



• GEMINI BUILDING •
408 N. ADAMS STREET TALLAHASSEE, FL 32301
www.crtpa.org

CRTPA BOARD

MEETING OF MONDAY, NOVEMBER 26, 2012 AT 1:00 PM

CITY OF TALLAHASSEE COMMISSION CHAMBERS
300 S. ADAMS STREET
TALLAHASSEE, FL 32301

MISSION STATEMENT

“The mission of the CRTPA is to act as the principal forum for collective transportation policy discussions that results in the development of a long range transportation plan which creates an integrated regional multimodal transportation network that supports sustainable development patterns and promotes economic growth.”

FINAL AGENDA

1. **AGENDA MODIFICATIONS**

2. **CONSENT AGENDA**

A. Minutes of the September 24, 2012 CRTPA Board Meeting

B. 2013 CRTPA Meeting Calendar

The CRTPA Board meeting calendar for 2013 has been developed for board approval.

C. CRTPA General Planning Consultant Website Implementation Work Order Authorization

D. FY 2011-2012 Federal Transit Administration (FTA) Job Access and Reverse Commute (JARC) and New Freedom Grant Applications and Ranking

Applications for the JARC and New Freedom Grant have been reviewed and ranked by a selection committee staffed by Star Metro. The CRTPA must approve this ranking before it is submitted to the FTA.

Recommended Action: *Approve consent agenda*

3. **CONSENT ITEMS PULLED FOR DISCUSSION**

If you have a disability requiring accommodations, please contact the Capital Region Transportation Planning Agency at (850) 891-6800. The telephone number of the Florida Relay TDD Service is # 711.

4. **ROLL CALL VOTE AGENDA ITEMS**

A. Fiscal Year (FY) 2013 – FY 2017 Transportation Improvement Program (TIP) Amendment

The CRTPA FY 2013 – FY 2017 TIP is proposed to be amended to reflect the following:

- Gadsden County Bike Lane/Sidewalk (Project #4281032): Delete project and place funding on new project (Florida Arts Bicycle Trail Project (Project #4333801)); consolidate funding (currently in FY 13 and FY 14) to FY 2013; add additional funding (portion allocated to Gadsden County) to FY 2013 (\$65,000) from CRTPA Bicycle and Pedestrian Project (Project #4098036) (Total funding: \$527,000 in FY 2013).
- CRTPA Bicycle and Pedestrian Projects (Project #4098036): Amend project to place Gadsden County's bicycle and pedestrian funding share for FY 2015 on Florida Arts Bicycle Trail Project (Project #4333801) in FY 2013 (\$65,000) (see above).
- Franklin Boulevard (Project #4318991): Delete project funding and place funding (\$550,000) on the Capital Cascade Connector Bridge Project (Project #4259411) in FY 2013 and in the CRTPA's Unified Planning Work Program (UPWP) (\$150,000) in FY 2013.
- Capital Cascade Connector Bridge Project (Project #4259411): Amend project to place additional funding on project in FY 2013 (\$550,000) from the Franklin Boulevard Project (Project #4318991).
- Wakulla County Bike Lane/Sidewalk (Ochlocknee Bay Trail Phase 5A) (Project #4301491): Delete project and place funding on new Ochlocknee Bay Trail Phase 5A Project (Project #4140322) and update funding to support design efforts in FY 2013 (\$34,700) and construction efforts in FY 2015 (\$312,300) (Total Funding: \$347,000).
- Capital Circle, NW (Blueprint 2000 payback) (Project #2197221): Amend project to advance FDOT payback funds to Blueprint 2000 (\$1,000,000) from FY 2014 to FY 2013.
- Apalachee Parkway Landscaping Project (Project #4322101): Add project to TIP related to landscape funding on Apalachee Parkway (Monroe Street to Magnolia Drive) in FY 2013.
- Capital Circle (Springhill Road to Orange Avenue) (Project #4157829): Add project to TIP in FY 12 & FY 13 to reflect project being developed by the Florida Department of Transportation.
- Add a new appendix ("Appendix G") to the document reflecting three (3) transportation projects located on public lands in Wakulla County that have received funding by the Federal Highway Administration- Eastern Federal Lands Highway Division (as requested by FHWA).

B. Regional Mobility Plan (RMP) Administrative Amendment

Staff is seeking approval to administratively amend the adopted Regional Mobility Plan (the agency's Long Range Transportation Plan) to add financial information related to Capital Circle, Southwest. The project, already in the Regional Mobility Plan (RMP), is proposed to be amended to ensure consistency with upcoming project development activities.

Recommended Action: *Approve agenda item by roll call vote*

5. CRTPA DISCUSSION (90 MINUTES)

The public is welcome to comment on any discussion item after a motion has been made and seconded. Each member of the public is provided three (3) minutes to address the CRTPA.

A. DRAFT Fiscal Year (FY) 2014 – FY 2018 Work Program (Discussion) (45 minutes)

Regina Battles, Florida Department of Transportation (FDOT), District 3, will present the Draft FY 2014 – FY 2018 Work Program. CRTPA written comments on the Draft Work Program must be provided to the FDOT by January 22, 2013.

Recommended Action: *For Board Information*

B. CRTPA Safety Grant Approval for Teen Driver Program in Leon County and Associated Unified Planning Work Program (UPWP) Amendment (Action) (10 minutes)

Staff is seeking approval to accept a teen driving safety grant award in association with the Tallahassee Police Department and in coordination with the Leon County CTST. Approval of this grant award requires an amendment to the CRTPA's UPWP to enable the CRTPA to accept the safety grant from FDOT to fund this project.

Recommended Action: *For Board Approval*

C. Sixth Avenue Sidewalk (Tallahassee) Update (Action) (15 minutes)

The 6th Avenue Sidewalk project was presented to the CRTPA Board in June 2012. Since that time, staff has been working with City of Tallahassee and Leon County staff as well as utilizing public input to develop a concept to move forward with and present to the Tallahassee City Commission. CRTPA staff is seeking approval of the 6th Avenue concept to present to the Tallahassee City Commission.

Recommended Action: *For Board Approval*

D. Designation of CRTPA Chair and Vice-Chair (Action) (5 minutes)

Annually, CRTPA members elect a new Chair and Vice-Chair to serve for the upcoming calendar year. Currently, Commissioner Sauls and Commissioner Miller hold the CRTPA Chair and Vice-Chair positions, respectively.

Recommended Action: *Select CRTPA Chair and Vice-Chair*

E. Designation of MPOAC Representative and Alternate (Action) (5 minutes)

Annually, the CRTPA approves an appointment and alternate to serve on the Governing Board for the Florida Metropolitan Planning Organization Advisory Council (MPOAC). The current CRTPA representative is Commissioner Madison. Commissioner Dozier and Commissioner Maddox serve as MPOAC Alternate.

Recommended Action: *Select MPOAC Representative and Alternate*

F. Federal Highway Administration Certification Report (Action) (10 minutes)

A report detailing the findings of the federal certification of the CRTPA that occurred in June of this year will be presented by the FHWA staff.

Recommended Action: *For Board Approval*

6. EXECUTIVE DIRECTOR'S REPORT

A status report on CRTPA activities and items of interest will be provided, including the following:

- **No Cost Work Order Time Extensions for CRTPA's General Planning Consultants**
- **Draft Congestion Management Process Plan Update**

Recommended Action: *Information only - No action required*

7. ITEMS FROM MEMBERS

This portion of the agenda is provided to allow members an opportunity to discuss issues relevant to the CRTPA.

8. CITIZEN COMMENT

This portion of the agenda is provided to allow for citizen input on any CRTPA issue. Those interested in addressing the CRTPA should complete a speaker request form located at the rear of the meeting room. Speakers are requested to limit their comments to three (3) minutes.

9. **INFORMATION**

A. News Articles/For Your Information

- “Bicycling for Better Business” (October 31, 2012, Jay Walljasper, Citiwire.net)
- “How biking can help a company’s bottom line” (June 7, 2011, Christine Fruechte, StarTribune)
- “Chicago’s Green Alley Initiative” (May 26, 2009, Benjamin Roman)
- “Housing In America: The Baby Boomers Turn 65” (October 17, 2012, New ULI Report)
- “The Fuel Tax: An Unsustainable Transportation Revenue Source” (October 31, 2012, Mark Reichert, Florida Transportation Commission, Transpo 2012)

B. CRTPA Draft Congestion Management Process Plan

C. Correspondence

D. Committee Actions (Citizen’s Multimodal Advisory Committee/ Technical Advisory Committee/Transportation Disadvantaged Coordinating Board)

E. Future Meeting Dates and Agenda Items (Next Meeting: January 28, 2013)

F. CRTPA Expense Reports

G. October 15, 2012 CRTPA Retreat Summary

Recommended Action: *Information only - No action required*

AGENDA ITEM 1

AGENDA MODIFICATIONS

November 26, 2012



AGENDA ITEM 1

AGENDA MODIFICATIONS

AGENDA ITEM 2

CONSENT AGENDA

AGENDA ITEM 2.A

MINUTES OF THE SEPTEMBER 24, 2012

CRTPA BOARD MEETING



November 26, 2012

AGENDA ITEM 2 A

MINUTES

REQUESTED BY: CRTPA Staff

TYPE OF ITEM: Consent

The minutes from the September 24, 2012 CRTPA meeting are provided as *Attachment 1*.

RECOMMENDED ACTION

Option 1: Approve the September 24, 2012 CRTPA Minutes.



CRTPA BOARD

MEETING OF MONDAY, SEPTEMBER 24, 2012 AT 1:00 PM

CITY OF TALLAHASSEE COMMISSION CHAMBERS
300 S. ADAMS STREET
TALLAHASSEE, FL 32301

MISSION STATEMENT

“The mission of the CRTPA is to act as the principal forum for collective transportation policy discussions that results in the development of a long range transportation plan which creates an integrated regional multimodal transportation network that supports sustainable development patterns and promotes economic growth.”

FINAL MINUTES

MEMBERS PRESENT:

Commissioner Jane Sauls, Leon County, Chair
Commissioner Akin Akinyemi, Leon County
Commissioner Kristen Dozier, Leon County
Commissioner Nick Maddox, Leon County
Commissioner Bryan Desloge, Leon County
Commissioner John Dailey, Leon County
Commissioner Bill Proctor, Leon County
Commissioner Doug Croley, Gadsden County
Commissioner Nancy Miller, City of Tallahassee
Commissioner Gil Ziffer, City of Tallahassee
Commissioner Randy Merritt, Wakulla County

STAFF AND OTHERS PRESENT: Thornton Williams, CRTPA Attorney; Bryant Paulk, FDOT; Brian Waterman, StarMetro; Jay Townsend, City of Tallahassee; Wayne Tedder, PLACE; Greg Burke, CRTPA; Colleen Roland, CRTPA; Harry Reed, CRTPA; Lynn Barr, CRTPA; Jack Kostrzewa, CRTPA; Yulonda Mitchell, CRTPA; Tony Park, Leon County Public Works; Richard Barr, Kimley Horn and Associates; Ryan Wetherell, Kimley Horn and Associates; Greg Vaughn, Atkins.

1. AWARDS AND SPECIAL PRESENTATIONS

Commissioner Nick Maddox presented the annual Transportation Disadvantaged Awards for 2012.

- **CRTPA Eighth Annual Transportation Disadvantaged Awards:** Annually, nominations are sought from agencies participating in the Transportation Disadvantaged Programs in Gadsden, Jefferson, Leon and Wakulla counties for outstanding driver and outstanding safety record.
- **State of Florida Commission for the Transportation Disadvantaged** will be presenting awards for Safety and Outstanding Urban Community Transportation Coordinator

- **Community Transportation Association of America** will be presenting the National Mobility Manager Award.

Board Action: No Action Taken

2. AGENDA MODIFICATIONS

None

3. CONSENT AGENDA

A. Minutes of the June 25, 2012 CRTPA Board Meeting

Board Action: Commissioner Desloge made a motion to accept the minutes as presented by staff. Commissioner Ziffer seconded the motion and the motion was unanimously passed.

4. CONSENT ITEMS PULLED FOR DISCUSSION

None

5. ROLL CALL VOTE AGENDA ITEMS

A. Fiscal Year (FY) 2013 – FY 2017 Transportation Improvement Program (TIP) Amendment

The CRTPA FY 2013 – FY 2017 TIP is proposed to be amended to reflect the following:

- Wakulla County Bike Lane/Sidewalk (Project #4301491): Amend project to specify funding be placed on Ochlocknee Bay Trail Phase 5A (located in Wakulla County) and add additional funding to FY 2013 as well as revise funds for FY 2014.
- Trails & Greenway Bike Path/Trail (Project #4301511): Amend project to place funding from FY 2013 on Project #4301491- Ochlocknee Bay Trail Phase 5A, above) in FY 2013.

Board Action: Commissioner Ziffer made a motion to accept the Fiscal Year (FY) 2013 – FY 2017 Transportation Improvement Program (TIP) Amendment as presented by staff. Commissioner Merritt seconded the motion; a roll call vote was taken and the motion was unanimously passed.

6. CRTPA DISCUSSION

A. FY 2014 – FY 2018 Priority Project List Adoption (Action) (15 minutes)

Annually, the CRTPA adopts Priority Project Lists (PPLs) in ranked order to provide the FDOT project funding direction as the state agency proceeds with the annual development of the State Work Program. This year, the following PPLs have been developed for CRTPA Board approval:

Mr. Greg Burke outlined each of the CRTPA Priority Project Lists (PPLs) for the region and explained the criteria used to create the rankings as presented to the Board. He stated the approved lists would be

provided to Florida Department of Transportation for use in development of the Draft FY14-FY18 State Work Program. Mr. Burke also discussed the public involvement that occurred related to development of the PPLs, noting that a public meeting was held on August 30, 2012 at the Tallahassee Senior Center. He noted that an email regarding the opportunity to attend the public meeting and provide input was sent to the CRTPA's transportation partners.

1. Regional Mobility Plan (RMP) Priority Project List

Board Action: Commissioner Maddox made a motion to accept the Regional Mobility Plan PPL. Commissioner Ziffer seconded the motion and the motion was unanimously passed.

2. Transportation Systems Management (TSM) Priority Project List

Board Action: Commissioner Merritt made a motion to accept the Transportation Systems Management PPL. Commissioner Ziffer seconded the motion and the motion was unanimously passed.

3. Transportation Enhancements Priority Project List

Board Action: Commissioner Ziffer made a motion to accept the Transportation Enhancements PPL. Commissioner Maddox seconded the motion and the motion was unanimously passed.

4. Strategic Intermodal System (SIS) Priority Project List

Board Action: Commissioner Maddox made a motion to accept the Strategic Intermodal System PPL. Commissioner Ziffer seconded the motion and the motion was unanimously passed.

5. StarMetro Priority Project List

Board Action: Commissioner Merritt made a motion to accept the StarMetro PPL. Commissioner Maddox seconded the motion and the motion was unanimously passed.

6. Tallahassee Regional Airport Priority Project List

Board Action: Commissioner Maddox made a motion to accept the Tallahassee Regional Airport PPL. Commissioner Ziffer seconded the motion and the motion was unanimously passed.

B. Fiscal Year 2013 CRTPA Budget (Action) (10 minutes)

The CRTPA's FY 2013 budget has been developed reflecting available federal funding as identified within the CRTPA's Unified Planning Work Program.

Board Action: Commissioner Maddox made a motion to accept the Fiscal Year 2013 CRTPA Budget as presented by staff. Commissioner Dailey seconded the motion and the motion was passed.

C. Monroe Street Access Management and Lake Ella Implementation Study – Work Order Request and Project Update (Action) (15 minutes)

Staff is seeking approval of a work order which would provide funds to conduct a signal warrant analysis associated with the programmed installation of medians near Lake Ella. Consultant staff will discuss this request as well as provide an update on the Monroe Street Access Management and Lake Ella Implementation Study.

Board Action: Commissioner Maddox made a motion to approve the Monroe Street Access Management and Lake Ella Implementation Study – Work Order Request agenda item. Commissioner Dailey seconded the motion and the motion was unanimously passed.

D. I-10 Interstate Master Plan Update (Information) (15 minutes)

Consultant staff will provide an update on the I-10 Interstate Master Plan currently under development.

Mr. Richard Barr, Kimley-Horn and Associates (KHA), provided an update on the study and noted that KHA is assisting FDOT and GMB Architecture and Engineering with the study. Mr. Barr outlined the project and provided a current status of the project. He stated the western portion is currently being studied and the middle (Leon County) would be conducted soon. Additionally, he stated this project studies the long range transportation needs of the I-10 corridor. He outlined the public involvement component of this project, noting meetings were held in Leon, Gadsden and Jefferson counties.

Board Action: This was an informational item, therefore no action was taken.

7. EXECUTIVE DIRECTOR'S REPORT

A status report on CRTPA activities and items of interest will be provided, including the following:

- **Wildflower Award**
- **October 15, 2012 CRTPA Retreat**
- **Leon County Community Traffic Safety Team Grant**

Board Action: This was an informational item, therefore no action was taken.

8. ITEMS FROM MEMBERS

This portion of the agenda is provided to allow members an opportunity to discuss issues relevant to the CRTPA.

9. CITIZEN COMMENT

None

10. INFORMATION

A. News Articles/For Your Information

- **“The Cost of America’s Inefficient Sprawl”, article from CNN, dated July 31, 2012**

B. CRTPA Congestion Management Process Update

C. CRTPA Member Government Bicycle and Pedestrian Plans Update

D. Correspondence

-
- E. Committee Actions (Citizen’s Multimodal Advisory Committee/ Technical Advisory Committee/Transportation Disadvantaged Coordinating Board)**
 - F. FY 2013 – FY 2017 Transportation Improvement Program (TIP) Administrative Amendments**
 - G. Future Meeting Dates and Agenda Items (Next Meeting: October 15, 2012)**
 - H. CRTPA Expense Reports**

Board Action: This was an informational item, therefore no action was taken.

The meeting was adjourned at 3:35 PM.

Attested:

Yulonda Mitchell, Recording Secretary

Jane G. Sauls, Chair

AGENDA ITEM 2.B

2013 CRTPA MEETING CALENDAR



November 26, 2012

AGENDA ITEM 2 B

2013 CRTPA MEETINGS CALENDAR

REQUESTED BY: CRTPA Staff

TYPE OF ITEM: Consent

STATEMENT OF ISSUE

Annually, the CRTPA approves a calendar of meetings for the upcoming year. The CRTPA 2013 calendar has been developed for CRTPA approval.

RECOMMENDED ACTION

Option 1: Approve the CRTPA 2013 Calendar and meeting location.

HISTORY AND ANALYSIS

Historically, the CRTPA holds six (6) board meetings per year. The following dates (along with anticipated agenda items) have been identified for the 2012 CRTPA calendar*:

- **January 28** CRTPA Project Updates
- **March 25** Draft Unified Planning Work Program (UPWP), Draft Transportation Improvement Program (TIP)
- **April 15** (*CRTPA Retreat* 9 a.m. – 1 p.m.)
- **May 20** Final UPWP
- **June 17** Final TIP
- **September 16** Priority Project Lists Adoption
- **October 21** (*CRTPA Retreat* 9 a.m. - 1 p.m.)
- **November 18** Draft Work Program, Election of Chair/Vice Chair

* *CRTPA Board meetings are scheduled to begin at 1 pm.*

Meetings have typically been held in the City of Tallahassee Commission Chambers due to the size of the CRTPA Board membership and the ability of the chambers to adequately meet the meeting space size requirements.

OPTIONS

Option 1: Approve the CRTPA 2013 Calendar and meeting location.
(Recommended)

Option 2: Provide other direction.

AGENDA ITEM 2.C

CRTPA GENERAL PLANNING CONSULTANT
WEBSITE IMPLEMENTATION WORK ORDER
AUTHORIZATION



November 26, 2012

AGENDA ITEM 2 C

CRTPA GENERAL PLANNING CONSULTANT WEBSITE IMPLEMENTATION WORK ORDER AUTHORIZATION

REQUESTED BY: CRTPA Staff

TYPE OF ITEM: Discussion/CRTPA Approval

STATEMENT OF ISSUE

This item seeks approval of a resolution to initiate a Work Order in support of the final phase associated with implementation of the General Planning Consultant (GPC) CRTPA Website Update.

RECOMMENDED ACTION

Option 1: Approve a resolution associated with issuing a work order related to the final phase of the General Planning Consultant Website Update Project funded through the General Planning Consultants Joint Participation Agreement with FDOT (*Attachment 1*).

PREVIOUS AGENDA ITEMS RELATING TO CRTPA GPC

March 15, 2010 – Agenda Item 5E - SU Funding Allocation

March 21, 2011 – Agenda Item 2E – RFQ for CRTPA General Planning Consultant

June 20, 2011 – Agenda Item 3B – General Planning Consultant Joint Participation Agreement

June 20, 2011 – Agenda Item 3B – General Planning Consultant Selection Approval

September 19, 2011 – Agenda Item 3D – Joint Participation Agreement Amendment Authorization

HISTORY AND ANALYSIS

At the September 19, 2011 CRTPA Board meeting, a Joint Participation Agreement was approved associated with executing the GPC Work Orders for initiation of CRTPA GPC projects. One of the projects initiated was the CRTPA Website Development Consultation (to be developed by URS Corporation for \$6,500).

Subsequently, project development efforts were initiated to develop a framework to update the CRTPA's website in a manner that would support use of the existing website technology (allowing CRTPA staff to maintain and update the new website) as well as incorporate additional features not

provided on the current website (including a meetings calendar). These efforts were recently completed and the next (and final) phase (project implementation) remains.

The implementation phase of the project involves building the new site including transitioning the existing website data as well as implementation of new features not currently on the existing website. Completion of the final implementation phase has been estimated at a maximum cost of \$34,946 and will be complete by June 30, 2013. Further information related to the work to be performed is provided as *Attachment 2*.

NEXT STEPS

Subsequent to CRTPA Board approval of the authorization to proceed with a work order related to the implementation of the updated CRTPA website, the GPC consultant will initiate project efforts. A demonstration of efforts to date related to the new website update is scheduled to be provided at the January 2013 CRTPA Board meeting by the project consultant.

OPTIONS

- Option 1: Approve a resolution associated with issuing a work order related to the final phase of the General Planning Consultant Website Update Project funded through the General Planning Consultants Joint Participation Agreement with FDOT.
(Recommended)

- Option 2: Provide other direction.

ATTACHMENT

- Attachment 1: CRTPA GPC Website Implementation Work Order Resolution
- Attachment 2: Website Update task detail



CRTPA RESOLUTION 2012-11-2C

A RESOLUTION of the Capital Region Transportation Planning Agency, hereby referred to as the CRTPA, authorizing the Chair to execute and Executive Director to administer a Work Order between the CRTPA and URS Corporation Southern hereby referred to as URS, for services to complete the project below.

WHEREAS, CRTPA is the designated metropolitan planning organization for Florida's capital region, and in support of its mission, CRTPA desires to use Urban Attributable (SU) funds to contract with a General Planning Consultant or Consultants that will, among other things, maintain required inventory data, support the Bicycle/Pedestrian program, assist in meeting new compliance requirements related to greenhouse gas reduction and air quality, perform small studies, prepare reports and perform graphics development.

WHEREAS, a General Planning Consultant (GPC) Agreement with URS was executed; and

WHEREAS, URS has agreed to perform the following work under the GPC Agreement:

1. Implement the CRTPA's redesigned website, including the following tasks (not to exceed \$34,946):
 - a. Build the website;
 - b. Migrate the new website to replace the existing website on web.com;
 - c. Prepare documentation associated with the maintenance of new site;
 - d. Prepare training materials and provide staff training.

THEREFORE, BE IT RESOLVED BY THE CRTPA THAT:

1. The CRTPA authorizes the Chair to execute and Executive Director to administer Work Orders to complete the identified project.

DULY PASSED AND ADOPTED THIS 26th DAY OF NOVEMBER 2012

Capital Region Transportation Planning Agency

By: _____
Jane G. Sauls, Chairperson

Attest: _____
Harry D. Reed III,
CRTPA Executive Director

Introduction

This document specifies the general requirements for an enhancement to the Capital Region Transportation Planning Agency (CRTPA) website. The requirements were derived from research by the Project Team conducted through meetings with CRTPA staff and the development of a functional prototype.

Website Purpose

The CRTPA uses its website to provide the latest news and information to its stakeholders about:

- Meetings and events
- Projects
- Publications
- Other related resources

The website is one of many mechanisms the CRTPA uses to communicate with its members and encourage public involvement in the transportation planning process.

Intended Audience

Visitors to the CRTPA website include:

- General Public
- Board members
- Committee members
- CRTPA Staff
- Community members interested in learning about or influencing transportation plans
- Government agencies involved in or impacted by transportation projects
- Private organizations seeking information about CRTPA activities and projects

Required Information Components

The CRTPA website contains the following information:

- Event notices and materials
 - Calendar of meetings and events
 - Meeting handouts, presentations, and notes available for download
 - Videos of past meetings
- Project information
 - Links to project websites
 - Reports and documents about projects
 - Instructions for learning more and getting involved in projects
 - Public Involvement
- Published documents
 - PDF versions of published reports

- Interactive Transportation Improvement Plan
- Related resources
 - Contact information
 - Links to other agencies

Website Organization and Navigation

It is important that visitors find the information they seek easily and quickly. This is accomplished by providing multiple methods for visitors to navigate through the site and search for information.

Main Menu

The website menu is located at the top of the page immediately below the banner. It is repeated as simple text at the bottom of the page. Menu options provide access to the following pages on the website:

- **Home** – Provides a welcome statement and links to frequently used information
- **About CRTPA** – Contains an overview of the CRTPA and lists of Board and Committee members
- **Meetings** – Includes meeting schedules, agendas, handouts, presentations, and videos
- **Documents/Projects** – Lists published reports and project information, including links for more information
- **Get Involved** – Provides information to encourage public participation in current CRTPA activities
- **Links** – Enable quick access to frequently requested websites of partner agencies and resources
- **Contact Us** – Supplies the names and contact information of key CRTPA personnel

Home Page Summaries and Links

The website home page provides quick links for frequently used information, such as:

- A link to the **Interactive Transportation Improvement Plan (TIP)** application
- A **Spotlight** section highlighting a current project or event. The section includes an illustration, a brief descriptive statement, and a link to another web page with more information. The Monroe Street project appears as the first Spotlight item.
- The **Calendar** of events identifies meetings and links to more information
- The **Latest CRTPA Board Video** is highlighted and provides access to additional videos
- **News** section identifies current and upcoming events and achievements, provides access to details about the activities

Other Features

The website also provides a "Get Involved" page with additional links to encourage participation by the general public. Google Translator is available on every page to help our limited English proficiency stakeholders find information on the site. The CRTPA logo in the banner provides a quick link back to the Home page from. A search option allows the user to find information based on a key word or phrase.

Software and Hardware Requirements

Content provided on the CRTPA website is maintained by existing CRTPA staff. The responsible personnel are knowledgeable about website design, but not primarily web programmers. Therefore, once implemented, the website needs to be maintained through a web authoring interface. The project team

researched various web authoring software for cost effectiveness and ease-of-use. The current editing software and web platform used by CRTPA through Web.com remains the most viable option based on factors such as cost, functionality, and usability.

The new website will reside on the same hardware platform as the current website. No additional hardware is required at this time.

Style Guide

The colors and fonts used in the new design reflect those used in the CRTPA logo. This provides a uniform identity for the website, visually linking it to the CRTPA.

Color Palette

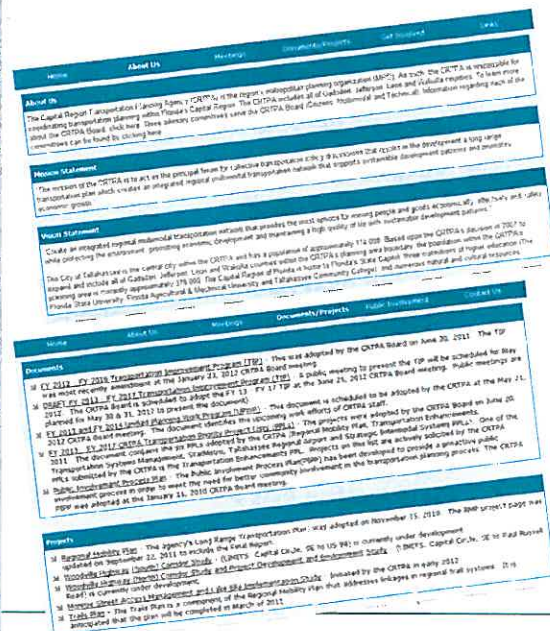
		
Dark Sky Blue #0091B4	Violet Red #8F0053	Grey #BCC4CA
R: 0	R: 143	R: 188
G: 145	G: 0	G: 196
B: 180	B: 83	B: 202

Font Styles

- Body Text: Tahoma, 10px, #000000
- Header One: Georgia, 30px, #0091B4
- Header Two: Tahoma, 14px, #FFFFFF
- Header Three: Tahoma, 12px, #B40037

Graphical User Interface

The following images illustrate the new website interface.



Implementation Strategy

The prototype demonstrates the design of the new CRTPA website by illustrating a few pages from the website. In January 2013, the project team will present the new design at the board meeting. Then, the team will implement the new site. This includes building the remaining pages, activating the links and functionality on all pages, replacing the current website, preparing documentation to assist CRTPA personnel in updating the information on the website, and providing training to CRTPA personnel.

Level of Effort

Implementation of the website will require approximately 490 staff hours over the course of six months, at an estimated cost of \$34,946. This estimate is based on current requirements for the ten identified web pages. We have included some flexibility for minor changes anticipated as the website is developed and tested. Implementation tasks include the following:

- Build the website (320 hours, \$23,033 estimated cost)
 - Add content and apply design to each page:
 - Home
 - About CRTPA
 - Board Members
 - Committee Members
 - Meetings
 - Documents/Projects
 - Get Involved
 - Links
 - Contact Us
 - Board Meeting Videos
 - Migrate content from existing website and update text as directed
 - Add functional links, translator, calendar, and video library
 - Demonstrate each page as it is completed and update page in response to feedback
 - Prepare website test plan and conduct user testing
 - Test usability and functionality of each page (includes internal program verification and user testing)
 - Respond to test results
- Migrate the new design to the CRTPA site on Web.com (40 hours, \$2,347 estimated cost)
 - Package and copy code CRTPA site on Web.com server
 - Re-test prior to publishing
 - Publish new website
 - Test new website and client feedback
- Prepare documentation (60 hours, \$4,006 estimated cost)
 - Update style guide
 - Prepare instructions for adding, updating, and deleting information on the website
- Prepare training materials and conduct training (40 hours, \$3,049)
 - Prepare handouts, demonstrations, and activities for on-site training
 - Conduct on-site training for CRTPA staff responsible for updating the website
- Participate in meetings (30 hours, \$2,511 estimated cost)
 - Throughout the duration of the project, meet with CRTPA staff to provide status updates and demonstrate progress on new pages (we anticipate face-to-face meetings at the CRTPA office every 4 – 6 weeks, with telephone conversations held at least bi-weekly)

Duration

The website implementation schedule is anticipated for November 1, 2012 – June 30, 2013.

AGENDA ITEM 2.D

FY 2011-2012 FEDERAL TRANSIT
ADMINISTRATION (FTA) JOB ACCESS AND
REVERSE COMMUTE (JARC) AND NEW
FREEDOM GRANT APPLICATIONS AND
RANKING



November 26, 2012

AGENDA ITEM 2 D

FEDERAL TRANSIT ADMINISTRATION JARC/NEW FREEDOM PROJECT LIST APPROVAL

REQUESTED BY: StarMetro

TYPE OF ITEM: Consent

STATEMENT OF ISSUE

StarMetro is requesting approval for the projects selected to receive Federal Transit Administration (FTA) 5307 funding under the Section 5316 Job Access and Reverse Commute (JARC) and the 5317 New Freedom (NF) programs. The projects were chosen by a selection committee through a competitive selection process as outlined by the FTA.

RECOMMENDED ACTION

Option 1: Approve the projects chosen by the selection committee to receive FTA funding under the JARC/New Freedom program.

HISTORY AND ANALYSIS

The Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFTEA-LU) authorizes funding to assist transit dependent individuals. The JARC (Section 5316) program seeks to improve access to transportation services to employment and employment related activities for welfare recipients and eligible low-income individuals and to transport residents of urbanized areas and non-urbanized areas to employment opportunities. These funds may be used for capital costs or operating expenses. Up to ten percent of the total grant money is allowed for administrative costs incurred by the designated recipient of the grant.

The funds for JARC are included in the CRTPA Transportation Improvement Plan (TIP) and the State Transportation Improvement Plan (STIP).

Star Metro has been appointed by the Governor of the State of Florida as the designated recipient of the FTA funding for the JARC program. The FTA apportions funds to designated recipients at the state level for non-urbanized areas and small-urbanized areas, and at the local level for larger urbanized areas. As required by the FTA, designated recipients conduct a competitive project selection process; certify fair and equitable distribution of funds resulting from the competitive selection process, certify that each project selected was derived from a locally developed coordinated public transit-human services transportation plan, certify that local plans are developed through an inclusive process; manage

grant distribution and oversight for sub-recipients receiving funds and submit reports as required by FTA.

The CRTPA is the designated coordinating entity as designated in the Human Services Transportation Plan, within the Transportation Disadvantaged Service Plan.

Star Metro conducted the required project selection process on October 18, 2012. As a result of the selection process, two (2) projects were selected for JARC funding and two (2) projects were selected for New Freedom. These selected projects comprise the Program of Projects (POP) to be submitted to FTA and are included in Attachment 1. When the federal grant is submitted, the FTA will review these projects and make a determination as to whether the projects meet criteria to be funded from the grant. When all criteria are met the FTA will notify Star Metro and the grant will be executed. After execution Star Metro will award funding for the selected project(s).

NEXT STEP

Subsequent to the CRTPA's approval of the projects chosen by the selection committee to receive FTA funding, StarMetro will prepare an agenda item for the City of Tallahassee Commission to approve the request to apply for, execute and administer the funding from the 2011/2012 JARC 5316 grants and the 2011/2012 NF 5317 grants.

OPTIONS

Option 1: Approve the projects chosen by the selection committee to receive FTA funding under the JARC/New Freedom program.
(Recommended)

Option 2: Provide other direction.

ATTACHMENT

Attachment 1: Program of JARC Projects (POP)

Attachment 2: Program of New Freedom Projects (POP)

**CITY OF TALLAHASSEE - STARMETRO
Federal Fiscal Year 2012**

Attachment 1

**Federal Transit Administration (FTA)
5316 Job Access Reverse Commute (JARC)**

2012 JARC Program of Projects

Project 1

Gadsden County

The Ochlocknee River physically separates Gadsden and Leon Counties while employment and three major roads hold them economically together. Interstate 10 and U.S. 90 split the county on an east-west axis along a similar path, although only 90, being the older road, actually goes through four of the six municipalities (and I-10 just one). U.S. 27 comes out of Decatur County, Georgia, and passes through Havana before becoming N. Monroe Street in Tallahassee. The U.S. Census first listed Gadsden County as part of the Tallahassee Metropolitan Statistical Area (MSA) in 1983, meaning that Gadsden is fundamentally incorporated into the economy of the primary city that gives the MSA its name. In the ensuing 25 years, those bonds have only gotten stronger.

Project Benefits

Almost half of the employed residents of Gadsden County—nearly 10,000 people—work in another county, and many of them in Tallahassee. Gadsden County is a predominantly rural county (65% rural) that is not currently served by a fixed route service by any transit provider. According to the 2010 Census, more than 49% of Gadsden County's residents worked outside of Gadsden County, representing a significant jobs/housing imbalance.

The Gadsden County Express will travel Highway 90 with the following stops: 1. Winn Dixie shopping center in Quincy; 2. Gadsden Memorial Hospital east of Quincy; 3. Midway City Hall; 4. Tallahassee Community College and 5. C.K. Steele Plaza in downtown Tallahassee.

Service will be provided Monday-Friday, except for major holidays, 8 hours a day. There will be 2 inbound trips and 1 outbound trip in the AM and 1 roundtrip at midday and 2 outbound trips and 1 inbound trip in the PM).

Budget

Gadsden County is requesting \$100,000 of 2012 JARC money to fund the Gadsden Express a service which will help meet the growing transportation needs of transportation disadvantaged citizens in Gadsden County (TDSP - Goal 9, Objective 1, Policy 9.1.3). The required 50 percent match

(\$100,000) will be met through the existing Gadsden County FY13 budget. The total project funding will be \$200,000.

Description	Total Grant	Local Funds – 50% match	Total Project Funding
2012 JARC Funds	\$100,000	\$100,000	\$200,000

Performance Indicators

Gadsden County will use the following benchmarks to gauge the success of this program:

- Monthly Ridership
- Passenger per mile cost
- Passengers per service hour

Project 2

Star Metro

Public Transit Provider

Star Metro as the Community Transportation Coordinator (CTC) for Leon County provides countywide transportation services to elderly, disabled and low-income citizens who lack adequate transportation to meet their medical, educational, employment and life sustaining needs. Leon county has a population of approximately 278, 000 citizens with over 81,000 citizens residing in the county rural areas. 19 percent of the population is elderly or disabled and approximately 25 percent live below poverty guidelines. Between Dial-A-Ride ADA complementary Paratransit and the Leon County Community Transportation Coordinator (CTC) StarMetro provided over 155,000 countywide demand responses (Para-transit) trips last year alone. Trends in the last three years show a continuous increase in demand for transportation that exceeds the transportation resources available for transportation disadvantaged citizens in Leon County.

Project Benefits

Services will be provided in Leon County areas in particular, low population densities and long travel distances where traditional fixed-route and Paratransit services makes it either prohibitively expensive to provide, or ineffective. Last year approximately 22,000 rural trips were provided; however, because of the lack of rural transportation resources, the needs of transportation disadvantaged citizens in the rural communities cannot be met without additional vehicles.

In an effort to meet growing demand for services outside of the city limits of Tallahassee the CTC is proposing using JARC funding to purchase an additional vehicle and equipment to help StarMetro better fulfill their mission of providing mobility to transportation disadvantaged citizens in Leon County (**TDSP - Goal 1, Objective 1**).

Budget

Star Metro as the CTC is requesting \$71,275 of 2012 JARC money to partially fund the purchase of a wheelchair accessible vehicle, bike rack and farebox in order to continue to meet the growing transportation needs of transportation disadvantaged citizens in Tallahassee and Leon County (**TDSP - Goal 9, Objective 1, Policy 9.1.3**). The required 20 percent match (\$14,255) will be met through the existing Leon County CTC budget. The total project funding will be \$85,530.

Description	Total Grant	Local Funds – 20% match	Total Project Funding
2012 JARC Funds	\$71,275	\$14,255	\$85,530

Performance Indicators

The CTC will use the following benchmarks to gauge the success of this program:

- Ridership
- Passenger per mile cost
- Passengers per service hour

**CITY OF TALLAHASSEE - STARMETRO
Federal Fiscal Year 2012**

**Federal Transit Administration (FTA)
5317 New Freedom
2012 New Freedom Program of Projects**

Project 1

StarMetro/CTC

Public Transit Provider

StarMetro as the Community Transportation Coordinator (CTC) for Leon County provides countywide transportation services to elderly, disabled and low-income citizens who lack adequate transportation to meet their medical, educational, employment and life sustaining needs. Leon county has a population of approximately 278, 000 citizens with over 81,000 citizens residing in the county rural areas. 19 percent of the population is elderly or disabled and approximately 25 percent live below poverty guidelines. Between Dial-A-Ride ADA complementary Paratransit and the Leon County Community Transportation Coordinator (CTC) StarMetro provided over 155,000 countywide demand responses (Para-transit) trips last year alone. Trends in the last three years show a continuous increase in demand for transportation that exceeds the transportation resources available for transportation disadvantaged citizens in Leon County.

Project Benefits

Services will be provided in Leon County areas in particular, low population densities and long travel distances where traditional fixed-route and Paratransit services makes it either prohibitively expensive to provide, or ineffective. Last year approximately 22,000 rural trips were provided; however, because of the lack of rural transportation resources, the needs of transportation disadvantaged citizens in the rural communities cannot be met without additional vehicles.

In an effort to meet growing demand for services outside of the city limits of Tallahassee the CTC is proposing using New Freedom funding to purchase an additional vehicle to help StarMetro better fulfill their mission of providing mobility to transportation disadvantaged citizens in Leon County (**TDSP - Goal 1, Objective 1**).

Budget

StarMetro as the CTC is requesting the full allotment of 2012 New Freedom funds (\$53,138) to assist in purchasing a wheelchair accessible vehicle, bike rack and fare box in order to continue to meet the growing transportation needs of transportation disadvantaged citizens in Tallahassee and Leon County

(TDSP - Goal 9, Objective 1, Policy 9.1.3). The required 20 percent match (\$10,628) will be met through the existing Leon County CTC budget. The total project funding will be \$63,766.

Description	Total Grant	Local Funds – 20% match	Total Project Funding
2012 New Freedom Funds	\$33,138	\$6,628	\$39,766

Performance Indicators

The CTC will use the following benchmarks to gauge the success of this program:

- Ridership
- Passenger per mile cost
- Passengers per service hour

Project 2

StarMetro

Public Transit Provider

This proposal is intended to use Federal Transit Administration (FTA) Section 5317 New Freedom program funds to place Braille and Raised Letter route identification signs at select StarMetro stops to aid the blind and visually impaired in accessing transit. StarMetro will also use these funds to place Braille/Raised letter signs at all route intersections and major destinations like regional malls and universities. This proposal intends to be a pilot project for new ADA Braille route signs. Feedback from blind and visually impaired customers will help determine the effectiveness of the new design.

Project Benefits

Braille/Raised letter signs will allow persons who are blind or visually impaired to positively identify their desired stops at route intersections and other select locations, which will prevent them from missing connection and wasting time. In addition, the signs will provide access to the NEXTTOTEXT feature to get bus arrival times. Several members of the visually impaired community have expressed a desire to have Braille/Raised letter at transit stops.

Budget

The total budget for this project will be \$22,400. This will allow for the placement of the metal Braille/Raised letter signs at transfer points and major destinations. Because of the high likelihood of damage to the signs, this proposal includes a double order of plates to provide replacements. The match will come from the StarMetro operating budget.

Description	Total FTA Grant	Admin	Project Amount	Local Funds	Total Project Funding
2012 Funds	\$ 18,000	2,000	\$20,000	\$4,400	\$ 22,400

AGENDA ITEM 3

CONSENT ITEMS PULLED FOR DISCUSSION



September 24, 2012

AGENDA ITEM 3

CONSENT ITEMS PULLED FOR DISCUSSION

AGENDA ITEM 4

ROLL CALL VOTE AGENDA ITEMS

AGENDA ITEM 4.A

FISCAL YEAR (FY) 2013-FY 2017
TRANSPORTATION IMPROVEMENT
PROGRAM (TIP) AMENDMENT



November 26, 2012

AGENDA ITEM 4 A

FISCAL YEAR 2013 – FISCAL YEAR 2017 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENT

REQUESTED BY: FDOT

TYPE OF ITEM: Hand Vote

STATEMENT OF ISSUE

The purpose of this item is to amend the CRTPA Fiscal Year (FY) 2013 – FY 2017 Transportation Improvement Program (TIP) to reflect the following:

- Gadsden County Bike Lane/Sidewalk (Project #4281032): Delete project and place funding on new project (Florida Arts Bicycle Trail Project (Project #4333801)); consolidate funding (currently in FY 13 and FY 14) to FY 2013; add additional funding (bicycle/pedestrian funding allocated to Gadsden County in FY 2015) to FY 2013 (\$65,000) from CRTPA Bicycle and Pedestrian Project (Project #4098036) (Total funding: \$527,000 in FY 2013).
- CRTPA Bicycle and Pedestrian Projects (Project #4098036): Amend project to place Gadsden County's bicycle and pedestrian funding share for FY 2015 on Florida Arts Bicycle Trail Project (Project #4333801) in FY 2013 (\$65,000) (see above).
- Franklin Boulevard (Project #4318991): Delete project funding and place funding (\$550,000) on the Capital Cascade Connector Bridge Project (Project #4259411) in FY 2013 and in the CRTPA's Unified Planning Work Program (UPWP) (\$150,000) in FY 2013.
- Capital Cascade Connector Bridge Project (Project #4259411): Amend project to place additional funding on project in FY 2013 (\$550,000) from the Franklin Boulevard Project (Project #4318991).
- Wakulla County Bike Lane/Sidewalk (Ochlocknee Bay Trail Phase 5A) (Project #4301491): Delete project and place funding on new Ochlocknee Bay Trail Phase 5A Project (Project #4140322) and update funding to support design efforts in FY 2013 (\$34,700) and construction efforts in FY 2015 (\$312,300) (Total Funding: \$347,000).
- Capital Circle, NW (Blueprint 2000 payback) (Project #2197221): Amend project to advance FDOT payback funds to Blueprint 2000 (\$1,000,000) from FY 2014 to FY 2013.
- Apalachee Parkway Landscaping Project (Project #4322101): Add project to TIP related to landscape funding on Apalachee Parkway (Monroe Street to Magnolia Drive) in FY 2013 (\$306,440).
- Capital Circle (Springhill Road to Orange Avenue) (Project #4157829): Add project to TIP in FY 12 & FY 13 to reflect project being developed by the Florida Department of Transportation.

- Add a new appendix (“Appendix G”) to the document reflecting three (3) transportation projects located on public lands in Wakulla County that have received funding by the Federal Highway Administration- Eastern Federal Lands Highway Division (as requested by FHWA).

NOTE: The TIP replacement pages reflecting the above changes will be provided prior to the November 26, 2012 CRTPA Board meeting.

CRTPA SUBCOMMITTEE ACTIONS

Note: At the time of agenda development, the CRTPA committees had not yet met. The actions of the committees will be provided under separate cover.

RECOMMENDED ACTION

Option 1: Authorize the Executive Director to transmit documentation to the FDOT reflecting the following amendment of the FY 2013 – FY 2017 Transportation Improvement Program:

- **DELETE/ADD PROJECT: Gadsden County Bike Lane/Sidewalk** (Project #4281032): Delete project and place funding on new Florida Arts Bicycle Trail Project (Project #4333801); allocate and consolidate existing funding for project design in FY 2013 and add additional funding to project from the CRTPA Bicycle and Pedestrian Projects (Project #4098036) in FY 2013 (Total funds: \$527,000).
- **REVISE PROJECT: CRTPA Bicycle and Pedestrian Projects** (Project #4098036): Amend project to place Gadsden County’s bicycle and pedestrian funding share for FY 2015 on Florida Arts Bicycle Trail Project (Project #4333801) in FY 2013 (\$65,000).
- **DELETE PROJECT: Franklin Boulevard** (Project #4318991): Delete project funding and place funding (\$550,000) on the Capital Cascade Connector Bridge Project (Project #4259411) in FY 2013 and in the CRTPA’s Unified Planning Work Program (UPWP) (\$150,000) in FY 2013.
- **REVISE PROJECT: Capital Cascade Connector Bridge Project** (Project #4259411): Amend project to place additional funding on the project in FY 2013 (\$550,000) from the Franklin Boulevard Project (Project #4318991).
- **DELETE/ADD PROJECT: Wakulla County Bike Lane/Sidewalk** (Ochlocknee Bay Trail Phase 5A) (Project #4301491): Delete project and place funding on new Ochlocknee Bay Trail Phase 5A Project (Project #4140322); update funding to support design efforts in FY 2013 (\$34,700) and construction efforts in FY 2015 (\$312,300) (Total funding: \$347,000).
- **REVISE PROJECT: Capital Circle, NW (Blueprint 2000 payback)** (Project #2197221): Amend project to advance FDOT payback funds to Blueprint 2000 (\$1,000,000) from FY 2014 to FY 2013.

- ADD PROJECT: Apalachee Parkway Landscaping Project (Monroe Street to Magnolia Drive) (Project #4322101): Add new project to the TIP to provide landscape funding (\$306,440) in FY 2013.
- ADD PROJECT: Capital Circle (Springhill Road to Orange Avenue) (Project #4157829): Add this project into the TIP to reflect design funding (\$2,710,437) in FY 2013.
- ADD APPENDIX: Add new appendix (“Appendix G - FHWA- Eastern Federal Lands Highway Division Projects”) reflecting those projects within the CRTPA region that have received funding for transportation improvements on federal lands. Also, update the TIP narrative to include reference to the new appendix.

HISTORY AND ANALYSIS

The CRTPA annually adopts a Transportation Improvement Program to identify those projects in the region that have received state and federal funding. Frequently, the TIP needs to be formally amended to reflect project changes such as the addition or deletion of a project, changes in project funding and changes in project scope.

The following projects are proposed to be amended in the FY 2013 – FY 2017 TIP:

Gadsden County Bike Lane/Sidewalk (Project #4281032)

This project is identified in the FY 2013 – FY 2017 TIP to fund construction of bicycle and pedestrian projects in Gadsden County in FY 2013 and FY 2014. The purpose of this amendment is to allocate and consolidate funding (currently in FY 2013 & FY 2014) to FY 2013 and place on a new project (Florida Arts Bicycle Trail Project, Project #4333801), consistent with direction from Gadsden County, for the project’s design. Additionally, Gadsden County’s portion of bicycle and pedestrian funding from the CRTPA Bicycle and Pedestrian Project (Project #4098036) from FY 2015 (\$65,000) is proposed to be advanced to FY 2013 and placed on this project. Total funding for design of this project is \$527,000 in FY 2013.

CRTPA Bicycle and Pedestrian Projects (Project #4098036)

This project, which provides bicycle and pedestrian funding to the CRTPA member governments, is proposed to be amended to advance Gadsden County’s bicycle and pedestrian funding share for FY 2015 (\$65,000) and place it on Gadsden County Bike Lane/Sidewalk (Project #4281032)(above) in FY 2013.

Franklin Boulevard (Project #4318991)

This project, which provides funding for the construction of sidewalks along Franklin Boulevard, is proposed to be deleted. Originally programmed in FY 2016, Blueprint 2000 proposed advance funding the project to be constructed in concert with Franklin Boulevard roadway construction currently underway. Ultimately, however, there was an inability to utilize the funds in concert with the roadway project (Note: Blueprint 2000 has sufficient funds to construct the sidewalks on Franklin). This amendment proposes placing the funding on two

projects: (\$550,000) on the Capital Cascade Connector Bridge Project (Project #4259411) in FY 2013 and in the CRTPA's Unified Planning Work Program (UPWP) (\$150,000) in FY 2013.

Capital Cascade Connector Bridge Project (Project #4259411)

This project is proposed to be amended to place additional funding on the project in FY 2013 (\$550,000) from the Franklin Boulevard Project (Project #4318991, above).

Wakulla County Bike Lane/Sidewalk (Project #4301491) At the September 2012 CRTPA Board meeting, this project was amended to identify that funding was to be placed on the Ochlocknee Bay Trail Phase 5A as well as advance funding to the project. The project is now proposed to be deleted and placed on a new project (Ochlocknee Bay Trail Phase 5A Project, Project #4140322). Additionally, funding is proposed to be updated to support design efforts in FY 2013 (\$34,700) and construction efforts in FY 2015 (\$312,300).

Capital Circle, NW (Blueprint 2000 payback) (Project #2197221)

This project is proposed to be amended to advance FDOT payback funds to Blueprint 2000 (\$1,000,000) from FY 2014 to FY 2013. The project reflects FDOT payback funds to Blueprint 2000 associated with the 6 lane widening of Capital Circle, NW (I-10 to US 90) which was completed in 2007.

Apalachee Parkway Landscaping Project (Project #4322101)

This project is proposed to be added to the TIP and will fund landscaping efforts along Apalachee Parkway from Monroe Street to Magnolia Drive. A total of \$306,440 is programmed in FY 2013 for this project.

Capital Circle (Springhill Road to Orange Avenue) (Project #4157829)

This project, which was included in the FY 12 – FY 16 TIP, is proposed to be added to the TIP to reflect a change in the design year. The project involves funds for the design of Capital Circle from Springfield Road to Orange Avenue in FY 2013 (\$2,710,437). Project development activities will be managed by the Florida Department of Transportation.

Appendix G -FHWA- Eastern Federal Lands Highway Division Projects: Add new Appendix G to reflect those projects within the CRTPA region that have received funding for transportation improvements on federal lands. The FHWA has requested that these projects be included in the TIP. The TIP narrative is also proposed to be amended to reference this new appendix.

OPTIONS

Option 1: Authorize the Executive Director to transmit documentation to the FDOT reflecting the following amendment of the FY 2013 – FY 2017 Transportation Improvement Program:

- DELETE/ADD PROJECT: Gadsden County Bike Lane/Sidewalk (Project #4281032): Delete project and place funding on new Florida Arts Bicycle Trail Project (Project #4333801); allocate and consolidate existing funding for project design in FY 2013 and add additional funding to project from the CRTPA Bicycle and Pedestrian Projects (Project #4098036) in FY 2013 (Total funds: \$527,000).
- REVISE PROJECT: CRTPA Bicycle and Pedestrian Projects (Project #4098036): Amend project to place Gadsden County's bicycle and pedestrian funding share for FY 2015 on Florida Arts Bicycle Trail Project (Project #4333801) in FY 2013 (\$65,000).
- DELETE PROJECT: Franklin Boulevard (Project #4318991): Delete project funding and place funding (\$550,000) on the Capital Cascade Connector Bridge Project (Project #4259411) in FY 2013 and in the CRTPA's Unified Planning Work Program (UPWP) (\$150,000) in FY 2013.
- REVISE PROJECT: Capital Cascade Connector Bridge Project (Project #4259411): Amend project to place additional funding on the project in FY 2013 (\$550,000) from the Franklin Boulevard Project (Project #4318991).
- DELETE/ADD PROJECT: Wakulla County Bike Lane/Sidewalk (Ochlocknee Bay Trail Phase 5A) (Project #4301491): Delete project and place funding on new Ochlocknee Bay Trail Phase 5A Project (Project #4140322); update funding to support design efforts in FY 2013 (\$34,700) and construction efforts in FY 2015 (\$312,300) (Total funding: \$347,000).
- REVISE PROJECT: Capital Circle, NW (Blueprint 2000 payback) (Project #2197221): Amend project to advance FDOT payback funds to Blueprint 2000 (\$1,000,000) from FY 2014 to FY 2013.
- ADD PROJECT: Apalachee Parkway Landscaping Project (Monroe Street to Magnolia Drive) (Project #4322101): Add new project to the TIP to provide landscape funding (\$306,440) in FY 2013.
- ADD PROJECT: Capital Circle (Springhill Road to Orange Avenue) (Project #4157829): Add this project into the TIP to reflect design funding (\$2,710,437) in FY 2013.
- ADD APPENDIX: Add new appendix ("Appendix G - FHWA- Eastern Federal Lands Highway Division Projects") reflecting those projects within the CRTPA region that have received funding for transportation improvements on federal lands. Also, update the TIP narrative to include reference to the new appendix.

(RECOMMENDED)

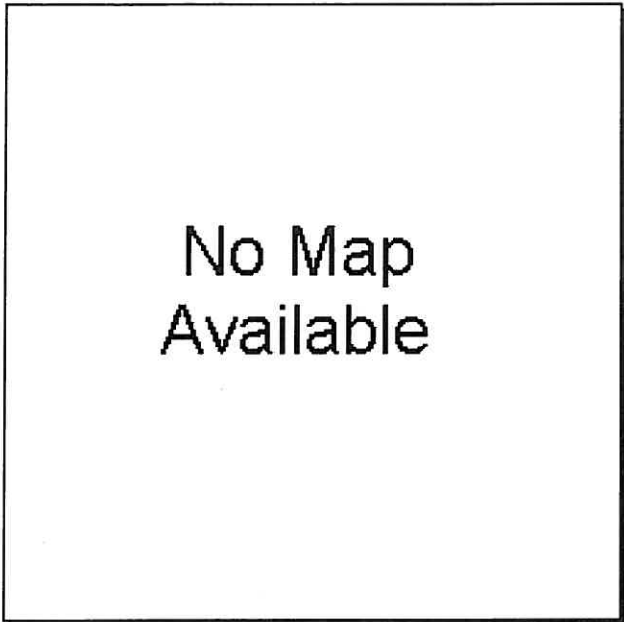
Option 2: Provide other direction.

ATTACHMENT

As noted above, the TIP replacement pages reflecting the above changes will be provided prior to the November 26, 2012

4333801

Florida Arts Bicycle Trail (SR 12)



Type of Work: BIKE PATH/TRAIL **From:** N Corry Street
L RTP Project #: Gadsden Bicycle & Ped Master Plan **To:** SR 63 (US 27)
Lead Agency: CRTPA
Project Type: State Managed

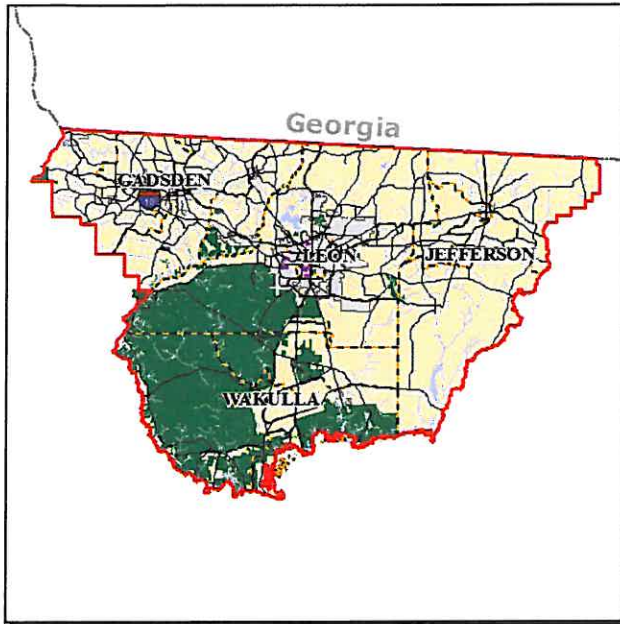
Phase	Fund Source	2012/13	2013/14	2014/15	2015/16	2016/17	Total
PE (32)	SU	527,000	0	0	0	0	527,000
PE (31)	DIH	1,000	0	0	0	0	1,000
Total		528,000	0	0	0	0	528,000

Project Description: Provides funding for the design of the Florida Arts Bicycle Trail in Gadsden County on SR 12 between Quincy and Havana.

Note: This project was amended into the TIP at the November 26, 2012 CRTPA Board meeting.

4098036

CRTPA Bicycle/Pedestrian Funding



Type of Work: FUNDING ACTION **From:** BICYCLE/PEDESTRIAN
To: PROJECTS
Length: 1.000 mi **Lead Agency:** CRTPA
Project Type: State Managed

Phase	Fund Source	2012/13	2013/14	2014/15	2015/16	2016/17	Total
CST (58)	SU	0	0	935,000	1,000,000	1,000,000	2,935,000
CST (61)	SU	0	0	0	0	500	500
Total		0	0	935,000	1,000,000	1,000,500	2,935,500

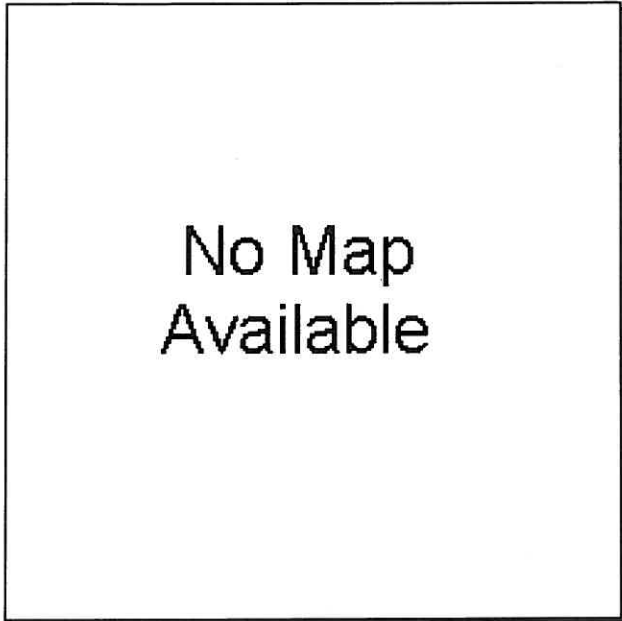
Total Project Cost: 3,000,500

Project Description: Annual bicycle and pedestrian funding set aside for use on projects within the CRTPA region (Gadsden, Jefferson, Leon and Wakulla counties).

Note: Project was amended in November 2012 to advance fund Gadsden County's FY 15 portion of funding on the Florida Arts Bicycle Trail Project in FY 2013 (Project #4333801).

4259411

CAPITAL CASCADE CONNECTOR BRIDGE



Type of Work: PEDESTRIAN/WILDLIFE OVERPASS **From:** CONNECTOR BRIDGE

To:

Length: 0.011 mi

Lead Agency: Blueprint 2000

Project Type: State Managed

Phase	Fund Source	2012/13	2013/14	2014/15	2015/16	2016/17	Total
CST (52)	AC	550,000	0	0	0	0	550,000
CST (61)	SE	0	500	0	0	0	500
CST (58)	SE	0	850,000	0	0	0	850,000
Total		550,000	850,500	0	0	0	1,400,500

Prior Year Cost: 150,000

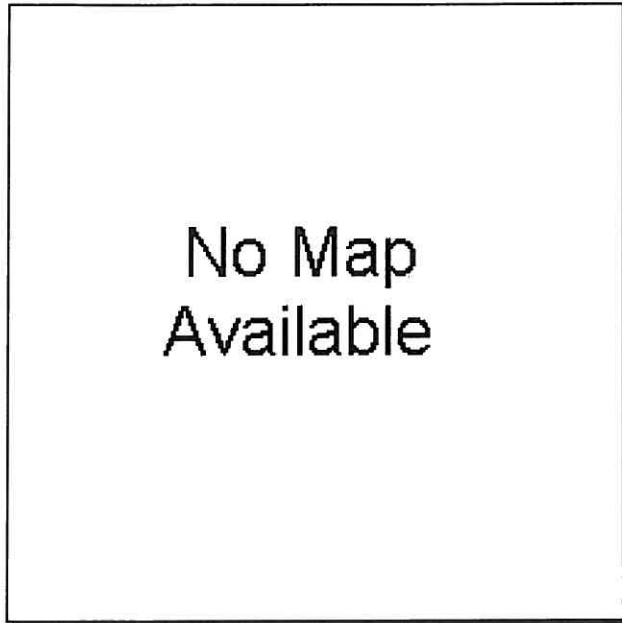
Total Project Cost: 1,000,500

Project Description: This project extends from South Gadsden Street to South Adams Street and includes the Capital Cascades Connector Bridge which spans South Monroe Street. The project will provide bicyclists and pedestrians a safe crossing over Monroe Street. For more information contact Gary Phillips at BP 2000 (219-1060).

Note: This project was amended in November 2012 to place additional funding on the project in FY 2013 (\$550,000).

4140322

Ochlocknee Bay Trail Phase 5A



Type of Work: BIKE PATH/TRAIL **From:**
LRTP Project #: Wakulla Bicycle, Pedestrian and Blueways **To:**
Lead Agency: FDOT
Project Type: Locally Managed

Phase	Fund Source	2012/13	2013/14	2014/15	2015/16	2016/17	Total
PE (38)	SU	34,700	0	0	0	0	34,700
PE (31)	SU	500	0	0	0	0	500
CST (68)	SU	0	0	31,230	0	0	31,230
CST (61)	SU	0	0	1,200	0	0	1,200
CST (58)	SU	0	0	281,070	0	0	281,070
Total		35,200	0	313,500	0	0	348,700

Project Description: This project provides funding for the design and construction of the Ochlocknee Bay Trail Phase 5 A.

Note: This project was added to the TIP in November 2012.

2197221

SR 263 CAP CIR NW



Type of Work: ADD LANES & RECONSTRUCT
From: FROM SR 10 (US 90) TENN.
To: TO SR 8 (I-10) WEST RAMP
Length: 2.534 mi
Lead Agency: Blueprint 2000
Project Type: State Managed

Phase	Fund Source	2012/13	2013/14	2014/15	2015/16	2016/17	Total
ADM (A2)	SU	5,000,000	2,511,433	4,590	0	0	7,516,023
ADM (A2)	ACSU	5,000,000	2,511,433	4,590	0	0	7,516,023
ADM (A2)	DS	0	488,567	772,639	0	0	1,261,206
Total		10,000,000	5,511,433	781,819	0	0	16,293,252

Prior Year Cost: 87,524,640

Total Project Cost: 105,079,096

Project Description: Construction on this project was completed in 2007 (widened to 6 lanes with bike lanes and sidewalks). The funding shown represents FDOT reimbursement to Blueprint 2000 for the agency's advancement of funds.

Note: This project was amended in November 2012 to advance a portion of the payback from FY 2014 to FY 2013 to Blueprint 2000.

4322101

SR 20 (US 27) Apalachee Parkway Landscaping



Type of Work: LANDSCAPING **From:** US 27 (Monroe Street)
To: SR 265 (Magnolia Drive)
Lead Agency: FDOT

Project Type: State Managed

Phase	Fund Source	2012/13	2013/14	2014/15	2015/16	2016/17	Total
CST (52)	DS	300,000	0	0	0	0	300,000
CST (61)	DIH	6,440	0	0	0	0	6,440
Total		306,440	0	0	0	0	306,440

Project Description:

Note: This project was added to the TIP (by amendment) in November 2012 to reflect the addition of landscape funds on Apalachee Parkway between US 27 (Monroe Street) and Magnolia Drive (SR 265).

APPENDIX G

FHWA – Eastern Federal Lands Highway Division Projects



FY 2013 - FY 2016 Transportation Improvement Program EFLHD - FLORIDA

PROJECT	AWARD FY	STATE	COUNTY	PARK, REFUGE, FOREST OR OTHER PARTNER/AGENCY	DESCRIPTION	CATEGORY	PRIMARY FUND SOURCE	TOTAL PROGRAM AMOUNT (RANGE)	FUNDS FROM TITLE	ADMIN BY / DELIVER BY	PHASE	CONSIST. WITH LRTP	REGION SIGNIF. PROJECT	CHANGE FROM LAST UPDATE (September 28, 2011)	CONG DIST NUMBER	FLMA REGION
CRYSTAL RIVER	2015	FL	CITRUS	U.S. Fish and Wildlife Service, Crystal River National Wildlife Refuge	FWS Design Rehab three sisters springs road (SAMMS WO# 2011189086)	Repair/Reconstruction/Resurface	Federal Lands Transportation Program	\$750,001 to \$1 million	Title 23	FWS	Planned	LRTP in progress	N/A	No Change	05	FWS-R4
EVER 10(3)	2013	FL	VARIOUS	National Park Service, Everglades National Park	Rehabilitate Main Park Road	Repair/Reconstruction/Resurface	Park Roads and Parkways	\$3 to 10 million	Title 23	EFLHD	In Design	No LRTP	N/A	New project, added on 03/09/2012, Award year changed from 2012 to 2013.	25	NPS-SER
FL 42-1(3)	2013	FL	BAKER	U.S. Forest Service	FH 42, Baker Co. - CR 250A, Resurface roadway from 250 to 10 in the Osceola NF	Repair/Reconstruction/Resurface	Public Lands Highway - Forest Highway	\$1 to 1.5 million	Title 23	State	Planned	No LRTP	N/A	New project, added 9/18/2012	04	FS-R8
FL PFH 411 (372), PH II	2013	FL	LIBERTY/WAKULLA	U.S. Forest Service, Apalachicola National Forest	Slope Stabilization from CR 375 to CR 67	Repair/Reconstruction/Resurface	Public Lands Highway - Forest Highway	\$1.5 to 3 million	Title 23	State	Planned	No LRTP	N/A	New project, added 08/21/2012	02	FS-R8
FW-LOSU 100(1), 101(1)	2013	FL	LEVY	U.S. Fish and Wildlife Service, Lower Suwannee National Wildlife Refuge	Rehabilitate Vista Road (Route 100), Pond 4 Road (Route 101), Vista Road Parking (Route 900), and Suwannee River Trail Parking (Route 901).	Repair/Reconstruction/Resurface	Federal Lands Transportation Program	\$750,001 to \$1 million	Title 23	EFLHD	In Design	LRTP in progress	N/A	Project name changed from SWE 100(1), 101(1) to LOSU 100(1), 101(1) to FW-LOSU...	05	FWS-R4
GUIS 159703	2015	FL	ESCAMBIA	National Park Service, Gulf Islands National Seashore	Cyclic asphalt overlay and roadway rehabilitation as needed on Fort Pickens Road (Rt 12)	Repair/Reconstruction/Resurface	Federal Lands Transportation Program	\$1.5 to 3 million	Title 23	EFLHD	Planned	No LRTP	N/A	New project, added 10/19/2011	01	NPS-SER
JN DING DARLING	2016	FL	LEE	U.S. Fish and Wildlife Service, JN Ding Darling National Wildlife Refuge	Rehab Tarpon Bay Rd (SAMMS WO# 2008870481)	Repair/Reconstruction/Resurface	Federal Lands Transportation Program	\$100,001 to \$250,000	Title 23	FWS	Planned	LRTP in progress	N/A	New project.	14	FWS-R4
JND 11(1)	2013	FL	LEE	U.S. Fish and Wildlife Service, J.N. Ding Darling National Wildlife Refuge	Rehabilitate Wildlife Drive (Route 11) (SAMMS WO# 2009962035)	Repair/Reconstruction/Resurface	Refuge Roads Program	\$1.5 to 3 million	Title 23	EFLHD	In Design	LRTP in progress	N/A	No Change	14	FWS-R4
LOWER SUWANNEE	2014	FL	LEVY	U.S. Fish and Wildlife Service, Lower Suwannee National Wildlife Refuge	Rehabilitate Shired Island Road, Rte. 917 (SAMMS WO# 2006533220)	Repair/Reconstruction/Resurface	Federal Lands Transportation Program	\$0 to \$100,000	Title 23	FWS	Planned	LRTP in progress	N/A	No Change	05	FWS-R4
LOWER SUWANNEE	2015	FL	LEVY	U.S. Fish and Wildlife Service, Lower Suwannee National Wildlife Refuge	Rehabilitate Shell Mound Road (SAMMS WO# 2008532572)	Repair/Reconstruction/Resurface	Federal Lands Transportation Program	\$100,001 to \$250,000	Title 23	FWS	Planned	LRTP in progress	N/A	No Change	05	FWS-R4



FY 2013 - FY 2016 Transportation Improvement Program EFLHD - FLORIDA

PROJECT	AWARD FY	STATE	COUNTY	PARK, REFUGE, FOREST OR OTHER PARTNER/AGENCY	DESCRIPTION	CATEGORY	PRIMARY FUND SOURCE	TOTAL PROGRAM AMOUNT (RANGE)	FUNDS FROM TITLE	ADMIN BY / DELIVER BY	PHASE	CONSIST. WITH LRTP	REGION SIGNIF. PROJECT	CHANGE FROM LAST UPDATE (September 28, 2011)	CONG DIST NUMBER	FLMA REGION
LOXAHATCHEE	2015	FL	PALM BEACH	U.S. Fish and Wildlife Service, Loxahatchee National Wildlife Refuge	Rehabilitate Marsh Trail parking lot, Route 901	Repair/Reconstruction/Resurface	Federal Lands Transportation Program	\$0 to \$100,000	Title 23	FWS	Planned	LRTP in progress	N/A	Administered/Delivered by changed from EFLHD to USFWS	19	FWS-R4
LOXAHATCHEE	2016	FL	PALM BEACH	U.S. Fish and Wildlife Service, Catahoula National Wildlife Refuge	Rehab Marsh Trail Parking Lot (SAMMS WO# 2005216526)	Repair/Reconstruction/Resurface	Federal Lands Transportation Program	\$100,001 to \$250,000	Title 23	FWS	Planned	LRTP in progress	N/A	New project.	19	FWS-R4
MERRITT ISLAND	2015	FL	BREVARD	U.S. Fish and Wildlife Service, Merritt Island National Wildlife Refuge	Rehabilitate Shiloh 1 North Road (SAMMS WO# 2009952488)	Repair/Reconstruction/Resurface	Federal Lands Transportation Program	\$100,001 to \$250,000	Title 23	FWS	Planned	LRTP in progress	N/A	No Change	24	FWS-R4
NATIONAL KEY DEER	2016	FL	MONROE	U.S. Fish and Wildlife Service, National Key Deer National Wildlife Refuge	Rehab Watson Nature Tr Pkg Lot (SAMMS WO# 2006415475)	Repair/Reconstruction/Resurface	Federal Lands Transportation Program	\$100,001 to \$250,000	Title 23	FWS	Planned	LRTP in progress	N/A	New project.	18	FWS-R4
ST MARKS NWR	2013	FL	WAKULLA	U.S. Fish and Wildlife Service, St. Marks National Wildlife Refuge	Transportation Study conducted with EFLHD	Repair/Reconstruction/Resurface	Federal Lands Transportation Program	\$100,001 to \$250,000	Title 23	FWS	Planned	LRTP in progress	N/A	No Change	02	FWS-R4
ST MARKS NWR	2014	FL	WAKULLA	U.S. Fish and Wildlife Service, St. Marks National Wildlife Refuge	Rehabilitate Plum Orchard Interpretative Trail (SAMMS WO# 2009952928)	Transportation Needs Assessment	Federal Lands Transportation Program	\$250,001 to \$500,000	Title 23	FWS	Planned	LRTP in progress	N/A	No Change	02	FWS-R4

- Transit PPL (provides a listing of transit projects, *developed by StarMetro*, reflecting projects consistent with StarMetro's adopted Transit Development Plan (TDP);
- Tallahassee Regional Airport PPL (provides a listing of airport projects, *developed by the Tallahassee Regional Airport*, reflecting consistent with the adopted 1996 Airport Master Plan Update); and,
- Strategic Intermodal System (SIS) PPL (identifies transportation projects eligible for SIS funding).

Appendix E contains the CRTPA's adopted FY 2013 – FY 2017 Priority Project Lists.

Implemented Projects

Major projects from the previous (FY 2012 to FY 2016) TIP that were implemented, as well as major projects for which significant delays in project implementation occurred, are listed in **Appendix B**. Additionally, included within the TIP is the Annual Listing of Federally Obligated Projects located within **Appendix D**. This listing, which is also posted on the CRTPA's website (www.crtpa.org), includes all projects (listed by county) that have received federal obligation in fiscal year 2011 (October 1, 2010 to September 30, 2011). Pursuant to federal law, such a list "shall be published or made available by the metropolitan planning organization for public review" (Title 23 U.S.C. 134(h)(7)(B)).

Public Involvement

The CRTPA's activities associated with seeking public comment on development of the TIP were consistent with the *Public Involvement Process Plan*, adopted by the CRTPA on September 21, 2009. Such activities included conducting a public meeting to present the document to the public on May 30 & 31, 2012 in Tallahassee and Quincy, respectively. The meeting provided citizens the opportunity to ask questions about the document as well as learn about the metropolitan transportation planning process. Additionally, the draft TIP was placed on the CRTPA's webpage (www.crtpa.org) in February 2012 and the document was discussed at the CRTPA's three (3) committees, the Citizens Advisory Committee (CAC), Multimodal Advisory Committee (MAC) and Technical Advisory Committee (TAC), as well as the CRTPA Board meeting. The CRTPA and CRTPA committee meetings are open to the public and provide an opportunity for public comment.

APPENDIX G (FHWA- Eastern Federal Lands Highway Division (EFLHD) Projects)

This appendix was added at the November 26, 2012 CRTPA Board meeting to reflect those projects within the CRTPA region that have received funding for transportation improvements on federal lands. Such projects do not impact the funds available to the CRTPA region that are annually prioritized by the agency for inclusion in this document.



AGENDA ITEM 4.B

REGIONAL MOBILITY PLAN (RMP)

ADMINISTRATIVE AMENDMENT

November 26, 2012



AGENDA ITEM 4 B

**REGIONAL MOBILITY PLAN (RMP) ADMINISTRATIVE AMENDMENT
CAPITAL CIRCLE, SOUTHWEST**

REQUESTED BY: CRTPA Staff

TYPE OF ITEM: Roll Call Vote

STATEMENT OF ISSUE

Staff is seeking approval of an administrative amendment to the Regional Mobility Plan (RMP) that will change the project limits, renumber and refine the cost of projects on Capital Circle in the Regional Mobility Plan - Cost Feasible Plan to be consistent with the FY 2013 – FY 2017 Transportation Improvement Program (TIP), Blueprint 2000, and the State Transportation Improvement Program (STIP).

RECOMMENDED ACTION

Option 1: Approve an amendment to the Regional Mobility Plan – Cost Feasible Plan that splits Project 133 – Capital Circle, Southwest (Orange Avenue to Crawfordville Road into:

1. RMP project 133A - Capital Circle, Southwest (Orange Avenue to Springhill Road),
and
2. RMP Project 133B – Capital Circle, Southwest (Springhill Road to Crawfordville Road).

Option 2: Approve an amendment that will include the following funding for the Regional Mobility Plan Project 133A - Capital Circle, Southwest (Orange Avenue to Springhill Road):

Right-of-way - \$30,000,000 in Tier 4 (Year 2031 – 2035), and
Construction - \$36,300,000 in Tier 4 (Year 2031 – 2035)

Option 3: Approve an amendment that will include the following funding for the Regional Mobility Plan Project 133B – Capital Circle, Southwest (Springhill Road to Crawfordville Road):

Design - \$2,100,000 in Tier 1 (Year 2016 – 2020),
Right-of-way - \$31,000,000 in Tier 4 (Year 2031 – 2035), and
Construction - \$23,700,000 in Tier 4 (Year 2031 – 2035)

HISTORY AND ANALYSIS

At the May 2012 CRTPA meeting the Board approved an amendment to the Regional Mobility Plan (RMP) that added costs for the Blueprint Capital Circle, SW project. Since that time Blueprint 2000 submitted consistency documentation to the Federal Highway Administration and received comments that the project required further refinement to be consistent between several documents including the RMP, FY 2013 – FY 2017 Transportation Improvement Program (TIP), and the State Transportation Improvement Program (STIP), and the documentation to complete the Blueprint 2000 Capital Circle, Southwest Project Development and Environment (PD&E) Study.

Since the projects are already included in the RMP as projects to be completed by “others” this amendment only reflects the change in limits and a refinement in costs. The two projects will remain in the section it is in currently since the CRTPA has not placed any funding or priority on this project.

OPTIONS

Option 1: Approve an amendment to the Regional Mobility Plan – Cost Feasible Plan that splits Project 133 – Capital Circle, Southwest (Orange Avenue to Crawfordville Road into: (RECOMMENDED)

1. RMP project 133A - Capital Circle, Southwest (Orange Avenue to Springhill Road),
and
2. RMP Project 133B – Capital Circle, Southwest (Springhill Road to Crawfordville Road).

Option 2: Approve an amendment that will include the following funding for the Regional Mobility Plan Project 133A - Capital Circle, Southwest (Orange Avenue to Springhill Road): (RECOMMENDED)

Right-of-way - \$30,000,000 in Tier 4 (Year 2031 – 2035), and
Construction - \$36,300,000 in Tier 4 (Year 2031 – 2035)

Option 3: Approve an amendment that will include the following funding for the Regional Mobility Plan Project 133B – Capital Circle, Southwest (Springhill Road to Crawfordville Road): (RECOMMENDED)

Design - \$2,100,000 in Tier 1 (Year 2016 – 2020),
Right-of-way - \$31,000,000 in Tier 4 (Year 2031 – 2035), and
Construction - \$23,700,000 in Tier 4 (Year 2031 – 2035)

Option 2: Provide other direction.

ATTACHMENT

Attachment 1: Updated Regional Mobility Plan (RMP) Cost Feasible Plan

REGIONAL MOBILITY PLAN COST FEASIBLE PLAN

ATTACHMENT 1

Revised November 26, 2012

Project #	Identified Projects				Tier 1: 2016 - 2020		Tier 2: 2021 - 2025		Tier 3: 2026 - 2030		Tier 4: 2031 - 2035	
	NAME	TERMINI		PROPOSED IMPROVEMENT	Funded Project Phase	Project Cost	Funded Project Phase	Project Cost	Funded Project Phase	Project Cost	Funded Project Phase	Project Cost
		FROM	TO									
Projects with Other Funding (Public)												
133A	Capital Circle, Southwest	Orange Avenue	Springhill Road	Right-of-Way								\$ 30,000,000
				Construction								\$ 36,300,000
133B	Capital Circle, Southwest	Springhill Road	Crawfordville Road	Design	\$ 2,100,000							\$ 31,000,000
				Right-of-Way								\$ 31,000,000
				Construction								\$ 23,700,000

AGENDA ITEM 5

CRTPA DISCUSSION

AGENDA ITEM 5.A

DRAFT FISCAL YEAR (FY) 2014-FY 2018

WORK PROGRAM

November 26, 2012



AGENDA ITEM 5 A
DRAFT FISCAL YEAR (FY) 2014 – FY 2018
WORK PROGRAM

REQUESTED BY: FDOT

TYPE OF ITEM: Discussion

STATEMENT OF ISSUE

Representatives from the Florida Department of Transportation (FDOT) District 3 will present the Draft Fiscal Year 2014 – 2018 Work Program ('Work Program'). Specifically, projects in the Tentative Work Program located within Leon, Gadsden, Jefferson and Wakulla counties will be discussed.

HISTORY AND ANALYSIS

The Florida Department of Transportation (FDOT) has developed the Draft Fiscal Year (FY) 2014 – FY 2018 Work Program. Developed annually, the Work Program provides a list of transportation projects that have received state and federal funding.

Development of the Work Program occurred in coordination with the CRTPA. As members will recall, at the September 24, 2012 Board meeting, the CRTPA adopted the FY 2014 – FY 2018 CRTPA Priority Project Lists. These lists were subsequently provided to the FDOT to provide guidance as the agency proceeded with development of the Draft Work Program.

A public hearing, attended by CRTPA staff, to present the Draft FY 2014 – FY 2018 Work Program was held on November 19, 2012 at the FDOT District 3 Operations Center in Midway.

Written comments from the CRTPA on the Draft Work Program must be provided to the FDOT by January 22, 2013.

NOTE: At the time of agenda preparation, the Draft Work Program was not yet released. Once available, information related to the Draft Work Program will be provided to members prior to the November 26, 2012 CRTPA Board Meeting.

AGENDA ITEM 5.B

CRTPA SAFETY GRANT APPROVAL FOR TEEN
DRIVER PROGRAM IN LEON COUNTY AND
ASSOCIATED UNIFIED PLANNING WORK
PROGRAM (UPWP) AMENDMENT



November 26, 2012

AGENDA ITEM 5 B

C RTPA SAFETY GRANT APPROVAL FOR TEEN DRIVER PROGRAM IN LEON COUNTY AND ASSOCIATION UNIFIED PLANNING WORK PROGRAM (UPWP) AMENDMENT

REQUESTED BY: CRTPA Staff

TYPE OF ITEM: Discussion

STATEMENT OF ISSUE

The Capital Region Transportation Planning Agency (CRTPA) has been selected to receive highway safety funds in the amount of \$27,000 (see *Attachment 1*) to fund the implementation of a Teen Driver Education and Outreach Program in Leon County. The award was granted in response to a grant application submission made by CRTPA staff in coordination with the Tallahassee Police Department (TPD) and the Leon County Community Traffic Safety Team (CTST).

Acceptance of this award requires the CRTPA to amend the Unified Planning Work Program (UPWP) to reflect this new work task so that the grant funds can be received, and to complete a formal subgrant application for the Florida Department of Transportation (FDOT). CRTPA staff is requesting that the CRTPA formally accept the award of the safety grant and to approve the necessary UPWP Amendment and associated paperwork for FDOT associated with this work task.

C RTPA SUBCOMMITTEE ACTIONS

Note: At the time of agenda development, the CRTPA committees had not yet met. The actions of the committees will be provided under separate cover.

RECOMMENDED ACTION

- Option 1: Approve the UPWP Amendment to identify the Teen Driver Education and Outreach Program in Leon County as a CRTPA work task in the Fiscal Year 2013-2014 UPWP and authorize the Executive Director of the CRTPA to execute the FDOT subgrant application and administer the subgrant funds.

PREVIOUS CRTPA AGENDA ITEMS

1. September 24, 2012 - Agenda Item 7 – Executive Director’s Report.

HISTORY AND ANALYSIS

The co-chairpersons of the Leon CTST for the past two years have been Lynn Barr, Mobility Coordinator for the CRTPA, and an officer from TPD (Calvin Bedenbaugh in 2011, and Andy Meresse in 2012). Members of the Leon CTST are predominantly comprised of individuals representing transportation, planning, and law enforcement professionals as well as interested citizens and professionals from special interest groups and organizations aimed at promoting safe choices for a long and healthy life. Due to the nature of the membership, and the access to raw data and personal experience each member has relating to traffic safety, the Leon CTST has taken up the issue of teen driver fatalities, injuries and crashes in Tallahassee-Leon County as their number one cause to correct.

Over the past several years, the Highway Safety Matrix Ranking of Florida Cities has placed Tallahassee as Number 2 for teen-driver related crashes involving injuries or fatalities. As unacceptable as that number is, Leon County can beat that as the Number 1 county in Florida (with a population greater than 200,000) for teen driver crashes involving fatalities and injuries. The statistics are sobering and call for a coordinated effort to target additional resources and attention to teen drivers in this area. The Leon CTST realizes that education, engineering, and enforcement are key components to saving lives with regard to teen fatalities, and to that end, the CTST formulated a program designed specifically for Leon County teens of driving age with those components in mind.

The CTST submitted a grant application to the FDOT on March 30, 2012 to initiate the Teen Driver Education and Outreach Program for Leon County. The initial concept paper and application is provided as ***Attachment 2***. The program is a coordinated outreach effort to educate and engage local teen drivers in hands-on and simulated experiences designed to result in voluntary compliance with safety laws and better overall driving skills. The aim is a collaborative engaging effort that not only presents the facts in a meaningful, memorable, and hands-on way, but one in which builds relationships and awareness between the CTST member organizations, their programs, and the youth drivers and their families within Tallahassee-Leon County. The goal is to deliver a program that is a life-saving experience and which presents a wide-spectrum of transportation, health, safety, and mentoring professionals in a uniform and collaborative front to aid our teen drivers. Ultimately, the program is designed to reduce teen driver related crashes and fatalities in Leon County.

Organization of the CRTPA Teen Driver Education and Outreach Program

The educational program, which is scheduled to launch in 2013, partners the existing resources of the CTST Member organizations with additional resources to be purchased and funded through the grant award. The TPD and the CRTPA are the lead coordinators and administrators

of the program. Resources that are owned by each CTST member organization will be utilized to the fullest to make this a top-notch comprehensive educational experience for area teens.

The course is designed to recognize that teens respond differently to different learning environments and methods. Both classroom and hands-on experiences will be utilized to teach the curriculum. Students must possess at least a restricted driver's permit to participate and they must be within the ages of 15 and 19. It is our hope that an incentive to take the course will be offered in the form of earned service hours for Bright Future's Scholarships – this is a detail being researched at this time.

The goal is to hold a course at the following Leon County High Schools at a minimum if resources allow: Godby, Leon, Rickards, Florida High, Chiles, and Lincoln High Schools. Additional sites may be added if interest exists and resources are available, and some of these sites may be removed if funding is restrictive or the schools are unable to offer their campus on available dates. It is the intention of the course to be geographically distributed as much as possible across the target student population in Leon County, focusing on public schools. The course will consist of 2.5 hours of classroom instruction (including video/slideshow/powerpoint presentation for illustrative purposes of the dangers of impaired and distracted driving) and 2.5 hours of practical hands-on experience. The hands-on experience will take place in a golf cart driving course, and this part of the course will also utilize a rollover simulator, seat belt convincer, and impaired vision goggles. Each student will take a placement test to determine their knowledge base before the course, and another following completion to determine knowledge retention. The course will be limited to 30 students per course.

Schedule of Program Events

The items necessary for the implementation of the program can not be purchased until the grant is received. Some of the necessary items require specialization, such as the golf carts, or reservations (such as the roll-over simulator). Efforts are underway to identify possible weekends that are available at each public school mentioned above so that the necessary materials can be reserved and advertising of the program can be initiated. It is anticipated that the program can kick-off in spring of 2013, with at least three events taking place prior to July 31, 2013. The events will each take place on a Saturday spanning 6 hours from 9-3 including a 30-minute sign-in period as well as a 30-minute lunch break. The course will be taught utilizing Leon County CTST partners including local law enforcement staff.

Project Funding

The project costs are funded through the grant award, which will fund the purchase of the necessary physical items and the implementation of the Teen Driver Education and Outreach Program. The golf carts and trailer will become the property of the Tallahassee Police Department (TPD) through a mutual aid agreement that will state that the property cannot be used for anything other than the purposes specified in the grant and through agreement with the CRTPA. The transfer of ownership is necessary in order for the title and registration of the trailer to be attained since the CRTPA cannot purchase such items, and the FDOT grant will not pay for said items. TPD will fund the tag and title costs associated with the golf carts and trailer.

Due to the fact that the program is not being funded as fully as hoped by the grant, CRTPA staff is working with TPD to acquire program necessities as economically as possible and existing CTST member resources are being utilized as much as possible to enable the program to reach as many schools as possible. For this reason, CRTPA staff is requesting that Leon County Schools not charge for the use of the school facility during the operation of the program. Schools that cannot donate this in-kind service in exchange for the program being offered to their students may not receive the benefit of the program being offered on their school campus if funding short-falls are experienced.

RECOMMENDED ACTION

Option 1: Approve the UPWP Amendment to identify the Teen Driver Education and Outreach Program in Leon County as a CRTPA work task in the Fiscal Year 2013-2014 UPWP and authorize the Executive Director of the CRTPA to execute the FDOT subgrant application and administer the subgrant funds.

Option 2: Provide other direction.

NEXT STEPS

After approval by the CRTPA, and execution of the Resolution (*Attachment 3*), CRTPA staff will process the UPWP Amendment and initiate the subgrant and necessary agreements to implement the CRTPA Teen Driver Education and Outreach Program for Leon County. Necessary materials will be purchased with grant dollars for the implementation of the program and updates will be provided to the CRTPA Board as the program unfolds.

ATTACHMENT

- Attachment 1: Safety Grant Award Letter
- Attachment 2: Safety Grant Concept Paper and Application
- Attachment 3: Resolution to execute the subgrant application and to administer the subgrant funds for the CRTPA Teen Driver Education and Outreach Program.



Florida Department of Transportation

RICK SCOTT
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

ANANTH PRASAD, P.E.
SECRETARY

August 24, 2012

Mr. Harry D. Reed, III
Capital Region Transportation Planning Agency
408 N. Adams St.
Tallahassee, Florida 32301

Dear Mr. Reed:

Your agency has been selected to receive highway safety funds in the amount of \$27,000. In order to receive this funding, you must complete the Subgrant Application for Highway Safety Funds.

Instructions for completing the application form, along with samples of the Project Detail Budget pages and the Quarterly Report of Performance Indicators page will be emailed to the project director for your convenience. Please use the following information when completing the Highway Safety Subgrant Application:

Project Title: Leon County Teen Drivers Education and Outreach Program
Project Number: CP-13-04-14

Please email the completed draft application to the FDOT Safety Office as soon as possible. Once the language is reviewed and approved by the FDOT Safety Office, send one completed copy of the application and three additional signature pages with original signatures to the Florida Department of Transportation (FDOT) Office for processing.

You will be notified as soon as your agency's Subgrant is awarded. No activities or orders should be made until you have received your executed subgrant application with award letter. While we strive to award as many subgrants as possible on October 1, the award could be delayed if your application is not submitted in a timely manner, if your application has to be returned for corrections, or if federal highway safety funds have not been released for award.

We look forward to working with you on this project. If you have any questions, please call (850) 245-1500.

Sincerely,

A handwritten signature in black ink, appearing to read "Kenneth L. Ellis".

Kenneth L. Ellis
Traffic Safety Administrator

KLE/ldk

cc: Lynn M. Barr
CP# 175



March 30, 2012

Mr. Kenneth L. Ellis
Traffic Safety Administrator
Florida Department of Transportation
605 Suwannee Street, MS-53
Tallahassee, Fl. 32399-0450

Re: Leon County CTST Highway Safety Grant

Dear Mr. Ellis;

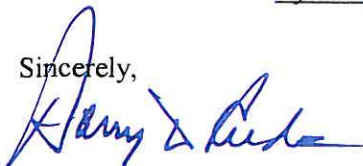
The Capital Region Transportation Planning Agency (CRTPA) is committed to providing safe transportation within our region to all users of the system. To that end, we are involved in and provide support to the Community Traffic Safety Teams (CTST's) in Leon, Jefferson, Wakulla, and Gadsden Counties. This letter is being sent by the CRTPA on behalf of the Leon County CTST to request a grant in the amount of \$29,643 to fund the Leon CTST Teen Driver Education and Outreach Program.

The Leon County CTST has made teen driver safety and education their number one priority, and for good reason. As you are well aware, Leon County is currently ranked Number 1 in the State of Florida for teen driver related crashes responsible for injuries or fatalities as reflected on the Highway Safety Matrix-Ranking of Florida Counties for counties with a population above 200,000. The City of Tallahassee is reflected as Number 2 for the same teen-related crashes as reflected on the Highway Safety Matrix Ranking of Florida Cities with a population greater than 75,000. The ranking is based on data collected from crashes during the 2006-2010 time period. The statistics are both sobering and alarming.

As Executive Director, I personally support and request funding for the Leon County CTST Teen Driver Education and Outreach Program. I believe with funding assistance from FDOT, teen related crashes can be greatly reduced in Leon County in the future. I appreciate your review and consideration of the Leon County CTST's proposal and request for assistance.

Should you have any questions, please contact Lynn Barr or myself at 850-891-6800. We can also be reached via e-mail at Lynn.Barr@talgov.com or at Harry.Reed@talgov.com

Sincerely,



Harry D. Reed, III, AICP
Executive Director
CRTPA

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
HIGHWAY SAFETY CONCEPT PAPER

500-065-17
SAFETY
12/08

Agency: <u>Capital Region Transportation Planning Agency</u>	
Concept Paper Title: <u>Leon County CTST Teen Driver Education and Outreach Program</u>	
Amount Requested: <u>\$29,643</u>	
Priority Area for Concept Paper:	
<input checked="" type="checkbox"/> Community Traffic Safety	<input type="checkbox"/> Police Traffic Services
<input type="checkbox"/> Impaired Driving	<input type="checkbox"/> Roadway Safety
<input type="checkbox"/> Motorcycle Safety	<input type="checkbox"/> Speed/Aggressive Driving
<input type="checkbox"/> Occupant Protection/Child Passenger Safety	<input type="checkbox"/> Traffic Records
<input type="checkbox"/> Pedestrian/Bicycle Safety	
Type of Request:	Type of Project:
<input checked="" type="checkbox"/> Initial <input type="checkbox"/> Continuation	<input checked="" type="checkbox"/> Local <input type="checkbox"/> Statewide
Head of Agency:	
Name: <u>Harry D. Reed, III, AICP</u>	
Title: <u>Executive Director</u>	
Address: <u>408 North Adams Street</u>	
<u>Tallahassee, Fl</u>	
<u>32301</u>	
Phone: <u>(850) 891-6800</u> Extension: _____	
E-Mail: <u>Harry.Reed@talgov.com</u>	
Project Contact:	
Name: <u>Lynn M. Barr, AICP</u>	
Title: <u>Mobility Coordinator</u>	
Address: <u>408 North Adams Street</u>	
<u>Tallahassee, Fl</u>	
<u>32301</u>	
Phone: <u>(850) 891-6801</u> Extension: _____	Fax Number: <u>(850) 891-6832</u>
E-Mail: <u>lynn.barr@talgov.com</u>	
FDOT USE ONLY:	
Concept Paper Number: _____	Assigned Module: _____
Postmark Date: _____	Planner Assigned: _____
Date Received: _____	Date Assigned: _____
Entered Into Database: _____	Planner Received: _____

Statement of the Problem: (Give details about the traffic safety problem that you want to correct. Include at least three years of crash, injury, fatality, and citation data to show the extent of the problem.)

Over the past several years, the Highway Safety Matrix Ranking of Florida Cities has placed Tallahassee as Number 2 for teen-driver related crashes involving injuries or fatalities. As unacceptable as that number is, Leon County can beat that as the Number 1 county in Florida (with a population greater than 200,000) for teen driver crashes involving fatalities and injuries. The statistics are sobering and call for a coordinated effort to target additional resources and attention to teen drivers in this area.

The teen driver statistics are unfavorable enough, but when you consider the population details of Tallahassee and Leon County, the problem escalates in severity. The City of Tallahassee encompasses over 150,000 full time residents, with the population of Leon County (within which Tallahassee is seated) in excess of 250,000 people. Additionally, over 100,000 people travel into Tallahassee and Leon County daily for employment. What further complicates the population base are the two universities and the community college that increase the population by approximately 60,000 people during the school year, and even more than that during football season.

The City of Tallahassee is very unique with respect to teen drivers. Approximately 15,000 new-to-Tallahassee teen drivers travel the streets of Leon County as a result of enrollment at the universities and colleges here each year. A majority of these teen drivers are also away from home for the first time and have very minimal supervision and guidance regarding safety choices. Couple these facts with their limited knowledge of the geometry and attributes of the local roadway network, and the probability of crashes increases when the local high school students who are just learning to drive are thrown into the mix.

Statistics show that although teen drivers account for a small percentage of our overall drivers, they are causing a disproportionate amount of crashes in the area. In 2011, the Tallahassee Police Department arrested 632 impaired drivers. Teen drivers account for 24.2% of those arrested for impaired driving. An additional 51 teen drivers were issued .02 violations during 2011. Of those teens arrested for impaired driving 8.4% were involved in a crash with injury subsequent to their arrest.

In 2011 the Tallahassee Police Department investigated 966 crashes with injuries. Research has revealed that 30.8% of these injury crashes involved drivers between 15-19 years of age. Further research revealed that in 2010 and 2009 over 30% of the injury crashes involved teen drivers.

The Community Traffic Safety Team (CTST) of Leon County has discussed teen driver habits and statistics at great length over the past two years. The CTST is committed to initiating a coordinated outreach effort to educate and engage local teen drivers in hands-on and simulated experiences designed to result in voluntary compliance with safety laws and better overall driving skills.

Proposed Solution: (Explain the countermeasures that you plan to implement to correct the problem and how the funding that you have requested will support those countermeasures.)

The Leon County CTST is comprised of transportation, planning, and law enforcement professionals as well as interested citizens and professionals from special interest groups and organizations aimed at promoting safe choices for a long and healthy life. Naturally, the Leon CTST realizes that education, engineering, and enforcement are key components to saving lives with regard to transportation. To that end, the CTST has taken up the issue of teen driver fatalities, injuries and crashes in Tallahassee-Leon County as their number one cause to correct.

Within Tallahassee-Leon County, the various agencies and professional organizations represented on the Leon CTST currently hold education initiatives on their own to increase driver awareness and responsibility. For example, the Tallahassee Police Department currently has a SPEED (Supportive Parent and Police Educating Early Drivers) program in place. This educational program targeting teen drivers has been in place for over 10 years. Although this program is a great success, statistics show that even more ways and opportunities to modify the behavior of our young drivers need to be utilized. The Leon County Sheriff's Department, Florida Highway Patrol, Leon County Schools, Capital Region Transportation Planning Agency, Florida SADD, and countless other organizations involved in the CTST also hold their own educational fairs, "Prom Promise" activities, driver education courses, etc., but clearly something needs to be initiated that draws on the resources and convictions of all safety professionals to present a unified and memorable experience for our young drivers. The aim is a collaborative engaging effort that not only presents the facts in a meaningful, memorable, and hands-on way, but one in which builds relationships and awareness between the CTST member organizations, their programs, and the youth drivers and their families within Tallahassee-Leon County. The goal is to deliver a program that is a life-saving experience and which presents a wide-spectrum of transportation, health, safety, and mentoring professionals in a uniform and collaborative front to aid our teen drivers. The ultimate goal is to reduce teen driver related crashes in Leon County.

With the assistance from FDOT, the Leon CTST would like to initiate an educational program that partners the resources of the CTST Member organizations with the resources requested in this grant. The Tallahassee Police Department and the Capital Region Transportation Planning Agency will be the lead coordinators and administrators of the program. Resources that are owned by each CTST member organization will be utilized to the fullest to make this a top-notch comprehensive educational experience for area teens.

Course Description: Recognizing that teens respond differently to different learning environments and methods, we will utilize classroom and hands-on experiences to deliver our message. Students must possess at least a restricted driver's permit to participate and they must be within the ages of 15 and 19. An incentive to take the course will be offered in the form of Bright Future's Scholarship Service Hours. The goal is to hold a course at the following Leon County High Schools: Godby, Rickards, Leon, Chiles, Lincoln, and Florida High. Additional sites may be added if interest exists and resources are available. The selected sites were chosen to distribute the course geographically across the target student population in Leon County. The course will consist of 2.5 hours of classroom instruction (including video/slideshow/powerpoint presentation for illustrative purposes of the dangers of impaired and distracted driving) and 2.5 hours of practical hands-on experience. The hands-on experience will take place in a golf cart driving course, and this part of the course will also utilize a rollover simulator, seat belt convincer, and impaired vision goggles. Each student will take a placement test to determine their knowledge base before the course, and another following completion to determine knowledge retention. The course will be limited to 30 students per course.

Period of application of the program: The program will kick-off in January 2013, with at least three events taking place prior to July 31, 2013. The events will each take place on a Saturday spanning 6 hours from 9-3 including a 30-minute sign-in period as well as a 30-minute lunch break. The course will be taught utilizing Leon County CTST partners including local law enforcement staff as well as volunteers from the Leon County School System.

Project Objectives: (List the short term goals that you have for the project. Some should be quantifiable, such as, "To reduce the number of people killed and injured in crashes by 5% compared to last year's statistics.")

1. To reduce the number of teen crashes and fatalities in Leon County by 5%, compared to the prior year's statistics.
2. To increase the seatbelt usage among teens by 5%, compared to the prior year's statistics.
3. To reduce the number of crashes involving impaired teen drivers by 5%, compared to the prior year's statistics.
4. To modify teen driver behavior through education -- gain voluntary compliance.
5. To provide life-saving driver education and experiences to teens in Leon County at each public high school in Leon County in an effort to modify teen driver behavior in Leon County.
6. To engage teen drivers in Leon County in cooperative educational driving experiences with local law enforcement and transportation safety advocates in the area.
7. To establish teen interactions and mentoring with local professionals responsible for transportation education, encouragement, engineering, and enforcement in Leon County.
8. To heighten awareness in the school system of the teen driver statistics in Tallahassee-Leon County to foster greater support and involvement at home.

Evaluation: (Explain how you will determine if the project is a success.)

In an effort to evaluate the effectiveness of this program, statistics on the following will be gathered prior to and at the end of the grant in the quarterly reports and final report: (1) The number of teen crashes in the Tallahassee-Leon County area; (2) The teen seatbelt usage rate at one local High School in Leon County; (3) The number of people educated through the program; (4) The differences in responses from pre-and post-tests administered during the program; and (5) Enrollment interest in the program as the year progresses.

It is anticipated that the program will lead to increased teen driver awareness of safety precautions/habits and the unintended consequences and repercussions that could happen if they do not become part of their lives. The success of the program is primarily determined by a marked decrease in unfavorable teen driver statistics, but increased interest and participation in the program, awareness of CTST programs and personnel in the community is also a standard of overall success.

CONCEPT PAPER BUDGET

500-065-17
SAFETY
12/08

List each item for which you are requesting funding and the estimated cost of the item(s). Equipment that has a unit cost of \$1,000 or more should be listed in the Operating Capital Outlay section.

BUDGET CATEGORY	TOTAL	FEDERAL FUNDING	MATCH	
			STATE	LOCAL
A. Personnel Services				
Law Enforcement Overtime Budget	\$10,575	\$10,575	\$0	\$0
Overtime	\$ 0	\$0	\$0	\$0
7.5 hrs x 6 events= 45 hours				
45 hrs x \$47hr= \$2,115				
\$2,115 x 5 officers =\$10,575				
FICA	\$ 153	\$153	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
Subtotal	\$10,728	\$10,728	\$ 0	\$ 0
B. Contractual Services				
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
Subtotal	\$ 0	\$ 0	\$ 0	\$ 0
C. Expenses				
Driver Safety Video's	\$ 265	\$265	\$0	\$0
Instructional Supplies	\$1,000	\$1,000	\$0	\$0
Projector	\$ 0		\$0	\$0
Safety Equipment: Traffic Safety vests, Golf Cart Tie-Down Straps,	\$ 250	\$250	\$0	\$0
T-Shirts for Participants and Instructors with logo of the program	\$3,200	\$3,200	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
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	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
	\$ 0	\$0	\$0	\$0
Subtotal	\$4,715	\$4,715	\$ 0	\$ 0



CRTPA RESOLUTION 2012-11-5B

A RESOLUTION of the Capital Region Transportation Planning Agency, hereby referred to as the CRTPA, authorizing the Executive Director to execute the subgrant application and administer the subgrant funds from the Florida Department of Transportation (FDOT) for the CRTPA Teen Driver Education and Outreach Program.

WHEREAS, Leon County is ranked Number 1 in teen driver fatalities in the Highway Safety Matrix-Ranking of Florida Counties for counties with a population over 200,000 and the City of Tallahassee is ranked Number 2 in teen driver fatalities in the Highway Safety Matrix-Ranking of Florida Cities for cities with a population over 75,000; and

WHEREAS, the CRTPA is the designated metropolitan planning organization for Florida's capital region which includes Leon County and the City of Tallahassee and submitted a grant proposal to FDOT to implement an education and outreach program designed to reduce teen driver fatalities in Tallahassee and Leon County; and

WHEREAS, the FDOT has selected the CRTPA as a recipient of highway safety funds in the amount of \$27,000 to initiate a Teen Driver Education and Outreach Program in Leon County; and

WHEREAS, the CRTPA has agreed to accept the funds and administer the program in coordination with the Tallahassee Police Department and the members of the CTST; and

THEREFORE, BE IT RESOLVED BY THE CRTPA THAT:

1. The CRTPA authorizes the Executive Director to execute the subgrant application and administer the subgrant funds from the FDOT for the CRTPA Teen Driver Education and Outreach Program.

DULY PASSED AND ADOPTED THIS 26th DAY OF NOVEMBER 2012

Capital Region Transportation Planning Agency

By: _____
Jane G. Sauls, Chairperson

Attest: _____
Harry D. Reed III,
CRTPA Executive Director

AGENDA ITEM 5.C

SIXTH AVENUE SIDEWALK (TALLAHASSEE)

November 26, 2012



AGENDA ITEM 5 C

6TH AVENUE (TALLAHASSEE) PEDESTRIAN PROJECT

REQUESTED BY: CRTPA Staff

TYPE OF ITEM: Discussion

STATEMENT OF ISSUE

The 6th Avenue Pedestrian Project is one of the first projects to come out of the Regional Mobility Plan (RMP) that was approved in November 2010. This project is being completed in conjunction with the "Sense of Place" effort being completed by the City of Tallahassee. This project is being coordinated with the City of Tallahassee and Leon County to create an improved pedestrian environment that connects Monroe Street to Thomasville Road and Gadsden Street.

At this meeting the consultant's will be presenting the Final Recommendation for improvements on 6th Avenue that will be forwarded to the City of Tallahassee for implementation.

RECOMMENDED ACTION

Option 1: Approve recommended alternative to improve pedestrian conditions along 6th Avenue (Monroe Street to just east of the Gadsden Street/6th Avenue intersection) in Tallahassee and on Gadsden Street (Ingleside Avenue to 6th Avenue) in Tallahassee. These improvements include:

1. Lane Reduction from Thomasville Road to Gadsden Street.
2. Sidewalks on both sides of 6th Avenue.
3. Raised Intersection at Thomasville Road and Gadsden Street.
4. Construct a sidewalk along the east side of Gadsden Street from 6th Avenue to Ingleside Avenue, and
5. Repave 6th Avenue from Monroe Street to Gadsden Street.

CRTPA COMMITTEE ACTIONS

The CRTPA Committees had not met at the time the Agenda was produced. Therefore, the "Actions" of the CRTPA Committees' and the associated minutes will be sent under separate cover prior to the November CRTPA Board Meeting.

PREVIOUS CRTPA AGENDA ITEMS

1. June 25, 2012 Agenda Item 5A – 6th Avenue (Tallahassee) Pedestrian Project.

HISTORY AND ANALYSIS

When the Regional Mobility Plan was being developed several projects were recommended for moving into a “development” stage given some opportunities that presented themselves in October of 2010. One of the projects moved forward was the 6th Avenue Pedestrian Project.

At the time, October 2010, the Tallahassee-Leon County Planning Department was developing a “Sense of Place” effort for the Midtown area, consultants working on the RMP had several projects in the identified Midtown area that would assist in making the area more pedestrian friendly, and students from Florida State University’s Urban and Regional Planning Department had completed a Monroe Street pedestrian analysis. All three of these efforts pointed towards the development of some east-west connectors to link Thomasville Road and Monroe Street, and beyond. A Study area map is shown as ***Attachment 1***.

The Project was identified as a project that would make this link through improved pedestrian connectivity. Therefore, when funding became available for several projects to move from the RMP into the Transportation Improvement Program (TIP), this was one of them.

In November of 2011, the CRTPA consultant began work on the 6th Avenue Pedestrian Project including collecting data along the corridor, developing alternatives, and meeting with several citizen groups including the Midtown Merchants Association. After meeting with these groups the consultant held a public meeting on June 14, 2012.

Based on the public meeting and through discussions with the City of Tallahassee and Leon County the alternatives were refined to include sidewalks along Gadsden Street from 6th Avenue to Ingleside Avenue, a raised intersection at 6th Avenue and Gadsden Street, and repaving of the corridor from Monroe Street to Gadsden Street.

The funding that was allocated for the project by the Florida Department of Transportation (FDOT) covers all of the costs associated with the design, any right-of-way needed and construction of the project. At this point in time it does not appear as though the project will require right-of-way, but that determination will be made during the design phase.

Alternatives

There were two alternatives developed for the 6th Avenue project. These are described below.

Alternative 1

Alternative 1 includes the following features and is graphically depicted in ***Attachment 2***.

- Lane Reduction from Monroe to Lafayette Circle – this alternative would reduce the travel lane from two lanes to one.
- Lane Reduction from Thomasville Road to Gadsden Street – currently, this is a three lane section with an eastbound left turn lane on to Gadsden Street. Analysis of the use of the left

turn lane indicates that the lane is underutilized and could be eliminated to include a wider pedestrian path between Thomasville Road and Gadsden Street. This feature is shown as **Attachment 3 (Existing)** and **Attachment 4 (Proposed)**.

- Sidewalks on Both Sides of 6th Avenue – Currently, the majority of sidewalk coverage, shown as **Attachment 5**, in the corridor is on the south side of the road. This alternative includes the placement of sidewalks on both sides of the road.
- Raised Intersection at Thomasville Road and Gadsden Street – raising the intersections, shown as **Attachment 6**, is a tool to reduce speed, define and enhance the pedestrian environment, and improve drainage options.
- Rebuild retaining wall between Thomasville Road and Gadsden Street (south side of 6th Avenue abutting the old Chez Pierre property). The survey conducted as part of this project indicated that there is enough right-of-way to provide a wider sidewalk and rebuild the retaining wall in conjunction with the new property owners to enhance their access as well. This is shown on **Attachment 7**.
- Construct a sidewalk along the east side of Gadsden Street from 6th Avenue to Ingleside Avenue, shown as **Attachment 8**.
- Repave 6th Avenue from Monroe Street to Gadsden Street.

Alternative 2

Alternative 2 includes all of the items listed upon Alternative 1 with two exceptions:

- Alternative 2 does not reduce 6th Avenue from two lanes to one lane from Monroe to Lafayette Circle. This Alternative is shown as **Attachment 9**.
- Alternative 2 does not rebuild the wall between Thomasville Road and Gadsden Street (south side of 6th Avenue abutting the old Chez Pierre property).

Project Funding

This project has the following schedule for funding.

FY 2012/FY 2013 – Design (\$165,000)
FY 2013/FY 2014 – Right-of-Way (\$550,000)
FY 2015/FY 2016 – Construction (\$600,000)

Total Funding \$1,315,000

Project Costs

Since the project includes both City of Tallahassee and Leon County property the costs are broken into two parts, **Attachment 10**, but will be let, designed, and constructed under a single contract. The City of Tallahassee has agreed to take the lead to oversee the design and construction segment of the project through the necessary Local Agency Program (LAP) agreements with FDOT. Additionally, the funding for construction is shown on page 3 as \$600,000 which is less than the estimated \$752,975 cost of construction. It is anticipated that the right-of-way that is required for the project, if any, will be less than the programmed \$550,000. At that point the CRTPA will request to have the funds place in the construction phase. Lastly, the LAP agreement is only for the design phase so any redistribution of funding amounts beyond design will be accomplished after design is completed.

Design - \$112,296
ROW – To be Determined
Construction - \$752,975

Public Involvement

CRTPA staff met with the Midtown Merchants Association several times to ensure that the improvements were consistent with what the vision was for the area. Additionally, there was a public meeting held to present the information regarding the 6th Avenue Pedestrian Project that was held on June 14, 2012.

LAP Agreement

The LAP Agreement, shown as **Attachment 11**, calls for the provision of \$165,000 to design the 6th Avenue pedestrian improvements. The funding for the design is available this fiscal year (FDOT Fiscal Year 2012/2013). The Agreement calls for the need to have the design completed by June 30, 2015 and the right-of-way requirements identified and provided to the Florida Department of Transportation by June 30, 2013. Neither of these deadlines is in jeopardy of being able to be met.

RECOMMENDATIONS FOR 6TH AVENUE

1. Lane Reduction from Thomasville Road to Gadsden Street.
2. Sidewalks on both sides of 6th Avenue.
3. Raised Intersection at Thomasville Road and Gadsden Street.
4. Construct a sidewalk along the east side of Gadsden Street from 6th Avenue to Ingleside Avenue.
5. Repave 6th Avenue from Monroe Street to Gadsden Street.

RECOMMENDED ACTION

Option 1: Approve recommended alternative to improve pedestrian conditions along 6th Avenue (Monroe Street to just east of the Gadsden Street/6th Avenue intersection) in Tallahassee and on Gadsden Street (Ingleside Avenue to 6th Avenue) in Tallahassee. These improvements include:

1. Lane Reduction from Thomasville Road to Gadsden Street.
2. Sidewalks on both sides of 6th Avenue.
3. Raised Intersection at Thomasville Road and Gadsden Street.
4. Construct a sidewalk along the east side of Gadsden Street from 6th Avenue to Ingleside Avenue, and
5. Repave 6th Avenue from Monroe Street to Gadsden Street.

Option 2: Provide other direction.

NEXT STEPS

After approval by the CRTPA, staff will work with the City of Tallahassee staff to obtain the approval of the City Commission for the improvements to 6th Avenue.

ATTACHMENT

- Attachment 1: Study Area Map
- Attachment 2: 6th Avenue Alternative 1 Features
- Attachment 3: Thomasville Road to Gadsden Street Existing Configuration
- Attachment 4: Thomasville Road to Gadsden Street Proposed Configuration
- Attachment 5: Existing 6th Avenue Sidewalk Coverage
- Attachment 6: Raised Intersection at 6th Avenue and Thomasville Road
- Attachment 7: Thomasville Road to Gadsden Street Retaining Wall
- Attachment 8: Gadsden Street Sidewalks
- Attachment 9: 6th Avenue Alternative 2 Features
- Attachment 10: Detailed Project Costs
- Attachment 11: LAP Agreement

6th Avenue Pedestrian Enhancements



6th Avenue Pedestrian Enhancements

Concept Alternative One

Node Definition
Traffic Calming
Raised Intersection

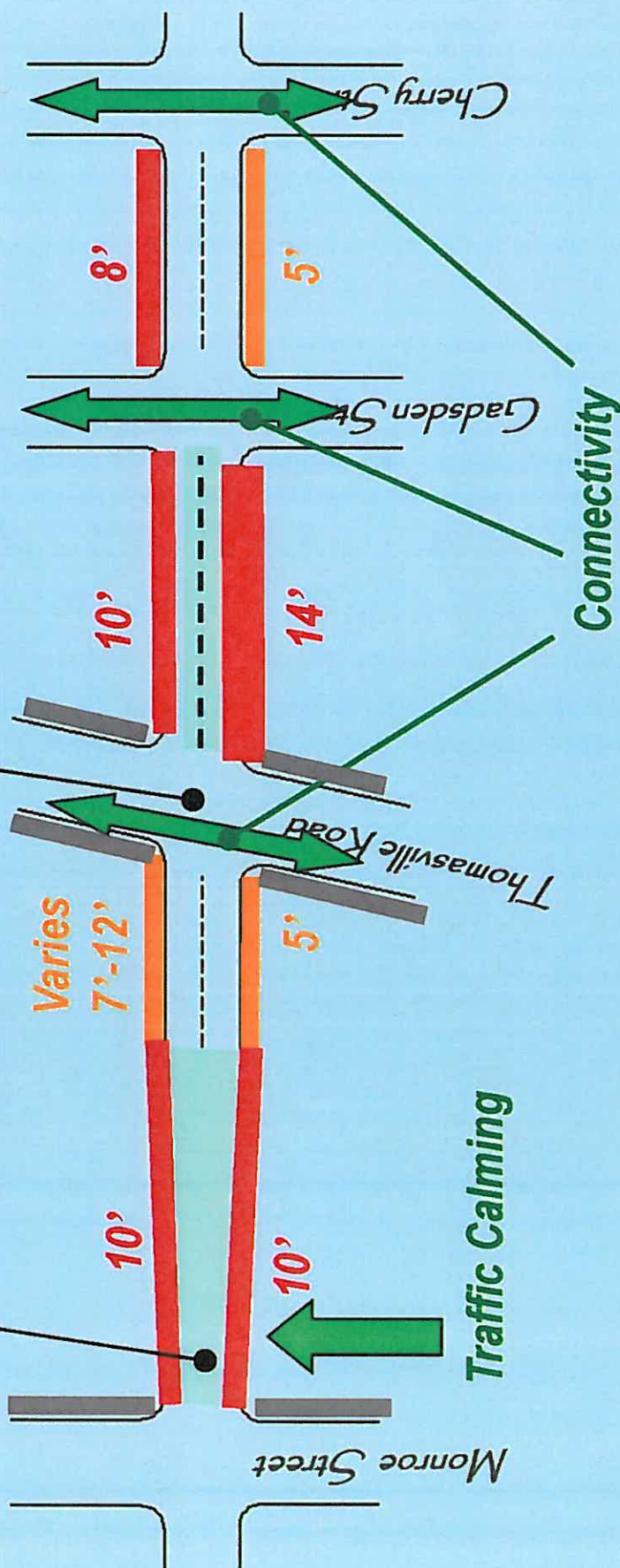
Lane Reduction

Varies
7'-12'

10'

10'

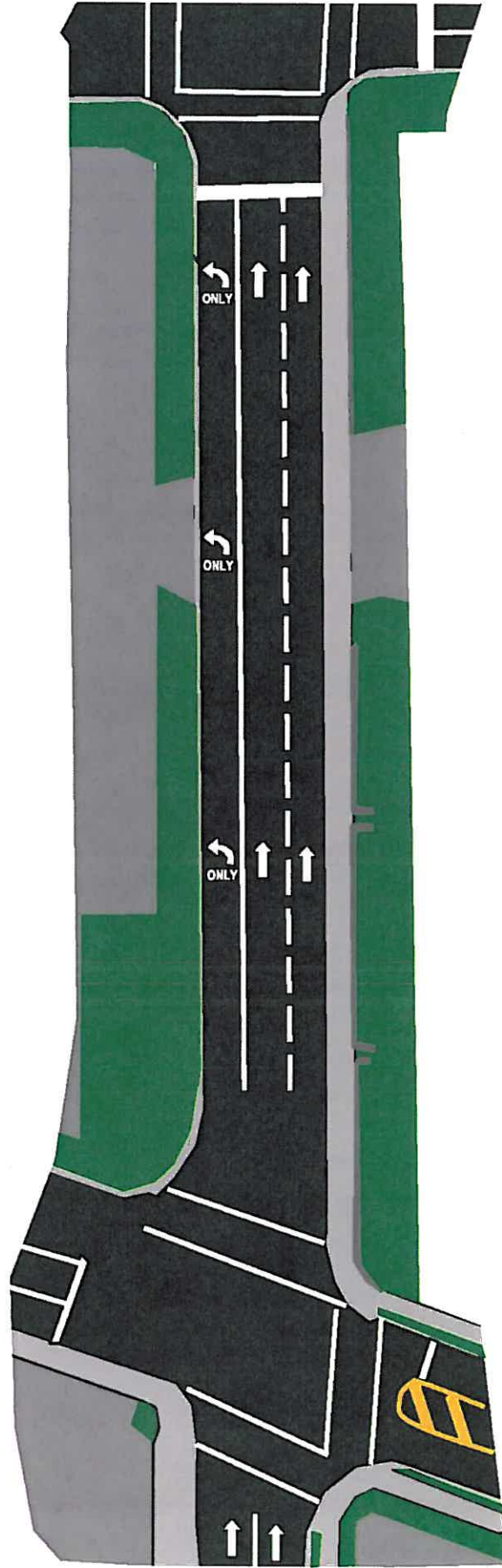
Traffic Calming



Connectivity

6th Avenue Pedestrian Enhancements

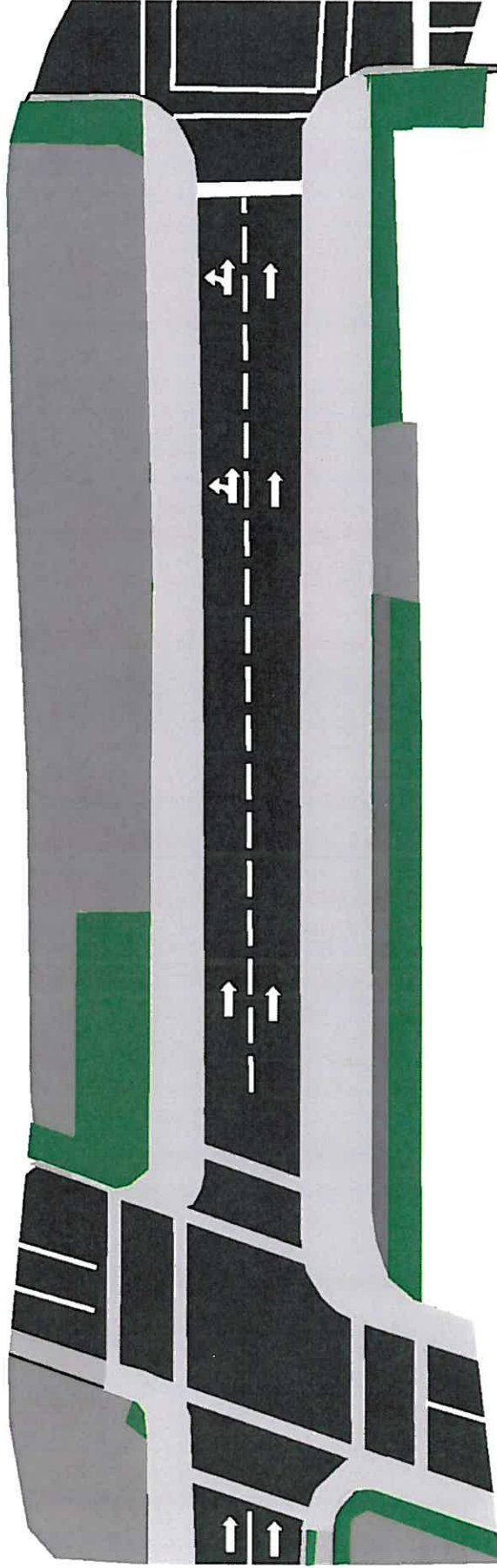
Concepts tested with traffic simulation software



Thomasville to Gadsden - Existing

6th Avenue Pedestrian Enhancements

Concepts tested with traffic simulation software

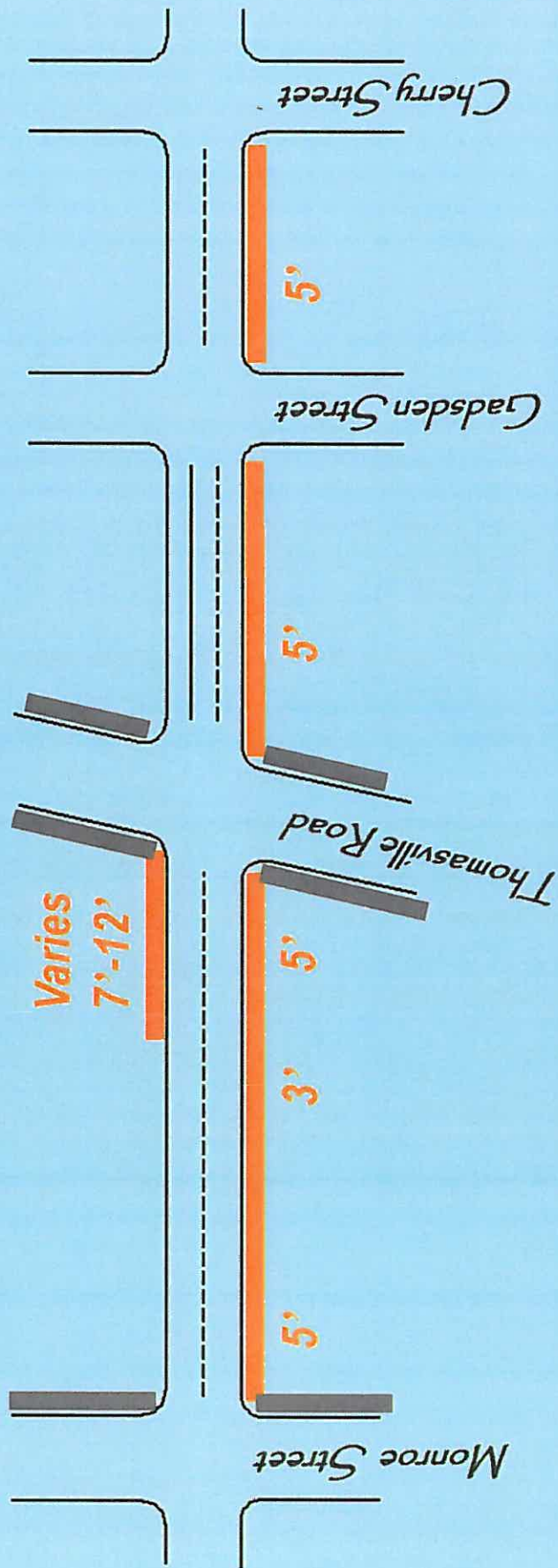


Thomasville to Gadsden - Proposed



6th Avenue Pedestrian Enhancements

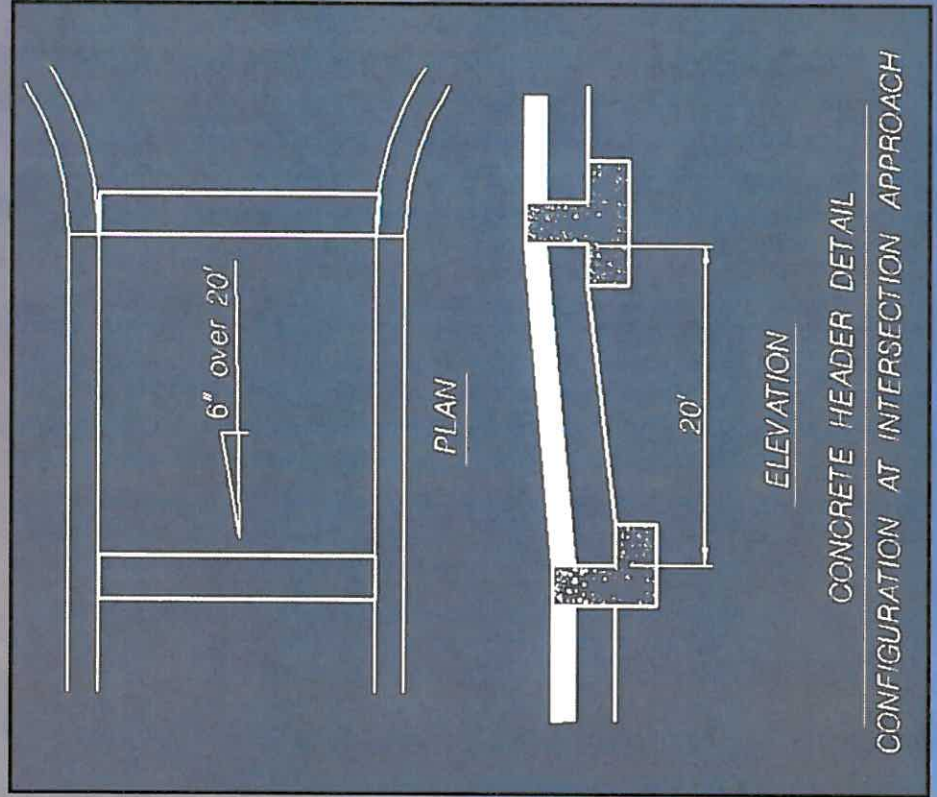
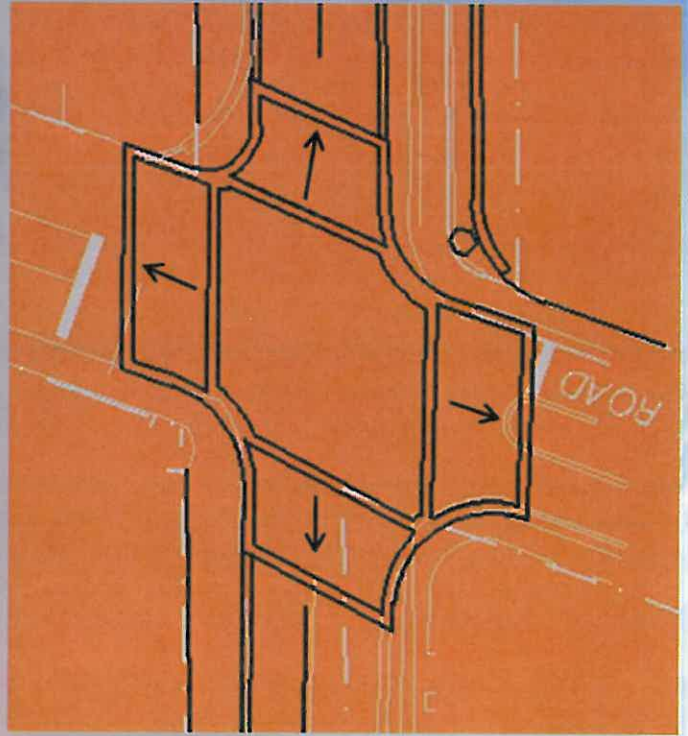
Existing Sidewalks



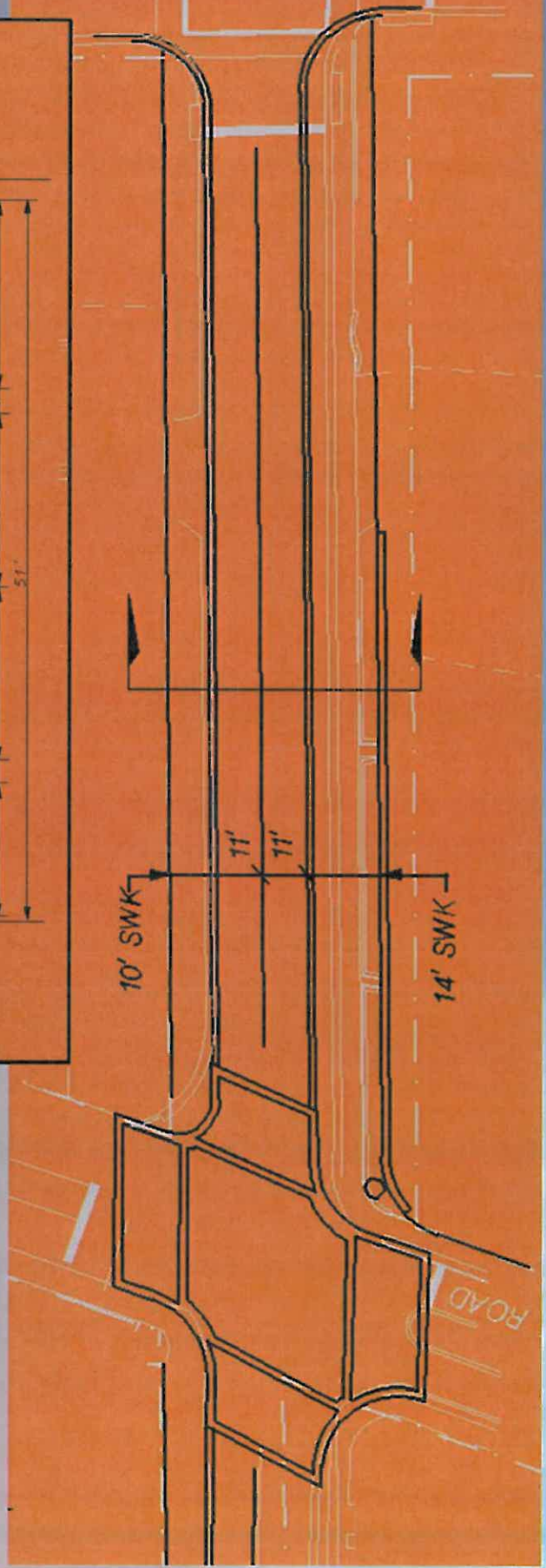
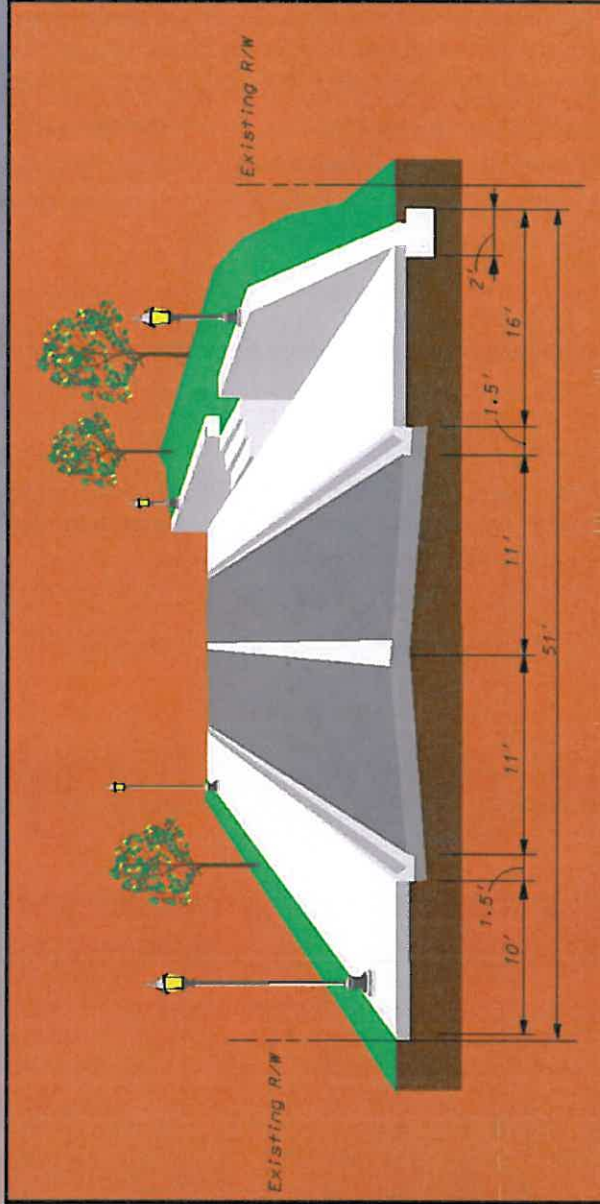
6th Avenue Pedestrian Enhancements

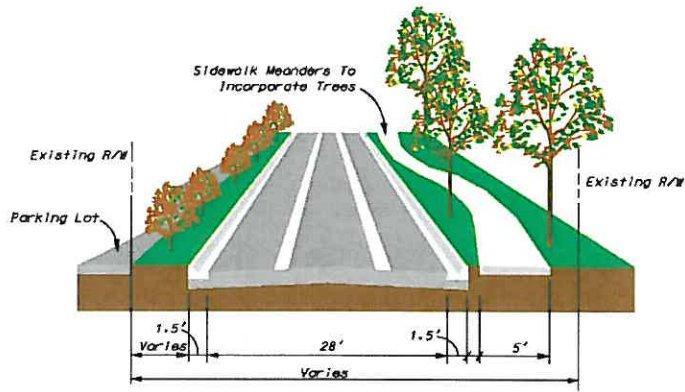


- Enhances pedestrian environment
- Defines pedestrian area
- Reduces speeds at intersection
- Can improve drainage options

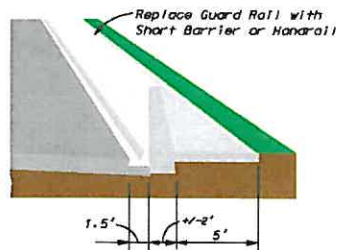


6th Avenue Pedestrian Enhancements

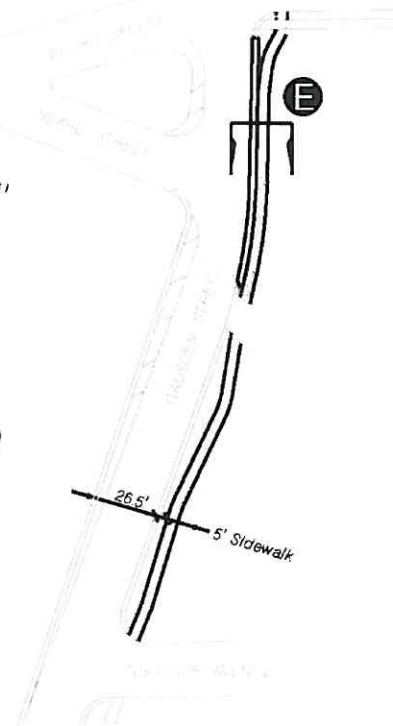
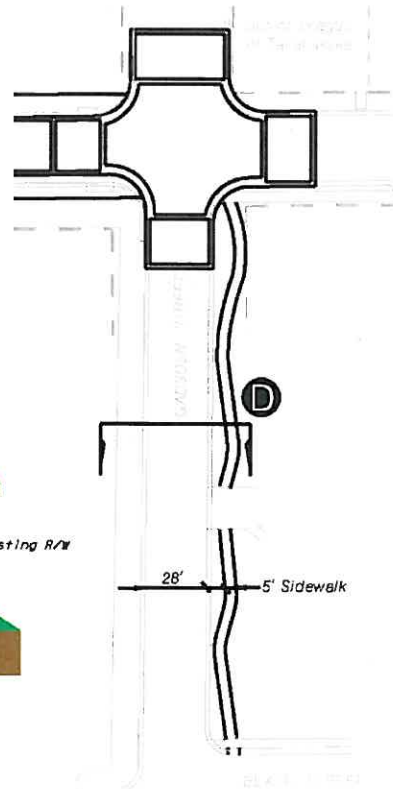




Conceptual Section - **D**



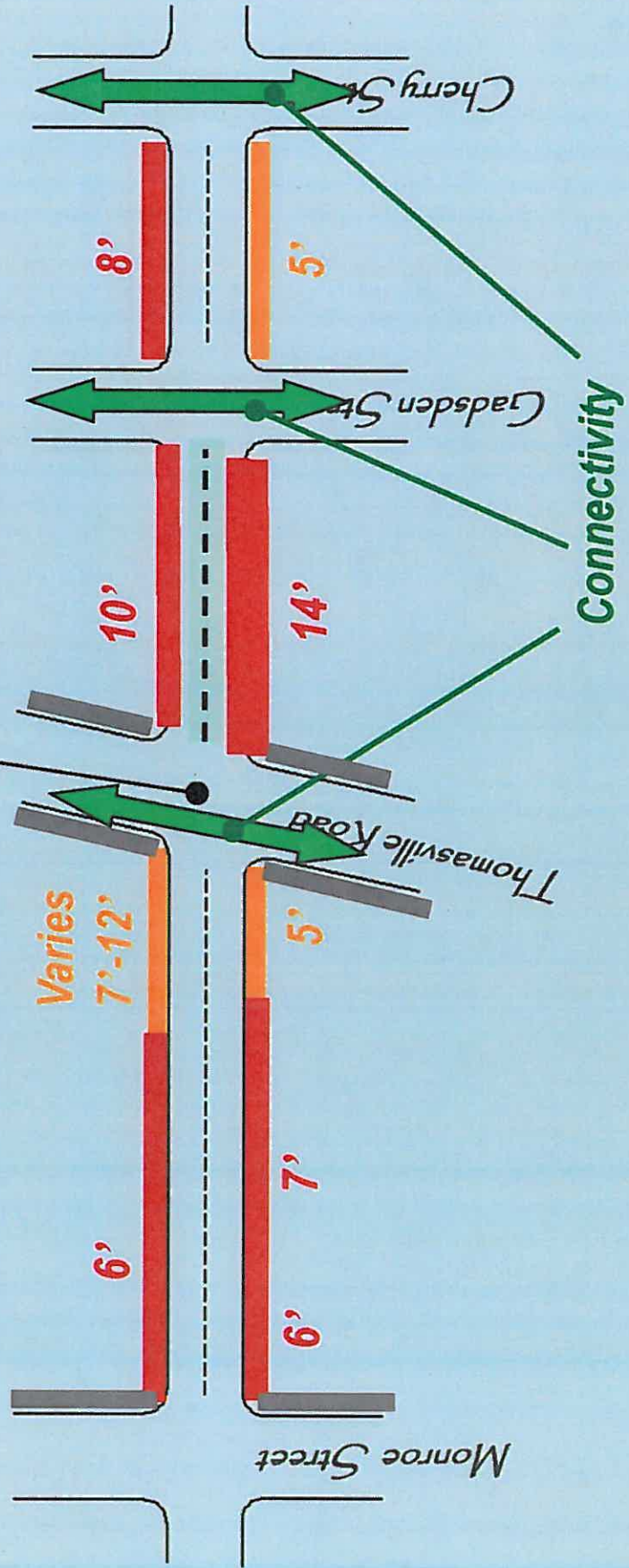
Conceptual Section - **E**



6th Avenue Pedestrian Enhancements

Concept Alternative Two

Node Definition
Traffic Calming
Raised Intersection



6th Avenue				
Improvement Description	Unit	Quantity	Cost Per Unit	Total Cost
Remove Asphalt Pavement	Sq Yard	1100	\$14.00	\$15,400.00
Remove Concrete	Sq Yard	1000	\$12.00	\$12,000.00
Remove Dispose C&G	LF	2000	\$12.00	\$24,000.00
Saw Cut Existing Pavement	Linear Foot	1200	\$4.00	\$4,800.00
6 Foot Concrete Sidewalk	Sq Yard	1700	\$52.00	\$88,400.00
Type F Curb and Gutter	Linear Foot	2000	\$22.00	\$44,000.00
Raised Intersection	Per	2	\$80,000.00	\$160,000.00
Mast Arm Signals	Per	2	\$100,000.00	\$200,000.00
Replace Retaining Wall	Linear Foot	30	\$100.00	\$3,000.00
Single Pole Removal	Per	2	\$800.00	\$1,600.00
Utility Relocation	Lump Sum	1	\$80,000.00	\$80,000.00
Standard Milling (3")	Sq Yard	3300	\$3.00	\$9,900.00
Resurface 3" Asphalt	Ton	550	\$100.00	\$55,000.00
Miscellaneous Pavement Marking	Linear Foot	1500	\$6.00	\$9,000.00
Miscellaneous Sodding	Sq Yard	1000	\$7.00	\$7,000.00
Total				\$714,100.00
Design (15%)				\$107,115.00
Contingency (20%)				\$142,820.00
Estimated Cost 6th Avenue				\$964,035.00

Gadsden Street				
Improvement Description	Unit	Quantity	Cost Per Unit	Total Cost
Right-of-Way Survey	Per	1	\$2,500.00	\$2,500.00
6 Foot Concrete Sidewalk	Sq Yard	300	\$52.00	\$15,600.00
Utility Relocation	Lump Sum	1	\$6,000.00	\$6,000.00
Remove Guardrail	Linear Foot	85	\$15.00	\$1,275.00
Retaining Wall	Linear Foot	100	\$100.00	\$10,000.00
Miscellaneous Sodding	Sq Yard	500	\$7.00	\$3,500.00
Total				\$38,875.00
Design (15%)				\$5,831.25
Contingency (20%)				\$7,775.00
Estimated Cost Gadsden Street				\$52,481.25

Total Cost for All Improvements	\$1,016,516.25
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STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
LOCAL AGENCY PROGRAM AGREEMENT

FPN: 430147-1-38-01	Fund: ACSU	FLAIR Approp: _____
Federal No: 7777-204-A	Org Code: _____	FLAIR Obj: _____
FPN: _____	Fund: _____	FLAIR Approp: _____
Federal No: _____	Org Code: _____	FLAIR Obj: _____
FPN: _____	Fund: _____	FLAIR Approp: _____
Federal No: _____	Org Code: _____	FLAIR Obj: _____
FPN: _____	Fund: _____	FLAIR Approp: _____
Federal No: _____	Org Code: _____	FLAIR Obj: _____
County No: (55) Leon	Contract No: _____	Vendor No: VF596000435109
Data Universal Number System (DUNS) No: 80-939-7102		
Catalog of Federal Domestic Assistance (CFDA): 20.205 Highway Planning and Construction		

THIS AGREEMENT, made and entered into this ____ day of _____, ____ by and between the STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, an agency of the State of Florida, hereinafter called the Department, and the City of Tallahassee hereinafter called the Agency.

WITNESSETH:

WHEREAS, the Agency has the authority to enter into this Agreement and to undertake the project hereinafter described, and the Department has been granted the authority to function adequately in all areas of appropriate jurisdiction including the implementation of an integrated and balanced transportation system and is authorized under Section 339.12, Florida Statutes, to enter into this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants, promises and representations herein, the parties agree as follows:

1.00 Purpose of Agreement: The purpose of this Agreement is to provide for the Department's participation in the Design of the 6th Avenue Bike Lane/Sidewalk project and as further described in Exhibit "A" attached hereto and by this reference made a part hereof, hereinafter called the "project," and to provide Department financial assistance to the Agency and state the terms and conditions upon which such assistance will be provided and the understandings as to the manner in which the project will be undertaken and completed.

1.01 Attachments: Exhibit(s) A, B, C & 1 are attached and made a part hereof.

2.01 General Requirements: The Agency shall complete the project as described in Exhibit "A" with all practical dispatch, in a sound, economical, and efficient manner, and in accordance with the provisions herein, and all applicable laws. The project will be performed in accordance with all applicable Department procedures, guidelines, manuals, standards, and directives as described in the Department's Local Agency Program Manual, which by this reference is made a part hereof as if fully set forth herein. Time is of the essence as to each and every obligation under this Agreement.

A full time employee of the Agency, qualified to ensure that the work being pursued is complete, accurate, and consistent with the terms, conditions, and specifications of this Agreement shall be in charge of each project.

Inactivity and Removal of Any Unbilled Funds

Once the Department issues a Notice to Proceed (NTP) for the Project, the Agency shall be obligated to submit an invoice or other request for reimbursement to the Department for all work completed for the Project no less frequently that on a quarterly basis, beginning from the day the NTP is issued. If the Agency fails to submit quarterly (or more frequently than quarterly) invoices to the Department as required herein and in the event said failure to timely submit invoices to the Department results in FHWA removing any unbilled funding or in the loss of State appropriation authority (which may include the loss of state and Federal funds, if there are state funds programmed to the Project), then the Agency will be solely responsible to provide all funds necessary to complete the Project and the Department will not be obligated to provide any additional funding for the Project. The Agency waives the right to contest such removal of funds by the Department, if the removal is related to FHWA's withdrawal of funds or if the removal is related to the loss of State

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appropriation authority. In addition to the loss of funding for the Project, the Department will also consider the de-certification of the Agency for future LAP projects.

Removal of All Funds

If all funds are removed from the project, including amounts previously billed to the Department and reimbursed to the Agency, and the project is off the state highway system, then the department will have to request repayment for the previously billed amounts from the Local Agency. No state funds can be used on off-system projects.

2.02 Expiration of Agreement: The Agency agrees to complete the project on or before June 30, 2015. If the Agency does not complete the project within this time period, this Agreement will expire on the last day of the scheduled completion as provided in this paragraph unless an extension of the time period is requested by the Agency and granted in writing by the Department prior to the expiration of this Agreement. Expiration of this Agreement will be considered termination of the project. The cost of any work performed after the expiration date of this Agreement will not be reimbursed by the Department.

2.03 Pursuant to Federal, State, and Local Laws: In the event that any election, referendum, approval, permit, notice or other proceeding or authorization is requisite under applicable law to enable the Agency to enter into this Agreement or to undertake the project hereunder or to observe, assume or carry out any of the provisions of the Agreement, the Agency will initiate and consummate, as provided by law, all actions necessary with respect to any such matters so requisite.

2.04 Agency Funds: The Agency shall initiate and prosecute to completion all proceedings necessary, including federal-aid requirements, to enable the Agency to provide the necessary funds for completion of the project.

2.05 Submission of Proceedings, Contracts, and Other Documents: The Agency shall submit to the Department such data, reports, records, contracts, and other documents relating to the project as the Department and the Federal Highway Administration (FHWA) may require. The Agency shall use the Department's Local Agency Program Information Tool and applicable information systems as required.

3.00 Project Cost:

3.01 Total Cost: The total cost of the project is \$ 165,000. This amount is based upon the schedule of funding in Exhibit "B." The Agency agrees to bear all expenses in excess of the total cost of the project and any deficits involved. The schedule of funding may be modified by mutual agreement as provided for in paragraph 4.00.

3.02 Department Participation: The Department agrees to participate in the project cost to the extent provided in Exhibit "B." This amount includes federal-aid funds which are limited to the actual amount of federal-aid participation.

3.03 Limits on Department Funds: Project costs eligible for Department participation will be allowed only from the date of this Agreement. It is understood that Department participation in eligible project costs is subject to:

- a) Legislative approval of the Department's appropriation request in the work program year that the project is scheduled to be committed;
- b) Availability of funds as stated in paragraphs 3.04 and 3.05 of this Agreement;
- c) Approval of all plans, specifications, contracts or other obligating documents and all other terms of this Agreement; and
- d) Department approval of the project scope and budget at the time appropriation authority becomes available.

3.04 Appropriation of Funds: The Department's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature. If the Department's funding for this project is in multiple fiscal years, funds approval from the Department's Comptroller must be received each fiscal year prior to costs being incurred. See Exhibit "B" for funding levels by fiscal year. Project costs utilizing these fiscal year funds are not eligible for reimbursement if incurred prior to funds approval being received. The Department will notify the Agency, in writing, when funds are available.

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3.05 Multi-Year Commitment: In the event this Agreement is in excess of \$25,000 and has a term for a period of more than one year, the provisions of Section 339.135(6)(a), Florida Statutes, are hereby incorporated:

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

3.06 Notice-to-Proceed: No cost may be incurred under this Agreement until the Agency has received a written Notice-to-Proceed (NTP) from the Department. The Agency agrees to advertise or put the project out to bid thirty (30) days from the date the Department issues the NTP to advertise the project. If the Agency is not able to meet the scheduled advertisement, the District LAP Administrator should be notified as soon as possible.

3.07 Limits on Federal Participation: Federal-aid funds shall not participate in any cost which is not incurred in conformity with applicable Federal and State laws, the regulations in 23 Code of Federal Regulations (C.F.R.) and 49 C.F.R., and policies and procedures prescribed by the Division Administrator of FHWA. Federal funds shall not be paid on account of any cost incurred prior to authorization by the FHWA to the Department to proceed with the project or part thereof involving such cost (23 C.F.R. 1.9 (a)). If FHWA or the Department determines that any amount claimed is not eligible, federal participation may be approved in the amount determined to be adequately supported and the Department shall notify the Agency in writing citing the reasons why items and amounts are not eligible for federal participation. Where correctable non-compliance with provisions of law or FHWA requirements exists, Federal funds may be withheld until compliance is obtained. Where non-compliance is not correctable, FHWA or the Department may deny participation in parcel or project costs in part or in total.

For any amounts determined to be ineligible for federal reimbursement for which the Department has advanced payment, the Agency shall promptly reimburse the Department for all such amounts within 90 days of written notice.

4.00 Project Estimate and Disbursement Schedule: Prior to the execution of this Agreement, a project schedule of funding shall be prepared by the Agency and approved by the Department. The Agency shall maintain said schedule of funding, carry out the project, and shall incur obligations against and make disbursements of project funds only in conformity with the latest approved schedule of funding for the project. The schedule of funding may be revised by mutual written agreement between the Department and the Agency. If revised, a copy of the revision should be forwarded to the Department's Comptroller and to the Department's Federal-aid Program Office. No increase or decrease shall be effective unless it complies with fund participation requirements of this Agreement and is approved by the Department's Comptroller.

5.00 Records:

5.01 Establishment and Maintenance of Accounting Records: Records of costs incurred under the terms of this Agreement shall be maintained and made available upon request to the Department at all times during the period of this Agreement and for 5 years after the final payment is made. Copies of these documents and records shall be furnished to the Department upon request. Records of costs incurred include the Agency's general accounting records and the project records, together with supporting documents and records of the Agency and all subcontractors performing work on the project and all other records of the Agency and subcontractors considered necessary by the Department for a proper audit of costs. If any litigation, claim or audit is started before the expiration of the 5-year period, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved.

5.02 Costs Incurred for Project: The Agency shall charge to the project account all eligible costs of the project except costs agreed to be borne by the Agency or its contractors and subcontractors. Costs in excess of the programmed funding or attributable to actions which have not received the required approval of the Department shall not be considered eligible costs.

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5.03 Documentation of Project Costs: All costs charged to the project, including any approved services contributed by the Agency or others, shall be supported by properly executed payrolls, time records, invoices, contracts or vouchers evidencing in proper detail the nature and propriety of the charges.

5.04 Audit Reports: Recipients of federal and state funds are to have audits done annually using the following criteria:

The administration of resources awarded by the Department to the Agency may be subject to audits and/or monitoring by the Department, as described in this section.

Monitoring: In addition to reviews of audits conducted in accordance with OMB Circular A-133 and Section 215.97, Florida Statutes, as revised (see "Audits" below), monitoring procedures may include, but not be limited to, on-site visits by Department staff, limited scope audits as defined by OMB Circular A-133, as revised, and/or other procedures. By entering into this Agreement, the recipient agrees to comply and cooperate fully with any monitoring procedures/processes deemed appropriate by the Department. In the event the Department determines that a limited scope audit of the recipient is appropriate, the recipient agrees to comply with any additional instructions provided by the Department staff to the Agency regarding such audit. The Agency further agrees to comply and cooperate with any inspections, reviews, investigations or audits deemed necessary by the Department's Office of Inspector General (OIG), and the Chief Financial Officer (CFO) or Auditor General.

Audits

Part I - Federally Funded: Recipients of federal funds (i.e., state, local government or non-profit organizations as defined in OMB Circular A-133, as revised) are to have audits done annually using the following criteria:

1. In the event that the recipient expends \$500,000 or more in federal awards in its fiscal year, the recipient must have a single or program-specific audit conducted in accordance with the provisions of OMB Circular A-133, as revised. Exhibit "1" of this Agreement indicates federal resources awarded through the Department by this Agreement. In determining the federal awards expended in its fiscal year, the recipient shall consider all sources of federal awards, including federal resources received from the Department. The determination of amounts of federal awards expended should be in accordance with the guidelines established by OMB Circular A-133, as revised. An audit of the recipient conducted by the Auditor General in accordance with the provisions OMB Circular A-133, as revised, will meet the requirements of this part.
2. In connection with the audit requirements addressed in Part I, paragraph 1 the recipient shall fulfill the requirements relative to auditee responsibilities as provided in Subpart C of OMB Circular A-133, as revised.
3. If the recipient expends less than \$500,000 in federal awards in its fiscal year, an audit conducted in accordance with the provisions of OMB Circular A-133, as revised, is not required. However, if the recipient elects to have an audit conducted in accordance with the provisions of OMB Circular A-133, as revised, the cost of the audit must be paid from non-federal resources (i.e., the cost of such an audit must be paid from recipient resources obtained from other than federal entities).
4. Federal awards are to be identified using the Catalog of Federal Domestic Assistance (CFDA) title and number, award number and year, and name of the awarding federal agency.

Part II - State Funded: Recipients of state funds (i.e., a non-state entity as defined by Section 215.97(2) (I), Florida Statutes) are to have audits done annually using the following criteria:

1. In the event that the recipient expends a total amount of state financial assistance equal to or in excess of \$500,000 in any fiscal year of such recipient, the recipient must have a state single or project-specific audit for such fiscal year in accordance with Section 215.97, Florida Statutes, applicable rules of the Executive Office of the Governor and the CFO, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. Exhibit "1" to this Agreement indicates state financial assistance awarded through the Department by this Agreement. In determining the state financial assistance expended in its fiscal year, the recipient shall consider all sources of state financial assistance, including state financial assistance received from the Department, other state agencies, and other non-state entities. State financial assistance does not include federal direct or pass-through awards and resources received by a non-state entity for federal program matching requirements.

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2. In connection with the audit requirements addressed in Part II, paragraph 1, the recipient shall ensure that the audit complies with the requirements of Section 215.97(7), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2) (d), Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.
3. If the recipient expends less than \$500,000 in state financial assistance in its fiscal year, an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, is not required. However, if the recipient elects to have audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from the non-state entity's resources (i.e., the cost of such an audit must be paid from the recipient's resources obtained from other than State entities).
4. State awards are to be identified using the Catalog of State Financial Assistance (CSFA) title and number, award number and year, and name of the state agency awarding it.

Part III - Other Audit Requirements: The recipient shall follow up and take corrective action on audit findings. Preparation of a Summary Schedule of Prior Year Audit Findings, including corrective action and current status of the audit findings is required. Current year audit findings require corrective action and status of findings.

Records related to unresolved audit findings, appeals or litigation shall be retained until the action is completed or the dispute is resolved. Access to project records and audit work papers shall be given to the Department, the Department of Financial Services, and the Auditor General. This section does not limit the authority of the Department to conduct or arrange for the conduct of additional audits or evaluations of state financial assistance or limit the authority of any other state official.

Part IV - Report Submission:

1. Copies of financial reporting packages for audits conducted in accordance with OMB Circular A-133, as revised, and required by Part I of this Agreement shall be submitted, when required by Section .320 (d), OMB Circular A-133, as revised, by or on behalf of the recipient directly to each of the following:
 - a) The Department at each of the following address(es):

District 3 LAP Administrator
 1074 Highway 90 • Post Office Box 607
 Chipley, Florida 32428-0607
 - b) The Federal Audit Clearinghouse designated in OMB Circular A-133, as revised (the number of copies required by Sections .320 (d)(1) and (2), OMB Circular A-133, as revised), at the following address:

Federal Audit Clearinghouse
 Bureau of the Census
 1201 East 10th Street
 Jeffersonville, IN 47132
 - c) Other federal agencies and pass-through entities in accordance with Sections .320 (e) and (f), OMB Circular A-133, as revised.
2. In the event that a copy of the financial reporting package required by Part I of this Agreement and conducted in accordance with OMB Circular A-133, as revised, is not required to be submitted to the Department for reasons pursuant to Section .320 (e)(2), OMB Circular A-133, as revised, the recipient shall submit the required written notification pursuant to Section .320 (e)(2) and a copy of the recipient's audited Schedule of Expenditures of Federal Awards directly to each of the following:

District 3 LAP Administrator
 1074 Highway 90 • Post Office Box 607
 Chipley, Florida 32428-0607

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In addition, pursuant to Section .320 (f), OMB Circular A-133, as revised, the recipient shall submit a copy of the financial reporting package described in Section .320 (c), OMB Circular A-133, as revised, and any Management Letters issued by the auditor, to the Department at each of the following addresses:

District 3 LAP Administrator
1074 Highway 90 • Post Office Box 607
Chipley, Florida 32428-0607

3. Copies of the financial reporting package required by Part II of this Agreement shall be submitted by or on behalf of the recipient directly to each of the following:

- a) The Department at each of the following address(es):

District 3 LAP Administrator
1074 Highway 90 • Post Office Box 607
Chipley, Florida 32428-0607

- b) The Auditor General's Office at the following address:

Auditor General's Office
Room 401, Pepper Building
111 West Madison Street
Tallahassee, Florida 32399-1450

4. Copies of reports or the Management Letter required by Part III of this Agreement shall be submitted by or on behalf of the recipient directly to:

- a) The Department at each of the following address(es):

District 3 LAP Administrator
1074 Highway 90 • Post Office Box 607
Chipley, Florida 32428-0607

5. Any reports, Management Letters, or other information required to be submitted to the Department pursuant to this Agreement shall be submitted in a timely manner in accordance with OMB Circular A-133, as revised, Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.

6. Recipients, when submitting financial reporting packages to the Department for audits done in accordance with OMB Circular A-133, as revised, or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date that the financial reporting package was delivered to the recipient in correspondence accompanying the financial reporting package.

Part V - Record Retention: The recipient shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of at least 5 years from the date the audit report is issued and shall allow the Department or its designee, the state CFO or Auditor General access to such records upon request. The recipient shall ensure that the independent audit documentation is made available to the Department, or its designee, the state CFO or Auditor General upon request for a period of at least 5 years from the date the audit report is issued, unless extended in writing by the Department.

5.05 Inspection: The Agency shall permit, and shall require its contractors to permit, the Department's authorized representatives and authorized agents of FHWA to inspect all work, workmanship, materials, payrolls, and records and to audit the books, records, and accounts pertaining to the financing and development of the project.

The Department reserves the right to unilaterally cancel this Agreement for refusal by the Agency or any contractor, sub-contractor or materials vendor to allow public access to all documents, papers, letters or other material subject to the

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provisions of Chapter 119, Florida Statutes, and made or received in conjunction with this Agreement (Section 287.058(1)(c), Florida Statutes).

5.06 Uniform Relocation Assistance and Real Property Statistical Report: For any project requiring additional right-of-way, the Agency must submit to the Department an annual report of its real property acquisition and relocation assistance activities on the project. Activities shall be reported on a federal fiscal year basis, from October 1 through September 30. The report must be prepared using the format prescribed in 49 C.F.R. Part 24, Appendix B, and be submitted to the Department no later than October 15 of each year.

6.00 Requisitions and Payments: Requests for reimbursement for fees or other compensation for services or expenses incurred shall be submitted in detail sufficient for a proper pre-audit and post-audit thereof (Section 287.058(1)(a), Florida Statutes).

All recipients of funds from this Agreement, including those contracted by the Agency, must submit bills for any travel expenses, when authorized by the terms of this Agreement, in accordance with Section 112.061, Florida Statutes, and Chapter 3-"Travel" of the Department's Disbursement Operations Manual, Topic 350-030-400 (Section 287.058(1)(b), Florida Statutes).

If, after project completion, any claim is made by the Department resulting from an audit or for work or services performed pursuant to this Agreement, the Department may offset such amount from payments due for work or services done under any agreement which it has with the Agency owing such amount if, upon demand, payment of the amount is not made within 60 days to the Department. Offsetting any amount pursuant to this paragraph shall not be considered a breach of contract by the Department.

7.00 Department Obligations: Subject to other provisions hereof, the Department will honor requests for reimbursement to the Agency in amounts and at times deemed by the Department to be proper to ensure the carrying out of the project and payment of the eligible costs. However, notwithstanding any other provision of this Agreement, the Department may elect by notice in writing not to make a payment if:

7.01 Misrepresentation: The Agency shall have made misrepresentation of a material nature in its application, or any supplement thereto or amendment thereof or in or with respect to any document of data furnished therewith or pursuant hereto;

7.02 Litigation: There is then pending litigation with respect to the performance by the Agency of any of its duties or obligations which may jeopardize or adversely affect the project, the Agreement or payments to the project;

7.03 Approval by Department: The Agency shall have taken any action pertaining to the project which, under this Agreement, requires the approval of the Department or has made related expenditure or incurred related obligations without having been advised by the Department that same are approved;

7.04 Conflict of Interests: There has been any violation of the conflict of interest provisions contained here in paragraph 12.07.

7.05 Default: The Agency has been determined by the Department to be in default under any of the provisions of the Agreement.

7.06 Federal Participation: The Department may suspend or terminate payment for that portion of the project which the FHWA, or the Department acting in lieu of FHWA, may designate as ineligible for federal-aid.

7.07 Disallowed Costs: In determining the amount of the payment, the Department will exclude all projects costs incurred by the Agency prior to the effective date of this Agreement or the date of authorization, costs incurred after the expiration of the Agreement, costs which are not provided for in the latest approved schedule of funding in Exhibit "B" for the project, costs agreed to be borne by the Agency or its contractors and subcontractors for not meeting the project commencement and final invoice time lines, and costs attributable to goods or services received under a contract or other arrangements which have not been approved in writing by the Department.

7.08 Final Invoices: The Agency must submit the final invoice on the project to the Department within 120 days after the completion of the project. Invoices submitted after the 120-day time period may not be paid.

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8.01 Termination or Suspension Generally: The Department may, by written notice to the Agency, suspend any or all of its obligations under this Agreement until such time as the event or condition resulting in such suspension has ceased or been corrected or the Department may terminate this Agreement in whole or in part at any time the interest of the Department requires such termination.

(a) If the Department determines that the performance of the Agency is not satisfactory, the Department shall notify the Agency of the deficiency in writing with a requirement that the deficiency be corrected within thirty (30) days of such notice. Such notice shall provide reasonable specificity to the Agency of the deficiency that requires correction. If the deficiency is not corrected within such time period, the Department may either (1) immediately terminate the Agreement as set forth in paragraph 8.(b) below, or (2) take whatever action is deemed appropriate by the Department to correct the deficiency. In the event the Department chooses to take action and not terminate the Agreement, the Agency shall, upon demand, promptly reimburse the Department for any and all costs and expenses incurred by the Department in correcting the deficiency.

(b) If the Department terminates the Agreement, the Department shall notify the Agency of such termination in writing, with instructions to the effective date of termination or specify the stage of work at which the Agreement is to be terminated.

(c) If the Agreement is terminated before the project is completed, the Agency shall be paid only for the percentage of the project satisfactorily performed for which costs can be substantiated. Such payment, however, shall not exceed the equivalent percentage of the contract price. All work in progress will become the property of the Department and will be turned over promptly by the Agency.

8.02 Action Subsequent to Notice-of-Termination or Suspension: Upon receipt of any final termination or suspension notice under this paragraph, the Agency shall proceed promptly to carry out the actions required therein which may include any or all of the following: (a) necessary action to terminate or suspend, as the case may be, project activities and contracts and such other action as may be required or desirable to keep to a minimum the costs upon the basis of which the financing is to be computed; (b) furnish a statement of the project activities and contracts and other undertakings the cost of which are otherwise includable as project costs. The termination or suspension shall be carried out in conformity with the latest schedule, plan, and cost as approved by the Department or upon the basis of terms and conditions imposed by the Department upon the failure of the Agency to furnish the schedule, plan, and estimate within a reasonable time. The closing out of federal financial participation in the project shall not constitute a waiver of any claim which the Department may otherwise have arising out of this Agreement.

9.00 Contracts of Agency:

9.01 Third Party Agreements: Except as otherwise authorized in writing by the Department, the Agency shall not execute any contract or obligate itself in any manner requiring the disbursement of Department funds, including consultant or construction contracts or amendments thereto, with any third party with respect to the project without the written approval of the Department. Failure to obtain such approval shall be sufficient cause for nonpayment by the Department. The Department specifically reserves unto itself the right to review the qualifications of any consultant or contractor and to approve or disapprove the employment of the same.

9.02 Compliance with Consultants' Competitive Negotiation Act: It is understood and agreed by the parties hereto that participation by the Department in a project with the Agency, where said project involves a consultant contract for engineering, architecture or surveying services, is contingent on the Agency's complying in full with provisions of Section 287.055, Florida Statutes, Consultants' Competitive Negotiation Act. At the discretion of the Department, the Agency will involve the Department in the consultant selection process for all projects. In all cases, the Agency's attorney shall certify to the Department that selection has been accomplished in compliance with the Consultants' Competitive Negotiation Act.

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

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

(a) Each financial assistance agreement signed with a US-DOT operating administration (or a primary recipient) must include the following assurance:

"The recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 C.F.R. Part 26. The recipient shall take all necessary and reasonable steps under 49 C.F.R. Part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts. The recipient's DBE program, as required by 49 C.F.R. Part 26 and as approved by Department, is incorporated by reference in this Agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this Agreement. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under 49 C.F.R. Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.)."

(b) Each contract signed with a contractor (and each subcontract the prime contractor signs with a subcontractor) must include the following assurance:

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

11.00 Compliance with Conditions and Laws: The Agency shall comply and require its contractors and subcontractors to comply with all terms and conditions of this Agreement and all federal, state, and local laws and regulations applicable to this project. Execution of this Agreement constitutes a certification that the Agency is in compliance with, and will require its contractors and subcontractors to comply with, all requirements imposed by applicable federal, state, and local laws and regulations, including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions," in 49 C.F.R. Part 29, when applicable.

12.00 Restrictions, Prohibitions, Controls, and Labor Provisions:

12.01 Equal Employment Opportunity: In connection with the carrying out of any project, the Agency shall not discriminate against any employee or applicant for employment because of race, age, religion, color, sex, national origin, disability or marital status. The Agency will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, age, religion, color, gender, national origin, disability or marital status. Such action shall include, but not be limited to, the following: employment upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Agency shall insert the foregoing provision modified only to show the particular contractual relationship in all its contracts in connection with the development of operation of the project, except contracts for the standard commercial supplies or raw materials, and shall require all such contractors to insert a similar provision in all subcontracts, except subcontracts for standard commercial supplies or raw materials. When the project involves installation, construction, demolition, removal, site improvement or similar work, the Agency shall post, in conspicuous places available to employees and applicants for employment for project work, notices to be provided by the Department setting forth the provisions of the nondiscrimination clause.

12.02 Title VI – Civil Rights Act of 1964: The Agency will comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964, the regulations of the U.S. Department of Transportation issued thereunder, and the assurance by the Agency pursuant thereto.

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The Agency shall include provisions in all contracts with third parties that ensure compliance with Title VI of the Civil Rights Act of 1964, 49 C.F.R. Part 21, and related statutes and regulations.

12.03 Americans with Disabilities Act of 1990 (ADA): The Agency will comply with all the requirements as imposed by the ADA, the regulations of the Federal government issued thereunder, and assurance by the Agency pursuant thereto.

12.04 Public Entity Crime: A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity; may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

12.05 Discrimination: In accordance with Section 287.134, Florida Statutes, an entity or affiliate who has been placed on the Discriminatory Vendor List, kept by the Florida Department of Management Services, may not submit a bid on a contract to provide goods or services to a public entity; may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under a contract with any public entity; and may not transact business with any public entity.

12.06 Suspension, Revocation, Denial of Qualification or Determination of Contractor Non-Responsibility: An entity or affiliate who has had its Certificate of Qualification suspended, revoked, denied or have further been determined by the Department to be a non-responsible contractor may not submit a bid or perform work for the construction or repair of a public building or public work on a contract with the Agency.

12.07 Prohibited Interests: Neither the Agency nor any of its contractors or their subcontractors shall enter into any contract, subcontract or arrangement in connection with the project or any property included or planned to be included in the project in which any member, officer or employee of the Agency or the locality during tenure or for 2 years thereafter has any interest, direct or indirect. If any such present or former member, officer or employee involuntarily acquires or had acquired prior to the beginning of tenure any such interest, and if such interest is immediately disclosed to the Agency, the Agency, with prior approval of the Department, may waive the prohibition contained in this paragraph provided that any such present member, officer or employee shall not participate in any action by the Agency or the locality relating to such contract, subcontract or arrangement.

The Agency shall insert in all contracts entered into in connection with the project or any property included or planned to be included in any project, and shall require its contractors to insert in each of their subcontracts, the following provision:

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

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

12.08 Interest of Members of, or Delegates to, Congress: No member or delegate to the Congress of the United States shall be admitted to any share or part of this Agreement or any benefit arising therefrom.

13.00 Miscellaneous Provisions:

13.01 Environmental Regulations: The Agency will be solely responsible for compliance with all the applicable environmental regulations, for any liability arising from non-compliance with these regulations, and will reimburse the Department for any loss incurred in connection therewith. The Agency will be responsible for securing any applicable permits.

13.02 Department Not Obligated to Third Parties: The Department shall not be obligated or liable hereunder to any individual or entity not a party to this Agreement.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
LOCAL AGENCY PROGRAM AGREEMENT

13.03 When Rights and Remedies Not Waived: In no event shall the making by the Department of any payment to the Agency constitute or be construed as a waiver by the Department of any breach of covenant or any default which may then exist on the part of the Agency and the making of such payment by the Department, while any such breach or default shall exist, shall in no way impair or prejudice any right or remedy available to the Department with respect to such breach or default.

13.04 How Agreement Is Affected by Provisions Being Held Invalid: If any provision of this Agreement is held invalid, the remainder of this Agreement shall not be affected. In such an instance, the remainder would then continue to conform to the terms and requirements of applicable law.

13.05 Bonus or Commission: By execution of the Agreement, the Agency represents that it has not paid and, also agrees not to pay, any bonus or commission for the purpose of obtaining an approval of its application for the financing hereunder.

13.06 State Law: Nothing in the Agreement shall require the Agency to observe or enforce compliance with any provision or perform any act or do any other thing in contravention of any applicable state law. If any of the provisions of the Agreement violate any applicable state law, the Agency will at once notify the Department in writing in order that appropriate changes and modifications may be made by the Department and the Agency to the end that the Agency may proceed as soon as possible with the project.

13.07 Plans and Specifications: In the event that this Agreement involves constructing and equipping of facilities, the Agency shall submit to the Department for approval all appropriate plans and specifications covering the project. The Department will review all plans and specifications and will issue to the Agency a written approval with any approved portions of the project and comments or recommendations covering any remainder of the project deemed appropriate. After resolution of these comments and recommendations to the Department's satisfaction, the Department will issue to the Agency a written approval with said remainder of the project. Failure to obtain this written approval shall be sufficient cause of nonpayment by the Department. The Agency will physically include Form FHWA-1273 in all its contracts and subcontracts.

13.08 Right-of-Way Certification: Upon completion of right-of-way activities on the project, the Agency must certify compliance with all applicable federal and state requirements. Certification is required prior to advertisement for or solicitation of bids for construction of the project, including those projects for which no right-of-way is required.

13.09 Agency Certification: The Agency will certify in writing, prior to project closeout that the project was completed in accordance with applicable plans and specifications, is in place on the Agency's facility, adequate title is in the Agency's name, and the project is accepted by the Agency as suitable for the intended purpose.

13.10 Agreement Format: All words used herein in the singular form shall extend to and include the plural. All words used in the plural form shall extend to and include the singular. All words used in any gender shall extend to and include all genders.

13.11 Execution of Agreement: This Agreement may be simultaneously executed in a minimum of two counterparts, each of which so executed shall be deemed to be an original and such counterparts together shall constitute one in the same instrument.

13.12 Restrictions on Lobbying:

Federal: The Agency agrees that no federally-appropriated funds have been paid, or will be paid by or on behalf of the Agency, to any person for influencing or attempting to influence any officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any federal contract, grant, loan or cooperative agreement.

If any funds other than federally-appropriated funds have been paid by the Agency to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with this Agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
LOCAL AGENCY PROGRAM AGREEMENT

The Agency shall require that the language of this paragraph be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

State: No funds received pursuant to this contract may be expended for lobbying the Legislature, the judicial branch or a state agency.

13.13 Maintenance: The Agency agrees to maintain any project not on the State Highway System constructed under this Agreement. If the Agency constructs any improvement on Department right-of-way, the Agency will will not maintain the improvements made for their useful life.

13.14 Vendors Rights: Vendors (in this document identified as the Agency) providing goods and services to the Department should be aware of the following time frames. Upon receipt, the Department has 30 working days to inspect and approve the goods and services unless the bid specifications, purchase order or contract specifies otherwise. The Department has 20 days to deliver a request for payment (voucher) to the Department of Financial Services. The 20 days are measured from the latter of the date the invoice is received or the goods or services are received, inspected, and approved.

If a payment is not available within 40 days after receipt of the invoice and the receipt, inspection, and approval of goods and services, a separate interest penalty in accordance with Section 215.422(3) (b), Florida Statutes, will be due and payable in addition to the invoice amount to the Agency. Interest penalties of less than one \$1 will not be enforced unless the Agency requests payment. Invoices which have to be returned to the Agency because of Agency preparation errors will result in a delay in the payment. The invoice payment requirements do not start until a properly completed invoice is provided to the Department.

A Vendor Ombudsman has been established within the Department of Financial Services. The duties of this individual include acting as an advocate for Agencies who may be experiencing problems in obtaining timely payment(s) from the Department. The Vendor Ombudsman may be contacted at 850-413-5516.

13.15 Reimbursement of Federal Funds:

The Agency shall comply with all applicable federal guidelines, procedures, and regulations. If at any time a review conducted by Department and or FHWA reveals that the applicable federal guidelines, procedures, and regulations were not followed by the Agency and FHWA requires reimbursement of the funds, the Agency will be responsible for repayment to the Department of all funds awarded under the terms of this Agreement.

13.16 E- VERIFY

The Agency:

1. shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by Agency during the term of the contract; and
2. shall expressly require any subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
LOCAL AGENCY PROGRAM AGREEMENT

IN WITNESS WHEREOF, the parties have caused these presents to be executed the day and year first above written.

AGENCY City of Tallahassee

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

By: _____

Name:

Title:

By: _____

Name: Jason D. Peters, P.E.

Title: Director of Transportation Development

Attest: _____

Title:

Attest: _____

Title:

Legal Review:

See attached Encumbrance Form for date of funding approval by Comptroller.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
LOCAL AGENCY PROGRAM AGREEMENT

EXHIBIT "A"

PROJECT DESCRIPTION AND RESPONSIBILITIES

FPN: 430147-1-38-01

This exhibit forms an integral part of the Agreement between the State of Florida, Department of Transportation and the City of Tallahassee as dated on page 1 of this Agreement.

PROJECT LOCATION:

The project ___ is X is not on the National Highway System.

The project ___ is X is not on the State Highway System.

PROJECT DESCRIPTION:

This project consists of the design of a Pedestrian Path on 6th Avenue from SR 63 (Monroe Street) to SR 61 (Thomasville Highway) in Leon County.

SPECIAL CONSIDERATIONS BY AGENCY:

The audit report(s) required in the Agreement shall include a Schedule of Project Assistance that will reflect the Department's contract number, the Financial Project Number (FPN), the Federal Authorization Number (FAN), where applicable, the amount of state funding action (receipt and disbursement of funds), any federal or local funding action, and the funding action from any other source with respect to the project.

The Agency is required to provide a copy of the design plans for the Department's review and approval to coordinate permitting with the Department, and notify the Department prior to commencement of any right-of-way activities.

The Agency shall commence the project's activities subsequent to the execution of this Agreement and shall perform in accordance with the following schedule:

- a) Design to be completed by June 30, 2015.
- b) Right-of-way requirements identified and provided to the Department by June 30, 2013.

If this schedule cannot be met, the Agency will notify the Department in writing with a revised schedule or the project is subject to the withdrawal of federal funding.

The Agency shall be responsible for verifying that the NEPA document is adhered to for the life of the project.

SPECIAL CONSIDERATIONS BY DEPARTMENT:

The Department will reimburse the Agency for the eligible costs directly related to the Design of this project **not to exceed \$165,000**.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
LOCAL AGENCY PROGRAM AGREEMENT

EXHIBIT "B"

SCHEDULE OF FUNDING

AGENCY NAME & BILLING ADDRESS City of Tallahassee 300 South Adam Street Tallahassee, FL 32301	FPN: 430147-1-38-01
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PROJECT DESCRIPTION

Name: 6th Avenue Pedestrian Path Project Length: 0.190 miles
 Termini: From SR 63 (Monroe St) to SR 61 (Thomasville Hwy)

TYPE OF WORK By Fiscal Year	FUNDING		
	(1) TOTAL PROJECT FUNDS	(2) AGENCY FUNDS	(3) STATE & FEDERAL FUNDS
Planning FY: 2010-2011 FY: 2011-2012 FY: 2012-2013 Total Planning Cost			
Project Development & Environment (PD&E) FY: 2010-2011 FY: 2011-2012 FY: 2012-2013 Total PD&E Cost			
Design FY: 2011-2012 FY: 2012-2013 FY: 2013-2014 Total Design Cost	\$165,000	\$0	\$165,000
Right-of-Way FY: 2011-2012 FY: 2012-2013 FY: 2013-2014 Total Right-of-Way Cost			
Construction FY: 2011-2012 FY: 2012-2013 FY: 2013-2014 FY: 2014-2015 Total Construction Cost			
Construction Engineering and Inspection (CEI) FY: 2012-2013 FY: 2013-2014 FY: 2014-2015 Total CEI Cost			
Total Construction and CEI Costs			
TOTAL COST OF THE PROJECT	\$165,000	\$0	\$165,000

The Department's fiscal year begins on July 1. For this project, funds are not projected to be available until after the 1st of July of each fiscal year. The Department will notify the Agency, in writing, when funds are available.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
LOCAL AGENCY PROGRAM AGREEMENT**EXHIBIT "C"****RESTRICTION ON CONSULTANT'S ELIGIBILITY TO COMPETE FOR
DEPARTMENT ASSISTED CONTRACTS**FPN: 430147-1-38-01

This exhibit forms an integral part of the Agreement between the State of Florida, Department of Transportation and the City of Tallahassee.

EXISTING CONSULTANT CONTRACTS:

Existing consultant or professional services contracts shall not be used in the development and delivery of this project, doing so will federalize the existing contract. All consultant and professional services contracts associated with this project shall be advertised and selected in accordance with the Consultants Competitive Negotiations Act (CCNA). Consult the District LAP Administrator for the appropriate federal language that must appear in each consultant contract.

CONSULTANT CEI CONTRACTS:

A consultant firm or its affiliate that was the engineer of record (EOR) on a project shall not be considered for construction engineering and inspection (CEI) services, as a prime, on the same project.

A consultant firm or its affiliate who was the EOR on a project may only be considered for CEI services as a sub consultant to the prime CEI firm with the approval of the Department prior to submittal of letters of response.

A consultant firm or its affiliate who was the sub to the EOR on a project may only be considered for CEI services, as prime, on the same project, with the approval of the Department prior to submittal of letters of response.

The Department's approval shall be based on the extent of the firm's involvement in the design of the project or CEI services, as the case may be, and the potential of hindrance of any objective decision making.

A consultant or its affiliate who performed geotechnical services for the EOR shall not be considered as a sub to the firm providing CEI services on the same project, in any capacity.

DESIGN-BUILD CONTRACTS:

The contractor or design professional cannot team, as a prime, with other firms to submit more than one bid per project. The secondary member (i.e., designer or contractor) of the design-build team cannot change, after award, without the written approval of the Department.

A professional firm shall not be considered for CEI services, either as a prime or a sub, for a Design-Build contract for which the same firm or its affiliate is the EOR or is sub to the EOR.

A consultant firm, its affiliate, or sub consultant that is under contract with the Local Agency to develop the RFP for a Design-Build contract cannot be part of a Design-Build Team proposing on that contract as a prime or a sub consultant. A consultant firm, its affiliate, or sub consultant that is under contract with the Local Agency to provide CEI services on the Design-Build contract cannot be part of a Design-Build Team proposing on that contract as a prime or sub consultant.

A consultant or its affiliate, who was the prime EOR on a Design-Bid-Build project, where the project is switched to Design-Build, may participate on a Design-Build contract with the approval of the Department. The Department shall consider level of design (% completed) by the EOR, the number of component design plans by different EOR's, etc.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
LOCAL AGENCY PROGRAM AGREEMENT

EXHIBIT "1"

SINGLE AUDIT ACT

Federal Resources Awarded to the Recipient Pursuant to This Agreement Consist of the Following:

Federal Agency: Federal Highway Administration

CFDA #: 20.205 Highway Planning and Construction

Amount: FPID 430147-1-38-01.....\$165,000

Compliance Requirement:

Allowable Activities: To be eligible, most projects must be located on public roads that are not functionally classified as local. The major exceptions are the Highway Bridge Replacement and Rehabilitation Program, which provides assistance for bridges on and off the federal-aid highways, highway safety activities, bicycle and pedestrian projects, transportation enhancement activities, the recreational trails program, and planning, research, development, and technology transfer. Proposed projects meeting these and other planning, design, environmental, safety, etc., requirements can be approved on the basis of state and local priorities within the limit of the funds apportioned or allocated to each state.

Allowable Costs: Eligible activities and allowable costs will be determined in accordance with Title 23 and Title 49 C.F.R. and the OMB cost principles applicable to the recipient/sub-recipient.

Eligibility: By law, the federal-aid highway program is a federally assisted state program that requires each state to have a suitably equipped and organized transportation department. Therefore, most projects are administered by or through State Departments of Transportation (State DOTs). Projects to be funded under the federal-aid highway program are generally selected by state DOTs or Metropolitan Planning Organizations (MPOs), in cooperation with appropriate local officials, as specified in 23 U.S.C. and implementing regulations. Territorial highway projects are funded in the same manner as other federal-aid highway projects, with the territorial transportation agency functioning in a manner similar to a state DOT. Most Florida Land Highway Program (FLHP) projects are administered by the Federal Highway Administration (FHWA) Office of Federal Lands Highway and its Divisions or by the various Florida Land Management Agencies (FLMAs). Under the FLHP, projects in the Indian Reservation Road (IRR) Program are selected by Tribal Governments and are approved by the Bureau of Indian Affairs (BIA) and the FHWA. Due to recent legislation, Tribal Governments meeting certain requirements may now administer various IRR projects on behalf of the BIA and FHWA. The Fish and Wildlife Service (FWS) and the National Park Service (NPS) select projects in the Refuge Road and Park Roads and Parkways Programs, respectively. For the Forest Highway Program, the Forest Service, the States and the FHWA jointly select projects.

Compliance Requirements Applicable to the Federal Resources Awarded Pursuant to This Agreement Are As Follows: The recipient of Local Agency Program (LAP) funding must comply with the statutory requirements in Sections 112.061, 215.422, 339.12, and 339.135, Florida Statutes, and Title 23 and Title 49, C.F.R.

AGENDA ITEM 5.D

DESIGNATION OF CRTPA CHAIR AND
VICE-CHAIR

November 26, 2012



AGENDA ITEM 5 D

**ELECTION OF CHAIR AND VICE CHAIR OF THE CAPITAL REGION
TRANSPORTATION PLANNING AGENCY**

REQUESTED BY: CRTPA Staff

TYPE OF ITEM: Discussion

STATEMENT OF ISSUE

Annually, Capital Region Transportation Planning Agency (CRTPA) members elect a new Chair and Vice-Chair to serve for the upcoming calendar year. The current positions are filled by Commissioner Sauls as Chair and Commissioner Miller as Vice-Chair. Staff is seeking the approval of a new Chair and Vice-Chair to serve for calendar year 2013.

RECOMMENDED ACTION

Option 1: Elect a Chair and Vice Chair.

HISTORY AND ANALYSIS

Section B-3 of the adopted CRTPA By-laws provides the following guidance with regard to the annual selection of the Chairperson and Vice-Chairperson of the CRTPA:

“(1) The CRTPA Board shall hold an annual organizational meeting no later than the last Board meeting of the calendar year for the purpose of electing the following officers from its voting membership:

- Chairperson
- Vice-Chairperson
- Representative to the Florida Metropolitan Planning Organization Advisory Committee
- Alternate representative to the Florida Metropolitan Planning Organization Advisory Committee

The Chairperson and Vice-Chairperson shall be members of different member governments.”

OPTIONS

Option 1: Elect a Chair and Vice Chair.
(Recommended)

Option 2: Provide other direction.

AGENDA ITEM 5.E

DESIGNATION OF MPOAC REPRESENTATIVE
AND ALTERNATE



November 26, 2012

AGENDA ITEM 5 E

ELECTION OF MPOAC REPRESENTATIVE AND ALTERNATE

REQUESTED BY: CRTPA Staff

TYPE OF ITEM: Discussion

STATEMENT OF ISSUE

Each year the Capital Region Transportation Planning Agency (CRTPA) must elect one of its members to serve on the Florida Metropolitan Planning Organization Advisory Council (MPOAC) Governing Board, and one member to serve as an alternate.

RECOMMENDED ACTION

Option 1: Elect a MPOAC Representative and Alternate.

HISTORY AND ANALYSIS

Florida Statute 339.175 requires that each Florida MPO elect one of its members to serve on the Florida Metropolitan Planning Organization Advisory Council Governing Board. Florida Statutes also require each MPO to elect one of its members as an alternate member, to serve in the absence of its appointee.

Currently, Commissioner Madison is the CRTPA's MPOAC representative. Commissioner Dozier and Commissioner Maddox are serving as the MPOAC alternates.

OPTIONS

Option 1: Elect a MPOAC Representative and Alternate.
(Recommended)

Option 2: Provide other direction.

AGENDA ITEMS 5.F

FEDERAL HIGHWAY ADMINISTRATION CERTIFICATION REPORT

November 26, 2012



AGENDA ITEM 5 F

C RTPA TRANSPORTATION MANAGEMENT AREA (TMA) CERTIFICATION

REQUESTED BY: CRTPA Staff

TYPE OF ITEM: Discussion

STATEMENT OF ISSUE

On July 8, 2002, the Tallahassee-Leon County Metropolitan Planning Organization (MPO) was designated as a Transportation Management Area (TMA). This designation is the result of the urbanized population reaching 200,000. Along with this designation came a certification process that includes a review of all MPO documentation that ranges from legal documents to the long range transportation plan to the Public Involvement Program (PIP).

In June of this year CRTPA staff met with representatives from the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and the Florida Department of Transportation (FDOT) to discuss the operations and functions of the CRTPA.

Based on these discussions the FHWA produced a report outlining how the CRTPA is measuring up to meeting the standards set forth by the FHWA.

RECOMMENDED ACTION

Option 1: Accept the TMA Certification Report and direct CRTPA staff to begin work on ensuring that the Corrective Actions as outlined in the report are addressed.

C RTPA COMMITTEE ACTIONS

The CRTPA Committees had not met at the time the Agenda was produced. Therefore, the "Actions" of the CRTPA Committees' and the associated minutes will be sent under separate cover prior to the November CRTPA Board Meeting.

PREVIOUS CRTPA AGENDA ITEMS

1. June 25, 2012 Agenda Item 5D – Transportation Management Area Certification

HISTORY AND ANALYSIS

This is the third Transportation Management Area (TMA) Certification that the CRTPA has gone through. The first two certifications occurred in 2005 and 2008 respectively. During those certifications there were noted actions that needed to take place to bring the CRTPA into compliance

with the standards set forth by Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and the Florida Department of Transportation (FDOT). These non-compliance issues are known as “Corrective Actions” and are items that need to be addresses as soon as possible. Past Corrective Actions addressed functions relating to the Long Range Transportation Plan, Transportation Improvement Program, Unified Planning Work Program, and other issues.

Based on the series of meetings that occurred in June 2012, the FHWA provided the following Corrective Actions, Shown in *Attachment 1*, for the CRTPA:

RECOMMENDED ACTION

Option 1: Accept the TMA Certification Report and direct CRTPA staff to begin work on ensuring that the Corrective Actions as outlined in the report are addressed.

Option 2: Provide Direction.

NEXT STEPS

After acceptance by the CRTPA Board, staff will begin the process to address the Corrective Actions.

ATTACHMENTS

Attachment 1 – CRTPA TMA Certification Report

AGENDA ITEM 6

EXECUTIVE DIRECTOR'S REPORT

November 26, 2012



AGENDA ITEM 6

EXECUTIVE DIRECTOR'S REPORT

REQUESTED BY: Staff

TYPE OF ITEM: Information

A status report on the activities of the Capital Region Transportation Planning Agency (CRTPA) and other items of interest will be provided, including the following:

- **No Cost Work Order Time Extensions for CRTPA's General Planning Consultants**
The following General Consultant Work Order no cost time extensions were authorized by the Executive Director in October.
 - URS Work Order # 1 – Sustainable Communities Calculator – time extension granted to June 30, 2013 to allow sufficient time to ensure that the calculator is operating correctly and the web application functioning properly. The operational version of the calculator will be demonstrated at the January CRTPA meeting.
 - URS Work Order # 2 – Regional Congestion Management Plan – time extension granted to March 31, 2013 to allow sufficient time to complete all the necessary reviews prior to adoption by the CRTPA Board and completion of the final documentation. A draft of the plan is provided on CRTPA's website for review.
 - URS Work Order # 3 – 6th Avenue Sidewalk Project – time extension granted to March 31, 2013 to allow sufficient time to present the recommended alternative to the CRTPA Board for approval and provide supporting documentation the City of Tallahassee for the design phase of the project.
 - URS Work Order # 4 – CRTPA Activities Newsletter – time extension granted to June 30, 2013 to allow sufficient time to produce a winter and summer newsletter.
- **Draft Congestion Management Process Plan Update.**
The draft Congestion Management Process Plan has been developed. The final version of the plan is scheduled for adoption by the CRTPA Board at January 28, 2013 meeting. Agenda Item 9 B provides more information on the document.

AGENDA ITEM 7

ITEMS FROM MEMBERS

November 26, 2012



AGENDA ITEM 7

ITEMS FROM MEMBERS

This portion of the agenda is provided to allow members an opportunity to discuss issues relevant to the CRTPA.

AGENDA ITEM 8

CITIZEN COMMENT

November 26, 2012



AGENDA ITEM 8

CITIZEN COMMENT

This portion of the agenda is provided to allow for citizen input on any CRTPA issue. Those interested in addressing the CRTPA should complete a speaker request form located at the rear of the meeting room. Speakers are requested to limit their comments to three (3) minutes.

AGENDA ITEM 9

INFORMATION

November 26, 2012



AGENDA ITEM 9 A

NEWS ARTICLES/FOR YOUR INFORMATION

The following news articles are provided for the information of CRTPA Board members:

- “Bicycling for Better Business” (October 31, 2012, Jay Walljasper, Citiwire.net)
- “How biking can help a company’s bottom line” (June 7, 2011, Christine Fruechte, StarTribune)
- “Chicago’s Green Alley Initiative” (May 26, 2009, Benjamin Roman)
- “Housing In America: The Baby Boomers Turn 65” (October 17, 2012, New ULI Report)
- “The Fuel Tax: An Unsustainable Transportation Revenue Source” (October 31, 2012, Mark Reichert, Florida Transportation Commission, Transpo 2012)

Bicycling for Better Business



Jay Walljasper / Oct 31 2012

For Release Wednesday, October 31, 2012

Citiwire.net

Cities across the U.S. discover that good biking attracts great jobs and top talent to their communities

“Biking is definitely part of our strategy to attract and retain businesses in order to compete in a mobile world,” says Minneapolis Mayor R.T. Rybak as we pedal across the Mississippi River on a bike and pedestrian bridge. “We want young talent to come here and stay. And good biking is one of the least expensive ways to send that message.”

“I was having dinner with a creative director that a local firm was eager to hire for a key post,” Rybak adds. “He was an American living in Europe, and we spent most of the evening talking about the importance of biking and walking to the life of a city. He took the job.”

Minneapolis has invested heavily in biking. It has created a network of off-street trails, added 180 miles of bike lanes to its streets, launched one of the first U.S. bikeshare programs and created protected lanes that separate cyclists from motor traffic. All those help explain why it lands near the top of lists ranking America’s best bike cities.

“We moved from the suburbs to downtown Minneapolis to allow our employees to take advantage of the area’s many trails and to put the office in a more convenient location for commuting by pedal or foot,” explained Christine Fruechte, CEO of large advertising firm Colle + McVoy, in a newspaper op-ed, “[How biking can help a company’s bottom line.](#)” “Our employees are healthier, happier and more productive. We are attracting some of the best talents in the industry.”

David A. Wilson, who directs 1,600 employees at the Minneapolis office of the Accenture management consulting company, says good biking opportunities are important to the well-educated 25- to 35 year-olds he seeks to hire. “Five years ago, I don’t think business people were even thinking about bikes as a part of business. Today it’s definitely part of the discussion.”

Young people today drive significantly less than previous generations, according to a flurry of recent reports. Even *Motor Trend* magazine notes that young professionals flocking to cities today are less inclined to buy cars and “more likely to spend the money on smartphones, tablets, laptops and \$2,000-plus bikes.” Annual miles traveled by car among 16- to 34-year olds dropped 23 percent from 2001 to 2009 according to [a study from the “Frontier Group” think tank](#). The Federal Highway Administration found the miles traveled by drivers under 30 dropped from 21 percent to 14 percent of the total between 1995 and 2009.

These young people represent the “creative class” talent pool that many companies covet. That’s why civic, business and political leaders in cities around the country are paying attention to their

wishes for lively, livable places to work and play. That includes biking – for commuting and for recreation.

Chicago Mayor Rahm Emanuel was elected last year on a platform of bringing new tech and creative businesses to the city. He scored a major coup last summer when Google-Motorola Mobility announced it was moving more than 2,000 jobs from a suburban campus to the heart of the city. Emanuel explained, “One of the things that employees look [at] today is the quality of life and quality of transportation, because of the ease that comes with it. And that ease is having trains as a choice, buses as a choice and bikes as a choice getting to and from work.”

Martha Roskowski – director of the Green Lane Project, which promotes protected bike lanes across the country – explains, “Cities that want to shine are building these kind of better bike facilities as part of a suite of assets that attract business. And they find that bike infrastructure is cheap compared to new sports stadiums and light rail lines, and can be done much faster.”

George Washington University business professor Christopher Leinberger, a real estate expert who predicted today’s urban boom in a series for the *Atlantic* magazine, marvels at how bicycles are changing Washington. “Bikes have been a critical part of D.C.’s turnaround. They are putting in protected bike lanes which does a lot more to encourage riding than just a white line of paint between people and a one-ton vehicle.”

Ellen Jones, director of Washington’s Downtown Business Improvement District, concurs. “It’s just crazy how biking has taken off here,” she said, “especially the new bikeshare system which a lot of people are using for commuting.” We spoke after she returned from meeting managers of a high-tech company wanting to rent an old warehouse downtown. “They were concerned about whether they could easily get their bicycles upstairs. When bicycling is part of the final decision on where a company relocates, then we know its impact.”

Bikes are improving the business climate beyond big cities. Austin, Texas, is ambitiously expanding its bike infrastructure; its first green lane opened last spring, one of 10 planned. CEO Tyson Tuttle relocated Silicon Labs to downtown Austin five years ago to be near the bike trail system. “Biking on the trails is something a lot of employees enjoy,” said Tuttle, who sometimes rides to work. “And when people think about joining the company it’s a big draw.”

In Memphis, Eric Matthews echoes those comments. He’s CEO of Launch Memphis, an initiative to nurture and attract new businesses to city. He says, “Biking correlates with entrepreneurs.”

Jay Walljasper, author of The Great Neighborhood Book and All That We Share: A Field Guide to the Commons, chronicles urban life for a variety of publications. His website: www.JayWalljasper.com. This article is adapted from one from the Green Lane Project (<http://greenlaneproject.org/blog/view/198>).

StarTribune

How biking can help a company's bottom line

Article by: CHRISTINE FRUECHTE

June 7, 2011 - 8:16 PM

Fresh air blowing on your face. Sun hitting your neck. Your heart pumping. These are just a few of the feelings you experience while riding a bike.

But let's talk about what happens when we get off our bikes and get to work, as we once again experience Bike Walk Week in the Twin Cities, an annual celebration of calories burned, gas money saved and carbon emissions cut -- thanks to the simple act of biking or walking.



Jeff Thompson. Star Tribune

Since the Twin Cities area has become a national leader in extolling and supporting the virtues of biking and walking, I think it's about time we add another important data point to bike walk benefits: profit.

I have always been passionate about biking. That's in part due to my grandfather, who owned a Schwinn dealership, and my father, who at 67 still bikes an average of 2,000 miles a year. Biking has always been part of my life.

However, it wasn't until I became president and CEO of Colle+McVoy, a Minneapolis-based advertising agency, that I discovered that biking is also good for the bottom line.

During the past few years, our agency has steadily added infrastructure and other ways to make it a cinch to bike, walk or run to work. We moved from the suburbs to downtown Minneapolis to allow our employees to take advantage of the area's many trails and to put the office in a more convenient location for commuting by pedal or foot.

We've added showers and lockers. And our employees can use our free bike rental program, a 50 percent discount on buying bikes and gear, a no-interest bike purchase program, agency bike rides and ample storage.

I was surprised to learn how many employees were eager to turn in their car keys for a bike, bus or light-rail pass with a short walk to our office in the Wyman Building. Currently, the number of Colle+McVoy employees who bike to work is about 20 times the national average for a business, according to the U.S. Census.

Sure, these changes were the right thing to do. But a funny thing happened along the way: Our employees are healthier, happier and more productive. We're attracting some of the best talent in the industry.

And, most important, we're attracting new and exciting clients to fuel the bottom line.

But let's take a step back and look at this from a more analytical perspective. A business is only as great as the sum of its parts and, therefore, a healthy business needs healthy employees. What is a healthy employee? For too long, black-and-white spreadsheet calculations deduced employee health to numbers such as sick days and health care costs.

But, as all doctors know, health is multidimensional, including both physical and mental factors. That's why supporting biking and walking is only an effective business strategy when it's part of a larger strategy of cultivating creative and healthy minds.

At Colle+McVoy, we fuel healthy minds through our open, inspiring space that has only one office door (for HR). We have our own in-house masseuse and yoga on our rooftop. We celebrate victories big and small.

I know there are many other local companies -- big, small and medium-sized -- crafting new ways to foster their employees' health. This is an exciting time to be a member of the Twin Cities business community, as more companies learn that a dollar invested in employee health is a dollar earned.

Putting it simply, fueling the soul fuels the bottom line.

Christine Fruechte is president and CEO of Colle+McVoy.

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Chicago's Green Alley Initiative

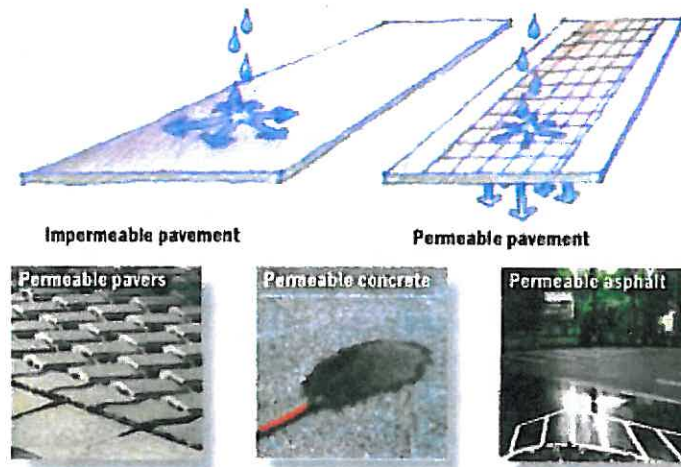
BENJAMIN ROMAN · MAY 26, 2009 · 7 COMMENTS



Chicago's Green Alley Initiative (photo: Chicago DOT)

Urban alleyways. Grubby places that only scrappy cats or cop-show perps could love, right? Not in Chicago, where the Department of Transportation is giving them some serious TLC with its recently implemented Green Alley Program. This city-wide renovation initiative will offer some surprising environmental benefits and improve quality of life for residents.

Alleys may seem like a tiny fraction of a city's infrastructure. But Chicago has more than any other city in the world – 1,900 miles of alleyways that translate to 3,500 acres of paved landscape. And traditional alley designs have been plagued with flooding problems that overwhelm the city's sewers, plus they can worsen nighttime light pollution and trap heat in the summer months. In response to this, The Chicago Department of Transport has followed the lead of Portland and companies like [Aviva](#) and Johnson & Johnson who have introduced impressive green initiatives. The four basic components of Chicago's Green Alley program are effective stormwater management, minimizing heat absorption, creating designs to reduce light pollution, and maximizing the use of recycled materials wherever possible.



Permeable Paving Materials (photo: Chicago DOT)

The “heat island” effect that occurs when paved surfaces absorb the sun’s rays can substantially increase ambient temperature (and energy demand) in the summer months. The Green Alley program mandates the use of high-albedo (light-colored) pavements that absorb minimal heat. Benefits include reducing the need for air-conditioning in surrounding structures, and creating a better environment for vegetation growth.

Nighttime light pollution means that in most urban areas, a starry sky is a rarity. The Green Alley program requires the use of directional light fixtures that give street-level illumination for residents without shining upward into the sky. The new fixtures also provide a natural white light instead of the ubiquitous yellow glow seen from older sodium lamps.

Using recycled construction materials is also crucial for the Green Alley program, and creates cost savings while reducing raw material consumption and stress on landfills. Recycled concrete aggregate is being used in both foundation and surface layers, and reclaimed asphalt and ground tire-rubber can be used in pavement. Slag waste from steel production can also be used in the concrete components of the projects.

The Green Alley upgrades are being gradually implemented throughout the city. The Department of Transportation is also working with property owners to encourage their involvement in the Green Alley program, by providing maintenance advice and encouraging projects like rain gardens to complement the new alley designs.

New ULI Report 'Housing In America: The Baby Boomers Turn 65' Explores Opportunities, Challenges In Housing The Nation's Older Citizens

Posted on **October 17, 2012** by **Robert Krueger**

For more information, contact: Trish Riggs at 202-624-7086.

Watch the media webinar recorded on Oct. 17, 2012.

DENVER — (October 17, 2012) – Aging but active baby boomers, as well as the generations before them, are creating new opportunities and challenges for the U.S. housing industry, in terms of meeting the diverse lifestyle needs of people in various phases of their senior years, according to a new publication from the Urban Land Institute (ULI).

Housing in America – The Baby Boomers Turn 65 explores the housing market changes that will occur as the leading edge of the baby boom generation turns 65; and, as the Silent Generation (aged 67 to 85) and the Greatest Generation (aged 85 and older) make housing choices for their elderly years. The report, written by ULI Senior Resident Fellow for Housing Fellow John K. McIlwain, was released today ULI's fall meeting in Denver.

“The combination of the leading-edge boomers reaching 65 with expectations of a longer life than ever before, and the fact that many of the Silent and Greatest generations are running through their limited retirement savings — combined with a continuing reduction in federal and state resources for housing subsidies— is leading to a coming crisis in U.S. housing for those over 65,” McIlwain says.

The world's population aged 60-plus is expected to reach 1.2 billion by 2025, and almost two billion by 2050. The 65-plus population in the United States, which totaled about 40.3 million in 2010, is expected to reach 54.8 million – a 36 percent growth rate – by the end of this decade, as 40 million baby boomers turn 65.

The combination of aging baby boomers and those older than boomers has created not one single market segment, but a variety of market segments, notes McIlwain. “Over the last two decades, unprecedented change has occurred, and today three separate generations are over 65, each with its own outlook on life and distinct housing needs that are unlike those of past markets for people in their age group.”

Three Generations

- “Leading-Edge Boomers” comprise the 40 million Americans born between 1946 and 1956, part of a 74-million cohort born in the 18 years between 1946 and 1964. This leading edge will turn 65 over the coming decade. Americans reaching 65 today, as long as they are healthy and do

not work in physically debilitating occupations, have a life expectancy of over 90. “These additional 31 years of expected life have not been just tacked on at the end,” according to cultural anthropologist Mary Catherine Bateson, who is quoted in the ULI report. “Today’s 65-year-olds are starting new careers or continuing old ones, traveling around the world, and eloping with new loves, in a stage of life we are calling ‘Adulthood II.’”

- The study cites surveys showing that the majority of older Americans want to age in their current homes, even when they need assistance. Others are remaining in their homes – at least for the time being — because of the difficulty selling in the current housing market. However, many who are able to move are choosing urban locations – both cities and suburban “town centers” – where they can be close to grown children, friends, work, public transportation, and health care. “Leading-edge boomers will not settle gracefully into quiet retirement and move into traditional seniors housing communities for years, if they ever do,” McIlwain says.
- Boomers are not alone in developing an antipathy to institutional living. They share this sentiment with their parents, the Greatest Generation, those 4.5 million people 85 years of age and older who are living longer than any prior generation. Over the next decade, most of this cohort will have significant health care needs and require an array of personal services. While many enjoy adequate retirement savings, supportive families, or both, many others have limited financial resources and/or family support.
- To preserve their retirement funds and independence, the Silent Generation is shunning traditional suburban senior housing communities; as a result, the average age of new residents at these communities has risen to 84. Those older Americans unwilling to leave their suburban homes or unable to sell them are creating “naturally occurring retirement communities” that will need increasing levels of government-funded services in the years ahead.
- Caught between the leading-edge boomers and their parents is the Silent Generation, the 28 million Americans ranging from 67 years of age to the early 80s. With one foot in the culture of prior generations and another in the pioneering spirit of the boomers – “think Mick Jagger, Tina Turner, Harrison Ford,” said one industry expert – the “Silents” are exploring new ideas about how and where to retire, from multi-generational cohousing and affinity communities to choosing the more temperate climes of Georgia or the Carolinas over Florida

Currently, more than half of Americans over 65 live in suburbs, notes the report. Because many people prefer to remain in their own homes as long as possible, or may not be able to sell even if they wish to move, suburbs are expected to continue to see substantial growth in their over-65 populations. Naturally occurring retirement communities are on the rise in the suburbs, requiring increasing levels of support. The report suggests that local governments will be increasingly pressured to provide services to those aging in place. Whether provided in seniors’ homes or at providers’ locations, services for suburban seniors require cars, vans, buses, and drivers. What to expect: more suburban group homes and “virtual villages,” as well as permit modifications for age-restricted communities and the establishment of group homes.

Centrally located urban neighborhoods, including those in downtown cores as well as inner-ring areas, can provide services and amenities – including public transit, health care, pedestrian-friendly streets, arts, culture, ongoing education, libraries, retail stores, and human interaction – that appeal to older as well as younger residents. To accommodate a higher proportion of seniors, however, cities may need to make a range of infrastructure improvements such as curb cuts, benches at transit stops, access to bathrooms, slower timing of traffic lights, well-maintained sidewalks, and zoning that allows people to rent out portions of their homes.

The nation's approximately 50,000 housing communities for seniors – including those providing independent, assisted living, and/or full nursing care – would seem to be a growing market, but in reality, are on the decline, notes the report. Since the beginning of the Great Recession, these communities have faced difficulties finding new residents to replace those leaving. This is due in part to the high cost of retirement housing and the fact that many members of the Silent and Greatest Generations have insufficient retirement savings. However, other issues are at play, according to ULI's McIlwain. "No matter how attractive and supportive an institution is, it is still an institution," he said. These communities' institutional nature, suburban locations, and existing "old-old" populations make it difficult for them to attract new residents, particularly younger ones. The ULI report suggests "greening" of existing communities to appeal to younger residents as well as investors, while reducing operational costs.

Beyond traditional seniors housing, leading-edge baby boomers and "Silents" are exploring a diverse mix of living options, creating niche markets that could become significant in size due to the large numbers of over-65 Americans who wish to move. These include:

- College towns, which allow seniors to live near children and grandchildren while enjoying on-campus activities
- Manufactured housing, an affordable option, but which faces the challenge of locating approved sites in established areas
- Cohousing and group living, a niche that must be multigenerational to maintain mutual support as residents age
- Multigenerational living, which is rising at a rate faster than that of overall household growth, but nonetheless is difficult to implement in urban areas dominated by apartment living, and
- Affinity retirement communities, which bring people together with shared interests ranging from sports to gardening to culture. The number of retirement communities targeting specific university alumni, for example, has doubled over the last ten years.

McIlwain points to a likely tug-of-war between the housing needs of younger and older generations in the years ahead, as Generation Y, at 80 million, enters the housing market in force. "Stretched as they are financially, the over-65 population is better off than Generation Y,

which faces the worst financial future since the Great Depression, while anticipating the burden of caring for all three of the 65-plus generations,” McIlwain says. “How federal and state funding will be divided among generations in an era of diminished federal resources will be a dominant political and policy struggle of the coming decade and beyond.”

ULI’s Housing in America study is a joint project of the ULI Terwilliger Center for Housing and the ULI Foundation, which supports ULI’s program of work. The ULI Terwilliger Center was established in 2007 by J. Ronald Terwilliger, chairman emeritus of Trammell Crow Residential. More information on the ULI Terwilliger Center is available [here](#).

NOTE TO EDITORS AND REPORTERS: To obtain a copy of the report, contact Trisha Riggs at 202-624-7086.

About the Urban Land Institute

The Urban Land Institute (www.uli.org) is a nonprofit education and research institute supported by its members. Its mission is to provide leadership in the responsible use of land and in creating and sustaining thriving communities worldwide. Established in 1936, the Institute has nearly 30,000 members representing all aspects of land use and development disciplines.



The Fuel Tax: An Unsustainable Transportation Revenue Source

Transpo 2012

October 31, 2012

By Mark Reichert

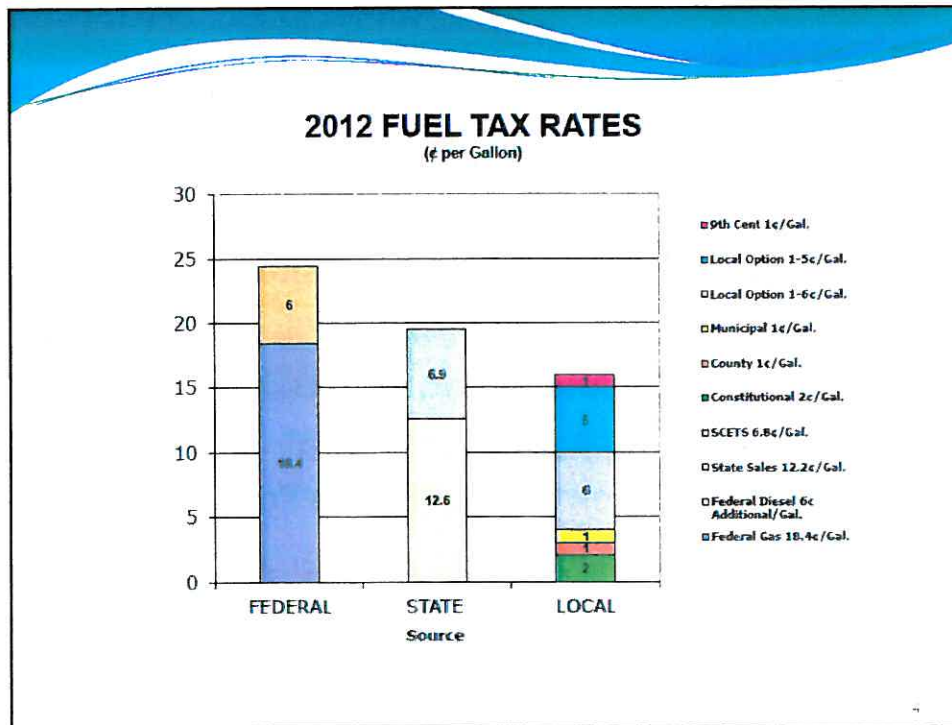
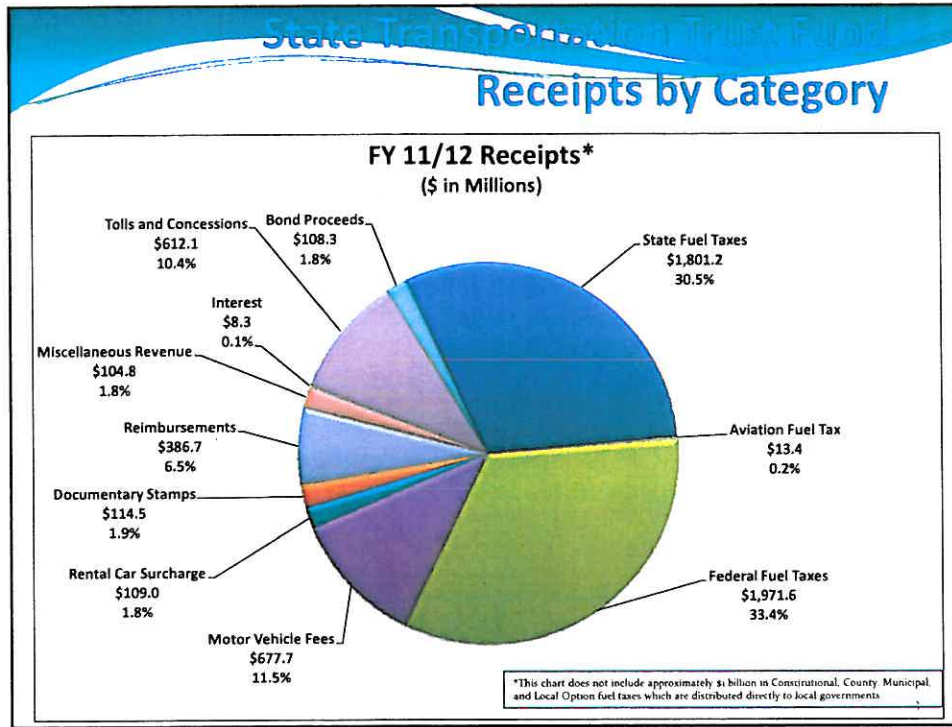
Florida Transportation Commission

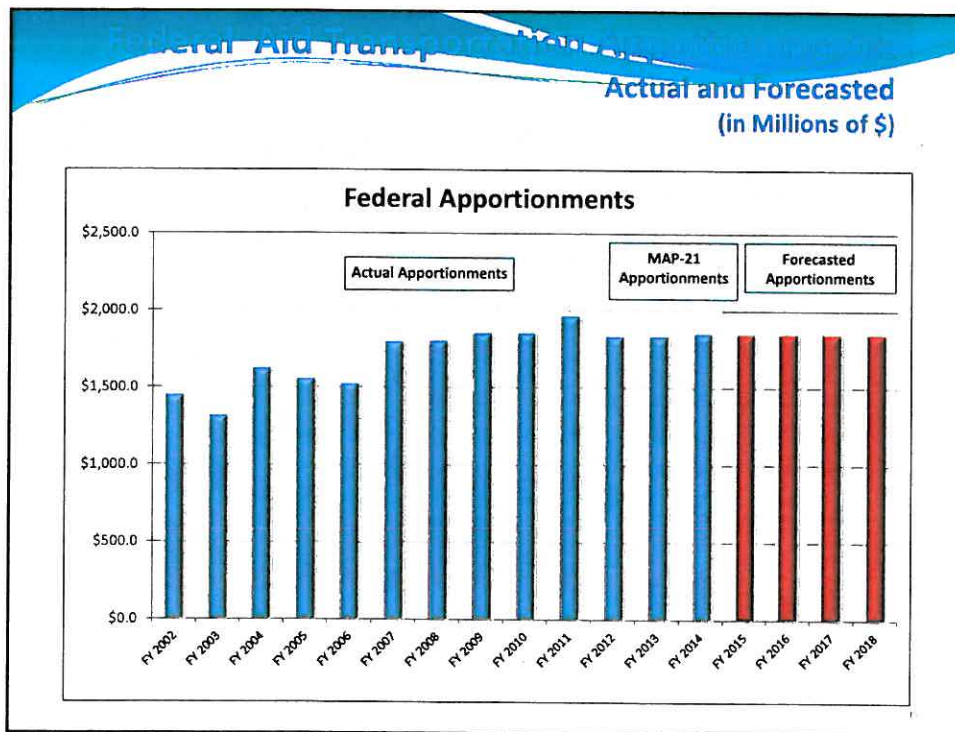
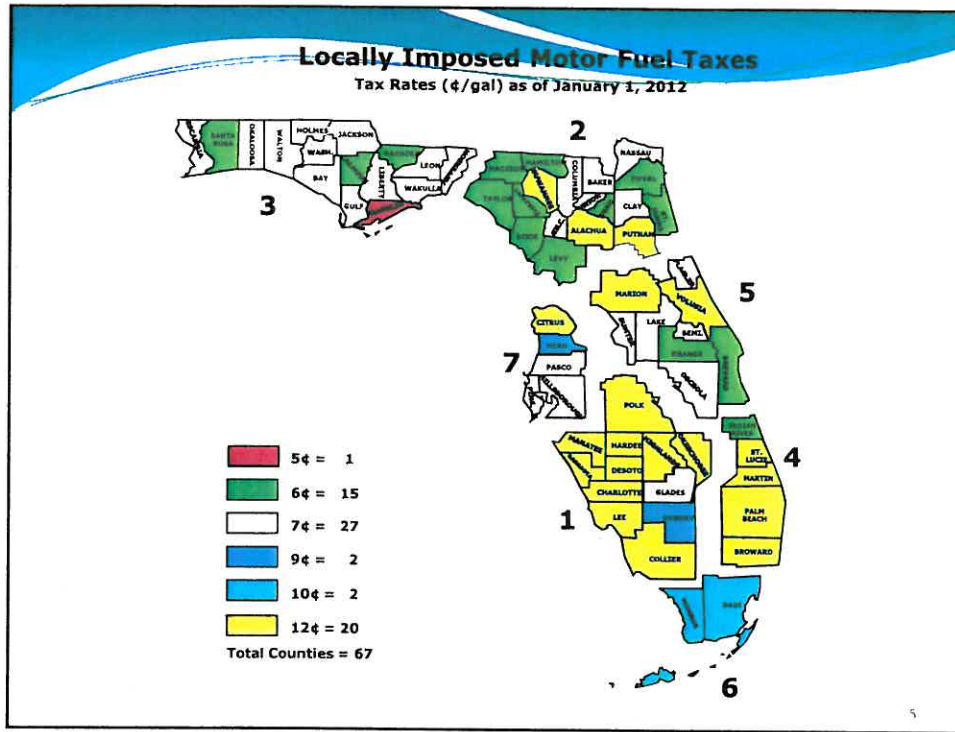
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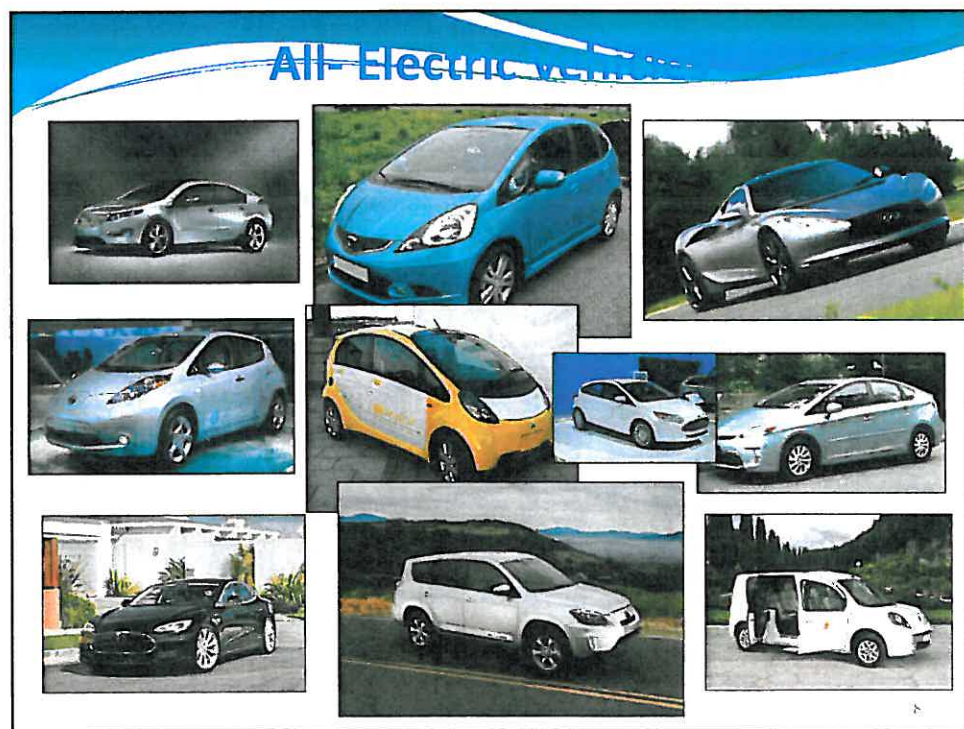
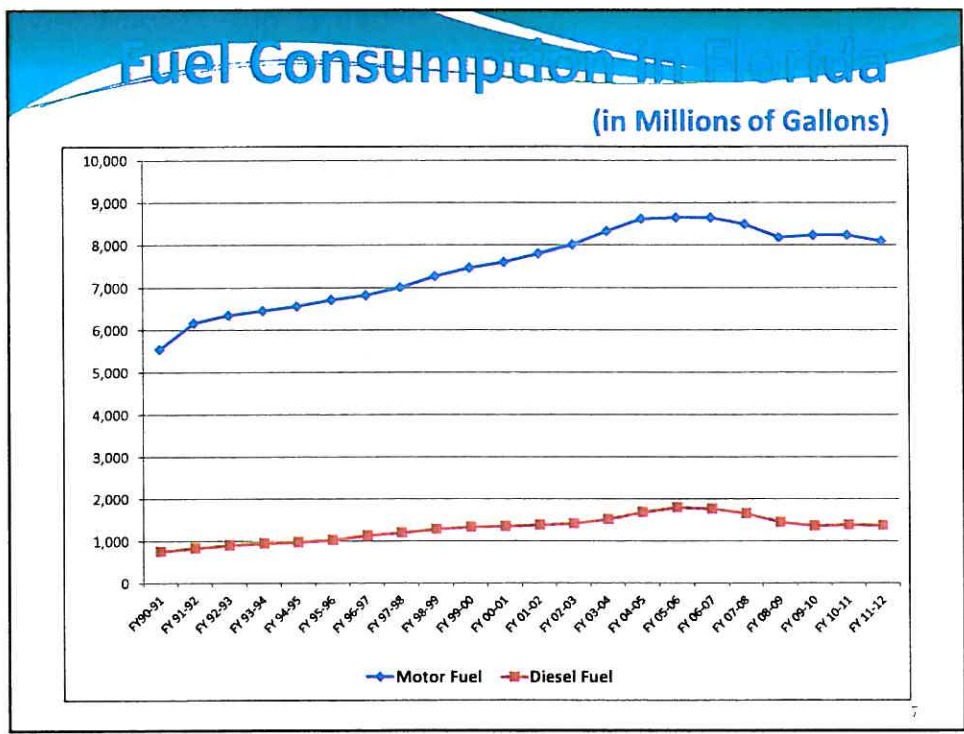
TODAY'S AGENDA

- Overview of transportation funding in Florida
- Joung Lee, Associate Director for Finance and Business Development, AASHTO
- Robert (Bob) Poole, Director of Transportation Policy, Reason Foundation
- Doug Callaway, Executive Director, Georgia Transportation Alliance

2







Driving Efficiency: Cutting Costs for Families at the Pump and Slashing Dependence on Oil

OBAMA ADMINISTRATION Fuel Economy Standards In the year 2025

The fleet-wide average will be

54.5

MPG

Consumers will have saved

\$1.7 TRILLION

at the pump over the life of the program.

A family that purchases a new vehicle in 2025 will save

\$8,200

in fuel costs when compared with a similar vehicle in 2010.

Over the life of the program, the standards will:

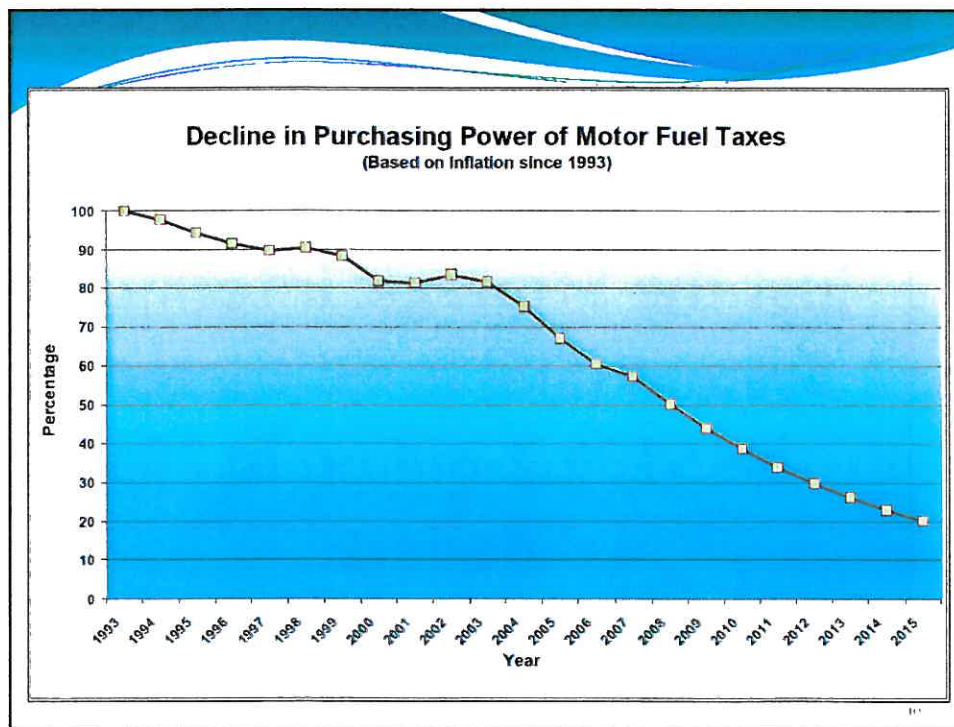
Save **12** billion barrels of oil.

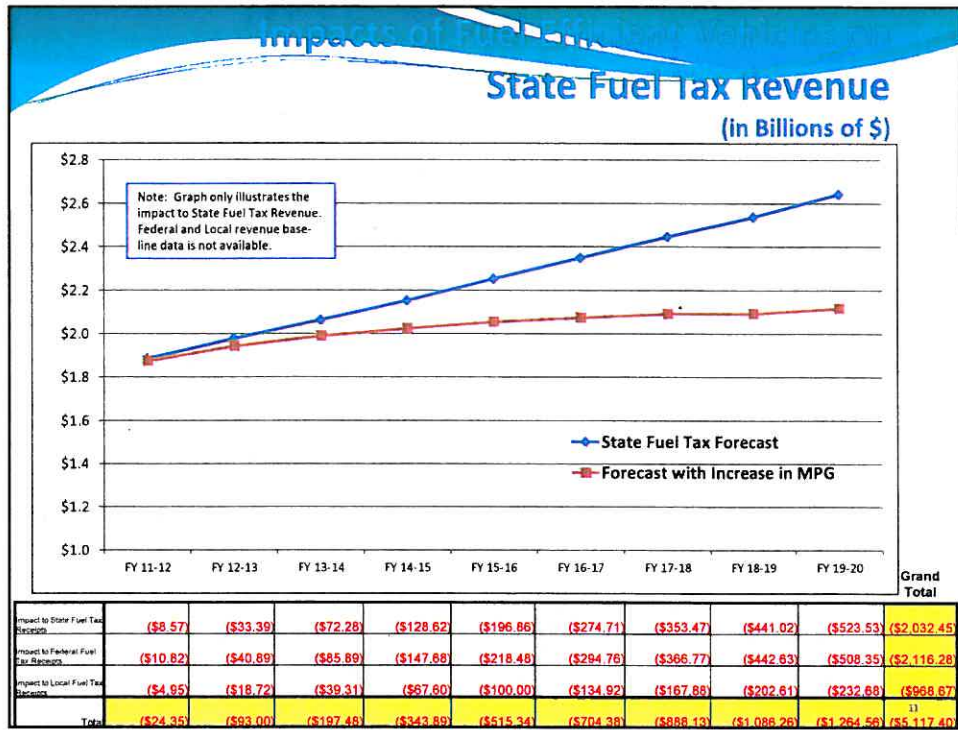
Eliminate **6** billion metric tons of carbon dioxide pollution.

This program, together with standards already put into place by this administration for Model Years 2011-2016, will result in significant cost savings for consumers at the pump, dramatically reduce oil consumption, cut pollution and create jobs.

Smartphone QR Code

WHITEHOUSE.GOV





The 2040 unfunded needs on just the Strategic Intermodal System (SIS) is estimated to be \$131.2 billion in 2010 dollars.

This is what happens when the economy grows faster than the transportation system's ability to accommodate it.



60 mile long traffic jam in China.

13



Thank You!

mark.reichert@dot.state.fl.us

850-414-4103

14

November 26, 2012



AGENDA ITEM 9 B

Congestion Management Process Report

REQUESTED BY: CRTPA Staff

TYPE OF ITEM: Information

STATEMENT OF ISSUE

The purpose of this agenda item is to provide information on the upcoming update to the Congestion Management Process Report (CMPR) for the CRTPA, which was originally adopted in September of 2009. A draft of the CMPR is provided on CRTPA's website for review.

HISTORY AND ANALYSIS

As a Transportation Management Area, Federal law requires that the Capital Region Transportation Planning Agency (CRTPA) develop a Congestion Management Process Plan (CMP). The document serves to measure the system performance of transportation facilities within the planning boundary, and identifies various low-cost strategies that could be employed to alleviate congestion and maximize the mobility options available (such as operational improvements, initiation of park-and ride lots, increased transit service, etc.).

The CMP is a tool used by the CRTPA local governments when making decisions regarding the investment of resources in the transportation infrastructure of the region. As such, the report outlines a process whereby site-specific congestion management strategies can be identified, and recommended for future funding programming.

RECENT ACTIVITY

Under the CRTPA's General Consultant Contract, the CRTPA's CMP has been under review. Currently, segments of the CMP are being revised to reflect updated information pertaining to crash data, operating level of service, and current operations by Star Metro and the City of Tallahassee Traffic Engineering Department. The CMP has been improved to provide crash data and maps depicting the location of crashes by type (involving bicycle, pedestrian, or automotive crashes).

NEXT STEPS

The Draft CMP will be released for intergovernmental, CRTPA, and public review on Tuesday, November 13, 2012. The document will be introduced to the CRTPA Committees and will be placed on the CRTPA webpage for public review and comment. The public comment period will end on Friday, December 14, 2012, at which time the comments received will be considered by the consultant and presented along with the proposed final CMP to the CRTPA Committees and Board in January.

November 26, 2012



AGENDA ITEM 9 C

CORRESPONDENCE

REQUESTED BY: CRTPA Staff

TYPE OF ITEM: Information

The following correspondence has been received since the last CRTPA meeting:

TO: Commissioner Jane Sauls, CRTPTA Chair from Mr. Ananth Prasad, PE., Florida Department of Transportation Secretary, regarding the decennial census and the CRTPA's apportionment, November 2, 2012.



Florida Department of Transportation

RICK SCOTT
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

ANANTH PRASAD, P.E.
SECRETARY

November 2, 2012

The Honorable Jane Sauls, Chairman
Capital Regional Transportation
Planning Agency
408 North Adams Street, 4th Floor
Tallahassee, Florida 32301

Dear Commissioner Sauls,

Federal and state laws require that a metropolitan planning organization (MPO) be designated for each urbanized area with a population of more than 50,000 individuals, as defined by the U.S. Bureau of the Census. The designation or redesignation of a MPO requires agreement between the Governor and local governments representing 75 percent of the affected population including the largest incorporated city. The Governor and the MPO must also agree to the metropolitan planning area boundary and the voting membership of the MPO.

Additionally, s. 339.175, F.S., requires the Governor to review the composition of MPO membership in conjunction with the decennial census and reapportion it to comply with statutory requirements. Recognizing that the Transportation Planning Agency (TPA) with the Governor's concurrence expanded its metropolitan planning area boundary and updated its Board membership apportionment plan a few years ago, on behalf of the Governor, the department will consult with your TPA to determine if any modifications to these documents are needed based on the 2010 Census.

Enclosed are relevant excerpts of federal and state laws and regulations and other background information to assist in this effort. The Department of Transportation district staff will be contacting your staff in the near future to initiate the consultative process. Any needed membership apportionment plan changes should be forwarded no later than February 1, 2013, to Ms. Yvonne Arens, 605 Suwannee Street, M.S. 28, Tallahassee, Florida 32399.

If you have any questions, please contact Ms. Arens, at (850) 414-4816, or by e-mail at Yvonne.arenas@dot.state.fl.us.

Sincerely,

Ananth Prasad, P.E.
Secretary

Enclosures

Cc: Tommy Barfield, District Secretary
Harry Reed, MPO Staff Director
Yvonne Arens, MPO Administrator
Howard Glassman, MPOAC



November 26, 2012

AGENDA ITEM 9 D

TECHNICAL ADVISORY COMMITTEE/CITIZENS MULTIMODAL ADVISORY COMMITTEE / TRANSPORTATION DISADVANTAGED COORDINATING BOARD ACTIONS

REQUESTED BY: CRTPA Staff

TYPE OF ITEM: Information

STATEMENT OF ISSUE

This item provides information to the Capital Region Transportation Planning Agency (CRTPA) on the activities of the Technical Advisory Committee (TAC), the Citizens Multimodal Advisory Committee (CMAC), and the Leon County Transportation Disadvantaged Coordinating Board (TDCB).

CRTPA CMAC AND TAC COMMITTEE ACTIONS

The CMAC and the TAC met on Tuesday, November 13, 2012 to discuss items on the November 26, 2012 CRTPA Agenda. Both committees had a quorum present and unanimously approved the following items:

- **Minutes of the June 5, 2012 Committee Meetings**
- **Minutes of the September 11, 2012 Committee Meetings**
- **2013 Committee Meeting Calendar**
- **FY 2013 – FY 2017 Transportation Improvement Program (TIP) Amendments as reflected in the *CRTPA Agenda Item 4-A*.**
- **Unified Planning Work Program Amendment to include the Leon County Teen Safe Driver Program as a work product.**
- **Sixth Avenue Sidewalk Project Concepts**

Additionally, both committees designated their 2013 Officers, which are listed below.

Designation of committee chair and vice-chair for 2013

TAC: 2013 Chair is Luis Serna;
2013 Vice-Chair is Kathy Burke

CMAC: 2013 Chair is Neil Fleckenstein
2013 Vice-Chair is Wendy Grey

The committees also heard updates and status reports on the following projects:

- **Draft Fiscal Year (FY) 2014 – FY 2018 Work Program**
- **CRTPA Congestion Management Process Plan Update**
- **CRTPA Jefferson County Bicycle and Pedestrian Master Plan**

LEON COUNTY TRANSPORTATION DISADVANTAGED COORDINATING BOARD (TDCB) ACTIONS

The TDCB met on October 10, 2012 for its quarterly meeting and Annual Public Hearing. The 2012-2017 Transportation Disadvantaged Service Plan was adopted. The Community Transportation Coordinator gave an annual report. The TDCB also voted to hold their 2013 meetings at 2 PM instead of 3 PM

November 26, 2012



AGENDA ITEM 9 E

FUTURE MEETINGS AND AGENDA ITEMS

REQUESTED BY: CRTPA Staff

TYPE OF ITEM: Information

The Capital Region Transportation Planning Agency will meet in the City of Tallahassee Commission Chambers on the following dates. The topics of discussion will include the following:

- **January 28** CRTPA Project Updates
- **March 25** Draft Unified Planning Work Program (UPWP), Draft Transportation Improvement Program (TIP)
- **April 15** (*CRTPA Retreat* 9 a.m. – 1 p.m.)
- **May 20** Final UPWP
- **June 17** Final TIP
- **September 16** Priority Project Lists Adoption
- **October 21** (*CRTPA Retreat* 9 a.m. - 1 p.m.)
- **November 18** Draft Work Program, Election of Chair/Vice Chair

* *CRTPA Board meetings are scheduled to begin at 1 pm.*

November 26, 2012



AGENDA ITEM 9 F

C RTPA EXPENSE REPORTS

REQUESTED BY: CRTPA Staff

TYPE OF ITEM: Information

Expense reports for August, 2012 is enclosed as *Attachment 1*.

November 26, 2012



AGENDA ITEM 9 G

**OCTOBER 15, 2012 CRTPA RETREAT
SUMMARY**

REQUESTED BY: CRTPA Staff

TYPE OF ITEM: Information

The attached provides a summary of the CRTPA Retreat held on October 15, 2012.

Capital Region Transportation Planning Agency

October 15, 2012 Board Retreat

Summary

Overview

Changes in transportation policies and funding programs at the federal level will have a substantive impact on the Capital Region Transportation Planning Agency's (CRTPA) business of planning and setting priorities for funding of regional transportation projects serving Gadsden, Jefferson, Leon and Wakulla Counties. The new law, known as MAP-21 (Moving Ahead for Progress in the 21st Century), merges the number of transportation funding programs, introduces new planning responsibilities and eligibility requirements, raises the importance of freight planning, increases funding for safety, and streamlines the transportation development process. Those actions have the effect of raising the level of accountability for states and metropolitan areas, and increasing competition for project funding within metropolitan planning organizations (MPOs) like CRTPA. While additional policy guidance and Congressional funding authorizations will influence how the new law is ultimately carried out in coming years, MAP-21 mandates that the CRTPA develop and apply a performance-driven, outcome-based transportation planning process that has significant implications for the next update of its adopted 25-year Regional Mobility Plan (RMP) and other aspects of its continuing transportation planning process.

Against that backdrop, the CRTPA Board met on October 15th 2012 at the Tallahassee Regional Airport to consider these and other important transportation planning matters, and discuss goals and desired activities for the coming year to guide the RMP update and its related transportation initiatives. The half day CRTPA Retreat provided an informal opportunity for Board members to affirm policy objectives and discuss issues that relate to regional transportation projects and priorities.

Following a welcome and introduction by Tallahassee Regional Airport Director Sunil Harman, CRTPA Executive Director Harry Reed led the Board through a series of presentations and a discussion around the following topics: Planning Implications of MAP-21, presented by CRTPA general planning consultant Whit Blanton of Renaissance Planning Group, and MPO Advisory Council Revenue Study and Directions for the 2040 Regional Mobility Plan, presented by Harry Reed. A planned Tolling Overview presentation by Jim Ely of HNTB was deferred due to time constraints and will occur at a future CRTPA meeting.

Presentation Topics

MAP-21

Mr. Blanton's MAP-21 presentation generated questions and much discussion among the CRTPA Board. The presentation highlighted the substantive changes in the Metropolitan Planning program and other relevant areas of the law that will influence CRTPA in the future. Essentially, MAP-21 eliminates most discretionary funding programs and merges set-aside funding for popular programs like Enhancements and Safe Routes to

Schools into a new formula program called Transportation Alternatives with greater flexibility. Similarly for transit projects, MAP-21 eliminates set-aside funding for the Small Starts program (for projects below \$250 million), meaning that smaller Bus Rapid Transit and similar projects must now compete within the larger pool regions seeking funding through the New Starts program. Most notably for CRTPA, MAP-21 mandates a performance driven, outcome-based planning process that requires MPOs to work in partnership with the state and transit provider(s) to establish a vision, agree upon performance measures that align with national goals, statewide measures and transit system performance measures, and define performance targets to achieve desired outcomes for the region. MAP-21 also increases federal funding for safety and freight mobility projects, and expands the scope and funding of the Transportation Infrastructure Finance and Innovation Act (TIFIA), a program that applies federal credit assistance to eligible transportation projects. TIFIA offers more favorable terms for projects in rural areas.

In essence, MAP-21 reflects fiscal constraints at the federal and state levels and results in a transportation law that reflects a demand for a more competitive, performance-based process for project selection and funding, and a desire for greater flexibility among stakeholder agencies. The changes highlight a need for aligning broad-based coalitions and resources to respond to the shifting roles and relationships at the federal, regional, state and local levels. MAP-21 gradually, but clearly, raises the bar for regional and local organizations to advance projects in this more competitive, fiscally challenged environment. To succeed, CRTPA and its partner organizations must develop a stronger case for transportation projects and tell a more effective story about their value and benefits toward meeting desired regional outcomes and national goals.

MAP-21 Implications for the Regional Mobility Plan and Transportation Improvement Program

Mr. Reed next addressed the adopted Regional Mobility Plan and the issues to be considered by the Board in advance of its next update for the horizon year of 2040. He reviewed the central components of the 2035 RMP, which included both a Transit Development Plan and a Bicycle and Pedestrian Master Plan as part of developing the Long Range Transportation Plan for the region. The current plan focuses on moving people and goods not autos through a “complete streets” approach, and addressed issues of interconnectivity of the local network, identifying needs by corridors and initiating a longer range 50+ year look at development patterns that influence transportation needs throughout the region. The plan examined different transportation and development scenarios, and defined target growth areas and supporting transportation characteristics to guide quality growth in those areas.

For the next RMP update, the goal is to address the requirements of MAP-21 and the region’s emerging demographic and economic trends by establishing a more defined land use and transportation vision for the region and its communities, along with specific goals, measures and targets for the development of the regional multimodal transportation network. That kind of process would entail a more robust identification and evaluation of future land use and transportation linkages (enabled through MAP-21) by building on the “Quality Growth Plus” development scenario adopted in the 2010 RMP, and establishing the analytical and policy framework to guide its implementation over time through the regional transportation planning process and local land use ordinances and development plans. That kind of process requires development and application of

robust data sources using Geographic Information Systems (GIS) and other tools that will help create the layered networks that are necessary to address how each travel mode can work in complementary fashion with land use to meet different needs within the region.

Economic development and freight mobility will need to be linked with development of the 2040 RMP's regional framework vision and long range transportation plan. The process will need to engage freight operators and include identification of economic catalyst areas and the supporting transportation and development activities that will help diversify and sustain the region's economic vitality over the long term. It will be essential to examine the use of rail corridors that link air and seaports, as well as trucking intermodal facilities. MAP-21 provides increased federal funding for freight mobility projects that support economic vitality, including safety and mobility improvements.

MPOAC Revenue Study

Mr. Reed's presentation illustrated the significant funding challenges for transportation in the nation and Florida as declining gas tax revenues from improved fuel efficiency, decreased travel in recent years, and lack of indexing to inflation fail to keep pace with an ever-growing and changing backlog of funding needs. Declining state revenues and reduced purchasing power of the Transportation Trust Fund due to inflation results in a growing gap of MPO funding shortfalls, approaching \$75 billion in 2010 dollars. The MPOAC commissioned a revenue study in 2010 to examine funding options to address the revenue needs in a sustainable, innovative and acceptable manner. In 2012 the MPOAC voted to transmit to the Florida Legislature and Governor information on the state's unfunded transportation needs and the 14 options to reduce the funding shortfall. The MPOAC seeks to initiate legislative action on the top six revenue options to implement those items, which includes 1) indexing to inflation all fuel taxes not currently indexed; 2) authorization of a one cent Municipal Optional Sales Tax; 3) enabling a two cent fuel tax increase per year for five years (10 cents total) indexed for inflation; 4) authorize a Vehicle Miles Traveled Study (VMT); 5) authorize a five cent Local Diesel Tax; and 6) return motor vehicle license, registration and titling fee increases to the State Transportation Trust Fund.

Discussion Themes

Throughout the retreat, CRTPA Board members engaged in various discussions about meeting the region's transportation needs. This section captures the main themes reflected in those conversations. The comments are not meant to reflect verbatim comments of individual Board members.

Regional Vision and Funding Equity

It is important to think through the development of a vision and how we can achieve alignment of plans and policies toward positive outcomes. We need to think regionally with help from technology to better enable that to occur. There is concern about the allocation of funding toward projects in rural areas versus funds allocated toward the more urban parts of the region, and making sure that allocation remains equitable in the future. The needs are different in rural and urban areas, and those needs may reflect projects of very different cost. CRTPA is the forum for all counties in the region to work together cooperatively for shared regional purposes. How do we compete as small/rural areas within the region? There is a need for us to have an agreed-upon set of

standards to make the process fair and equitable. The plan must help us determine what is really important to the region so we can achieve the biggest bang for the buck on transportation projects regionally.

Data Sharing and Economic Development

We need to talk about economic development goals as part of our vision so that it matches our Transportation Improvement Program and criteria for setting project priorities and project selection for funding. It sometimes feels like we are disjointed as a region when it comes to economic development. It is essential for CRTPA to coordinate better and have a dialogue with the land use planners from each government agency to avoid disconnecting transportation, growth and economic development. We need to know who the land use planners are and involve them. We also need to share data and agree upon measures, benchmarks and targets. Creating a central information database for the four counties is a very good idea. It would help with safety, maintenance and program costs, provide a good way for making the case for project activities and for setting standards throughout the region that fit the context of the area. It should be a uniform platform that all government agencies can utilize.

Land use follows transportation investments. Freight and economic vitality are critical from a regional standpoint, so it is essential that we bring everyone together for a clear vision and shared plan for these strategic economic assets. An example of how this might work is creating a database for trucking and intermodal facilities, enabling CRTPA, state and local partners to have the ability to identify and plan for the best available sites for freight and how transportation serves them. The CRTPA Board is very interested in having a more extensive discussion about freight in the region. Key issues include:

- What do we know about our current freight situation, and how to position ourselves for future improvements?
- What are the various industries in the region that depend on freight, and what are their needs in the short- and long-term?
- Where are the concentrations of industry that can expand or grow with the right set of transportation and economic development strategies?

All local government agencies in the region want to have a seat at the table for freight discussions. CRTPA members requested a freight movement presentation (covering roads, rail, air and water) in the future.

Agency Coordination and Integration in the Regional Planning Process

Even with MAP-21 there remains the issue of who determines the design of transportation projects and how to reach agreements on that design when substantial local money is involved for a project on the state highway system. There is a need for agencies and their leadership to be involved in the early stages of project conceptual planning to flesh out the possibilities and potential conflicts. For instance, Blueprint would be more effective if they attended CRTPA meetings regularly. MAP-21 makes it increasingly clear that both vertical and horizontal alignment of plans and policies is increasingly important for project design and funding agreements. For any agency, early communication leads to assistance with funding for projects rather than missed opportunities.