b>1.5 FDOT</b>				\$145,719	\$145,719
1.7 Professional Services	\$72,000				\$72,000
<b>2. DATA COLLECTION AND DISTRIBUTION</b>					
2.1 Data Collection and Distribution	\$10,000				\$10,000
<b>3. UNIFIED PLANNING WORK PROGRAM (UPWP)</b>					
3.1 UPWP Development	\$43,000				\$43,000
<b>4. TRANSPORTATION IMPROVEMENT PROGRAM (TIP)</b>					
4.1 TIP Development	\$58,750				\$58,750
<b>5. LONG RANGE TRANSPORTATION PLAN (LRTP)</b>					
5.1 LRTP Development	\$54,375				\$54,375
<b>6. PUBLIC INVOLVEMENT</b>					
6.1 Public Involvement	\$60,000				\$60,000
<b>7. SYSTEMS PLANNING</b>					
7.1 Bicycle and Pedestrian Planning	\$45,000				\$45,000
7.2 Transit Planning		\$530,000			\$530,000
7.3 Aviation Planning			\$30,000		\$30,000
7.4 Transportation Disadvantaged	\$88,500				\$88,500
7.5 Mobility Management	\$23,007				\$23,007
<b>8. CRTPA COORDINATION</b>					
8.1 CRTPA Coordination	\$135,000				\$135,000
<b>9. OTHER PLANNING PROJECTS</b>					
9.1 Corridor Analysis	\$170,000				\$170,000
9.2 Special Transportation Planning	\$10,000				\$10,000
<b>TOTALS</b>	<b>\$970,756</b>	<b>\$530,000</b>	<b>\$30,000</b>	<b>\$145,719</b>	<b>\$1,676,475</b>



Table 1.2 Proposed Agency Participation FY 2018

TASK NUMBER/TITLE	CAPITAL REGION TRANSPORTATION PLANNING AGENCY COST	STARMETRO COST	CITY OF TALLAHASSEE AVIATION COST	FDOT COST	TOTAL PROGRAM COST
<b>1 ADMINISTRATION</b>					
1.1 Transportation Planning Mgmt.	\$150,025				\$150,025
1.2 CRTPA Certification	\$5,000				\$5,000
1.3 Capital Outlay	\$10,000				\$10,000
1.4 Funding Administration	\$20,000				\$20,000
1.5 FDOT Assistance and Match	\$145,719				\$145,719
1.7 Professional Services	\$72,000				\$72,000
<b>2. DATA COLLECTION AND DISTRIBUTION</b>					
2.1 Data Collection and Distribution	\$10,000				\$10,000
<b>3. UNIFIED PLANNING WORK PROGRAM (UPWP)</b>					
3.1 UPWP Development	\$43,000				\$43,000
<b>4. TRANSPORTATION IMPROVEMENT PROGRAM (TIP)</b>					
4.1 TIP Development	\$58,750				\$58,750
<b>5. LONG RANGE TRANSPORTATION PLAN (LRTP)</b>					
5.1 LRTP Development	\$54,375				\$54,375
<b>6. PUBLIC INVOLVEMENT</b>					
6.1 Public Involvement	\$60,000				\$60,000
<b>7. SYSTEMS PLANNING</b>					
7.1 Bicycle and Pedestrian Planning	\$45,000				\$45,000
7.2 Transit Planning		\$530,000			\$530,000
7.3 Aviation Planning			\$30,000		\$30,000
7.4 Transportation Disadvantaged	\$88,500				\$88,500
7.5 Mobility Management	\$23,006				\$23,006
<b>8. CRTPA COORDINATION</b>					
8.1 CRTPA Coordination	\$135,000				\$135,000
<b>9. OTHER PLANNING PROJECTS</b>					
9.1 Corridor Analysis	\$20,000			\$200,000	\$220,000
9.2 Special Transportation Planning	\$10,000				\$10,000
<b>TOTALS</b>	<b>\$950,375</b>	<b>\$530,000</b>	<b>\$30,000</b>	<b>\$200,000</b>	<b>\$1,710,375</b>

TABLE 2.1: FY 17 Proposed Funding Capital Region Transportation Study													
TASK NUMBER/ PROJECT TITLE	AGENCY			SOFT MATCH 10%	STATE MATCH FDOT 10%	TOTAL FTA SEC 5303	PL SOFT MATCH ***	TD TRUST FUND 100%				GRAND TOTAL	
		FHWA SEC. 112	FTA SEC. 5303							TOTAL FEDERAL	TOTAL		TOTAL
		(PL) (2)	80%							(FHWA, FTA)	STATE		LOCAL
1. ADMINISTRATION													
1.1 Transportation Planning Manager	CRTPA	\$128,625	\$30,000	\$3,750	\$3,750	\$ 37,500	12852		\$128,625	\$3,750		\$166,125	
1.2 CRTPA Certification	CRTPA	\$5,000										\$5,000	
1.3 Capital Outlay	CRTPA	\$10,000										\$10,000	
1.4 Funding Administration	CRTPA	\$20,000										\$20,000	
1.5 FDOT Assistance for PL funds (1)	FDOT									\$ 145,719		\$145,719	
1.6 FDOT Match for 530 funds	FDOT											\$0	
1.7 Professional Services	CRTPA	\$72,000										\$72,000	
TOTAL Administration		\$235,625	\$30,000	\$3,750	\$3,750	\$37,500			\$128,625	\$145,719	\$3,750	\$418,844	
2. DATA COLLECTION AND DISTRIBUTION													
2.1 Data Collection and Distribution	CRTPA	\$10,000					\$1,000		\$10,000			\$10,000	
TOTAL Data Collection and Distribution		\$10,000							\$10,000		\$0	\$10,000	
3. UNIFIED PLANNING WORK PROGRAM (UPWP)													
3.1 UPWP Development	CRTPA	\$18,000	\$20,000	\$2,500	\$2,500	\$25,000	\$1,800		\$25,000	\$2,500	\$1,800	\$43,000	
4. TRANSPORTATION IMPROVEMENT PROGRAM (TIP)													
4.1 TIP Development	CRTPA	\$40,000	\$15,000	\$1,875	\$1,875	\$18,750	\$4,000		\$58,750	\$1,875	\$4,000	\$58,750	
5. YEAR 2030 LONG RANGE TRANSPORTATION PLAN (LRTP)													
5.1 LRTP Development	CRTPA	\$30,000	\$19,500	\$2,438	\$2,438	\$24,375	\$3,000		\$54,375	\$2,438	\$3,000	\$54,375	
see also Task 1.5	FDOT											\$0	
6. PUBLIC INVOLVEMENT													
6.1 Public Involvement	CRTPA	\$45,000	\$12,000	\$1,500	\$1,500	\$15,000	\$4,500		\$60,000	\$25,000	\$4,500	\$60,000	
7. SYSTEMS PLANNING													
7.1 Bicycle / Pedestrian Planning	CRTPA	\$45,000										\$45,000	
7.2 Transit Planning	COT-SM										\$530,000	\$530,000	
7.3 Aviation Planning	COT-AD							\$ 30,000				\$30,000	
7.4 Transportation Disadvantaged	CRTPA		\$2,000	\$250	\$250	\$2,500		\$86,000				\$88,500	
7.5 Mobility Management	CRTPA	\$10,000	\$10,405	\$1,301	\$1,301	\$13,006	1040					\$23,006	
TOTAL Systems Planning		\$55,000	\$12,405	\$1,551	\$1,551	\$15,506	\$1,040	\$116,000		\$117,551	\$1,040	\$716,506	
8. CRTPA COORDINATION													
8.1 CRTPA Coordination	CRTPA	\$110,000	\$20,000	\$2,500	\$2,500	\$25,000		\$11,000	\$110,000	\$25,000	\$0	\$135,000	
9. OTHER PLANNING PROJECTS													
9.1 Corridor Analysis	CRTPA	\$20,000						\$2,000	\$150,000		\$170,000	\$170,000	
9.2 Special Transportation Projects	CRTPA	\$10,000						\$1,000				\$10,000	
TOTAL Other Planning Projects		\$30,000										\$180,000	
GRAND TOTAL		\$573,625	\$128,905	\$16,113	\$16,113	\$161,131	\$1,040	\$127,000	\$446,750	\$469,551	\$18,090	\$1,676,475	
Key to abbreviations: CRTPA = Capital Region Transportation Planning Agency FHWA = Federal Highway TD = Commission for the Transportation Disadvantaged													
(1) HP funds COT-TE = City of Tallahassee Traffic Engineering FTA = Federal Transit LC-PW = Leon County Public Works													
(2) FDOT soft match included COT-AD = City of Tallahassee Aviation Department COT-SM = City of Tallahassee StarMetro													

TABLE 2.2: FY 18 Proposed Funding Capital Region Transportation Study												
TASK NUMBER/ PROJECT TITLE	AGENCY			SOFT MATCH 10%	STATE MATCH FDOT 10%		** PL SOFT MATCH 10%	TD TRUST FUND 100%				GRAND TOTAL
		FHWA SEC. 112	FTA SEC. 5303			TOTAL FTA	TOTAL FEDERAL		TOTAL	TOTAL		
		(PL) (2)	80%			SEC 5305D	(FHWA, FTA)		STATE	LOCAL		
1. ADMINISTRATION												
1.1 Transportation Planning Manager	CRTPA	\$112,525	\$30,000	\$3,750	\$3,750	\$ 37,500	\$ 11,253					\$150,025
1.2 CRTPA Certification	CRTPA	\$5,000					500**					\$5,000
1.3 Capital Outlay	CRTPA	\$10,000					1000**					\$10,000
1.4 Funding Administration	CRTPA	\$20,000					2000**					\$20,000
1.5 FDOT Assistance for PL funds (1)	FDOT								\$ 145,719			\$145,719
1.6 FDOT Match for 530 funds	FDOT											\$0
1.7 Professional Services	CRTPA	\$72,000					\$ 7,200					\$72,000
TOTAL Administration		\$147,525	\$30,000	\$3,750	\$3,750	\$37,500	**		\$37,500	\$145,719	\$3,750	\$402,744
2. DATA COLLECTION AND DISTRIBUTION												
2.1 Data Collection and Distribution	CRTPA	\$10,000					\$1,000		\$10,000			\$10,000
TOTAL Data Collection and Distribution		\$10,000					**		\$10,000		**	\$10,000
3. UNIFIED PLANNING WORK PROGRAM (UPWP)												
3.1 UPWP Development	CRTPA	\$18,000	\$20,000	\$2,500	\$2,500	\$25,000	\$1,800		\$25,000	\$2,500	\$1,800	\$43,000
4. TRANSPORTATION IMPROVEMENT PROGRAM (TIP)												
4.1 TIP Development	CRTPA	\$40,000	\$15,000	\$1,875	\$1,875	\$18,750	\$4,000		\$18,750	\$1,875	\$4,000	\$58,750
5. YEAR 2030 LONG RANGE TRANSPORTATION PLAN (LRTP)												
5.1 LRTP Development	CRTPA	\$30,000	\$19,500	\$2,438	\$2,438	\$24,375	\$3,000		\$24,375	\$2,438	\$3,000	\$54,375
see also Task 1.5	FDOT						**					\$0
6. PUBLIC INVOLVEMENT												
6.1 Public Involvement	CRTPA	\$45,000	\$12,000	\$1,500	\$1,500	\$15,000	4500**		\$45,000	\$15,000	4500**	\$60,000
53												
7.1 Bicycle / Pedestrian Planning	CRTPA	\$45,000					4500**					\$45,000
7.2 Transit Planning	COT-SM										\$530,000	\$530,000
7.3 Aviation Planning	COT-AD							\$ 30,000				\$30,000
7.4 Transportation Disadvantaged	CRTPA		\$2,000	\$250	\$250	\$2,500		\$86,000				\$88,500
7.5 Mobility Management	CRTPA	\$10,000	\$10,405	\$1,301	\$1,301	\$13,006	1,000**					\$23,006
TOTAL Systems Planning		\$55,000	\$12,405	\$1,551	\$1,551	\$15,506		\$116,000		\$117,551	\$0	\$716,506
8. CRTPA COORDINATION												
8.1 CRTPA Coordination	CRTPA	\$110,000	\$20,000	\$2,500	\$2,500	\$25,000			\$25,000	\$2,500	\$0	\$135,000
9. OTHER PLANNING PROJECTS												
9.1 Corridor Analysis	CRTPA	\$20,000					2000**		\$200,000			\$220,000
9.2 Special Transportation Projects	CRTPA	\$10,000					1000**					\$10,000
TOTAL Other Planning Projects		\$30,000										\$230,000
GRAND TOTAL		\$485,525	\$128,905	\$16,113	\$16,113	\$161,131	\$0	\$116,000	\$185,625	\$433,301	\$12,550	\$1,710,375
Key to abbreviations: CRTPA = Capital Region Transportation Planning Agency FHWA = Federal Highway TD = Commission for the Transportation Disadvantaged												
*provided for information only, not included in total FTA = Federal Transit Administration												
(2) FDOT soft match included COT-AD = City of Tallahassee Aviation Department COT-SM = City of Tallahassee StarMetro												

## **APPENDIX**

Non-Discrimination Title VI Policy Statement  
Lobbying Certification  
Debarment and Suspension Certification  
Application for Federal Assistance and Assurances  
Responses to Review Comments  
Provided at Final Draft





May 3, 2016

COMMITTEE AGENDA ITEM 2 C

**DRAFT FISCAL YEAR (FY) 2017 – FY 2021  
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

REQUESTED BY: Staff

TYPE OF ITEM: Consent

**STATEMENT OF ISSUE**

Consistent with state and federal requirements, the DRAFT Fiscal Year (FY) 2017– FY 2021 Transportation Improvement Program (TIP) has been developed (a link to the document can be found on the agency’s homepage: [www.crtpa.org](http://www.crtpa.org)) for Capital Region Transportation Planning Agency (CRTPA) transmittal to the Florida Department of Transportation (FDOT) for review.

**RECOMMENDED ACTION**

Option 1: Recommend CRTPA approve the transmittal of the Draft FY 2017 – FY 2021 TIP to the Florida Department of Transportation for review.

**HISTORY AND ANALYSIS**

The CRTPA Transportation Improvement Program identifies regional transportation projects (roadway, bicycle and pedestrian, transportation systems management, transportation enhancement, public transportation, aviation, resurfacing and bridge projects) that have received funding in the Florida Department of Transportation’s (FDOT) Five-Year Work Program. The TIP is developed in accordance with 23 U.S.C. 134(h), 23 CFR 450 and Chapter 339.175(7), F.S., and is one of the annual requirements of the metropolitan transportation planning process for the CRTPA.

The purpose of the TIP is to inform the public and governmental agencies of transportation projects (planning through construction) that have received funding during the next five-year period (FY 2017 – FY 2021) within our region (Gadsden, Jefferson, Leon and Wakulla counties).

Projects contained within the DRAFT FY 2017 – FY 2021 TIP reflect those projects that were presented to the CRTPA Board on October 19, 2015 by the FDOT District 3 during their presentation of the FDOT Draft FY 2017– FY 2021 Five-Year Work Program.

Although new or changed projects are identified in **yellow highlighting** on the attachments (listed by county), highlights include the following:

Leon County:

- ❑ Apalachee Parkway at Magnolia Drive **Intersection Improvement** (PE, CST\*) in FY 17 & 19 (4381481).
- ❑ Capital Circle (US 319/SR 263): Crawfordville Road (SR 61) to Springhill Road. **Add Lanes & Reconstruct** (ROW & CST (local funding)) in FY 20 & 21 (2197493).
- ❑ Monroe Street (US 27) at Talpeco Road Intersection. **Traffic Signals** (PE, ROW & CST) in FY 17, 19 & 20 (4381401).
- ❑ Woodville Highway: Gaile Avenue to Paul Russell Road. **ROW – Future Capacity** (ROW) in FY 19, 20 & 21 (4240095).
- ❑ Woodville Highway: Capital Circle to Gaile Avenue. **ROW – Future Capacity** (ROW) in FY 19 (4240094).

Gadsden County:

- ❑ US 90 @ Lanier Road. **Intersection Improvement** (PE & CST) in FY 18 & 19 (4382722)
- ❑ US 90 @ River Birch Road/Water Management Drive. **Intersection Improvement** (PE & CST) in FY 18 & 19 (4382721)
- ❑ Havana Middle School Sidewalk Extension. **Sidewalk** (PE) in FY 18 (4381271)

Jefferson County:

- ❑ US 19/US 27 Aucilla River Bridge No. 540069. **Bridge Repair/Rehabilitation** (CST) in FY 18 (4235882).
- ❑ Waukeenah Highway (CR 259): SR 20 to I-10. **Widen/Resurface Existing Lanes** (CST) in FY 19 (4383661)
- ❑ SR 57 (US 19). **Gateway Landscaping** (CST) in FY 17 (4381881)

Wakulla County:

- ❑ US 98: St. Marks River to Jefferson County line. **Resurfacing** (PE & CST) in FY 17 & 19 (4377481).
- ❑ Shadeville Highway (CR 365): US 319 to Bloxham Cutoff (SR 267). **Resurfacing** (CST) in FY 18 (4332502).
- ❑ Wakulla Springs Road (CR 61): Bloxham Cutoff (SR 267) to Leon County line. **Resurfacing** (CST) in FY 19 (4383581).

\* PROJECT PHASES ABBREVIATION KEY:

PLN = Planning; PE = Preliminary Engineering (Design); CST = Construction; ROW = Right of Way; ENV = Environment; RRU = Rail Road/Utilities

### **NEXT STEP**

Subsequent to CRTPA approval of the draft TIP, staff will transmit the document to the Florida Department of Transportation for formal review. A public meeting to formally present the document to the public for review and comment will be conducted in June in the CRTPA region.

Any comments received from the public, review agencies, or the CRTPA committees will be provided to the Board prior to the scheduled adoption of the FY 2017 – FY 2021 TIP at the June 20, 2016 CRTPA meeting.

### **RECOMMENDED ACTION**

Option 1: Recommend the CRTPA approve the transmittal of the DRAFT FY 2017 –FY 2021 TIP to the Florida Department of Transportation for review.  
(Recommended)

Option 2: Provide other direction.

### **ATTACHMENT**

Attachment 1: DRAFT FY 2017 – FY 2021 Transportation Improvement Program (document link: <http://crtpa.dtstiptool.com/Document/Show/1397> )

Attachment 2: Leon County - DRAFT FDOT FY 2017 – FY 2021 Work Program

Attachment 3: Gadsden County – DRAFT FDOT FY 2017 – FY 2021 Work Program

Attachment 4: Jefferson County – DRAFT FDOT FY 2017 – FY 2021 Work Program

Attachment 5: Wakulla County – DRAFT FDOT FY 2017 – FY 2021 Work Program





FLORIDA DEPARTMENT OF TRANSPORTATION

# **Leon County Citizen's Plan**

## **Tentative Work Program**

### **Fiscal Years 2017-2021**

The Florida Department of Transportation Complies with Various Non-Discrimination Laws and Regulations, including Title VI of the Civil Rights Act of 1964. Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons wishing to express concerns about Title VI may do so by contacting:

Florida Department of Transportation  
District 3 Title VI Coordinator,  
John Smith  
1074 Highway 90 East  
Chipley, Florida 32428-0607  
(888) 638-0250 ext. 1520  
[john.smith@dot.state.fl.us](mailto:john.smith@dot.state.fl.us)

Florida Department of Transportation  
Statewide Title VI Administrator,  
Jacqueline Paramore  
605 Suwannee Street  
Tallahassee, Florida 32399-0450  
(850) 414-4753  
[jacqueline.paramore@dot.state.fl.us](mailto:jacqueline.paramore@dot.state.fl.us)

FLORIDA DEPARTMENT OF TRANSPORTATION  
5 - YEAR TRANSPORTATION PLAN (\$ IN THOUSANDS)  
TENTATIVE FY 2017 - 2021 (09/28/2015 11.15.57)

LEON COUNTY

Notes	Item No	Project Description	Work Description	Length	2017	2018	2019	2020	2021
<b>Highways: Interstate</b>									
	2225935	SR 8 (I-10) INTERCHANGE STUDIES AT SR 263 & SR 61 (US 319)	PRELIM ENG FOR FUTURE CAPACITY	7.850				1,337 PE	
ADD	4235893	SR 8 (I-10) OCHLOCKONEE RIVER BRIDGE NO. 550089	BRIDGE-REPAIR/REHABILITATION	.229	1,330 CST				
<b>Highways: State Highways</b>									
	4098036	CRTPA BICYCLE/PEDESTRIAN PROJECTS	FUNDING ACTION	1.000				1,400 CST	
	2197935	CRTPA RESERVE BOX FOR FUTURE PROJECTS USING URBAN FUNDS	FUNDING ACTION	.000	62 CST				
	4367461	LEON COUNTY JPAS FOR TRAFFIC SIGNALS ON-SYSTEM ROADWAYS	TRAFFIC SIGNALS	.000	902 OPS	943 OPS	986 OPS	1,031 OPS	1,077 OPS
	4134483	SR 10 (US 90) FROM EAST OF CR 59 TO JEFFERSON CO. LINE	PAVE SHOULDERS	3.972	2,088 CST				
	4362571	SR 10 (US 90) FROM OCHLOCKONEE RIVER BR TO POPLAR RD	RESURFACING	1.855		2,327 CST			
ADD	4374971	SR 20 (US 27) APALACHEE PARKWAY CSX RR BRIDGE BRIDGE NO. 550940	BRIDGE - PAINTING	.003		20 RRU			
						315 CST			
ADD	4381481	SR 20 (US 27) APALACHEE PKWY @ SR/CR 265 MAGNOLIA DR INTERSECTION	INTERSECTION IMPROVEMENT	.081	113 PE				
							323 CST		
	2196893	SR 261 (US 319) CAP CIR FROM SR 363 TO CR 259 TRAM RD LANDSCAPING	LANDSCAPING	2.250	677 CST				
ADD	2197493	SR 263 (US 319) C.C. FROM SR 61 CRAWFORDVILLE TO CR 2203 SPRINGHILL RD	ADD LANES & RECONSTRUCT	2.341				14,709 ROW-LF	
									21,365 CST-LF
ADD	4381411	SR 263 (US 319) CAPITAL CIRCLE @ STONELER RD INTERSECTION	ADD LEFT TURN LANE(S)	.159	124 PE				
							32 ROW		
								340 CST	
ADD	4157829	SR 263 CAPITAL CIRCLE FROM CR 2203 SPRINGHILL RD TO SR 371 ORANGE AVE	ADD LANES & RECONSTRUCT	4.126	6,142 ROW				
									45,819 CST
ADD	4373651	SR 265 MAGNOLIA DR FROM SR 20 (US 27) APALACHEE PKWY TO 7TH ST	RESURFACING	1.299	617 PE				
							1,931 CST		
ADD	4240095	SR 363 WOODVILLE HWY FROM GAILE AVENUE TO SR 363/PAUL RUSSELL RD	RIGHT OF WAY - FUTURE CAPACITY	.500			1,930 ROW	620 ROW	3,069 ROW
ADD	4240094	SR 363 WOODVILLE HWY FROM SR 263 (US 319) C.C. TO GAILE AVENUE	RIGHT OF WAY - FUTURE CAPACITY	1.499			894 ROW		
	4318751	SR 371 ORANGE AVE FROM SR 263 CAPITAL CIRCLE TO SR 371 LAKE BRADFORD	SIDEWALK	2.640	857 CST				
ADD	4379021	SR 373 ORANGE AVE FROM CR 2203 SPRINGHILL RD TO SR 61 S. MONROE ST	PD&E/EMO STUDY	1.361			788 PDE		
ADD	4351822	SR 61 (US 319) THOMASVILLE RD FROM KILLARNEY WAY CR 342 LANDSCAPING	LANDSCAPING	3.714	1,126 CST				
ADD	4374961	SR 61 S MONROE STREET CSX RR BRIDGE BRIDGE NO. 550009	BRIDGE - PAINTING	.004		20 RRU			
						277 CST			
	4367261	SR 61 WAKULLA SPRINGS RD @ CR 2204 OAK RIDGE ROAD INTERSECTION	ROUNDAABOUT	.200		609 CST			
ADD	4377511	SR 61 WAKULLA SPRINGS RD FROM WAKULLA CO LINE TO S OF SR 369 (US 319)	RESURFACING	2.789		1,158 CST			
	4325591	SR 63 (US 27) FROM JOHN KNOX ROAD TO SR 61 THOMASVILLE ROAD	RESURFACING	1.639		2,972 CST			
ADD	4381791	SR 63 (US 27) FROM S OF LAKE ELLA DR TO S OF SEVENTH AVE LANDSCAPING	LANDSCAPING	.394	174 CST				
ADD	4381401	SR 63 (US 27) MONROE ST @ TALPECO RD INTERSECTION	TRAFFIC SIGNALS	.180	36 PE				



Notes	Item No	Project Description	Work Description	Length	2017	2018	2019	2020	2021
							58 ROW		
								800 CST	

#### Highways: Local Roads

ADD	4382701	CR 361 OLD BAINBRIDGE RD @ KNOTS LANE	SIGNING/PAVEMENT MARKINGS	173		55 PE			
							137 CST		

#### Highways: Off State Hwy Sys/Off Fed Sys

ADD	4359911	GLENVIEW DR FROM CR 155 N MERIDIAN RD TO SR 61 THOMASVILLE RD PHASE I	SIDEWALK	.440		37 PE			
									277 CST

#### Transportation Planning: Non-System Specific

	4383691	CAPITAL REGIONAL TPA FY 2020-2021/2021-2022	TRANSPORTATION PLANNING	.000					486 PLN
	4348791	CAPITAL REGION TPA FY 18-19	TRANSPORTATION PLANNING	.000			486 PLN	486 PLN	
	4317421	CRTPA FY 17-18 UPWP	TRANSPORTATION PLANNING	.000	486 PLN	486 PLN			
	4225443	CRTPA LONG RANGE TRANSPORTATION PLAN UPDATE - 2040	PLANNING MODELS/DATA UPDATE	.000			375 PLN		
	4225442	CRTPA UPWP ACTIVITIES SUPPORT	PLANNING MODELS/DATA UPDATE	.000	200 PLN	871 PLN			

#### Maintenance: Interstate

	4147161	TALLAHASSEE ITS REGIONAL TRANS MGT CNTR BLDG & ASSOCIATED SYSTEM	TRAFFIC MANAGEMENT CENTERS	.001			370 MNT	370 MNT	
--	---------	--	----------------------------	------	--	--	---------	---------	--

#### Freight, Logistic And Passenger Operation: Intermodal

	4223018	TALLAHASSEE INTERNATIONAL AIRPORT AIR CARGO FACILITY EXPANSION	AVIATION REVENUE/OPERATIONAL	.000					1,186 CAP
									1,186 CAP-LF

#### Freight, Logistic And Passenger Operation: Aviation

	4203653	TALLAHASSEE INTERNATIONAL AIRPORT PERIMETER INTRUSION DETECTION SYSTEM	AVIATION SECURITY PROJECT	.000					200 CAP
									200 CAP-LF
	4223015	TALLAHASSEE INTERNATIONAL AIRPORT AIRFIELD PRESERVATION	AVIATION PRESERVATION PROJECT	.000	100 CAP				100 CAP
					100 CAP-LF				100 CAP-LF
	4223019	TALLAHASSEE INTERNATIONAL AIRPORT HANGAR DEVELOPMENT AND MODERNIZATION	AVIATION REVENUE/OPERATIONAL	.000				1,000 CAP	1,760 CAP
								1,000 CAP-LF	1,760 CAP-LF
	2267922	TALLAHASSEE INTERNATIONAL AIRPORT MARKETING AND PROMOTIONAL STUDY	AVIATION PRESERVATION PROJECT	.000	50 CAP				
					50 CAP-LF				
	2267816	TALLAHASSEE INTERNATIONAL AIRPORT TERMINAL REHABILITATION IMPROVTS	AVIATION PRESERVATION PROJECT	.000	400 CAP		400 CAP	400 CAP	
					400 CAP-LF		400 CAP-LF	400 CAP-LF	
	4160104	TALLAHASSEE REGIONAL AIRPORT ACCESS & ROADWAY REALIGNMENT, SIS	AVIATION PRESERVATION PROJECT	.000			1,250 CAP		
							1,250 CAP-LF		
	2267817	TALLAHASSEE REGIONAL AIRPORT ACCESS CONTROL SYSTEM UPGRADES	AVIATION SECURITY PROJECT	.000	975 CAP				



Notes	Item No	Project Description	Work Description	Length	2017	2018	2019	2020	2021
					25 CAP-LF				
	4203652	TALLAHASSEE REGIONAL AIRPORT CONSTRUCT MAINT HANGAR	AVIATION REVENUE/OPERATIONAL	.000		1,250 CAP			
						1,250 CAP-LF			
	4223017	TALLAHASSEE REGIONAL AIRPORT FENCE & GATE REHAB, UPDATES & IMPROVE	AVIATION SECURITY PROJECT	.000			100 CAP		
							100 CAP-LF		
	4160106	TALLAHASSEE REGIONAL AIRPORT HANGER DEVELOPEMENT III	AVIATION REVENUE/OPERATIONAL	.000				500 CAP	
								500 CAP-LF	
	2267923	TALLAHASSEE REGIONAL AIRPORT MARKETING AND PROMOTIONAL STUDY PHASE II	AVIATION PRESERVATION PROJECT	.000			100 CAP		100 CAP
							100 CAP-LF		100 CAP-LF
	2267818	TALLAHASSEE REGIONAL AIRPORT PERIMETER ROAD REHAB	AVIATION PRESERVATION PROJECT	.000	975 CAP				
					25 CAP-LF				
	4122103	TALLAHASSEE REGIONAL AIRPORT RUNWAY 18/36 OVERLAY	AVIATION PRESERVATION PROJECT	.000				4,750 CAP	
								250 CAP-LF	
	4223016	TALLAHASSEE REGIONAL AIRPORT TERMINAL PLB ACQ. & INSTALLATION PH I	AVIATION REVENUE/OPERATIONAL	.000			400 CAP	400 CAP	
							400 CAP-LF	400 CAP-LF	
<b>Freight, Logistic And Passenger Operation: Transit</b>									
	4203111	BIG BEND TRANSIT COMMUTER ASSISTANCE	COMMUTER TRANS. ASSISTANCE	.000	8 OPS	20 OPS		15 OPS	10 OPS
					8 OPS-LF	20 OPS-LF		15 OPS-LF	10 OPS-LF
	4222611	BIG BEND TRANSIT COMMUTER ROUTES	COMMUTER TRANS. ASSISTANCE	.000		6 OPS	20 OPS		10 OPS
						6 OPS-LF	20 OPS-LF		10 OPS-LF
	4217162	CAPITAL REGION TPA PLANNING SECTION 5303 GRANT	MODAL SYSTEMS PLANNING	.000	118 PLN				
					13 PLN-LF				
	4222512	CITY OF TALLAHASSEE STARMETRO CAPITAL SECTION 5307	CAPITAL FOR FIXED ROUTE	.000	2,438 CAP	2,511 CAP	2,727 CAP	1,759 CAP	1,811 CAP
					609 CAP-LF	628 CAP-LF	682 CAP-LF	440 CAP-LF	453 CAP-LF
	4336851	CITY OF TALLAHASSEE STARMETRO CAPITAL-OPERATING 5310	CAPITAL FOR FIXED ROUTE	.000	160 CAP	160 CAP	172 CAP	109 CAP	112 CAP
					40 CAP-LF	40 CAP-LF	43 CAP-LF	27 CAP-LF	28 CAP-LF
	4222513	CITY OF TALLAHASSEE STARMETRO OP FIXED ROUTE 5307	OPERATING FOR FIXED ROUTE	.000	1,046 OPS	1,077 OPS	854 OPS	1,763 OPS	1,815 OPS
					1,046 OPS-LF	1,077 OPS-LF	854 OPS-LF	1,763 OPS-LF	1,815 OPS-LF
	4252699	CITY OF TALLAHASSEE STARMETRO SECTION 5339 CAPITAL	CAPITAL FOR FIXED ROUTE	.000	374 CAP	385 CAP	389 CAP	383 CAP	394 CAP
					93 CAP-LF	96 CAP-LF	97 CAP-LF	96 CAP-LF	99 CAP-LF
	4213642	CITY OF TALLAHASSEE TRANSIT NON-URBANIZED AREA 5311	OPERATING/ADMIN ASSISTANCE	.000	160 OPS				
					160 OPS-LF				
	4222501	CITY OF TALLAHASSEE TRANSIT OPERATING ASSISTANCE	OPERATING FOR FIXED ROUTE	.000	1,142 OPS	1,187 OPS	1,226 OPS	1,287 OPS	1,321 OPS
					1,142 OPS-LF	1,187 OPS-LF	1,226 OPS-LF	1,287 OPS-LF	1,321 OPS-LF
	4156072	FL STATE UNIVERSITY REGIONAL COMMUTER ASSISTANCE	COMMUTER TRANS. ASSISTANCE	.000	200 OPS	200 OPS	200 OPS	207 OPS	215 OPS
<b>Miscellaneous: Non-System Specific</b>									
	4366211	OLD BAINBRIDGE RD FROM US 27 TO COUNTY LINE	PAVE SHOULDERS	.000		50 PE			
							536 CST		
<b>Miscellaneous Changes</b>									
DELETE	2197492	SR 263 (US 319) CC FROM SR 61 CRAWFORDVILLE TO CR 2203 SPRINGHILL RD	ADD LANES AND RECONSTRUCT	2.341			14,417 ROW-LF	24,387 CST-LF	



FLORIDA DEPARTMENT OF TRANSPORTATION

# **Gadsden County Citizen's Plan**

## **Tentative Work Program**

### **Fiscal Years 2017-2021**

The Florida Department of Transportation Complies with Various Non-Discrimination Laws and Regulations, including Title VI of the Civil Rights Act of 1964. Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons wishing to express concerns about Title VI may do so by contacting:

Florida Department of Transportation  
District 3 Title VI Coordinator,  
John Smith  
1074 Highway 90 East  
Chipley, Florida 32428-0607  
(888) 638-0250 ext. 1520  
[john.smith@dot.state.fl.us](mailto:john.smith@dot.state.fl.us)

Florida Department of Transportation  
Statewide Title VI Administrator,  
Jacqueline Paramore  
605 Suwannee Street  
Tallahassee, Florida 32399-0450  
(850) 414-4753  
[jacqueline.paramore@dot.state.fl.us](mailto:jacqueline.paramore@dot.state.fl.us)



FLORIDA DEPARTMENT OF TRANSPORTATION  
5 - YEAR TRANSPORTATION PLAN (\$ IN THOUSANDS)  
TENTATIVE FY 2017 - 2021 (09/28/2015 10:50:28)  
**GADSDEN COUNTY**

Notes	Item No	Project Description	Work Description	Length	2017	2018	2019	2020	2021
<b>Highways: Interstate</b>									
DEFER/ADD	2225392	I-10 REST AREA RAMP OVER SR 8 (I-10) BRIDGE NOS. 500075 & 500076	BRIDGE - PAINTING	253	77 PE				
	2225241	SR 8 (I-10) @ CR 270A LIGHTING	LIGHTING	822			1,094 CST		
	2225181	SR 8 (I-10) @ SR 12 GREENSBORO EXIT LIGHTING	LIGHTING	1,083		1,077 CST			
ADD	4372841	SR 8 (I-10) A&N RAILROAD BRIDGE NO. 500077	BRIDGE-REPAIR/REHABILITATION	027	609 CST				
ADD	4067423	SR 8 (I-10) OVER APALACHICOLA RIVER BRIDGE NOS. 500086 & 087	BRIDGE - PAINTING	1,155		3,913 CST			
	4366631	SR 8(I-10) FROM W OF CR 270A FLAT CK RD TO W OF SR 267 PAT THOMAS PKWY	RESURFACING	8,556		11,569 CST			
<b>Highways: State Highways</b>									
	4367411	GADSDEN COUNTY JPAS FOR TRAFFIC SIGNALS ON-SYSTEM ROADWAYS	TRAFFIC SIGNALS	000	73 OPS	75 OPS	78 OPS	80 OPS	82 OPS
ADD	4382722	SR 10 (US 90) @ LANIER RD	INTERSECTION IMPROVEMENT	001		32 PE			
							161 CST		
ADD	4382721	SR 10 (US 90) @ RIVER BIRCH RD/WATER MANAGEMENT DR	INTERSECTION IMPROVEMENT	001		38 PE			
							191 CST		
	4298611	SR 10 (US 90) FROM CR 270A LUTEN ROAD TO DOLLAR GENERAL	SIDEWALK	391	87 CST				
ADD	4375051	SR 10 (US 90) FROM W OF CR 270A TO THE DOLLAR GENERAL LANDSCAPING	LANDSCAPING	391	174 CST				
	4090152	SR 12 BRISTOL HWY FROM LIBERTY COUNTY LINE TO YON CREEK BRIDGE	RESURFACING	2,719	2,177 CST				
ADD	4381851	SR 267 GATEWAY LANDSCAPING	LANDSCAPING	488	169 CST				
	4362681	SR 267 PAT THOMAS PKWY S OF SR 8 (I-10) TO SR 10 (US 90) JEFFERSON ST	RESURFACING	3,929		3,585 CST			
ADD	4377451	SR 63 (US 27) FROM CR 270 SHADY REST RD TO THE OCHLOCKONEE RIVER BR	RESURFACING	847	290 PE				
							1,125 CST		
ADD	4280983	SR 63 (US 27) GATEWAY LANDSCAPING	LANDSCAPING	404	169 CST				
<b>Highways: Local Roads</b>									
ADV	4369921	CR 268 ADAMS ST FROM CR 274 MARTIN LUTHER KING JR BLVD TO CLARK ST	SIDEWALK	576		49 PE			
							160 CST	327 CST	
ADD	4381271	HAVANA MIDDLE SCHOOL SIDEWALK EXTENSION	SIDEWALK	579		32 PE			
<b>Highways: Off State Hwy Sys/Off Fed Sys</b>									
ADD	4383001	BELL RD FROM CR 157 CONCORD BAINBRIDGE RD TO CR 157A CAIRO CONCORD RD	WIDEN/RESURFACE EXIST LANES	1,963			873 CST		
	4286241	CR 159 OVER ATTAPULGUS CREEK BRIDGE NO. 500033	BRIDGE REPLACEMENT	241	37 ROW				
						3,824 CST			
ADD	4383561	CR 161 POINT MILLIGAN ROAD FROM SR 12 TO CR 159 SALEM ROAD	RESURFACING	6,288				2,137 CST	
	4386151	CR 268 HIGH BRIDGE FROM JOE ADAMS ROAD TO BRICKYARD ROAD	WIDEN/RESURFACE EXIST LANES	8,793		300 PE			
								3,784 CST	

Notes	Item No	Project Description	Work Description	Length	2017	2018	2019	2020	2021
ADD	4383591	CR 270 TOLAR WHITE RD FROM SR 12 SELMAN ST TO CR 270A FLAT CREEK RD	WIDEN/RESURFACE EXIST LANES	1.930			1,005 CST		
	4358021	CR 65A JUNIPER CR RD OVER JUNIPER CREEK BRIDGE NO. 504050	BRIDGE REPLACEMENT	011		65 ROW			
								1,045 CST	
	4368441	CR 65B OLD FEDERAL RD FROM N OF SR 267 TO CR 268 HIGH BRIDGE RD	WIDEN/RESURFACE EXIST LANES	6.462		2,428 CST			
ADD	4382981	FRANK JACKSON RD FROM CR 274 BEN BOSTICK RD TO CR 274 S ATLANTA ST	RESURFACING	640		99 CST			
	4104012	HOWELL ROAD FROM SR 10 (US 90) TO SPITZ FARM ROAD	WIDEN/RESURFACE EXIST LANES	1.196	704 CST				
	4296601	MCDONALD AVENUE FROM CR 269 MAIN STREET TO MAPLE STREET	SIDEWALK	239	216 CST				
	4352521	S ATLANTA STREET FROM SR 10 (US 90) TO MLK JR BLVD	SIDEWALK	440	257 CST				

#### Maintenance: Facilities

	4254926	MIDWAY OPERATIONS CENTER	FIXED CAPITAL OUTLAY	.000	24 MNT				
--	---------	--------------------------	----------------------	------	--------	--	--	--	--

#### Freight, Logistic And Passenger Operation: Aviation

	4203723	QUINCY MUNICIPAL AIRPORT CONST PARALLEL TAXIWAY	AVIATION CAPACITY PROJECT	.000	440 CAP				
	4256117	QUINCY MUNICIPAL AIRPORT CONSTRUCT AIRPORT MAINTENANCE BUILDING	AVIATION REVENUE/OPERATIONAL	.000				250 CAP	
	4223053	QUINCY MUNICIPAL AIRPORT CONSTRUCT T-HANGER & TAXI	AVIATION REVENUE/OPERATIONAL	.000		400 CAP			
	4256118	QUINCY MUNICIPAL AIRPORT LAND ACQUISITION/HANGAR DEVELOPMENT	AVIATION REVENUE/OPERATIONAL	.000					900 CAP
	4256116	QUINCY MUNICIPAL AIRPORT OVERLAY AND RE-MARK T-HANGER ACCESS TAXIWAYS	AVIATION PRESERVATION PROJECT	.000				350 CAP	
	4256114	QUINCY MUNICIPAL AIRPORT RESURF RUNWAY, DRAINAGE, RUNWAY LIGHTING	AVIATION PRESERVATION PROJECT	.000			700 CAP		

#### Freight, Logistic And Passenger Operation: Transit

	4203101	BIG BEND TRANSIT COMMUTER ASSISTANCE	COMMUTER TRANS. ASSISTANCE	.000	15 OPS	20 OPS		15 OPS	10 OPS
					15 OPS-LF	20 OPS-LF		15 OPS-LF	10 OPS-LF
	4203131	BIG BEND TRANSIT COMMUTER ASSISTANCE	COMMUTER TRANS. ASSISTANCE	.000	10 OPS		10 OPS	16 OPS	5 OPS
					10 OPS-LF		10 OPS-LF	16 OPS-LF	5 OPS-LF
	4222621	BIG BEND TRANSIT COMMUTER ROUTE	COMMUTER TRANS. ASSISTANCE	.000			16 OPS		10 OPS
							16 OPS-LF		10 OPS-LF

#### Miscellaneous Changes

DEL/ADV	4367251	HOWELL RD FROM CR 379 MT PLEASANT RD TO SR 10 (US 90)	RESURFACING	.244	99				
---------	---------	---	-------------	------	----	--	--	--	--





FLORIDA DEPARTMENT OF TRANSPORTATION

# **Jefferson County Citizen's Plan**

## **Tentative Work Program**

## **Fiscal Years 2017-2021**

The Florida Department of Transportation Complies with Various Non-Discrimination Laws and Regulations, including Title VI of the Civil Rights Act of 1964. Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons wishing to express concerns about Title VI may do so by contacting:

Florida Department of Transportation  
District 3 Title VI Coordinator,  
John Smith  
1074 Highway 90 East  
Chipley, Florida 32428-0607  
(888) 638-0250 ext. 1520  
[john.smith@dot.state.fl.us](mailto:john.smith@dot.state.fl.us)

Florida Department of Transportation  
Statewide Title VI Administrator,  
Jacqueline Paramore  
605 Suwannee Street  
Tallahassee, Florida 32399-0450  
(850) 414-4753  
[jacqueline.paramore@dot.state.fl.us](mailto:jacqueline.paramore@dot.state.fl.us)



FLORIDA DEPARTMENT OF TRANSPORTATION  
5 - YEAR TRANSPORTATION PLAN (\$ IN THOUSANDS)  
TENTATIVE FY 2017 - 2021 (09/28/2015 11:11:56)

**JEFFERSON COUNTY**

Notes	Item No	Project Description	Work Description	Length	2017	2018	2019	2020	2021
<b>Highways: Interstate</b>									
	2226681	SR 8 (I-10) AT SR 59 LLOYD EXIT LIGHTING	LIGHTING	.538		759 CST			
ADD	4375081	SR 8 (I-10) JEFFERSON COUNTY REST AREA LANDSCAPING	LANDSCAPING	.471	1,126 CST				
<b>Highways: State Highways</b>									
	4367451	JEFFERSON COUNTY JPAS FOR TRAFFIC SIGNALS ON-SYSTEM ROADWAYS	TRAFFIC SIGNALS	.000	6 OPS	6 OPS	6 OPS	7 OPS	7 OPS
	4325521	SR 10 (US 90) FROM LEON COUNTY LINE TO E OF WILLOW STREET	RESURFACING	9.992	4,218 CST				
ADD	4235882	SR 20 (US 19/US 27) AUCILLA RIVER BRIDGE BRIDGE NO. 540069	BRIDGE REPAIR/REHABILITATION	.099		1,173 CST			
ADD	4381871	SR 55 (US 221) GATEWAY LANDSCAPING	LANDSCAPING	.252	169 CST				
ADD	4377441	SR 57 (US 19) FROM SR 20 (US 27) TO N OF MARTIN/FAIRCHILD RDS	RESURFACING	8.811	1,087 PE				
							10,724 CST		
ADD	4381881	SR 57 (US 19) GATEWAY LANDSCAPING	LANDSCAPING	.326	169 CST				
<b>Highways: Local Roads</b>									
	4304761	CR 158 OLD LLOYD RD OVER BRANCH OF LLOYD CK BRIDGE NO. 540044	BRIDGE REPLACEMENT	.030	7 ROW				
						2,478 CST			
	4304771	CR 158 OVER LLOYD CREEK BRIDGE NO. 540045	BRIDGE REPLACEMENT	.026	8 ROW				
						2,275 CST			
DEFER	4368461	CR 259 WAUKEENAH HWY FROM N OF SR8 (US 1-10) OVERPASS TO SR 57 (US 19)	WIDEN/RESURFACE EXIST LANES	4.364			1,193 CST		
ADD	4383681	CR 259 WAUKEENAH HWY FROM SR 20 (US 27) W CAPPS HWY TO SR 8 (I-10)	WIDEN/RESURFACE EXIST LANES	5.072			1,875 CST		
<b>Highways: Off State Hwy Sys/Off Fed Sys</b>									
	4351851	BETH PAGE ROAD FROM SR 59 GAMBLE ROAD TO CR 259 WAUKEENAH HWY	RESURFACING	1.315	281 CST				
DEL RW	4322891	CR 259 OVER WARD CREEK BRIDGE NO. 540043	BRIDGE REPLACEMENT	.025		2,392 CST			
	4357821	CURTIS MILL RD OVER BUGGS CREEK BRIDGE NO. 544077	BRIDGE REPLACEMENT	.006		23 ROW			
								599 CST	
	4351931	FREEMAN ROAD FROM CR 259 WAUKEENAH HWY TO SR 57 (US 19)	RESURFACING	.385	916 CST				
	4366681	PINHOOK ROAD FROM SR 59 GAMBLE ROAD TO CR 259 WAUKEENAH HIGHWAY	RESURFACING	1.191		158 CST			
ADD	4383021	RIVER RD FROM CR 257 S SALT RD TO SR 20 (US 19)/(US 27)	RESURFACING	.399			100 CST		
ADD	4382931	W LAKE RD FROM BEGINNING OF NEW PAVEMENT TO WARDS CREEK BRIDGE	RESURFACING	4.345		1,268 CST			
<b>Miscellaneous Changes</b>									
DEL/ADV	4367231	ST AUGUSTINE RD FROM SR 59 GAMBLE RD TO ARMSTRONG RD	RESURFACING	2.952	472 CST				



FLORIDA DEPARTMENT OF TRANSPORTATION

# **Wakulla County Citizen's Plan**

## **Tentative Work Program**

### **Fiscal Years 2017-2021**

The Florida Department of Transportation Complies with Various Non-Discrimination Laws and Regulations, including Title VI of the Civil Rights Act of 1964. Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons wishing to express concerns about Title VI may do so by contacting:

Florida Department of Transportation  
District 3 Title VI Coordinator,  
John Smith  
1074 Highway 90 East  
Chipley, Florida 32428-0607  
(888) 638-0250 ext. 1520  
[john.smith@dot.state.fl.us](mailto:john.smith@dot.state.fl.us)

Florida Department of Transportation  
Statewide Title VI Administrator,  
Jacqueline Paramore  
605 Suwannee Street  
Tallahassee, Florida 32399-0450  
(850) 414-4753  
[jacqueline.paramore@dot.state.fl.us](mailto:jacqueline.paramore@dot.state.fl.us)



FLORIDA DEPARTMENT OF TRANSPORTATION  
5 - YEAR TRANSPORTATION PLAN (\$ IN THOUSANDS)  
TENTATIVE FY 2017 - 2021 (09/28/2015 12:00:27)  
**WAKULLA COUNTY**

Notes	Item No	Project Description	Work Description	Length	2017	2018	2019	2020	2021
<b>Highways: State Highways</b>									
	4325501	SR 267 FROM SR 363 WOODVILLE HWY TO SR 30 (US 98)	RESURFACING	3.698	2,186 CST				
ADV	4301466	SR 30 (US 98) COASTAL HWY FROM DAVISVILLE WAY TO SR 363 WOODVILLE HWY	BIKE PATH/TRAIL	3.584	1,763 CST				
ADV	4301465	SR 30 (US 98) COASTAL HWY FROM HORTTOR GREENE ROAD TO DAVISVILLE WAY	BIKE PATH/TRAIL	3.688		1,622 CST			
DEFER	4301463	SR 30 (US 98) COASTAL HWY FROM SR 61 (US 319) TO ST FRANCIS ST	BIKE PATH/TRAIL	1.353				1,046 CST	
DEFER	4301464	SR 30 (US 98) COASTAL HWY FROM ST FRANCIS ST TO HORTTOR GREENE ROAD	BIKE PATH/TRAIL	3.386			1,133 CST		
ADD	4377481	SR 30 (US 98) COASTAL HWY FROM ST MARKS RIVER TO JEFFERSON CO LINE	RESURFACING	6.125	750 PE				
							2,952 CST		
	4362612	SR 30 (US 98/US 319) BOYKIN ROAD TO SR 369 (US 319)	RESURFACING	7.325		3,368 CST			
	4370891	SR 30/SR 61 (US 98) COASTAL HWY FROM N OF MOUND ST TO S OF POST OFFICE	SIDEWALK	402		180 PE			
							143 CST		
	4362611	SR 30/61 (US 98) COASTAL HWY FROM FRANKLIN COUNTY LINE TO BOYKIN ROAD	RESURFACING	7.226		3,171 CST			
DEFER	2204957	SR 369 (US 319) FROM EAST IVAN ROAD TO NORTH OF SR 267	ADD LANES & RECONSTRUCT	3.879	6,640 ROW	2,139 ROW			
								30,361 CST	
	2204958	SR 369 (US 319) FROM NORTH OF SR 267 TO LEON COUNTY LINE	ADD LANES & RECONSTRUCT	2.242	3,528 ROW	780 ROW			
							20,454 CST		
	2204954	SR 61 (US 319) FROM SR 30 (US 98) TO LOST CREEK BRIDGE	PRELIM ENG FOR FUTURE CAPACITY	4.034	2,828 PE				
	2204953	SR 61 & 369 (US 319) FROM LOST CREEK BRIDGE TO S OF EAST IVAN ROAD	RIGHT OF WAY - FUTURE CAPACITY	4.425	3,796 PE				
	4367511	WAKULLA COUNTY JPAS FOR TRAFFIC SIGNALS ON-SYSTEM ROADWAYS	TRAFFIC SIGNALS	.000	27 OPS	31 OPS	35 OPS	40 OPS	44 OPS
<b>Highways: Local Roads</b>									
	4089892	CAJER POSEY ROAD FROM MLK JR MEMORIAL DR TO WAKULLA ARRAN RD	RESURFACING	928	455 CST				
ADD	4332502	CR 365 SHADEVILLE HWY FROM CR 61 (US 319) RD TO SR 267 BLOXHAM CUTOFF	RESURFACING	2.895		1,035 CST			
	4340341	CR 375 OVER SMITH CREEK BRIDGE NO. 590020	BRIDGE REPLACEMENT	.017	31 ROW				
							2,193 CST		
DEFER	4368351	CR 375 SMITH CREEK ROAD FROM NORTH OF CR 22 TO NORTH OF SYFRET CREEK	WIDEN/RESURFACE EXIST LANES	6.089		1,049 CST			
ADD	4383581	CR 61 WAKULLA SPRINGS RD FROM SR 267 BLOXHAM CUTOFF TO LEON CO LINE	RESURFACING	4.107			1,643 CST		
<b>Highways: Off State Hwy Sys/Off Fed Sys</b>									
ADD	4363011	ANDREW J HARGRETT RD FROM SR 365 S'VILLE RD TO MYERS WOOD/DOSH LEVY	RESURFACING	.320			100 CST		
	4358001	FH356 LAWHON MILL RD OVER UNSIGNED STREAM BRIDGE NO. 594005	BRIDGE REPLACEMENT	.006		42 ROW			
								672 CST	
ADV	4366911	MLK ROAD FROM CR 365 SPRING CREEK HIGHWAY TO SR 30 (US 98)	RESURFACING	3.822	1,509 CST				
	4327872	WAKULLA ARRAN RD, OAK STREET, MICHAEL DRIVE SAFETY PROJECT	SIDEWALK	.306	88 CST				
<b>Freight, Logistic And Passenger Operation: Transit</b>									
	4213662	WAKULLA COUNTY SENIOR CITIZEN TRANSIT NON-URBANIZED AREA 5311	OPERATING/ADMIN ASSISTANCE	.000	180 OPS				
					180 OPS-LF				



May 3, 2016

COMMITTEE AGENDA ITEM 3 A

**US 90 ACTION PLAN**

REQUESTED BY: FDOT

TYPE OF ITEM: Information

**STATEMENT OF ISSUE**

Florida Department of Transportation (FDOT) consultant staff will provide an update on the US 90 Action Plan.

**HISTORY AND ANALYSIS**

FDOT District 3 is developing an Action Plan for US 90 in Tallahassee/Leon County, extending from North Duval Street (Greyhound Bus Terminal) to the I-10/US 90 East (Mahan Drive) interchange.

The preparation of the Action Plan is an integral part of the continuing planning process for the development of the Strategic Intermodal System (SIS) in the State of Florida. Action Plans, which are performed for all SIS facilities, include engineering and environmental analyses and the development of recommendations to bring the corridor into compliance with the SIS Standards of the Department.

The corridor study will analyze alternatives and identify interim improvements to preserve the traffic level of service within the corridor over the next 25 years.