

**CITIZEN'S MULTIMODAL ADVISORY
COMMITTEE**

11:30 AM, Tallahassee Room
TALLAHASSEE CITY HALL
2ND FLOOR
300 S. Adams Street
Tallahassee, Fl. 32301

February 25, 2014 Agenda

I. AGENDA MODIFICATIONS

II. CONSENT

A. Minutes of the January 7, 2014 Committee Meeting

Recommended Action: *Approve the minutes.*

III. PRESENTATIONS/DISCUSSION

A. Capital City to the Sea Trails Master Plan

The consultant for the Capital City to the Sea Trails Master Plan has a brief presentation regarding the Final Master Plan and the Project Development and Environment phase of the project.

Recommended Action: *Approve the Final Master Plan.*

B. Year 2040 Regional Mobility Plan Update Kick Off

The update to the CRTPA's Regional Mobility Plan, adopted in November 2010, will be kicked off by the project's consultant team. At this time, the preliminary overview of the project schedule will be presented, and a Draft overview of the preliminary Public Involvement Plan for the project will be provided for early comment.

Recommended Action: *Presentation and comment on the Public Involvement Plan.*

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.

C. Woodville Highway Contract and Joint Participation Agreement (JPA) Amendment

The Woodville Highway project contract requires amending to reflect the need to address comments from the Federal highway Administration (FHWA) related to the segment between Paul Russell Road and Gaile Avenue known as “The Loop”. The amendment to the contract also requires an amendment to the Joint Participation Agreement (JPA).

Recommended Action: *Approve the JPA and contract amendments.*

D. CRTPA Resurfacing Policy

A resolution has been drafted that will require the CRTPA to formally consider opportunities for the inclusion of identified pedestrian and bicycle facility projects as part of upcoming resurfacings of the region’s state roadways.

Recommended Action: *Approve the resurfacing policy resolution.*

E. Draft Fiscal Year (FY) 2015 – FY 2016 Unified Planning Work Program

The draft Unified Planning Work Program (UPWP) is the bi-annual program document which details anticipated transportation planning for Fiscal Years 2015 and 2016 and acts as the application for various funding sources. The Draft UPWP is attached and is available for review and comment at this time. Upon review and comment by FDOT and other transportation partners, it will be returned to the CRTPA for final adoption in May. Ms. Colleen Roland, CRTPA staff, will provide the committees with a brief overview of the Draft UPWP.

Recommended Action: *Approve the draft UPWP.*

F. Interstate 10 Group 22-01 Project Development and Environment (PD&E) Reevaluation and Interchange Studies Kick Off

The Interstate 10 Group 22-01 PD&E Interchange Studies will be discussed.

Recommended Action: *For Committee Information.*

IV. OPEN FORUM FOR PUBLIC COMMENT

Citizens are invited to address the Committee.

V. INFORMATION

- **March 10, 2014 CRTPA Agenda**

The March 10, 2014 CRTPA Agenda is provided for committee information.

VI. ITEMS FROM COMMITTEE MEMBERS OR STAFF

- **Update on Presentation to Technical Advisory Committee Regarding Land Development Code Considerations for Roadway Amenities.** – Craig Diamond & JR Harding

Next CMAC Meeting Date is Tuesday, May 6, 2014.

AGENDA ITEM 3 A

CAPITAL CITY TO THE SEA TRAILS MASTER PLAN

REQUESTED BY: CRTPA Staff

TYPE OF ITEM: Discussion

STATEMENT OF ISSUE

The Capital City to the Sea Trails Master Plan began in March of 2013. In the past year the consultant and CRTPA staff has worked toward the development of the Master Plan including project assessment and ultimately project ranking to provide direction to the CRTPA on a staging for the initiation of Project Development and Environment (PD&E) studies. The consultant will be presenting the Final Master Plan for CRTPA Approval as well as the last video produced for the project.

HISTORY AND ANALYSIS

The Capital City to the Sea Trails Master Plan kicked off in March of 2013. In the past year the consultant and CRTPA has made numerous field visits, held public workshops, talked to stakeholders, and presented materials to the CRTPA and CRTPA committees to ensure that this project had plenty of input from citizens, and trail professionals.

The Capital City to the Sea Trails Master Plan, shown as *Attachment 1*, is only the first step in the development of this major trail system.

This document will be used as the foundation for the development of Project Development and Environment (PD&E) Studies that will follow. The consultant and CRTPA staff is working on efforts to move the first two priorities, the US 98 Corridor Trail and the Trout Pond North Trail into PD&E phase. Both of these projects will be brought to the CRTPA Board in the near future.

NEXT STEPS

After approval of the Capital City to the Sea Trails Master Plan, CRTPA staff will be working with the consultant to move into Phase 2 of the project which is the Project Development and Environment (PD&E) studies.

ATTACHMENT

Attachment 1: Capital City to the Sea Trails Master Plan



February 25, 2014

AGENDA ITEM 3B
YEAR 2040 REGIONAL MOBILITY PLAN UPDATE KICKOFF

REQUESTED BY: CRTPA

TYPE OF ITEM: Discussion/Action

STATEMENT OF ISSUE

The update to the CRTPA's Regional Mobility Plan, adopted in November 2010, will be kicked off by the project's consultant team. At this time, the preliminary overview of the project schedule will be presented, and a draft overview of the preliminary Public Involvement Plan for the project will be provided for early comment.

ATTACHMENTS

- Attachment 1: Kickoff Agenda for the 2040 RMP
- Attachment 2: Public Participation Plan Overview for the 2040 RMP

Citizens Multimodal Advisory Committee

Connections 2040 RMP Kickoff Meeting

February 25, 2014, 11:30 AM to 1:30 PM | Tallahassee City Hall

Objective

Introduce the project team and provide an overview of the planning process, roles, and responsibilities. Conduct initial issues identification exercise to identify needs and opportunities.

Agenda

1. Project Team and Committee Member Introductions
2. Project Background
 - Process Flow Chart
 - Work Plan
 - Communication Protocol
 - Upcoming Committee Meeting Action Items
3. County Transportation Strategies
 - Philosophy
 - Major Input Opportunities
 - Deliverables
4. Issues and Opportunities Discussion

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Contents

Project Overview	1
Public Involvement Plan.....	2
Overview of Outreach	2
Objectives.....	2
Key Stakeholders.....	3
Elements of Outreach	3
Table 1 – Outreach Summary.....	3
Table 2 – Outreach Responsibilities.....	5

Project Overview

The Connections 2040 Regional Mobility Plan (RMP) will fulfill federal requirements and serve as the CRTPA region’s transportation vision. The 2040 RMP will characterize current and future transportation needs, outline the capital region’s long-range transportation vision, document multi-modal transportation strategies to address needs through the year 2040, and identify long-term opportunities beyond the current ability to fund projects. The coordinated planning process will yield a Needs Plan and an Opportunities Plan.

- The Needs Plan will identify projects that are required to satisfy an existing or projected future deficiency within the 2040 planning horizon.
- The Opportunities Plan will house ideas that come up in the planning process but are not part of the immediate Needs Plan. The Opportunities Plan also will be a forum to document larger-scale projects that may have been identified in other long-term visioning efforts. These projects will not be considered when financially constraining the RMP.

Notably, federal funding cannot be allocated to transportation projects unless they are included as part of the RMP Cost Feasible Plan (i.e. the financially constrained portion of the Needs Plan). The projects on this list must be fiscally constrained, meaning the MPO cannot plan to spend more money than it expects to receive. The RMP requires a coordinated community engagement strategy, which is outlined in the Public Participation Plan that follows.

Public Involvement Plan

Overview of Outreach

For the outcomes of the RMP to be defensible and implementable, the community engagement process should generate information equal in value to technical data. A coordinated public involvement strategy allows for the free exchange of ideas about the future transportation needs of the region. This exchange of ideas enables a thorough analysis of competing transportation needs against the benefits and burdens on the population associated with the funding of specific projects as compared to others. The public involvement strategy encourages participation throughout the process so that the RMP 2040 will be reflective and respectful of the needs and values of the region. In doing so, the programming of transportation dollars in future years, as prescribed in the 2040 Cost Feasible Plan, will satisfy the best interests of the region's population. The opportunities and methods to achieve broad-scale representation require a variety of techniques, including traditional and non-traditional methods. The activities should challenge participants not only to identify possibilities but also to contemplate the tradeoffs between competing interests. The outreach process for the Connections 2040 RMP includes:

- CRTPA Board Meetings / Board Retreats
- Public workshops/work sessions (3 rounds)
- Stakeholder and small group interviews
- Newsletters / Email blasts
- Project website and social media
- Questionnaires/surveys
- Coordinated committee meetings (CMAC, TAC, Stakeholders Committee, Disadvantaged Coordinating Board)
- Public/community events

Objectives

According to the Public Involvement Process Plan (PIPP), the fundamental goal of public involvement is “to create the cooperative and collaborative transportation planning process that gives citizens a voice in shaping the area’s future.” The RMP planning process unites multiple interests in the pursuit of a common vision and the financially-constrained plan of action to achieve it. The understanding of existing issues and active communication with key stakeholders will make results achievable. The inclusive process pursues the following objectives:

- Distribute timely information regarding the purpose, process, findings, and recommendations of the RMP.
- Identify and engage stakeholders most affected by and interested in the RMP.
- Provide a strategic way to shape the philosophy, goals, objectives, understanding of existing conditions, and recommendations for the RMP.
- Gather input regarding project priorities and action items.
- Fulfill the requirements of MAP-21.

The Public Participation Plan developed for the Connections 2040 RMP conforms to and advances the concepts set forth in the PIPP.

Key Stakeholders

A continuous and inclusive process is necessary to bring local staff, residents, business owners, public agencies, and other stakeholders to the table with local staff and elected officials. The underlying principle for understanding local dynamics will be collaborative planning and consensus building through a process that recognizes the intimate knowledge of these groups and the current and expected issues facing the MPO. Key interests that should be targeted or invited to participate in outreach activities include:

- | | | |
|---------------------|------------------------------|---------------------------------------|
| • Municipal staff | • Community leaders | • Economic development agencies |
| • County staff | • State and Federal agencies | • Major employers |
| • MPO staff | • Transit agencies | • Bicycle and pedestrian advocates |
| • FDOT | • Transit users | • Minority and low income communities |
| • FHWA | • Freight operators | |
| • Elected officials | • Public service officials | |

Special consideration has been given to reaching a balanced cross-section of the community. A variety of interviews, online exercises, community forums, and community-based events are planned to target specific stakeholders and/or the community at large.

Elements of Outreach

Opportunities and methods to achieve broad-scale representation will require a diverse menu of techniques, including traditional and non-traditional methods. Table 1 describes the objective for each event. Table 2 summarizes consultant and MPO responsibilities.

Table 1 – Outreach Summary

Event	Target Audience	Objective/Description	Locations	Tentative Date(s)
CRTPA Board Retreats (3)	CRTPA Board	Convene at major milestones for focused discussions to ensure the plan remains on track for adoption.	TBD	2014: Apr, Oct 2015: Apr
CRTPA Board Meetings (11)	CRTPA Board	Meet regularly during the planning process to track progress and serve as a sounding board. (NOTE: Updates of the <i>Connections 2040 RMP</i> will be provided to this board as needed during the process.)	Tallahassee City Hall	2014: Jan, Mar, May, June, Sept, Nov 2015: Jan, Mar, May, June, Sept
CMAC and TAC Meetings (up to 8)	CMAC TAC	Provide project oversight, contribute technical input to study products, and connect project efforts with the wider community.	TBD	2014: Mar, May, June, Sept, Nov 2015: Jan, Mar, May, June, Sept
Committee Meetings (up to 4)	Stakeholders Committee Disadvantaged Coordinating Board	Provide project oversight, contribute technical input to study products, and connect project efforts with the wider community.	TBD	TBD

Event	Target Audience	Objective/Description	Locations	Tentative Date(s)
Project Website	Community at large	Provide educational information, project mapping and graphics, information about upcoming outreach events, and links to the online questionnaire and Digital Dotmocracy.	Online	Feb 2014 (launch)
Social Media	Community at large	Provide additional opportunities to educate the public and engage in conversations about issues.	Online	Feb 2014 (launch)
General Questionnaire	Community at large	Provide passive way for community to identify existing issues and future preferences.	Online Hard copy	Feb 2014 (begin distribution)
Phone Survey	Statistically-valid sampling of population	Gather feedback that will contribute to the identification of guiding principles.	Phone	Feb 2014 (initiate)
GIS Interactive Tool	Community at large	Understand community preferences, opinions, and issues both thematically and location-specific via an interactive online environment.	Online	Feb 2014 (initiate)
Stakeholder Interviews (up to 20)	Invited stakeholders	Gain insight into issues, needs, ideas, and priorities through one-on-one and small group discussions with stakeholder groups.	TBD	Mar 2014 (initiate)
Public Work Sessions (series of 3)	Community at large	Facilitate interactive exercises to educate and gather input for planning process.	Gadsden Jefferson Leon Wakulla	2014: Mar, Oct 2015: Mar
Digital Dotmocracy	Community at large	Interactive web survey allowing participants to give feedback on transportation strategies.	Online	Sept 2014 (launch)
Newsletters/ E-Blast (up to 3)	Community at large	Educate the community on the purpose, process, milestones, or project activities.	Electronic Distribution	2014: Mar, Sept 2015: Feb
Community Events (up to 5)	Community at large and targeted groups	Leverage local community events and special activities to educate the public and gather input.	TBD	TBD

Table 2 – Outreach Responsibilities

Event	Consultant Responsibilities	MPO Responsibilities
CRTPA and Committee Meetings/ Retreats	<ul style="list-style-type: none"> • Prepare RMP-specific portions of meeting agendas • Facilitate RMP-specific portions of meetings 	<ul style="list-style-type: none"> • Secure locations • Identify and notify attendees • Distribute meeting agendas
Project Website	<ul style="list-style-type: none"> • Develop materials for inclusion on the website • Host and administer website • Update content (5 updates) coinciding with major outreach activities and milestones 	<ul style="list-style-type: none"> • Review beta version and offer feedback • Provide original content as needed to publicize outreach events • Distribute website link
Social Media	<ul style="list-style-type: none"> • Create Facebook account • Update periodically with project highlights and upcoming events 	<ul style="list-style-type: none"> • Assist with building the network of users
General Questionnaire	<ul style="list-style-type: none"> • Develop and administer questionnaire • Summarize results 	<ul style="list-style-type: none"> • Review draft questionnaire and provide feedback • Assist in distributing
Phone Survey	<ul style="list-style-type: none"> • Develop and administer survey • Summarize results 	<ul style="list-style-type: none"> • Review draft survey and provide feedback
GIS Interactive Tool	<ul style="list-style-type: none"> • Develop draft tool • Revise based on feedback from MPO • Identify e-databases and methods for distribution • Summarize results 	<ul style="list-style-type: none"> • Assist with relevant content • Provide GIS base data • Review beta version and offer feedback • Assist with identifying methods to distribute link
Stakeholder Interviews	<ul style="list-style-type: none"> • Schedule interviews • Conduct interviews • Summarize results 	<ul style="list-style-type: none"> • Secure locations • Help identify stakeholders • Assist with scheduling and identify location of interviews
Public Work Sessions	<ul style="list-style-type: none"> • Develop approach and materials • Facilitate work sessions • Summarize results 	<ul style="list-style-type: none"> • Secure a location for the events • Assist with invitations • Lead advertising efforts • Participate in the events
Digital Dotmocracy	<ul style="list-style-type: none"> • Develop online web survey • Summarize results 	<ul style="list-style-type: none"> • Review beta version and provide feedback • Distribute link
Newsletters/ E-Blasts	<ul style="list-style-type: none"> • Develop content and incorporate comments 	<ul style="list-style-type: none"> • Generate listserv • Review content • Distribute newsletter
Community Events	<ul style="list-style-type: none"> • Develop approach and materials • Facilitate events • Summarize results 	<ul style="list-style-type: none"> • Identify events • Assist with logistics • Participate in the events



February 25, 2014

AGENDA ITEM 3 C

WOODVILLE HIGHWAY CONTRACT AND JOINT PARTICIPATION AGREEMENT (JPA) AMENDMENT

REQUESTED BY: CRTPA Staff

TYPE OF ITEM: Discussion

STATEMENT OF ISSUE

The Federal Highway Administration has expressed some concerns regarding the Woodville Highway Project Development and Environment (PD&E) Study relating to the section of the road from Gaile Avenue to Paul Russell Road that has been called “the loop”. In order to address these issues the consultant and CRTPA staff has agreed to an approach that will satisfy the questions raised and move the project through to the design phase. This will require an amendment to the contract as well as to the Joint Participation Agreement (JPA) with the Florida Department of Transportation.

HISTORY AND ANALYSIS

The Woodville Highway Corridor Study and Project Development and Environment (PD&E) Study began in March of 2010. The concept behind the project was to develop a Corridor Plan that would transition into a Project Development and Environment (PD&E) Study and ultimately design, right-of-way and construction phases.

The last time the project was brought to the CRTPA Board was in May 2012 for approval of the “Preferred Alternative” which included a four-lane section from Capital Circle, Southeast to Gaile Avenue, known as Segment 1. The Preferred Alternative for the section from Gaile Avenue to Paul Russell Road, known as Segment 2, included a one-way “loop” that incorporated an extension of Tram Road to Crawfordville Road. The Board unanimously approved both Segment 1 and Segment 2.

Since that time the consultant for the project submitted the documentation for the project to the Florida Department of Transportation (FDOT) and the Federal Highway Administration (FHWA). The reviews by both organizations included additional questions about Segment 2 and its interaction with Woodville Highway and Crawfordville Road related to the movement of pedestrians.

To ensure that these concerns are addressed, CRTPA Staff requested that the consultant develop a Scope-of-Services (Scope) to provide the additional information that was requested. The Scope is shown as *Attachment 1*.

In addition to amending the Scope with the consultant, the Joint Project Agreement (JPA) with the FDOT must also be amended to include this additional work effort. The amended JPA is shown as ***Attachment 2***.

NEXT STEPS

After approval of the Scope and JPA, CRTPA staff will coordinate with the consultant, FDOT and FHWA to ensure that the project is completed on time and one budget.

ATTACHMENT

- Attachment 1: Woodville Highway Amended Scope
- Attachment 2: Woodville Highway Amended JPA

**AMENDMENT NUMBER 2 TO THE AGREEMENT BETWEEN THE CLIENT AND
KIMLEY-HORN AND ASSOCIATES, INC.**

AMENDMENT NUMBER 2 DATED January __, 2014 to the agreement between Capital Region Transportation Planning Agency (CRTPA), ("Client") and Kimley-Horn and Associates, Inc., ("Consultant") dated March 15, 2010 ("the Agreement") concerning Woodville Highway Corridor Study and Project Development and Environment Study Capital Circle Southeast to Paul Russell Road (the "Project").

The Consultant has entered into the Agreement with Client for the furnishing of professional services, and the parties now desire to amend the Agreement.

Therefore, it is mutually agreed that the Agreement is amended to include Additional Services to be performed by Consultant and provisions for additional compensation by the Client to the Consultant, all as set forth in Exhibit A hereto. The parties ratify the terms and conditions of the Agreement not inconsistent with this Amendment, all of which are incorporated by reference.

CLIENT:

CRTPA

By: _____

Title: _____

Date: _____

CONSULTANT:

KIMLEY-HORN AND ASSOCIATES, INC.

By: _____

Title: _____

Date: _____

Exhibit A to Amendment Number 2,
dated _____.

Consultant shall perform the following Additional Services:

Based on discussions with the Federal Highway Administration on November 14, 2013, additional analysis and documentation will be required in order to obtain their approval of the Type 2 Categorical Exclusion. The additional effort will include:

KHA will work with Atkins staff on:

- The estimation of future p.m. peak hour pedestrian flows, apply growth factors used for vehicles to the pedestrian counts, and distribute accordingly,
- Code pedestrian signals into Synchro, evaluate the impact of pedestrians on vehicle flow, and report those findings.
- Identify the threshold at which pedestrian flow (i.e. pedestrian signal calls per hour) would begin to significantly affect vehicle flow,
- Revise the project's traffic report and associated tables to report findings from the pedestrian evaluations.

KHA will:

- Revise concept drawings to depict the new traffic controls for pedestrians at the intersections with the Loop that are currently unsignalized.
- Update the opinions of probable construction costs and incorporate into the project documentation.
- Further address in the documentation the weave/merge concerns voiced by FHWA staff.
- Update and revise traffic safety analyses to address existing pedestrian and bicycle safety questions within the area of the Loop.
- Provide the appropriate information to Atkins for revisions to the Type 2/Categorical Exclusion.
- Revise the PER document with the findings of the additional analyses.
- Attend two (2) meetings with the review agencies.

Consultant and Client agree to the following general schedule in connection with the Additional Services set forth above:

This additional effort will be completed by June 30, 2014.

For the Additional Services set forth above, Client shall pay Consultant the following additional compensation:

\$38,000.00



February 25, 2014

AGENDA ITEM 3 D
CRTPA RESURFACING POLICY

REQUESTED BY: CRTPA Staff

TYPE OF ITEM: Discussion

STATEMENT OF ISSUE

A resolution has been drafted that will require the CRTPA to formally consider opportunities for the inclusion of identified pedestrian and bicycle facility projects as part of upcoming resurfacings of the region's state roadways.

NEXT STEPS

After approval of the resurfacing policy the policy will be forwarded to the CRTPA Board for approval at their March 10, 2014 CRTPA Meeting.

ATTACHMENT

Attachment 1: CRTPA Resolution on Resurfacing Projects



February 25, 2014

AGENDA ITEM 3 E

DRAFT FISCAL YEAR 2015-2016 UNIFIED PLANNING WORK PROGRAM

REQUESTED BY: CRTPA Staff

TYPE OF ITEM: Discussion

STATEMENT OF ISSUE

The Draft Unified Planning Work Program (UPWP) is the bi-annual program document which details anticipated transportation planning for Fiscal Years 2015 and 2016 and acts as the application for various funding sources. The Draft UPWP is attached and is available for review and comment at this time. Ms. Colleen Roland, CRTPA staff, will provide the committees with a brief overview of the Draft UPWP.

NEXT STEPS

The Draft Fiscal Year 2015-2016 Unified Planning Work Program will be forwarded to the CRTPA Board for their review at their March 10, 2014 CRTPA Meeting. Upon review and comment by FDOT and other transportation partners, it will be returned to the CRTPA Committees and the CRTPA Board for final adoption in May.

ATTACHMENT

Attachment 1: CRTPA Draft FY 2015-2016 UPWP



Fiscal Years 2015 and 2016 Unified Planning Work Program

FAP 0220 049 M

FM# 42383911401

Catalog of Federal Assistance Numbers:
20.205 Highway Planning and Construction
20.505 Federal Transit Technical Studies Guide

DRAFT March, 2014

FINAL May, 2014

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The Capital Region Transportation Study Fiscal Years 2015 and 2016 Unified Planning Work Program was prepared and financed in part by the U.S. Department of Transportation, Federal Highway Administration, Federal Transit Administration, Florida Department of Transportation, Gadsden County, Jefferson County, Leon County, Leon County School Board, Wakulla County, and municipalities.

TABLE OF CONTENTS

	<u>PAGE</u>
AUTHORIZING RESOLUTION	iii
I. INTRODUCTION	5
Status of Comprehensive Transportation Planning Activities	6
FY 13/14 Transportation Planning Activities	8
Planning Priorities	9
Planning Tasks	9
Level of Planning Effort	10
II. ORGANIZATION AND MANAGEMENT	12
CRTPA Structure and Agreements	12
CRTPA Participants in the UPWP Metropolitan Planning Process	15
CRTPA Certification Status (Federal and State)	16
CRTPA Operating Procedures and Bylaws	16
Federal Planning Factors	17
MAP-21 Compliance	19
FDOT District 3 Planning Activities	19
III. WORK ELEMENTS SECTION	22
UPWP Work Elements Description	22
Section 1: Administration	23
Task 1.1 Transportation Planning Management	24
Task 1.2 CRTPA Certification	26
Task 1.3 Capital Outlay	28
Task 1.4 Funding and Grant Administration	29
Task 1.5 FDOT Assistance for PL Funds	30
Task 1.6 FDOT Match for 5305D Funds	31
Task 1.7 Professional Services	33
Section 2 : Data Collection and Distribution	35
Task 2.1 Data Collection and Distribution	36
Section 3: Unified Planning Work Program	39
Task 3.1 Unified Planning Work Program Development	40
Section 4: Transportation Improvement Program	42
Task 4.1 Transportation Improvement Program Development	43

Section 5: Year 2035 Long Range Transportation Plan	45
Task 5.1 Year 2035 Long Range Transportation Plan Development.....	46
Section 6: Public Involvement	51
Task 6.1 Public Involvement.....	52
Section 7: Systems Planning	54
Task 7.1 Bicycle and Pedestrian Planning.....	55
Task 7.2 Transit Planning	59
Task 7.3 Aviation Planning.....	62
Task 7.4 Transportation Disadvantaged Planning	64
Task 7.5 Mobility Management.....	66
Section 8: Regional Planning and C RTPA Coordination.....	68
Task 8.1 Regional Planning and C RTPA Coordination	69
Section 9: Other Planning Projects	72
Task 9.1 Corridor Analysis	73
Task 9.2 Special Transportation Planning Projects	75

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

Table 1.1 - Proposed Agency Participation & Anticipated Element Cost – FY15
Table 1.2 – Proposed Agency participation & Anticipated Element Cost – FY16
Table 2.1 - Proposed Funding Sources - FY 15
Table 2.2 – Proposed Funding Sources - FY 16

V. APPENDIX

(Provided in submission of Final Draft)

VII C RTPA Joint Certification Package
VIII C RTPA Planning Area Boundary Map

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CAPITAL REGION TRANSPORTATION PLANNING AGENCY FISCAL YEARS
2015 AND 2016

UNIFIED PLANNING WORK PROGRAM
FOR TRANSPORTATION PLANNING ACTIVITIES

ADOPTED BY THE CAPITAL REGION TRANSPORTATION PLANNING AGENCY ON MAY ??,
2014
BY RESOLUTION NO. 2014-5-##

Randy Merritt, CRTPA Chairperson

Prepared by the Capital Region Transportation Planning Agency

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

This document has been developed pursuant to the FDOT MPO Program Management Handbook
FAP 0220(049)M
FM# 42383911401

I. INTRODUCTION

The Fiscal Year (FY) 2015/2016 Unified Planning Work Program (UPWP) defines the tasks and anticipated funding requirements for the Capital Region Transportation Planning Agency (CRTPA) during the fiscal period beginning July 1, 2014 and ending June 30, 2016. This document serves to inform the public, as well as all public officials and departments who contribute resources and allocate funds to the transportation planning process, of the proposed work program for each participating agency. In addition, the UPWP provides the basis for federal funding of transportation planning activities.

Development of this UPWP officially began on December 12, 2013 when the “FYs 2015/2016 UPWP Kick Off Meeting” was held between CRTPA staff, the Florida Department of Transportation (the Federal Highway Administration had been invited but was unable to attend) to discuss the document’s development. Consistent with previous years, the UPWP was developed through reviewing and updating tasks contained within the preceding document in coordination with CRTPA staff and outside agencies responsible for the tasks identified within the document. Development of the FY 2015/2016 UPWP also included a review of the CRTPA’s top critical priorities as identified at its past annual retreats and development of tasks to address these priorities. In addition, staff reviewed the requirements related to development of UPWPs as contained within Chapter 3 of the Metropolitan Planning Organization Program Management Handbook.

The draft UPWP was presented to the CRTPA and its subcommittees for comment (March, 2014) and finalized by the CRTPA at its May, 2014 meeting. In addition, the UPWP is posted on the CRTPA’s web page (www.crtpa.org). Throughout the year, copies of the document are provided upon request as well as available at public events attended by CRTPA staff.

Subsequent to adoption, the UPWP is reviewed throughout the year to ensure consistency between staff work efforts and tasks identified within the document as well as monitoring work progress and assess the need for possible amendment. The UPWP reflects compliance with the comprehensive Title VI Environmental Justice Procedures. Additionally, the FY 2015/2016 UPWP was generated to address identified any annual and applicable state and federal Planning Emphasis Areas as detailed in Section II: Organization and Management. Although the CRTPA is in air quality attainment status, CRTPA staff in conjunction with the Florida Department of Transportation continues to monitor the CRTPA’s air quality status as well air quality issues.

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

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

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

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

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

- Year 2035 Long Range Transportation Plan (Regional Master Plan) was adopted by the CRTPA in December 2010. This plan identifies roadway, transit, bicycle and pedestrian projects within the CRTPA planning area boundary. The Leon County section of bicycle and pedestrian projects contained within this plan were identified as part of development of the Tallahassee-Leon County Year 2025 Bicycle and Pedestrian Master Plan (discussed below). Other projects will be identified from other member jurisdictions. This plan is available for review on the CRTPA's website (www.crtpa.org).
- Bicycle and Pedestrian Master Plan: The Tallahassee-Leon County Year 2025 Bicycle & Pedestrian Master Plan (BPMP) was adopted by the CRTPA on May 17, 2004. The BPMP includes nearly 70 miles of sidewalks, bike facilities and shared use paths for implementation. On September 27, 2005, the CRTPA adopted the Access to Schools to Priority List that provides a more detailed listing to assist within implementation of the BPMP. Initial development of the BPMP occurred prior to the CRTPA's expansion and, as a result, includes only projects within Tallahassee-Leon County. The next update of the BPMP was completed as part of the Regional Mobility Plan in December 2010.
- Transit Development Plan: The FY 2005 Transit Development Plan (TDP) Major Update was approved by the City of Tallahassee on November 9, 2005. This document addresses major needs and suggests alternatives to meet the demand for transit services provided by the City of Tallahassee's StarMetro agency (formerly "Taltran"). Associated with development of the TDP was a broader effort by StarMetro entitled the "Tallahassee Transit Renaissance." The Tallahassee Transit Renaissance, provided a framework to meet community needs for a better transit system through focusing on the following six (6) areas: communications/image; technology; service; facilities/amenities; revenue opportunities and transit excellence. Section 7.2 (Transit Planning) provides detail regarding current and future planning efforts.
- Tallahassee Regional Airport Master Plan: The Tallahassee Regional Airport Master Plan was originally adopted in 1973 and has been updated several times. An Update to the

Master Plan was developed and received by the Tallahassee City Commission in the summer of 2006. This update will cover a 20-year period. It was sent to FDOT and the Federal Aviation Administration for review. Final acceptance was in the third quarter of 2007. The Master Plan and Updates provide guidance for development of the Airport to meet the forecasted needs for facilities and infrastructure to provide commercial airline and general aviation services to the Tallahassee Region.

- Leon County Transportation Disadvantaged Service Plan: This five-year plan includes a service analysis and implementation plan for transportation disadvantaged services within Leon County. The annual update to this plan was approved on April 11, 2011 and is available for review on the CRTPA's website (www.crtpa.org). The Community Transportation Coordinator, StarMetro had its contract re-approved through 2017. As a result a new plan was completed in January 2013. The CRTPA is the official planning agency of the Leon County Transportation Disadvantaged Coordinating Board (TDCB), who oversees the provision of transportation-disadvantaged services within Leon County. As with all TDSPs it is reviewed annually and amended as needed.
- Gadsden County Transportation Disadvantaged Service Plan: Originally adopted on January 16, 2008, the plan's annual update was approved in June 2013. The Apalachee Regional Planning Agency (ARPC) was the official planning agency of the Gadsden County Transportation Disadvantaged Coordinating Board (TDCB). As of July 1, 2013, the CRTPA is the designated Official Planning Agency.
- Jefferson County Transportation Disadvantaged Service Plan Originally adopted on January 16, 2008, the plan's annual update was approved in June 2013. The Apalachee Regional Planning Agency (ARPC) was the official planning agency of the Gadsden County Transportation Disadvantaged Coordinating Board (TDCB). As of July 1, 2013 the CRTPA is the designated Official Planning Agency.
- Wakulla County Transportation Disadvantaged Service Plan: Originally adopted on January 16, 2007 the plan's annual update was approved in June 2013. The Apalachee Regional Planning Agency (ARPC) was the official planning agency of the Wakulla County Transportation Disadvantaged Coordinating Board (TDCB). As of July 1, 2013 the CRTPA is the designated Official Planning Agency.

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

- Tallahassee-Leon County,
- Gadsden County,
- Jefferson County
- Wakulla County
- City of Chattahoochee
- Town of Havana

- City of Monticello
- City of Midway
- City of Gretna
- City of Greensboro
- City of Quincy
- City of Monticello
- City of Sopchoppy
- City of St. Marks
- City of Tallahassee

The transportation/traffic circulation elements of these local government comprehensive plans were updated as needed to reflect the CRTPA's recent adoption of the LRTP in December 2010.

During FY 2013/2014 transportation planning activities undertaken by the Capital Region Transportation Planning Agency (CRTPA) included continued implementation of the Year 2035 Long Range Transportation Plan and continued implementation of the adopted Bicycle and Pedestrian Master Plan through adoption of the Access to Schools Priority List. The following contains a summary of these and other transportation planning activities and accomplishments undertaken by the CRTPA:

- Development of findings, direction and priorities from CRTPA Retreat (October and April, when needed);
- FY 2013 – FY 2018 Priority Project Lists adoption (September);
- FY 2013 -FY 2018 Transportation Improvement Program adoption (June);
- Development and adoption of FYs 2013/2014 Unified Planning Work Program (November – May);
- Bicycle and Pedestrian Master Plans were adopted in:
 - Gadsden: August 21, 2012 by Gadsden County
 - Wakulla: July 17, 2012 by Wakulla County
 - Jefferson: January 17, 2013 by Jefferson County

Implementation and identification of projects continued through FY 14.

- Adoption of Safe Routes to Schools Priority List for Leon County (May, 2014) and with adoption of the Bicycle and Pedestrian Plans in Wakulla, Jefferson, and Gadsden Counties;
- Developed CRTPA Newsletters for Capital City by the Sea Project, Regional Master Plan, and other timely notifications for various projects and issues.

- Enhanced use of the CRTPA's webpage (www.crtpa.org) as a tool for information placement and dispersal (including meeting agendas and agenda items; staff and member contacts);
- Coordinated with Blueprint 2000 on PD&E, corridor studies, and public involvement;
- Adopted update to the Mobility Management Process (MMP) (June 2012), and
- Developed and adopted update of the Public Involvement Plan (PIP) to address corrective action noted in TMA Certification. (May 2011).

The CRTPA holds reserves time for retreats. Retreat objectives were developed reviewed and amended as necessary: adopt mission and vision statements, clarify and refine the process for prioritizing/weighting projects; consider tasks to provide information for decisions; suggest how to coordinate CRTPA and other planning efforts; shape strategic approaches to critical CRTPA priorities, identify ways to enhance CRTPA effectiveness, and provide guidance on development of the Long Range Transportation Plan.

October and April of each year are set aside for retreats instead of regular meetings. Retreats are held as needed. As a result there may not be retreats in both months.

In FYs 2015/2016, CRTPA staff will focus on a comprehensive range of planning activities to be performed with funds under Titles 23 United States Code and Title 49 United States Code. These planning activities reflect the CRTPA's priorities and include the following:

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

Regional Mobility Plan/Long Range Transportation Plan (Task 3.1: UPWP, Task 5.1: LRTP, Task 8.1: CRTPA Coordination). The Year 2035 Long Range Transportation Plan (LRTP) was adopted in FY 2010. In FYs 2009/10, CRTPA staff coordinated with CRTPA local governments regarding provision of Year 2035 LRTP information for incorporation in local government comprehensive plans. Additionally, projects contained within the LRTP have been added to the CRTPA's project priority list for funding consideration. The next update of the LRTP began in 2013. As with past plans, all modes of transportation are considered for a longer-range period than the LRTP – 50 years or more.

Public Involvement (Task 6.1: Public Involvement): Activities related to informing the public about the metropolitan planning process as well as the programs and plans of the CRTPA will continue within the CRTPA planning area. Such activities include participation in regional events, development of CRTPA newsletters, placement of current information on the CRTPA's website (www.crtpa.org), conducting public CRTPA meetings to receive input and the use of local media related to CRTPA meetings and programs. Public involvement will also include actively seeking input from the traditionally underserved from the region's population. An updated Public Involvement Plan was adopted in FY10.

Efficient Transportation Decision Making (Task 2.1: Data Collection and Distribution; Task 6.1: CRTPA Coordination): Consistent with the adoption of the Year 2035 LRTP in FY 2010, ETDM eligible projects will continue to be entered into the ETDM Planning Screen. Additionally, CRTPA project already in the ETDM process will continue to be advanced consistent with programmed project activities. The collection of socioeconomic data will continue related to CRTPA ETDM projects.

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

Intelligent Transportation Systems (ITS)/Data Compilation (Task 2.1: Data Collection and Distribution and Task 6.1: CRTPA Coordination): ITS coordination will continue as needed and consistent with CRTPA adoption of a regional ITS Architecture including the sharing of information and projects contained within the adopted FDOT Work Program with local transportation agencies.

Data compilation activities will continue related to transportation projects and potential impacts to man-made communities and the natural environment, including as related to the ETDM process.

The tasks contained within this UPWP reflect the transportation needs of the CRTPA as identified in the CRTPA's plans and programs, as well as priorities explicitly identified by the CRTPA. As identified within the adopted Year 2035 LRTP, the transportation needs of the CRTPA exceed available resources for all modes of travel. This UPWP addresses these limited resources by focusing the CRTPA's planning efforts on the provision of a continuing, cooperative and comprehensive process to ensure adequate public involvement and mobility choices within the CRTPA. The Year 2035 LRTP/Regional Mobility Plan was adopted November 15, 2010.

II. ORGANIZATION AND MANAGEMENT

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

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

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

Governmental Entity	Voting/Non-Voting	Weighted Vote	Members
Leon County	Voting	37	7*
City of Tallahassee	Voting	37	3**
Leon County School Board	Voting	1	1
Cities of Gadsden Co***	Voting	5	1
Gadsden County	Voting	37	1
Wakulla County	Voting	7	1
Jefferson County	Voting	4	1

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

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

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

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

The originally approved apportionment of the CRTPA is the result of actions initiated in October 13, 2003, when the Tallahassee-Leon County Metropolitan Planning Organization (MPO) approved a revised Planning Area Boundary to include portions of Wakulla and Gadsden Counties, the Cities of Midway and Quincy and the Town of Havana. Subsequently, on May 17, 2004, the MPO approved an Apportionment Plan in accordance with the revised Planning Area Boundary. On June 21, 2004, the MPO approved a resolution changing its name to the Capital Region Transportation Planning Agency (CRTPA). The Governor of Florida approved the apportionment plan on August 17, 2004. During the past 3 years the CRTPA moved to expand the planning area boundary to include all of Gadsden, Wakulla, and Jefferson counties. The Governor approved the new apportionment plan to include all four counties in March 2011. A map of the CRTPA's planning area boundary is located on the last page of this document.

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

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

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

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

At the November 21, 2005 CRTPA meeting, members approved new bylaws for the three (3) advisory committees. These new bylaws, which are available on the CRTPA's website (www.crtpa.org), reflect the current apportionment of the CRTPA through the inclusion of committee members from Gadsden County, Wakulla County, Havana, Midway and Quincy, in addition to Leon County and the City of Tallahassee. Subsequent to bylaw approval, efforts related to adding new membership from all CRTPA member governments was initiated. The first meeting of the newly restructured CRTPA committees occurred on January 10, 2006. In 2006, efforts were initiated to restructure the BPAC to address multimodal issues, consistent with identified CRTPA priorities. The BPAC became the MAC in the fall of 2006.

The following provides a discussion of CRTPA participants in the UPWP metropolitan area transportation planning process:

- CRTPA Member Governments and Agencies: Transit related tasks in the UPWP are closely coordinated with the City of Tallahassee's StarMetro agency (Task 7.2: Transit Planning), Airport related task are developed in coordination with the City of Tallahassee's Regional Airport (Task 7.3: Aviation Planning), data collection tasks related to signal timing, crash surveillance and ITS are closely coordinated with the City of Tallahassee Public Works Department and Leon County Public Works Department (Task 2.1: Data Collection and Distribution). Additionally, the CRTPA coordinates with member governments regarding other regional transportation issues as well as to receive adopted capital improvements program for inclusion within the CRTPA's TIP. CRTPA member government transportation related departments (such as public works, planning, public safety and growth management) also serve on the CRTPA's Technical Advisory Committee. As noted above, the following are the member governments and agencies of the CRTPA: Tallahassee-Leon County, Gadsden County, Wakulla County, Town of Havana, City of Midway, City of Quincy, and Leon County School Board. The addition of Jefferson County and all of Wakulla County and their municipalities was approved with completion of the interlocal agreements and approval by the Governor's Office in 2011.
- Federal Highway Administration (FHWA): The CRTPA works closely with the FHWA on all issues of the metropolitan area planning process including program documents and funding issues. A representative from FHWA is invited to sit at the discussion table with the CRTPA in an advisory, ex-officio capacity.
- Florida Department of Transportation District 3 (FDOT D-3): The CRTPA works closely with FDOT D-3 on all issues of the metropolitan area planning process. They are an ex-officio member of the CRTPA Board.
- Florida Department of Transportation Central Office: The CRTPA receives guidance from the FDOT Central Office on issues largely related to policy, FDOT programs and the Efficient Transportation Decision Making process.
- Federal Transit Administration (FTA): The CRTPA coordinates with the FTA on issues related to transit including UPWP tasks as well as participation in the TMA certification process.
- Apalachee Regional Planning Council (ARPC): The ARPC serves on the CRTPA's Technical Advisory Committee. Until July 1, 2013 they were the designated Official Planning Agency for Jefferson, Wakulla, and Gadsden Counties.
- Commuter Services of North Florida (CSNF): CSNF has a staff member liaison on the CRTPA's Technical Advisory Committee. The CRTPA is an ex-officio member of the CSNF

Board of Directors and coordinates with the CSNF on issues related to providing mobility options within the CRTPA region including the annual Commuter Choices Week event.

- Blueprint 2000 (BP 2000): BP 2000 has a liaison on the CRTPA's Technical Advisory Committee. The CRTPA coordinates with BP 2000 on regional transportation issues and projects being implemented by BP 2000. In addition, the CRTPA has staff representation on the BP 2000 Technical Advisory Committee.

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

The first TMA certification of the CRTPA occurred in 2005. Specifically, on March 15, 16 and 17, 2005, CRTPA staff met with the FHWA, FTA, FDOT, and TalTran (now "StarMetro") to discuss the certification of the CRTPA as a TMA. The findings of the TMA review were issued in the "2005 Certification Report" (dated July 8, 2005) and presented by the FHWA to the CRTPA at its September 27, 2005 meeting. The report contained "corrective actions", "recommendations" and "noteworthy practices". The Federal Highway Administration notified the CRTPA on January 11, 2007 that the CRTPA has sufficiently satisfied the corrective actions and was fully certified. In May 2008 the Federal Highway Administration conducted another certification review of the CRTPA and again certified the agency. Federal Highway Administration conducted another review in calendar year 2012.

In addition to TMA certification, the CRTPA is certified annually by the FDOT. The Annual State Certification of the CRTPA occurred in February with the results presented to the CRTPA during the last quarter of 2009. Findings of the Joint Certifications are located on the documents page of the CRTPA's website (www.crtpa.org).

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

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

A "Staff Services and Fiscal Memorandum of Agreement" between the "Tallahassee-Leon County Metropolitan Planning Organization", City of Tallahassee, and Leon County was originally executed in 1978. This agreement addresses staffing and fiscal administration issues. Given the changes to the CRTPA organization over the last three (3) years, a draft staff services agreement addressing a number of issues including services to be provided and associated costs and responsibilities is being developed by the CRTPA. Execution of this agreement was in 2012.

The CRTPA does not currently lease any equipment.

Moving Ahead for Progress in the 21st Century Act (MAP-21)

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

1. Support the economic vitality of the urbanized area, especially by enabling global competitiveness, productivity and efficiency;
2. Increase the safety of the transportation system;
3. Increase security of the transportation system;
4. Increase the accessibility and mobility options available to people and freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation, and
8. Emphasize preservation of the existing transportation system.

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

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

- Through the Urban Liaisons, FDOT provides policy direction, technical assistance and administrative support to District Three MPOs, MPO Boards, MPO Advisory Committees, local governments and communities. Assist MPOs in conducting effective, on-going transportation planning programs and processes to develop, implement and maintain plans and programs that are consistent and meet the state and federal requirements.
- Review EDTM Environmental Screening Tool in developing and reviewing projects at the Planning Screen Phase.
- Provide support to MPOs to assure Title VI compliance in the planning process (UPWP, TIP, model validation, air quality conformity activities, etc.).
- Provide supporting information and documentation to support MPO planning.
- Provide supporting information and documentation for long range planning to form a linking process through technical and policy assistance for the Project Development and Environment process (PD&E).
- Functionally classify roads, including the designation of federal aid eligibility and develop, analyze, and assign an integrated statewide network of federal, local and state systems.
- Perform administrative tasks related to project management of task specific work orders for collection of general roadway data for State Highway System ramps and for the collection of survey information to properly locate and set permanent site markers at the county lines located on the State Highway System.
- Support the Pavement Management System by providing technical pavement information and results of field observations to aid in the identification of roadway sections in need of resurfacing and/or reconstruction.

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- Fiscal Years 2015 and 2016
Capital Region Transportation Planning Agency
Page 20
- Unified Planning Work Program*

- Fiscal Years 2015 and 2016 *Capital Region Transportation Planning Agency* Page 21
Unified Planning Work Program

III. WORK ELEMENTS SECTION

Tasks within the FYs 2015/2016 UPWP are organized into the following sections:

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

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

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

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

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

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

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

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

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

SECTION 1

ADMINISTRATION

SECTION 1: Administration

UPWP Task Title: Transportation Planning Management	UPWP Task Number: 1.1	
Agency Responsible: CRTPA	FY 2015 Funding Source: FHWA PL: \$122,000 FTA Section 5305D: \$30,000 FDOT 5305D Match: \$3,750 Local 5305D Match: \$3,750	FY 2016 Funding Source: FHWA PL: \$110,000 FTA Section 5305D: \$20,000 FDOT 5305D Match: \$2,500 Local 5305D Match: \$2,500

TASK SCHEDULE

JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN

TASK PURPOSE

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

PREVIOUS WORK (FY 2013/2014)

Agenda preparation of CRTPA and CRTPA committee (Multi-Modal/Bicycle Pedestrian Advisory Committee, Citizens Advisory Committee and Technical Advisory Committee) meetings (1st – 4th Quarter); generated meeting minutes (1st – 4th Quarter); Attended and participated in conferences, training and workshops related (including ETDM, public involvement, transportation modeling, webpage design, bicycle/pedestrian/transit planning); attended MPOAC meetings; attended FDOT D-3 Quarterly meetings (1st – 4th Quarter). Participated in CRTPA annual retreat (April and October). All travel was completed by staff and/or officials.

METHODOLOGY (FY 2015)

Administrative activities related to CRTPA and CRTPA committee meetings preparation (agenda development, minutes, committee membership maintenance); CRTPA member and CRTPA committee member orientation; work with CRTPA committees to update mission statements, as appropriate. Timesheet development; travel forms; purchase orders; maintenance of CRTPA supplies; maintenance of CRTPA files/records. Maintain technical knowledge through attendance and participation in conferences, training and workshops related (including ETDM, public involvement, transportation modeling, webpage design, bicycle/pedestrian/transit planning); maintain administrative knowledge through attendance in City of Tallahassee sponsored processes

and procedures training opportunities. Attend MPOAC and FDOT D-3 Quarterly meetings including required travel. Coordinate CRTPA annual retreat with consultant assistance to identify CRTPA planning priorities (see Task 1.7 Facilitator Services). Develop annual legal services agreement; maintain updated CRTPA agreements in consultation with CRTPA legal consultant (see task 1.7).

METHODOLOGY (FY 2016)

Administrative activities related to CRTPA and CRTPA committee meetings preparation (agenda development, minutes, committee membership maintenance); CRTPA member and CRTPA committee member orientation. Timesheet development; travel forms; purchase orders; maintenance of CRTPA supplies; maintenance of CRTPA files/records. Maintain technical knowledge through attendance and participation in conferences, training and workshops related (including ETDM, public involvement, transportation modeling, webpage design, bicycle/pedestrian/transit planning); maintain administrative knowledge through attendance in City of Tallahassee sponsored processes and procedures training opportunities. Attend MPOAC and FDOT D-3 Quarterly meetings including required travel. Coordinate CRTPA retreats to identify CRTPA planning priorities (see task 1.7 facilitator services). Develop annual legal services agreement; maintain updated CRTPA agreements in consultation with CRTPA legal consultant (see task 1.7).

END PRODUCTS/COMPLETION DATES/MILESTONES (FYs 2015/2016)

- CRTPA and advisory committee agenda packages and meetings records (Jan, Mar, May, Jun, Sep).
- CRTPA and advisory committee member familiarity with MPO process through orientation (Nov, Apr).
- Maintain/Update CRTPA agreements (Mar).
- Identification of CRTPA Critical Priorities (CRTPA Retreat) (October or April, as needed).
- Annual Legal Services Agreement (Mar).
- CRTPA staff professional development (ongoing).

OTHER INFORMATION

CRTPA agendas and minutes may be viewed on the CRTPA's website (www.crtpa.org).

SECTION 1: Administration

UPWP Task Title: CRTPA Certification Review	UPWP Task Number: 1.2	
Agency Responsible: CRTPA	FY 2015 Funding Source: FHWA PL: \$5,000	FY 2016 Funding Source: FHWA PL: \$5,000

TASK SCHEDULE

JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN

TASK PURPOSE

Ensure Capital Region Transportation Planning Area (CRTPA) compliance with state and federal MPO certification requirements. As a Transportation Management Area (TMA), the CRTPA is federally certified every three (3) years by the FHWA and FTA. In addition to TMA certification, the CRTPA is certified annually by the FDOT.

PREVIOUS WORK (FY 2013/2014)

TMA Certification: Maintained adequate records of CRTPA plans and programs in preparation of next certification in 2012.

State Certification: Prepared for FDOT annual Certification; developed responses to FDOT certification questions; participated in FDOT Annual Certification; addressed identified "Corrective Actions" associated with State Certification. Meet with FDOT and FHWA to discuss issues related to certification review.

METHODOLOGY (FY 2015)

TMA Certification: Begin and complete the TMA Certification process, including responses to findings.

State Certification: Prepare for FDOT annual Certification; develop responses to FDOT certification questions; participate in FDOT Annual Certification; address any identified "Corrective Actions" associated with State Certification. Meet with FDOT and FHWA to discuss issues related to certification review.

METHODOLOGY (FY 2016)

TMA Certification: Maintained adequate records of CRTPA plans and programs in preparation for next certification.

State Certification: Prepare for FDOT annual Certification; develop responses to FDOT certification questions; participate in FDOT Annual Certification; address any identified "Corrective Actions" associated with State Certification. Meet with FDOT and FHWA to discuss issues related to certification review.

END PRODUCTS/COMPLETION DATES/MILESTONES (FYs 2015/2016)

- C RTPA compliance with federal and state certification requirements (ongoing).
- State Certification (Jan)
- Updated records of C RTPA plans and programs (ongoing).

SECTION 1: Administration

UPWP Task Title: Capital Outlay	UPWP Task Number: 1.3	
Agency Responsible: CRTPA	FY 2015 Funding Source: FHWA PL: \$10,000	FY 2016 Funding Source: FHWA PL: \$10,000

TASK SCHEDULE

JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN

TASK PURPOSE

Ensure the adequate provision of capital resources to conduct the Capital Region Transportation Study in a continuing, cooperative and comprehensive manner.

PREVIOUS WORK (FY 2013/2014)

With prior approval from FDOT District 3 and the CRTPA, a Smart Board was purchased and installed. .

METHODOLOGY (FY 2015)

Capital purchases will be made including computer hardware and software, maintenance and updating of automated Transportation Improvement Program, GIS system software, a map plotter and office furniture as needed to assist staff in the metropolitan transportation planning process.

METHODOLOGY (FY 2016)

Capital purchases will be made including computer hardware and software, maintenance and updating of automated Transportation Improvement Program, GIS system software, a map plotter and office furniture as required to assist staff in the metropolitan transportation planning process.

END PRODUCTS/COMPLETION DATES/MILESTONES (FYs 2015/2016)

- Purchase and maintenance of computer hardware and software; office equipment (ongoing as required)

SECTION 1: Administration

UPWP Task Title: Funding and Grant Administration	UPWP Task Number: 1.4	
Agency Responsible: CRTPA	FY 2015 Funding Source: FHWA PL: \$20,000	FY 2016 Funding Source: FHWA PL: \$20,000

TASK SCHEDULE

JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN

TASK PURPOSE

Ensure the adequate management of CRTPA grants, funds and contracts through maintaining the CRTPA's grants and contracts as well as coordinating with federal, state and local transportation partners.

PREVIOUS WORK (FY 2013/2014)

Submitted quarterly invoices (PL and Section 5305D funds); developed monthly status reports; coordinated with City of Tallahassee Accounting Services and CRTPA member governments regarding PL funds, Section 5305D funds and CRTPA member government funds. Submitted Annual Audit information to FDOT Public Transit Office and District 3 (June). Begin development of 2015/2016 UPWP.

METHODOLOGY (FY 2015)

Perform funding administration tasks as required to support the transportation planning process. This includes grant administration, completion of invoices, compliance with Federal and State laws and regulations involving funding, annual operating budget development and support.

METHODOLOGY (FY 2016)

Perform funding administration tasks as required to support the transportation planning process. This includes grant administration, completion of invoices, compliance with Federal and State laws and regulations involving funding, annual operating budget development and support.

END PRODUCTS/COMPLETION DATES/MILESTONES (FYs 2015/2016)

- Quarterly invoices (PL and Section 5305D) (Jul, Nov, Feb, May)
- Other grant invoicing as needed
- Annual Audit provision to FDOT (March)
- Monthly status reports

SECTION 1: Administration

UPWP Task Title: FDOT Assistance for FHWA Funds	UPWP Task Number: 1.5	
Agency Responsible: FDOT	FY 2015 Funding Source: HP (Fed Hwy Plng) \$145,719	FY 2016 Funding Source: HP (Fed Hwy Plng) \$145,719

TASK SCHEDULE

JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN

PURPOSE

This task addresses the provision of Florida Department of Transportation (FDOT) technical assistance to the Capital Region Transportation Planning Agency (CRTPA) in support of the tasks associated with the Federal Highway Administration (FHWA) Planning (PL) funds.

PREVIOUS WORK (2013/2014)

Provision of technical assistance to the CRTPA associated with the tasks identified in Previous Work of this document.

METHODOLOGY (FY 2015)

The FDOT will provide services including policy direction, technical assistance and administrative support to the CRTPA and its Advisory Committees. This assistance includes support in conducting effective, on-going transportation planning programs and processes to develop, implement and maintain plans and programs that are consistent and meet the state and federal requirements.

METHODOLOGY (FY 2016)

The FDOT will provide services including policy direction, technical assistance and administrative support to the CRTPA and its Advisory Committees. This assistance includes support in conducting effective, on-going transportation planning programs and processes to develop, implement and maintain plans and programs that are consistent and meet the state and federal requirements.

END PRODUCT (FYs 2015/2016)

FDOT technical assistance to the CRTPA.

SECTION 1: Administration

UPWP Task Title: FDOT Match for FTA Funds	UPWP Task Number: 1.6	
Agency Responsible: FDOT	FY 2015 Funding Source: FDOT/Sec 5305D: \$23,286	FY 2016 Funding Source: FDOT/Sec 5305D: \$22,036

TASK SCHEDULE

JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN

PURPOSE

This task addresses the provision of Florida Department of Transportation's (FDOT) matching share of Federal Transit Administration (FTA) Section 5305D funds.

PREVIOUS WORK (FY 2013/2014)

Matching share for Sections 5305D (now 5305D) funds in previous Unified Planning Work Programs.

METHODOLOGY (FY 2015)

The FDOT will provide a 10% cash-matching share for FTA Section 5305D funds utilized by the CRTPA in carrying out the functions of the transportation planning process. In addition to the cash match, the FDOT will provide services that include policy direction, technical assistance and administrative support to District 3 MPOs, MPO Boards, MPO Advisory Committees, local governments and communities. Additionally, the District will assist the CRTPA in conducting effective, on-going transportation planning programs and processes to develop, implement and maintain plans and programs that are consistent and meet the state and federal requirements. A "soft" match will not be used for funding of third-party contracts or equipment purchases.

METHODOLOGY (FY 2016)

The FDOT will provide a 10% cash-matching share for FTA Section 5305D funds utilized by the CRTPA in carrying out the functions of the transportation planning process. In addition to the cash match, the FDOT will provide services that include policy direction, technical assistance and administrative support to District 3 MPOs, MPO Boards, MPO Advisory Committees, local governments and communities. Additionally, the District will assist the CRTPA in conducting effective, on-going transportation planning programs and processes to develop, implement and maintain plans and programs that are consistent and meet the state and federal requirements. A "soft" match will not be used for funding of third-party contracts or equipment purchases.

END PRODUCT

FDOT cash matching share for FTA Section 5305D funds.

OTHER INFORMATION

FDOT cash match for FTA funds also shown in respective work elements.

SECTION 1: Administration

UPWP Task Title: Professional Services	UPWP Task Number: 1.7	
Agency Responsible: CRTPA	FY 2015 Funding Source: FHWA PL: \$72,000 FHWA XU: \$75,000*	FY 2016 Funding Source: FHWA PL: \$72,000

TASK SCHEDULE

JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN

PURPOSE

This task addresses the contracted use of legal, auditing, and facilitation services,

PREVIOUS WORK (FY 2013/2014)

Payment for professional services to retreat facilitators, legal counsel, and auditors.

METHODOLOGY (FY 2015)

The CRTPA requires the use of legal counsel for meetings, agreements, and other legal matters. It also requires the use of an auditing firm to develop the Comprehensive Annual Finance Report (single audit) needed by the CRTPA and its granting partners. Annually the CRTPA has determined the necessity to hold a retreat for issues of goal setting and policy development. A professional facilitator has been used for this event.

The expected legal services costs are \$30,000. A contingency fund of \$10,000 is considered for unexpected issues that might require their services. The cost of the single audit should not exceed \$25,000. The cost of a facilitator is estimated not to exceed \$3,500 and \$3,500 for the recording of meetings by WCOT-TV. (See also Task 6.1 Public Involvement)

General consultant funding, as needed, will be provided by the \$300,000 XU funds provided by FHWA. Task may be modified as necessary to detail future use. Funds not used in FY 2013 will be used in FY 2014.

METHODOLOGY (FY 2016)

The CRTPA requires the use of legal counsel for meetings, agreements, and other legal matters. It also requires the use of an auditing firm to develop the Comprehensive Annual Finance Report (single audit) needed by the CRTPA and its granting partners. Annually the CRTPA has determined the necessity to hold a retreat for issues of goal setting and policy development. A professional facilitator has been used for this event.

The expected legal services costs are \$30,000. A contingency fund of \$10,000 is considered for unexpected issues that might require their services. The cost of the single audit should not exceed

\$25,000. The cost of a facilitator is estimated not to exceed \$3,500 and \$3,500 for the recording of meetings by WCOT-TV. (See also task 6.1 Public Involvement)

General consultant services will be provided using the remainder of \$300,000 FHWA XU funds from FY 2011.

END PRODUCT (FYs 2015/2016)

Legal services (ongoing), the annual single audit (February) and facilitation for retreats. (April and/or October) General consultant services as needed.

SECTION 2

DATA COLLECTION

SECTION 2: Data Collection

UPWP Task Title: Data Collection and Distribution	UPWP Task Number: 2.1	
Agency Responsible: CRTPA City of Tallahassee (Public Works)	FY 2015: City of Tallahassee (LOCAL- Public Works): \$171,000 Leon County (LOCAL_Public Works): \$45,000 CRTPA (FHWA/PL): \$10,000 <u>GIS \$45,000 (SU)</u>	FY 2016: City of Tallahassee (LOCAL - Public Works): \$171,000 Leon County (LOCAL -Public Works): \$45,000 CRTPA (FHWA/PL) \$10,000 <u>GIS \$45,000 (SU)</u>

TASK SCHEDULE

JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN

TASK PURPOSE

Monitor the area's transportation characteristics and factors affecting travel including socioeconomic data, community and land use data, transportation system data, and data related to natural, physical and human environmental concern and issues.

PREVIOUS WORK (FYs 2013/2014)

(Agency: CRTPA): Coordinated with FDOT D-3 Traffic Operations and City of Tallahassee Traffic Engineering related to adopted ITS Regional Architecture issues including Highway Performance Monitoring System (HPMS) data collection efforts (1st – 4th Quarter); assisted local transportation agencies in identifying roles and responsibilities related to integration of ITS within CRTPA planning area. Collected socioeconomic and land use data related to development of Year 2040 LRTP and CRTPA ETDM projects (February – April); developed CRTPA maps associated with Year 2040 projects and public information distribution (December, January); assisted in collection of transportation disadvantaged data, bicycle and pedestrian information. Collected and reviewed reports of non-motorized transportation crashes for analysis.

(Agency: City of Tallahassee/Public Works Department): Monitored and developed traffic counts and crash surveillance information for City of Tallahassee and Leon County; Maintained Tallahassee Advanced Transportation Management System (TATMS)/Intelligent Transportation System (ITS) programs for City of Tallahassee, Leon County, Florida State University and portions of Gadsden County; installed video detection systems at one (1) intersection; turned on four (4) new signalized intersections; Completed testing and implementation of upgrade to traffic signal controller communications system by installing new switches with a gigabit Ethernet backbone on fiber optic cable to all 330 intersections on fiber; installing two (2) miles of fiber optic cable underground; installed five (5) new signal surveillance cameras; completed project management of the Advanced Traveler Information Web Site for web based traffic analysis content (turning movement counts, level of service and crash data at all signalized intersections); 100% complete with testing and implementation of the web based traffic analysis content (turning movement counts, level of service and crash data at all signalized intersections in Leon County); . Continued to collect and

input the traffic signal inventory into the CarteGraph asset and work management database ; actively tracking all signal maintenance work orders within the CarteGraph asset and work management database; Completed a Joint Projects Agreement (JPA) with FDOT to install five (5) monitoring cameras on I-10 and stream the video to the web for monitoring the widening project on I-10; Developed a RFP and subsequent contract to a Design-Build Team to design and build the programmed Tallahassee/D-3 Regional Transportation Management Center and related I-10 Freeway Management System (FMS). Authorized Notice To Proceed for design of the FMS. Staff also reviewed preliminary Census Data and determined that expansion of the CRTPA boundary was not likely to occur as a result of this Census.

METHODOLOGY (FY 2015)

(Agency: CRTPA): Coordinate with FDOT and transportation agencies related to data collection and management; continue ITS Regional Architecture coordination efforts related to the integration of ITS within CRTPA planning area. Collect socioeconomic and land use data for use in CRTPA plans and programs including development of community profile related to public involvement and ETDM. Provide transportation data to the public and transportation agencies. Maintain records of non-motorized transportation crashes for analysis within CRTPA region; participate in annual national count and survey program of non-motorized transportation modes associated with the Institute of Transportation Engineers. Continue development of Geographic Information System in partnership with the Leon County GIS department

(Agency: City of Tallahassee/ Public Works Department): Continue monitoring and development of traffic counts, turning movement counts at approximately 120 intersections and crash surveillance ("Top 20 Accident Locations") information for the City of Tallahassee (COT) and Leon County; conduct appropriate analyses on roadway corridors as required; continue to input crash report into AIMS; complete implementation of web based traffic analysis content to include graphic representation of crash data for all mid-block and intersection crash reports. Maintain Tallahassee Advanced Transportation Management System (TATMS)/Intelligent Transportation System (ITS) programs for City of Tallahassee, Leon County, Florida State University and portions of Gadsden County; develop a plan to upgrade the traffic signal controllers; Continue with the input, analysis and reporting of turning movement count data and level of service data for each signalized intersection into TATMS; and continue to add data collection content to the Advanced Traveler Information Web Site for web based traffic analysis i.e. turning movement counts, level of service and crash data at all signalized intersections; complete construction on the programmed Tallahassee/D-3 Regional Transportation Management Center and related I-10 Freeway Management System (FMS).

METHODOLOGY (FY 2016)

(Agency: CRTPA): Coordinate with FDOT and transportation agencies related to data collection and management; continue adopted ITS Regional Architecture coordination efforts related to the integration of ITS within CRTPA planning area. Collect socioeconomic and land use data for use in CRTPA plans and programs including development of community profile related to public involvement and ETDM. Provide transportation data to the public and transportation agencies. Maintain records of non-motorized transportation crashes for analysis within CRTPA region; participate in annual national count and survey program of non-motorized transportation modes associated with the Institute of Transportation Engineers. Continue development of Geographic Information System in partnership with the Leon County GIS department.

(Agency: City of Tallahassee/ Public Works Department): Continue monitoring and development of traffic counts, turning movement counts at approximately 120 intersections and crash surveillance ("Top 20 Accident Locations") information for the City of Tallahassee (COT) and Leon County; conduct appropriate analyses on roadway corridors as required; continue to input crash report into AIMS; complete implementation of web based traffic analysis content to include graphic representation of crash data for all mid-block and intersection crash reports. Maintain Tallahassee Advanced Transportation Management System (TATMS)/Intelligent Transportation System (ITS) programs for City of Tallahassee, Leon County, Florida State University and portions of Gadsden County; continue to manage the Tallahassee/D-3 Regional Transportation Management Center program; continue with the input, analysis and reporting of turning movement count data and level of service data for each signalized intersection into TATMS; and continue to add data collection content to the Advanced Traveler Information Web Site for web based traffic analysis i.e. turning movement counts, level of service and crash data at all signalized intersections; Relocate the TATMS traffic management center to the programmed Tallahassee/D-3 Regional Transportation Management Center and related I-10 Freeway Management System (FMS).

END PRODUCTS/COMPLETION DATES/MILESTONES (FYs 2015/2016)

- Continued development of CRTPA Community Profile information (Sep, Dec, Mar, Jun).
- Continued ITS integration into CRTPA planning area through Regional Architecture coordination (Sep, Dec, Mar, Jun).
- Traffic signal timing maintenance for FDOT, City of Tallahassee, Leon County, Florida State University and portions of Gadsden County (ongoing).
- Traffic count Annual Report for City of Tallahassee and Leon County (Dec).
- "Top 20 Accident Locations" Report (Jun).
- Traffic count Annual Report for City of Tallahassee and Leon County (Dec).
- "Top 20 Accident Locations" Report (Jun).
- Development and use of Geographic Information Systems data by the Tallahassee- Leon County (TLC) GIS Department.

SECTION 3

Unified Planning Work Program (UPWP)

SECTION 3: Unified Planning Work Program (UPWP)

UPWP Task Title: Unified Planning Work Program	UPWP Task Number: 3.1	
Agency Responsible: CRTPA	FY 2015 Funding Sources: FHWA PL: \$18,000 FTA 5305D: \$25,000 5305D Match: \$3,125 Local 5305D Match \$3,125	FY 2016 Funding Sources: FHWA PL: \$18,000 FTA 5305D: \$25,000 5305D Match: \$3,125 Local 5305D Match \$3,125

TASK SCHEDULE

JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN

TASK PURPOSE

Ensure development of the CRTPA's transportation work program in a manner addressing the region's needs as well as federal and state requirements.

PREVIOUS WORK (FY 2013/2014)

Coordinated with transportation planning partners to identify UPWP tasks (December, January); drafting, and review of FY 2013 and FY 2014 UPWP for possible amendment and for use as a management tool (1st – 4th Quarter). Submitted amendments to reviewing agencies by scheduled deadlines. Begin development of the FYs2015/2016 UPWP.

METHODOLOGY (FY 2015)

Coordinate with transportation planning partners to identify possible amendments to FY 2012 UPWP tasks; conduct UPWP "kick off" meeting with FHWA and FDOT; identify CRTPA planning priorities; develop draft and final UPWP; respond to review agency comments. Monitor UPWP for potential amendments. Review UPWP to manage budget, work efforts and schedules.

METHODOLOGY (FY 2016)

Coordinate with transportation planning partners to identify FYs 2015/2016 UPWP tasks; conduct UPWP "kick off" meeting with FHWA and FDOT; identify CRTPA planning priorities; develop draft and final UPWP; respond to review agency comments. Monitor UPWP for potential amendments. Review UPWP to manage budget, work efforts and schedules.

END PRODUCTS/COMPLETION DATES/MILESTONES (FYs 2015/2016)

- FYs 2017 and 2018 UPWP (May).
- Identification of transportation partner tasks (Jan).
- Monitor document: potential amendment and management tool (ongoing).

OTHER INFORMATION

The UPWP may be viewed on the CRTPA's website (www.crtpa.org).

SECTION 4

Transportation Improvement Program (TIP)

SECTION 4: Transportation Improvement Program (TIP)

UPWP Task Title: Transportation Improvement Program Development	UPWP Task Number: 4.1	
Agency Responsible: CRTPA	FY 2015 Funding Source: FHWA PL: \$40,000 FTA 5305D: \$50,000 FDOT 5305D Match: \$5,000 Local 5305D Match: \$5,000 Interactive TIP \$10,000 (SU)	FY 2016 Funding Source: FHWA PL: \$40,000 FTA 5305D: \$50,000 FDOT 5305D Match: \$5,000 Local 5305D Match: \$5,000 Interactive TIP \$10,000 (SU)

TASK SCHEDULE

JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN

TASK PURPOSE

Implement projects identified within the CRTPA's Regional Mobility Plan, Bicycle and Pedestrian Master Plan and other CRTPA plans/programs through coordination with the CRTPA's transportation partners in the development of the CRTPA Transportation Improvement Program (TIP) and project priority lists (PPLs).

PREVIOUS WORK (FY 2013 & 2014)

Development and adoption of the FY 2012/2016 and FY 2013/2017 Transportation Improvement Program (TIP) (adopted June); development and adoption of FY 2012/2016 CRTPA Priority Project List (Major, SIS, TSM, TRIP, Transportation Enhancement, Transit and Aviation PPLs) (adopted September) and FY 2013/2017 CRTPA Priority Project List (RMP, TSM, TRIP, Transportation Enhancement, Transit and Aviation PPLs) (adopted June). Amendment of FY 2012/2016 and FY 2013/2017 Transportation Improvement Program.

METHODOLOGY (FY 2015)

Continue to implement CRTPA priorities through development of priority project lists for the Regional Mobility Plan (consisting of roadway, bicycle, pedestrian, and transit projects) transportation systems management, aviation and transit projects, SIS and TRIP projects. Coordinate with FDOT D-3 regarding identification of Work Program projects for TIP inclusion as well as projects requiring TIP amendment. Coordinate with CRTPA member governments to identify local Capital Improvement Program transportation projects. Include Annual Listing of Federally Obligated Projects within TIP. Develop draft and final TIP including TIP narrative and listing of federal, state and CRTPA member government

projects, as well as public involvement/education opportunities. Monitor and amend adopted TIP as required. Develop and maintain on-line Interactive TIP site.

METHODOLOGY (FY 2016)

Continue to implement CRTPA priorities through development of priority project lists for the Regional Mobility Plan (consisting of roadway, bicycle, pedestrian, and transit projects) transportation systems management, aviation and transit projects, SIS and TRIP projects. Coordinate with FDOT D-3 regarding identification of Work Program projects for TIP inclusion as well as projects requiring TIP amendment. Coordinate with CRTPA member governments to identify local Capital Improvement Program transportation projects. Include Annual Listing of Federally Obligated Projects within TIP. Develop draft and final TIP including TIP narrative and listing of federal, state and CRTPA member government projects, as well as public involvement/education opportunities. Monitor and amend adopted TIP as required. Develop and maintain on-line Interactive TIP site.

END PRODUCTS/COMPLETION DATES/MILESTONES (FYs 2015 and 2016)

- FY 2014/2018 and FY 2015/FY 2019 CRTPA Priority Project Lists (Sep).
- FY 2014/2018 and FY 2015/FY 2019 TIP (Jun).
- Amended FY 2014/2018 and FY 2015/FY 2019 TIP (as required) (ongoing).
- Furtherance of CRTPA Priorities through adoption of PPLs that identify and prioritize multimodal projects to receive funding (Sep).

OTHER INFORMATION

- The draft and adopted TIP, as well as the Annual Listing of Federally Obligated Projects, are posted on the CRTPA's website (www.crtpa.org). Furthermore, the Interactive TIP (available through a link on the agency's website) allows users to interactively search for projects based upon project type or location as well as through an interactive mapping feature.
- For more information regarding transportation systems management (TSM), see Task 7.5: Mobility Management.

SECTION 5

Long Range Transportation Plan (LRTP)

SECTION 5: Long Range Transportation Plan (LRTP)

UPWP Task Title: Long Range Transportation Plan Development	UPWP Task Number: 5.1	
Agency Responsible: CRTPA	FY 2015 Funding Source: FHWA PL: \$30,000 FTA 5305D: \$20,000 FDOT 5305D Match: \$2,500 Local 5305D Match: \$2,500 FDOT Planning \$500,000	FY 2016 Funding Source: FHWA PL: \$30,000 FTA 5305D: \$20,000 FDOT 5305D Match: \$2,500 Local 5305D Match: \$2,500 FDOT Planning \$375,000 FDOT (DS): \$497,908 FDOT (SU): \$100,000

TASK SCHEDULE

TASKS 2015 Regional Mobility Plan (RMP) (Year 2035 LRTP)	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Maintenance and Distribution												

TASKS 2015 RMP 2040 Update (Year 2040 LRTP)	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Evaluation Criteria												
Plan Development												
Corridor Assessment												
Needs Plan												
Modeling												
Financial Assessment												
Cost Feasible Plan												
Public Involvement												

TASKS 2016 Regional Mobility Plan (RMP) (Year 2035 LRTP)	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Maintenance and Distribution												

TASKS 2016 RMP 2040 Update (Year 2040 LRTP)	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Cost Feasible Plan												
Public Involvement												
Maintenance and Distribution												

SEP – CRTPA Meeting Months

TASK PURPOSE 2015 – Regional Mobility Plan (Year 2035 LRTP)

Maintain and disseminate the CRTPA's Long Range Transportation Plan (LRTP), known as the Regional Mobility Plan (RMP). Assist local governments through provision of information related to the LRTP for use in ensuring consistency between CRTPA plans and local government comprehensive plans. Monitor the adopted RMP for potential amendment.

TASK PURPOSE 2015 – Regional Mobility Plan 2040 Update (Year 2040 LRTP)

The update to the RMP began in January 2014 and included the collection of existing data and the development of project Goals and Objectives that will lead into the 2015 Task for the project. The effort during 2015 is to begin plan development in July and throughout the summer. Concurrently work begins on the modeling, financial resources and Needs Plan, and that will carry the project through the end of FY 2015. Two final components of the RMP 2040 Update that will begin development and carry through to 2016 are the Cost Feasible Plan and Public Involvement. The Cost Feasible Plan is scheduled to begin in April 2015 while the Public Involvement is project-long.

TASK PURPOSE 2016 – Regional Mobility Plan (Year 2035 LRTP)

Maintain and disseminate the CRTPA's Long Range Transportation Plan (LRTP), known as the Regional Mobility Plan (RMP). Assist local governments through provision of information related to the LRTP for use in ensuring consistency between CRTPA plans and local government comprehensive plans. Monitor the adopted RMP for potential amendment.

TASK PURPOSE 2016 – Regional Mobility Plan 2040 Update (Year 2040 LRTP)

Finalize Cost Feasible Plan and adopt the RMP 2040 in September 2015. After September 2015, Maintain and disseminate the CRTPA's Long Range Transportation Plan (LRTP), known as the Regional Mobility Plan 2040 Update (RMP 2040). Assist local governments through provision of

information related to the LRTP for use in ensuring consistency between CRTPA plans and local government comprehensive plans. Monitor the adopted RMP for potential amendment.

PREVIOUS WORK (FY 2013/2014)

Year 2035 Long Range Transportation Plan (Regional Mobility Plan)

The RMP was adopted on November 15, 2010 with the final document distributed in March 2012. CRTPA staff has worked with the local governments to adopt the LRTP into the comprehensive plans, and distribute and discuss the RMP upon request to consultants and citizens as needed.

Year 2040 Long Range Transportation Plan (Regional Mobility Plan 2040 Update)

Developed and released Request for Proposals, short-listed firms and selected final consultant to perform work. Contract was signed in January 2014.

Tasks completed in FY 14 include the development of Goals and Objectives, Existing Conditions, Plan Development, GIS, and Public Involvement.

METHODOLOGY (FY 2015)

Year 2035 Long Range Transportation Plan (Regional Mobility Plan)

There are several continuing tasks that the CRTPA will perform including:

1. Amending the RMP as required,
2. Provide copies of the RMP upon request,
3. Continued tracking of RMP projects within ETDM process (coordinated with UPWP Task 8), and
4. Assist local governments with provision of RMP information associated with local government comprehensive plan data needs.

Year 2040 Long Range Transportation Plan (Regional Mobility Plan 2040 Update)

There are several continuing tasks that the CRTPA will perform including:

1. Finalizing Plan Development,
2. Develop and finalize Evaluation Criteria, Corridor Assessment, Needs Plan, Modeling and Financial Resources.
3. Initiate Cost Feasible Plan development, and
4. Continued public involvement via the Public Involvement Plan.

METHODOLOGY (FY 2016)

Year 2035 Long Range Transportation Plan (Regional Mobility Plan)

There are several continuing tasks that the CRTPA will perform (through September 2015) including:

- Year 2040 Long Range Transportation Plan (Regional Mobility Plan 2040 Update)

1. Amending the RMP as required,
2. Provide copies of the RMP upon request,
3. Continued tracking of RMP projects within ETDM process (coordinated with UPWP Task 8), and
4. Assist local governments with provision of RMP information associated with local government comprehensive plan data needs.

END PRODUCTS/COMPLETION DATES/MILESTONES

- Amend the RMP as required (Sep, Dec, Mar, Jun).
- Provide copies of the RMP upon request (Sep, Dec, Mar, Jun).
- Continued tracking of RMP projects within ETDM process (Sep, Dec, Mar, Jun).
- Assist local governments with provision of RMP information associated with local government comprehensive plan data needs (Sep, Dec, Mar, Jun).

- Complete Evaluation Criteria (Jul - Aug)
- Begin and Complete Plan Development (Jul - Nov)
- Begin and Complete Corridor Assessment (Oct - Jan)
- Begin and Complete Needs Plan (Oct - Mar)
- Begin Modeling (Oct - Mar)
- Begin and Complete Financial Assessment (Oct - Apr)
- Begin Cost Feasible Plan (Apr - Jun)

- Continue Public Involvement (Jul – Jun)

Regional Mobility Plan (Year 2035 LRTP) (FY 2015)

- Amend the RMP as required (Sep).
- Provide copies of the RMP upon request (Sep).
- Continued tracking of RMP projects within ETDM process (Sep).
- Assist local governments with provision of RMP information associated with local government comprehensive plan data needs (Jun).

Regional Mobility Plan 2040 Update (Year 2040 LRTP) (FY 2016)

- Finalize Cost Feasible Plan (Sep)
- Finalize Public Involvement (Sep)
- Adopt Plan (Sep)
- Amend the RMP as required (Dec, Mar, Jun).
- Provide copies of the RMP upon request (Dec, Mar, Jun).
- Continued tracking of RMP projects within ETDM process (Dec, Mar, Jun).
- Assist local governments with provision of RMP information associated with local government comprehensive plan data needs (Dec, Mar, Jun).

OTHER INFORMATION

The RMP and RMP 2040 Update can be viewed on the CRTPA's website (www.crtpa.org).

SECTION 6

Public Involvement

SECTION 6: Public Involvement

UPWP Task Title: Public Involvement	UPWP Task Number: 6.1	
Agency Responsible: CRTPA	FY 2013	FY 2014
	Funding Source:	Funding Source:
	FHWA PL: \$45,000	FHWA PL: \$45,000
	FTA 5305D: \$20,000	FTA 5305D: \$20,000
	FDOT 5305D Match: \$2,500	FDOT 5305D Match: \$2,500
	Local 5305D Match: \$2,500	Local 5305D Match: \$2,500

TASK SCHEDULE

JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN

TASK PURPOSE

Conduct the public involvement process in a manner that increases the public's knowledge and participation in the regional transportation planning process.

PREVIOUS WORK (FYs 2013 and 2014)

Public Involvement Plan and Assessment: Held monthly internal meetings to assess implementation of Public Involvement Plan and discuss upcoming public involvement opportunities throughout the CRTPA area. Developed an update to the existing plan in response to finding in TMA Certification.

Title VI: Developed/adopted Title VI Procedures as part of the Public Involvement Plan.

Public Outreach: Conducted public outreach seeking comments on the CRTPA's plans and programs (including TIP, UPWP, Project Priority Lists, Public Involvement Progress Plan, Congestion Management Plan, Regional Mobility Plan) within the CRTPA region; provided generalized CRTPA information at public events; provided information regarding transportation planning process and CRTPA plans and programs to various news media; made continuing updates/upgrades to CRTPA webpage to improve public access to CRTPA information and resources including the posting of information regarding CRTPA members, the planning process, CRTPA plans and programs, and upcoming meetings/public involvement opportunities (1st – 4th Quarter); analyzed public comment received regarding the CRTPA's plans and programs; increased efforts to seek input from the region's traditionally underserved population through targeted locations in public events.

METHODOLOGY (FY 2015)

Public Involvement Plan and Assessment: Monitor and update the PIP as needed; conduct public involvement assessment meetings consistent with adopted PIP.

Title VI: Continue to monitor and update Title VI document as may be required.

Public Outreach: Continue to conduct public outreach related to the CRTPA's plans and programs (including TIP, RMP, UPWP and Project Priority Lists) within the CRTPA region; provide CRTPA

information and public involvement items at public events (including Commuter Choices Week, and Bike to Work Week); provide information regarding transportation planning process and CRTPA plans and programs to various news media; launch and maintain a new CRTPA webpage; develop CRTPA newsletters and brochures for public distribution; disseminate transportation planning information to citizens, public agencies and others as requested; continue conversations with City of Tallahassee to televise CRTPA meetings; continue efforts related to increasing input from the region's traditionally underserved population; perform safety programs at public schools, as requested, in Gadsden, Leon, Jefferson, and Wakulla counties. Attend local festivals and events as available in all counties. Continue televising CRTPA meetings on WCOT and provide access to video tapes of CRTPA Board meetings. A revamp and update of the CRTPA website will be done

METHODOLOGY (FY 2016)

Public Involvement Plan and Assessment: Monitor and update the PIP as needed; conduct public involvement assessment meetings consistent with adopted PIP.

Title VI: Continue to monitor and update Title VI document as may be required.

Public Outreach: Continue to conduct public outreach related to the CRTPA's plans and programs (including TIP, RMP, UPWP and Project Priority Lists) within the CRTPA region; provide CRTPA information and public involvement items at public events (including Commuter Choices Week and Bike to Work Week); provide information regarding transportation planning process and CRTPA plans and programs to various news media; launch and maintain a new CRTPA webpage; develop CRTPA newsletters and brochures for public distribution; disseminate transportation planning information to citizens, public agencies and others as requested; continue conversations with City of Tallahassee to televise CRTPA meetings; continue efforts related to increasing input from the region's traditionally underserved population. Continue televising CRTPA meetings on WCOT.

END PRODUCTS/COMPLETION DATES/MILESTONES (FYs 2015/16)

- Monitor Public Involvement Plan (ongoing).
- CRTPA Newsletters (as needed)
- Distribution of CRTPA information and plans (ongoing).
- Enhanced public knowledge in transportation planning process (ongoing).
- Continued CRTPA presence at regional public events (ongoing).
- Up-to-date, accurate CRTPA web site (www.crtpa.org). (ongoing).
- Two Title VI Assessment Meetings (October, March)
- Enhanced access to public visualization of proposed plans.
- Updated plans that reflect findings of assessment meetings. (ongoing)

SECTION 7

Systems Planning

SECTION 7: Systems Planning

UPWP Task Title: Bicycle and Pedestrian Planning	UPWP Task Number: 7.1	
Agency Responsible: CRTPA	FY 2015 Funding Source: FHWA PL: \$45,000 STP: \$210,000 *	FY 2016 Funding Source: FHWA PL: \$45,000 STP: \$210,000 *

TASK SCHEDULE

JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN

TASK PURPOSE

Increase the use and safety of bicycle and pedestrian transportation by ensuring the adequate funding of these modes through implementation of the Bicycle & Pedestrian Master Plan (BPMP) and development of a comprehensive program that includes education, enforcement, engineering, and encouragement activities. Support and complement the FDOT initiatives with bicycle and pedestrian safety.

PREVIOUS WORK (FYs 2013 and 2014)

Bicycle and Pedestrian Master Plan Implementation: Continued Master Plan implementation through coordination with City of Tallahassee and Leon County regarding provision of bicycle facilities on roads to be resurfaced (ongoing); continued to identify BPMP projects that could benefit from SB 360/fair share funding and TIGER Grant funds; coordinated with City of Tallahassee regarding Bicycle-Friendly Community designation (ongoing); conducted PPL and TIP processes to secure bicycle/pedestrian funding and ensure that citizens and agencies are aware of the PPL/TIP process and the role of bicycle & pedestrian transportation in the process (September – December); continued discussion seeking funding opportunities for an update of BPMP (integrated into Regional Mobility Plan) with state and local government partners to include all of expanded CRTPA planning area boundary (ongoing); worked with Multimodal Advisory Committee (MAC) to comprehensively address non-motorized mobility in the CRTPA region (ongoing).

Comprehensive Programs (EDUCATION Activities): Distributed safety education material by request to the public and through the Community Traffic Safety Teams and other ongoing efforts and events; assisted with development of bicycle & pedestrian safety education programs for adults and children throughout the CRTPA region, including bicycle safety classes; provided engineering and design standards to professionals involved in project development; worked with Leon County Schools and the Community Traffic Safety Team to identify improvements to conditions for bicycle & pedestrian issues.

(ENGINEERING Activities): Continued identification of opportunities for CRTPA staff to provide input into local planning efforts that would affect bicycle and pedestrian transportation, and

worked with local government staff to provide input into those efforts; reviewed roadway designs and site plans to provide suggestions on improving conditions for bicycle & pedestrian travel; coordinated with transit agencies to ensure and improve access to transit facilities/system; provided suggestions for code changes to enhance provision of bicycle & pedestrian facilities. (ENFORCEMENT Activities): Worked with law enforcement agencies and through Community Traffic Safety Team to identify priorities for enforcement related to pedestrians and bicyclists. (ENCOURAGEMENT Activities): Distributed maps and other information on bicycling and walking in the CRTPA area; assisted with planning, promotion and implementation of events that encourage bicycling and walking, such as Bike to Work Week and Commuter Choices Week.

METHODOLOGY (FY 2015)

Bicycle and Pedestrian Master Plan Implementation: Continue working with state and local government staff and other appropriate agencies to develop and fund recommended programs, policies and projects within entire CRTPA area; continue distribution of Bicycle and Pedestrian Master Plan document to the public, governmental agencies, and community organizations; work with other jurisdictions to identify and begin programs, policies, and projects that are applicable to Master Plan implementation; continue representing the CRTPA in various local efforts related to transportation and bicycle and pedestrian issues in the CRTPA area; work with CRTPA local government agencies to coordinate development of data on bicycle & pedestrian facilities within their jurisdictions; work towards developing an update to the Master Plan (integrated with Regional Mobility Plan) to include the entire CRTPA area; continue development of Multimodal Advisory Committee. Work with Gadsden, and Wakulla Counties, in conjunction with the Long Range Transportation Plan to identify trails. Work with Wakulla County in the development of the Ochlocknee Trail and Capital to the Sea Loop Trail.

Comprehensive Programs (EDUCATION Activities): Continue developing programs as recommended in the adopted Bicycle & Pedestrian Master Plan, and expand those programs to the CRTPA Planning Area as appropriate; coordinate with CRTPA member local governments and other agencies on opportunities and needs related to improving bicycle and pedestrian mobility and safety; distribute safety education material by request to the public and through the Community Traffic Safety Teams and other ongoing efforts; assist with development of bicycle & pedestrian safety education programs for adults and children, such as bicycle safety rodeos and walking school bus groups with the Safe Ways to School Program; provide engineering and design standards to professionals involved in project development. (ENGINEERING Activities): Continue identification of opportunities for CRTPA staff to provide input into local planning efforts that would affect bicycle and pedestrian transportation, and work with local government staff to provide input into those efforts; participate in review of transportation project designs and provide assistance with development of bicycle and pedestrian facilities and inclusion of such considerations in ongoing projects; coordinate with transit agencies to ensure and improve access to transit facilities/system; provide suggestions for code changes to enhance provision of bicycle & pedestrian facilities. (ENFORCEMENT Activities): Coordinate with law enforcement agencies, universities, and CTST to identify priorities for enforcement related to pedestrians and bicyclists. (ENCOURAGEMENT Activities): Distribute maps and other information on bicycling and walking in the CRTPA area; assist with planning, promotion and implementation of events that encourage bicycling and walking, including Commuter Choices Week, and Safe Routes to School; continue work on development and distribution of an updated bicycle map for the City/County/Region. Work with local governments to achieve Bicycle Friendly Community Status.

METHODOLOGY (FY 2016)

Bicycle and Pedestrian Master Plan Implementation: Continue working with state and local government staff and other appropriate agencies to develop and fund recommended programs, policies and projects within entire CRTPA area; continue distribution of Bicycle and Pedestrian Master Plan document to the public, governmental agencies, and community organizations; work with other jurisdictions to identify and begin programs, policies, and projects that are applicable to Master Plan implementation; continue representing the CRTPA in various local efforts related to transportation and bicycle and pedestrian issues in the CRTPA area; work with CRTPA local government agencies to coordinate development of data on bicycle & pedestrian facilities within their jurisdictions; work towards developing an update to the Master Plan (integrated with Regional Mobility Plan) to include the entire CRTPA area; continue development of Multimodal Advisory Committee.

Comprehensive Programs (EDUCATION Activities): Continue developing programs as recommended in the adopted Bicycle & Pedestrian Master Plan, and expand those programs to the CRTPA Planning Area as appropriate; coordinate with CRTPA member local governments and other agencies on opportunities and needs related to improving bicycle and pedestrian mobility and safety; distribute safety education material by request to the public and through the Community Traffic Safety Teams and other ongoing efforts; conduct and assist with development of bicycle & pedestrian safety education programs for adults and children, such as bicycle safety rodeos and walking school buses for the Safe Ways to School Program; provide engineering and design standards to professionals involved in project development. **(ENGINEERING Activities):** Continue identification of opportunities for CRTPA staff to provide input into local planning efforts that would affect bicycle and pedestrian transportation, and work with local government staff to provide input into those efforts; participate in review of transportation project designs and provide assistance with development of bicycle and pedestrian facilities and inclusion of such considerations in ongoing projects; coordinate with transit agencies to ensure and improve access to transit facilities/system; provide suggestions for code changes to enhance provision of bicycle & pedestrian facilities. **(ENFORCEMENT Activities):** Coordinate with law enforcement agencies, universities, and CTST to identify priorities for enforcement related to pedestrians and bicyclists. **(ENCOURAGEMENT Activities):** Distribute maps and other information on bicycling and walking in the CRTPA area; assist with planning, promotion and implementation of events that encourage bicycling and walking, including Commuter Choices Week, and Safe Routes to School; continue work on development and distribution of an updated bicycle map for the City/County/Region.

END PRODUCTS/COMPLETION DATES/MILESTONES (FYs 2015/2016)

- Implementation of projects recommended in the adopted Master Plan through participation in PPL process.
- Implementation of programs recommended in the adopted Bicycle and Pedestrian Master Plan (ongoing).
- Continued consideration, representation and implementation of bicycle and pedestrian modes within the transportation planning process (ongoing)

SECTION 7: Systems Planning

UPWP Task Title: Transit Planning	UPWP Task Number: 7.2	
Agency Responsible: StarMetro (City of Tallahassee)	FY 2015	FY 2016
	Funding Source:	Funding Source:
	FTA 5307: \$130,000 Local Match (COT): -0- (matched with toll revenue credits)	FTA 5307: \$130,000 Local Match (COT): -0- (matched with toll revenue credits) FTA5339: \$400,000

TASK SCHEDULE

JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN

TASK PURPOSE

To consistently provide and continually improve effective, safe, and reliable public transit services to the residents of and visitors to Tallahassee region.

PREVIOUS WORK (FYs 2013 and 2014)

StarMetro completed the following tasks:

Intelligent Transportation System:

StarMetro began to implement its Intelligent Transportation System (ITS). This application automates the steps associated with creating and managing our fixed-route schedules. In 2012, StarMetro will begin implementing Automated Vehicle Location Systems to provide location of all buses. Computers monitor buses for unusual or suspicious behaviors.

Route Restructuring:

StarMetro decentralized its bus system on July 11th, 2011 to better meet the growing needs of the community. Public meetings were held in preparation for these changes and volunteers assisted customers on their trips. Public meetings were also held following the route changes so StarMetro staff could understand the strengths and weaknesses of the new system and make needed adjustments throughout the year.

Shelter Installation

StarMetro installed 43 shelters in preparation for the decentralized system. These shelters are located at transfer locations and stops with high ridership.

Transit Accessibility

StarMetro coordinated with CRTPA, the City of Tallahassee, and other partners to enhance the accessibility of transit routes to pedestrians, bicyclists, and human services populations. Public Works has been charged with addressing the sidewalk needs meeting the new system route criterion. A total of over 100 needed sidewalk segments meeting this criterion were identified.

Replacement Buses:

StarMetro purchased 12 buses in 2010 and 5 buses in 2011. A grant was received by the United States Department of Transportation to purchase four zero emission, all-electric buses. These buses will arrive at StarMetro headquarters in the spring.

University Partnerships:

The development of Star Metro's partnerships with Florida State University, Florida Agricultural & Mechanical University and Tallahassee Community College continues to be one of StarMetro's biggest, non-Capital Project Achievements. StarMetro has developed solid relations with all three institutions and moved forward with improved services for the student population.

METHODOLOGY (FY 2015)

StarMetro will use the recommendations from 2010 – 2020 Transit Development Plan and the 2035 Long Range Transportation Plan as well as internal initiatives to improve transit in the City of Tallahassee and the Tallahassee metropolitan statistical area. These activities are as follows:

Intelligent Transit System (ITS):

StarMetro will continue to implement its Intelligent Transportation System (ITS) this term. Automated Vehicle Location Systems will provide the location of all buses. Computers will monitor buses for unusual or suspicious detours or behaviors.

Remote Transfer Facilities:

StarMetro has land for the development of two remote transfer facilities (or, Multi-Modal Facilities). Park-and-ride facilities are also planned at distant sites.

University Partnerships:

StarMetro will continue one of the biggest, non-Capital Project achievements has been the development of StarMetro's partnerships with Florida State University, Florida Agricultural & Mechanical University and Tallahassee Community College. StarMetro will work with all three institutions to develop increased funding methods for improved service along University routes and fixed-route service.

Route Restructuring:

StarMetro will continue to improve the new decentralized route system to better meet the growing needs of the community. This will prevent route over-lapping, redundancy and inefficiency.

Electric Buses:

StarMetro received a grant from the United States Department of Transportation to purchase four zero emission, all-electric buses. The grant includes funding for the construction of a fast charging station. StarMetro will research modifications required for the garage to accommodate the new electric buses.

Alternatives Analysis:

StarMetro has been approved for an FTA 5339 Grant for an Alternatives Analysis. This analysis will study an arterial street undergoing higher-density, mixed-use redevelopment. The corridor runs along Tennessee Street/Mahan Drive between Capital Circle East and West, through Florida State

University, Tallahassee Community College and downtown. The project team will evaluate transit-supportive changes to city plans and codes as part of the work plan.

METHODOLOGY (FY 2016)

StarMetro will use the recommendations from 2010 – 2020 Transit Development Plan and the 2035 Long Range Transportation Plan as well as internal initiatives to improve transit in the City of Tallahassee and the Tallahassee metropolitan statistical area. A high priority is to begin operating regional routes to surrounding counties.

Regional Service

Continue to cooperatively plan for and implement regional transit service with StarMetro's planning partners. StarMetro currently serves the city of Tallahassee and provides marketing and management support for Gadsden Express service to Quincy and Midway. There are plans for expanded public transportation in Leon, Gadsden, Jefferson, and Wakulla counties. As the largest provider in the region, StarMetro should be represented in efforts to plan and implement regional service.

SECTION 7: TLH Airport Systems Planning

UPWP Task Title: Aviation Planning	UPWP Task Number: 7.3	
Agency Responsible: TALLAHASSEE REGIONAL AIRPORT	FY 2015 Funding Source: COT - Aviation: \$170,000	FY 2016 Funding Source: COT - Aviation: \$170,000

TASK SCHEDULE

JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN

TASK PURPOSE

Perform the Aviation Planning tasks for the Tallahassee Regional Airport (TLH) in a continued, coordinated and cooperative manner. Included within this task are activities associated with the Strategic Terminal Master Plan, Airport Economic Development Master Plan, , and the Airport's Capital Improvement Program. The Airport's planning process includes identification of planning priorities and activities in coordinating with tenants, citizens, regulators, airlines, and federal, state, and local governmental agencies. This task defines aviation activities performed by the City of Tallahassee's Department of Aviation.

PREVIOUS WORK (FY 2013-2014)

Coordinated the development of the Airport Master Plan Update; monitored the development order associated with the Airport Development of Regional Impact for consistency with its capital program and updated it accordingly; developed and submitted to the Florida Department of Community Affairs the 2006 Airport Development of Regional Impact Annual Report; updated the Capital Improvement Plan incorporating capital projects from the Airport Master Plan, TIP, and JACIP; updated and provided a five-year Transportation Improvement Plan (TIP) to the Florida Department of Transportation; provided a prioritized Six-Year Work Program to the Florida Department of Transportation; provided an updated Capital Improvement Plan to the Federal Aviation Administration and the Florida Department of Transportation associated with the agencies Joint Aviation Capital Improvement Program (JACIP); maintained the Airport Layout Plan reflecting existing and future development as identified in the Airport Master Plan, Development of Regional Impact, and various capital improvement plans as required by the Federal Aviation Administration. Continued to serve as a member on the CRTPA Technical Advisory Committee and continued to meet with the FDOT Aviation Office to ensure that Florida's air transportation system remains intact through the Continuing Florida Aviation Systems Planning Process (CFASPP).

METHODOLOGY (FY 2015)

Implementation and monitoring of Airport Master Plan Update; development of the Strategic Terminal Master Plan, Airport Economic Development Master Plan, , and the Airport's Capital

Improvement Program.; complete the 5-year CIP for Fiscal year 2009-2014, 2010-2015, 3; submit a projected 10-year JACIP to the FAA and the FDOT; continue to update the Airport Layout Plan, as needed; and continue participation in MPO, FAA System Plan, and CFASPP Process Committee.

METHODOLOGY (FY 2016)

Implementation and monitoring of Airport Master Plan Update; implementation of the Strategic Terminal Master Plan, Airport Economic Development Master Plan, , and development of the Airport's Capital Improvement Program.; complete 5-year CIP for Fiscal year 20011-2016, 2010-2015 submit 10-year JACIP to the FAA and the FDOT; continue to update the Airport Layout Plan as needed; and continue participation in MPO, FAA System Plan, and CFASPP Process Committee.

END PRODUCTS/COMPLETION DATES/MILESTONES (FYs 2015/2016)

- Airport Master Plan Update (Dec, Mar).
- Airport Capital Improvement Program (Mar).
- Strategic Terminal Master Plan
- Economic Development Master Plan

OTHER INFORMATION

The Airport Master Plan and when implemented the Strategic Terminal Master Plan and Economic Development Master Plan may be viewed on the following website (www.flytallahassee.com)

SECTION 7: Systems Planning

UPWP Task Title: Transportation Disadvantaged Planning	UPWP Task Number: 7.4	
Agency Responsible: CRTPA	FY 2015 Funding Source: FTA 5305D: \$2000 FDOT 5305D Match: \$ 250 Local 530 Match: \$ 250 TD Trust Fund: \$86,000	FY 2016 Funding Source: FTA 5305D: \$2000 FDOT 5305D Match: \$ 250 Local 530 Match: \$ 250 TD Trust Fund: \$86,000

TASK SCHEDULE

JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN

TASK PURPOSE

Perform planning tasks associated with monitoring the transportation needs of the region's transportation disadvantaged consistent with Chapter 427, Florida Statutes ("Special Transportation and Communication Services"), Rule 41-2, Florida Administrative Rule ("Commission for The Transportation Disadvantaged").

PREVIOUS WORK (FYs 2013/2014)

Provided support to the Leon County Transportation Disadvantaged Coordinating Board (TDCB) including monitoring and updating the Transportation Disadvantaged Service Plan (May, June, July) and assisted in annual Community Transportation Coordinator evaluation (November, December). Monitored and coordinated with the Gadsden and Wakulla Transportation Disadvantaged Coordinating Boards. Retained Starmetro as Community Transportation Coordinator for another 5-year cycle through gaining recommendations via agenda items to the CRTPA and the Commission for the Transportation Disadvantaged.

METHODOLOGY (FY 2015)

Provided support to the Local Coordinating Boards (LCB) including monitoring and updating the Transportation Disadvantaged Service Plans (May, June, July) and assisted in annual Community Transportation Coordinator evaluation (November, December).

METHODOLOGY (FY 2016)

Provide staff support for the Local Coordinating Boards in Gadsden, Jefferson, Leon, and Wakulla Counties. . Complete annual Community Transportation Coordinators evaluations, including Medicaid NET monitoring; update the Gadsden County, Jefferson County, Leon County and Wakulla County Transportation Disadvantaged Service Plan; develop passenger surveys; monitor legislative proposals; develop annual budget estimate and expense report; monitor Leon County Non-Sponsored Trip grant. Maintain contact with region's transportation disadvantaged coordinating

boards to ensure coordinated planning efforts that address the region's transportation disadvantaged travel needs.

END PRODUCTS/COMPLETION DATES/MILESTONES (FY 2015)

- Updated Gadsden County Transportation Disadvantaged Service Plan (Apr)
- Updated Jefferson County Transportation Disadvantaged Service Plan (Apr)
- Updated Leon County Transportation Disadvantaged Service Plan (Apr)
- Updated Wakulla County Transportation Disadvantaged Service Plan (Apr)
- Annual Gadsden CTC Evaluation (December)
- Annual Jefferson CTC Evaluation (November)
- Annual Leon CTC Evaluation (October)
- Annual Wakulla CTC Evaluation (November)
- Provide support to the Coordinating Boards in Gadsden, Jefferson, Leon and Wakulla Counties. (ongoing).
- Continue to administer the Leon County Transportation Disadvantaged Grant for Leon County. (ongoing)
- Hold annual Public Hearings and regular quarterly meetings in Gadsden, Jefferson, and Wakulla Counties in February, May, August and November.
- Hold annual Public hearing and regular quarterly meetings in Leon County in January, April, July, and October.
- Complete Annual Budget Estimates and Actual Expense Reports for all counties by statutory deadline.

END PRODUCTS/COMPLETION DATES/MILESTONES (FY 2016)

- Support for Regional Coordinating Board meetings (July, October, January, and April)
- Annual Evaluations for coordinators. (October)
- Approval of Regional Planning Agreement with the Florida Commission for the Transportation Disadvantaged. (July-August)
- Development of Regional Transportation Disadvantaged Service Plan (September through January)
- Annual Public Hearing (April)
- Complete Annual Budget Estimates and Actual Expense Reports for all counties by statutory deadline.
- Continue to administer the Leon County Transportation Disadvantaged Grant for Leon County. (ongoing)

OTHER INFORMATION

Information related to transportation disadvantaged planning, may be viewed on the CRTPA's website (www.crtpa.org). Additional information may be found at the State of Florida Commission for the Transportation Disadvantaged Program website: www.dot.state.fl.us/ctd.

SECTION 7: Systems Planning

UPWP Task Title: Mobility Management	UPWP Task Number: 7.5	
Agency Responsible: CRTPA	FY 2015	FY 2016
	Funding Source:	Funding Source:
	FHWA PL: \$10,000	FHWA PL: \$10,000
	FTA 5305D: \$9,286	FTA 5305D: \$9,286
	FDOT 5305D Match: \$1,161	FDOT 5305D Match: \$1,161
	Local 5305D Match: \$1,161	Local 5305D Match: \$1,161

TASK SCHEDULE

JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN

TASK PURPOSE

Ensure optimization of the existing transportation system through agency participation, coordination and identification of system strategies and programs.

PREVIOUS WORK (FY 2013/2014)

Mobility Management/Transportation System Management (TSM): The adopted CRTPA Mobility Management Plan (MMP) was used to identify potential projects for TSM study/priority project list inclusion (July, August); coordinated with CRTPA member governments and FDOT regarding TSM candidate project list; FY 13/17 and 14/18 TSM Project Priority List.

Community Traffic Safety Teams (CTSTs): Monitored and attended Gadsden County CTST, Leon County CTST and Wakulla CTST meetings; maintained regional CTST dialogue. Commuter Services of North Florida (CSNF): Coordinated with CSNF through attendance of quarterly meetings, ongoing discussions and participation in Commuter Choices Week events (Commuter Choices Events in September).

METHODOLOGY (FY 2015)

Mobility Management/TSM: Continue using the CRTPA Mobility Management Plan (MMP); monitor/review MMP for potential project implementation including addition to TSM priority project list inclusion; coordinate with CRTPA member governments and FDOT regarding TSM candidate project list process and potential project additions. Ensure CRTPA familiarity with TSM process and purpose.

Community Traffic Safety Teams (CTSTs): Attend and monitor Gadsden County, Leon County and Wakulla County CTST's; work towards increasing CRTPA presence at area CTSTs; encourage a regional approach towards addressing safety issues; encourage CTST familiarity with CRTPA coordinative role in regional transportation issues.

Commuter Services of North Florida (CSNF): Coordinate with CSNF to identify opportunities to encourage carpooling, transit, vanpooling, bicycling, telecommuting and flexible work hours to

maximize the region's transportation system; continue to attend and participate at CSNF quarterly meetings, participate in Commuter Choices Week events and other public events.

METHODOLOGY (FY 2016)

Mobility Management/TSM: Continue using the C RTPA Mobility Management Plan (MMP); monitor/review MMP for potential project implementation including addition to TSM priority project list inclusion; coordinate with C RTPA member governments and FDOT regarding TSM candidate project list process and potential project additions. Ensure C RTPA familiarity with TSM process and purpose.

Community Traffic Safety Teams (CTSTs): Attend and monitor Gadsden County, Leon County, Jefferson County and Wakulla County CTST's; work towards increasing C RTPA presence at area CTSTs; encourage a regional approach towards addressing safety issues; encourage CTST familiarity with C RTPA coordinative role in regional transportation issues.

Commuter Services of North Florida (CSNF): Coordinate with CSNF to identify opportunities to encourage carpooling, transit, vanpooling, bicycling, telecommuting and flexible work hours to maximize the region's transportation system; continue to attend and participate at CSNF quarterly meetings, participate in Commuter Choices Week events and other public events.

END PRODUCTS/COMPLETION DATES/MILESTONES (FYs 2015/2016)

- FY 11/15 and FY 12/16 TSM Priority Project List (Mar, Jun)
- CTST regional perspective (ongoing)
- Promotion of alternative transportation choices and opportunities (Milestone: Commuter Choices Week – Sep)
- C RTPA Mobility Management Process (Mar)

OTHER INFORMATION

The adopted C RTPA TSM Project Priority List can be viewed on the C RTPA's website (www.crtpa.org). Additionally, links to Commuter Services of North Florida and StarMetro are also provided on the C RTPA's website.

SECTION 8

Regional Planning and CRTPA Coordination

SECTION 8: Regional Planning and CRTPA Coordination

UPWP Task Title: CRTPA Coordination	UPWP Task Number: 8.1	
Agency Responsible: CRTPA	FY 2015 Funding Source: FHWA PL: \$110,000 FTA 5305D: \$30,000 FDOT 5305D Match: \$3,750 Local 5305D Match: \$3,750	FY 2016 Funding Source: FHWA PL: \$110,000 FTA 5305D: \$30,000 FDOT 5305D Match: \$3,750 Local 5305D Match: \$3,750

TASK SCHEDULE

JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN

TASK PURPOSE

Ensure a coordinated approach to the region's transportation planning issues through ongoing local, regional, state and federal agency coordination.

PREVIOUS WORK (FY 2013/2014)

Interagency Coordination: Coordinated with local, regional, state and federal agencies related to transportation issues including: Blueprint 2000, Jefferson, Leon, Gadsden, and Wakulla County, and the municipalities in the region, Florida Department of Transportation, Florida Department of Community Affairs, Federal Highway Administration, Federal Transit Administration, Commuter Services of North Florida, StarMetro, Tallahassee Regional Airport, School Boards, Apalachee Regional Planning Council, Northwest Florida Transportation Corridor Authority, the region's Economic Development Councils Florida State University, Florida A&M University, and Tallahassee Community College. Such efforts have included plan, project and policy review, legislative program review, participation on committees/boards/workgroups, transportation grant funding coordination, multimodal planning and other activities related to inter-jurisdictional transportation issues related to the metropolitan planning process and requirements (1st – 4th Quarter). Drafted Interlocal Agreement for the addition of Jefferson County, the remainder of Gadsden County, the remainder of Wakulla County, and any of their municipalities.

Efficient Transportation Decision Making (ETDM): Monitored and coordinated with FDOT and consultant regarding upcoming ETDM requirements associated with Regional Master Plan/ LRTP development (September); input Year 2035 LRTP ETDM eligible projects into Planning Screen (purpose and needs statements); reviewed and summarized comments received from Environmental Technical Advisory Team (ETAT) as needed.

METHODOLOGY (FY 2015)

Interagency Coordination: Increase interagency coordination with local, regional, state and federal agencies and actively engage them in transportation issues including: Blueprint 2000, Jefferson, Leon, Gadsden, and Wakulla County, and the municipalities in the region, Florida Department of Transportation, Florida Department of Community Affairs, Federal Highway Administration, Federal Transit Administration, Commuter Services of North Florida, StarMetro, Tallahassee Regional Airport, School Boards, Apalachee Regional Planning Council, Northwest Florida Transportation Corridor Authority, the region's Economic Development Councils, Florida State University, Florida A&M University, and Tallahassee Community College. In addition to attended City/County Commission meetings of all member governments, efforts will include plan, project and policy review, participation on committees/boards/workgroups, legislative program review to ensure CRTPA compliance with state and federal requirements (including recent SAFETEA-LU requirements related to the LRTP, RMP, TIP, TMA certification and other issues), transportation grant funding coordination and other activities related to inter-jurisdictional transportation issues. A focus on multimodal issues to address regional mobility will continue.

Efficient Transportation Decision Making (ETDM): CRTPA ETDM projects will continue to be monitored and advanced; ETDM eligible projects will continue to be input (purpose and needs statements); ongoing coordination efforts with FDOT and ETDM review agencies will continue; identified ETDM project comments will be monitored and coordinated with FDOT and consultant regarding ongoing ETDM requirements associated with Year 2040 RMP LRTP development; input Year 2035 LRTP ETDM eligible projects into Planning Screen; comments received from Environmental Technical Advisory Team (ETAT) will continue to be reviewed and summarized.

Monitoring Air Quality The CRTPA will continue to monitor air quality information as it becomes available should non-attainment status be reached in the region.

METHODOLOGY (FY 2016)

Interagency Coordination: Increase interagency coordination with local, regional, state and federal agencies and actively engage them in transportation issues including: Blueprint 2000, Jefferson, Leon, Gadsden, and Wakulla County, and the municipalities in the region, Florida Department of Transportation, Florida Department of Community Affairs, Federal Highway Administration, Federal Transit Administration, Commuter Services of North Florida, StarMetro, Tallahassee Regional Airport, School Boards, Apalachee Regional Planning Council, Northwest Florida Transportation Corridor Authority, the region's Economic Development Councils, Florida State University, Florida A&M University, and Tallahassee Community College. In addition to attended City/County Commission meetings of all member governments, efforts will include plan, project and policy review, participation on committees/boards/workgroups, legislative program review to ensure CRTPA compliance with state and federal requirements (including recent MAP-21 requirements related to the LRTP, RMP, TIP, TMA certification and other issues), transportation grant funding coordination and other activities related to inter-jurisdictional transportation issues. A focus on multimodal issues to address regional mobility will continue.

Efficient Transportation Decision Making (ETDM): CRTPA ETDM projects will continue to be monitored and advanced; ETDM eligible projects will continue to be input (purpose and needs statements); ongoing coordination efforts with FDOT and ETDM review agencies will continue; identified ETDM project comments will be monitored and coordinated with FDOT and consultant regarding ongoing ETDM requirements associated with Year 2040 LRTP development; input Year 2040 LRTP ETDM eligible projects into Planning Screen; comments received from Environmental Technical Advisory Team (ETAT) will continue to be reviewed and summarized.

Monitoring Air Quality The CRTPA will continue to monitor air quality information as it becomes available should non-attainment status be reached in the region.

END PRODUCTS/COMPLETION DATES/MILESTONES (FYs 2015/2016)

- Provision of a coordinated regional transportation perspective (ongoing).
- CRTPA review and comments on legislative proposals as related to transportation issues (Mar, Jun).
- CRTPA compliance with ETDM requirements (as needed).
- Stronger relationship with StarMetro as the public transportation provider. (ongoing)
- Increased outreach to member governments and coordination with their local issues.
- Increased involvement with local transportation issues affecting system roads and transportation network.
- Monitoring of air quality attainment issues.
- Stronger relationship with regional economic development councils
- Provide technical assistance and coordination with local governments in development of a cohesive regional transportation system.

SECTION 9

Other Planning Projects

SECTION 9: Other Planning Projects

UPWP Task Title: Corridor Analysis	UPWP Task Number: 9.1	
Agency Responsible: CRTPA	FY 2015 Funding Source: FHWA PL Funds: \$20,000	FY 2016 Funding Source: FHWA PL Funds: \$20,000

TASK SCHEDULE

JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN

TASK PURPOSE

Participate in corridor studies through coordinative and management efforts as may be required by the MPO process.

PREVIOUS WORK (FY 2013/2014)

CRTPA participated in coordination and monitoring of the following projects:

- Welaunee Boulevard and Interstate 10 Interchange: The project has been ongoing for several years with the initiation of the Interstate 10 Master Plan Update. The CRTPA was involved with an initial transportation distribution study to update SE data to incorporate the project into the Interstate 10 Master Plan and subsequent Interchange Re-evaluation. Additionally, the City of Tallahassee initiated a study to evaluate the impacts of the Welaunee Plantation on the transportation system and the potential to incorporate the interchange into the plan.
- Crawfordville Road (US 319, Wakulla Springs Road to US 98) Re-Evaluation: The Study being completed to address transportation issues related to the growth of Wakulla County and the opportunities available to relieve congestion along the corridor.
- Woodville Highway (Capital Circle, SE to Paul Russell Road) PD&E and Design: The PD&E Study was complete in FY 13/14, and has transitioned into Design for a four lane section and one-way loop.
- 6th Avenue Sidewalks (Tallahassee – Monroe Street to Gadsden Street): The CRTPA worked with the City of Tallahassee to construct sidewalks on 6th Avenue (Monroe Street to Gadsden Street) and along Gadsden Street (6th Avenue to Ingleside Avenue).
- Lafayette Street Sidewalks (Cascades Park to Winchester Lane): CRTPA staff worked with the City of Tallahassee and Leon County to re-construct and construct sidewalks along the corridor in conjunction with drainage and streetscaping projects.

- Florida Arts Trail (Main Street - US 27 to Downtown Quincy): The CRTPA is coordinating with Gadsden County to develop the trail along with the introduction of a wide-shoulder to be constructed as a component of a current resurfacing project scheduled for FY 14/15.
- Ochlockonee Bay Trail (Mashes Sands to Sopchoppy): CRTPA coordinated with Wakulla County and the FDOT to complete several phases of the project and fund the last segment on US 319 from Surf Road to Rose Street in Sopchoppy.
- Capital City to the Sea Trails: Staff initiated a Master Plan March 2013 that was completed in March 2014 to develop a trail system that strengthens the linkage between Leon County and Wakulla County. The initial PD&E kicked-off in March 2014 with an estimated completion date of March 2015.

METHODOLOGY (FY 2015)

CRTPA will continue coordination efforts with FDOT, BP2000, consultants and CRTPA member governments related to corridor studies within the CRTPA region. Coordination efforts include participation in public meetings, agency working groups, consultant selection, provision of information to CRTPA and other activities as required by the MPO process.

The CRTPA will continue to participate in the region's corridor studies during FY 15

METHODOLOGY (FY 2016)

CRTPA will continue coordination efforts with FDOT, BP2000, consultants and CRTPA member governments related to corridor studies within the CRTPA region. Coordination efforts include participation in public meetings, agency working groups, consultant selection, provision of information to CRTPA and other activities as required by the MPO process.

The CRTPA will continue to participate in the region's corridor studies during FY 15

END PRODUCTS/COMPLETION DATES/MILESTONES (FYs 2015/2016)

- CRTPA participation and input on corridor studies (Sep, Dec, Mar, Jun). Project advancement/completion/milestones as detailed in Methodology (ongoing).

SECTION 9: Other Planning Projects

UPWP Task Title: Special Transportation Planning Projects	UPWP Task Number: 9.2	
Agency Responsible: CRTPA	FY 2015 Funding Source: FHWA PL : \$10,000 Consultant \$50,000 (SU)**	FY 2016 Funding Source: FHWA PL: \$10,000 FDOT (SU):

TASK SCHEDULE

JUL AUG SEP OCT NOV DEC JAN FEB MAR APR MAY JUN

TASK PURPOSE

Identify and participate in special transportation planning studies and projects.

PREVIOUS WORK (FY 2013/2014)

Quincy By-Pass Project: Provided technical assistance and coordination with the Florida Department of Transportation for a State Road 12 Bypass in Gadsden County. The road is currently under construction. When completed it will connect State Road 12 with US 90, alleviating the need for large trucks to navigate through the narrow streets and historic neighborhoods of Quincy.

Tallahassee-Leon County Corridor Management Program: coordinated and provided technical assistance to Tallahassee-Leon County Planning Department associated with this corridor management initiative including review of draft documents (1st – 4th Quarter).

Sustainability Calculator – late in 2012 a scope was written and contract signed with a general consultant to work on this very important element of the Regional Master Plan. The project was completed during this period

METHODOLOGY (FY 2015)

CRTPA Member Government Corridor Management/Tallahassee-Leon County Corridor Management Program: Coordinate and provide technical assistance to CRTPA member governments regarding issues related to corridor management including access management and future right-of-way preservation.

Development and Support of Additional Studies: Develop additional studies as may be identified in coordination with FDOT, FHWA and FTA.

METHODOLOGY (FY 2016)

CRTPA Member Government Corridor Management/Tallahassee-Leon County Corridor Management Program: Coordinate and provide technical assistance to CRTPA member governments regarding issues related to corridor management including access management and future right-of-way preservation.

Development and Support of Additional Studies: Develop additional studies as may be identified in coordination with FDOT, FHWA and FTA.

END PRODUCTS/COMPLETION DATES/MILESTONES (FYs 2015/2016)

- Enhanced awareness of corridor management importance for the region's major corridors (Sep, Dec, Mar, June).

OTHER INFORMATION

Information regarding the Special Projects are available on the CRTPA's website, when applicable. (www.crtpa.org).

**see also task 1.7 Professional Services

IV.

UPWP AGENCY PARTICIPATION AND PROPOSED FUNDING SOURCES FOR FISCAL YEARS 2015/2016

Table 1.1 FY 2015 Proposed Agency Participation

Table 1.2 FY 2016 Proposed Agency Participation

Table 2.1 FY 2015 Proposed Funding

Table 2.2 FY 2016 Proposed Funding

(tables provided in separate file)

Table 1.1 Proposed Agency Participation FY 2015

TASK NUMBER/TITLE	CAPITAL REGION TRANSPORTATION PLANNING AGENCY COST	STARMETRO COST	CITY TRAFFIC ENGINEERING COST	CITY OF TALLAHASSEE AVIATION COST	LEON COUNTY PUBLIC WORKS COST	TOTAL PROGRAM COST
1 ADMINISTRATION						
1.1 Transportation Planning Mgmt.	\$159,500					\$159,500
1.2 CRTPA Certification	\$5,000					\$5,000
1.3 Capital Outlay	\$10,000					\$10,000
1.4 Funding Administration	\$20,000					\$20,000
1.7 Professional Services	\$72,000					\$72,000
2. DATA COLLECTION AND DISTRIBUTION						
2.1 Data Collection and Distribution	\$10,000		\$171,000		\$45,000	\$226,000
3. UNIFIED PLANNING WORK PROGRAM (UPWP)						
3.1 UPWP Development	\$49,250					\$49,250
4. TRANSPORTATION IMPROVEMENT PROGRAM (TIP)						
4.1 TIP Development	\$90,000					\$90,000
5. LONG RANGE TRANSPORTATION PLAN (LRTP)						
5.1 LRTP Development	\$567,500				\$145,719	\$713,219
6. PUBLIC INVOLVEMENT						
6.1 Public Involvement	\$70,000					\$70,000
7. SYSTEMS PLANNING						
7.1 Bicycle and Pedestrian Planning	\$255,000					\$255,000
7.2 Transit Planning		\$130,000				\$130,000
7.3 Aviation Planning				\$170,000		\$170,000
7.4 Transportation Disadvantaged	\$88,500					\$88,500
7.5 Mobility Management	\$22,608					\$22,608
8. CRTPA COORDINATION						
8.1 CRTPA Coordination	\$147,500					\$147,500
9. OTHER PLANNING PROJECTS						
9.1 Corridor Analysis	\$20,000					\$20,000
9.2 Special Transportation Planning	\$10,000					\$10,000
TOTALS	\$1,596,858	\$130,000	\$171,000	\$170,000	\$190,719	\$2,258,577

Table 1.2 Proposed Agency Participation FY 2016

TASK NUMBER/TITLE	CAPITAL REGION TRANSPORTATION PLANNING AGENCY COST	STARMETRO COST	CITY TRAFFIC ENGINEERING COST	CITY OF TALLAHASSEE AVIATION COST	LEON COUNTY PUBLIC WORKS COST	TOTAL PROGRAM COST
1 ADMINISTRATION						
1.1 Transportation Planning Mgmt.	\$135,000					\$135,000
1.2 CRTPA Certification	\$5,000					\$5,000
1.3 Capital Outlay	\$10,000					\$10,000
1.4 Funding Administration	\$20,000					\$20,000
1.7 Professional Services	\$72,000					\$72,000
2. DATA COLLECTION AND DISTRIBUTION						
2.1 Data Collection and Distribution	\$10,000		\$171,000		\$45,000	\$226,000
3. UNIFIED PLANNING WORK PROGRAM (UPWP)						
3.1 UPWP Development	\$49,250					\$49,250
4. TRANSPORTATION IMPROVEMENT PROGRAM (TIP)						
4.1 TIP Development	\$90,000					\$90,000
5. LONG RANGE TRANSPORTATION PLAN (LRTP)						
5.1 LRTP Development	\$1,040,408					\$1,040,408
6. PUBLIC INVOLVEMENT						
6.1 Public Involvement	\$70,000					\$70,000
7. SYSTEMS PLANNING						
7.1 Bicycle and Pedestrian Planning	\$45,000				\$210,000	\$255,000
7.2 Transit Planning		\$530,000				\$530,000
7.3 Aviation Planning				\$170,000		\$170,000
7.4 Transportation Disadvantaged	\$88,500					\$88,500
7.5 Mobility Management	\$22,608					\$22,608
8. CRTPA COORDINATION						
8.1 CRTPA Coordination	\$147,500					\$147,500
9. OTHER PLANNING PROJECTS						
9.1 Corridor Analysis	\$20,000					\$20,000
9.2 Special Transportation Planning	\$10,000					\$10,000
TOTALS	\$1,835,266	\$530,000	\$171,000	\$170,000	\$255,000	\$2,961,266

TABLE 2.1: FY 2015 Proposed Funding Capital Region Transportation Study

TASK NUMBER/ PROJECT TITLE	AGENCY	FHWA SEC. 112 (PL) (2)	FTA SEC. 5303 80%	LOCAL MATCH 10%	STATE MATCH FDOT 10%	TOTAL FTA SEC 5303	FTA SEC. 5307	LOCAL MATCH (COT)	TOTAL FTA SEC. 5307	TD TRUST FUND 100%	LOCAL OR OTHER 100%	TOTAL FEDERAL (FHWA, FTA)	TOTAL STATE	TOTAL LOCAL	GRAND TOTAL
1. ADMINISTRATION															
1.1 Transportation Planning Management	CRTPA	\$122,000	\$30,000	\$3,750	\$3,750	\$ 37,500									\$159,500
1.2 CRTPA Certification	CRTPA	\$5,000													\$5,000
1.3 Capital Outlay	CRTPA	\$10,000													\$10,000
1.4 Funding Administration	CRTPA	\$20,000													\$20,000
1.5 FDOT Assistance for PL funds (1)	FDOT												\$ 145,719		\$145,719
1.6 FDOT Match for 530 funds	FDOT														\$0
1.7 Professional Services	CRTPA	\$72,000													\$72,000
TOTAL Administration		\$229,000	\$30,000	\$3,750	\$3,750	\$37,500						\$259,000	\$145,719	\$3,750	\$412,219
2. DATA COLLECTION AND DISTRIBUTION															
2.1 Data Collection and Distribution	CRTPA	\$10,000										\$10,000			\$10,000
	COT-TE										\$171,000			\$171,000	\$171,000
	LC-PW										\$45,000			\$45,000	\$45,000
TOTAL Data Collection and Distribution		\$10,000									\$216,000	\$10,000		\$216,000	\$226,000
3. UNIFIED PLANNING WORK PROGRAM (UPWP)															
3.1 UPWP Development	CRTPA	\$18,000	\$25,000	\$3,125	\$3,125	\$31,250						\$43,000	\$3,125	\$3,125	\$49,250
4. TRANSPORTATION IMPROVEMENT PROGRAM (TIP)															
4.1 TIP Development	CRTPA	\$40,000	\$40,000	\$5,000	\$5,000	\$50,000						\$80,000	\$5,000	\$5,000	\$90,000
5. YEAR 2030 LONG RANGE TRANSPORTATION PLAN (LRTP)															
5.1 LRTP Development	CRTPA	\$30,000	\$30,000	\$3,750	\$3,750	\$37,500						\$60,000	\$3,750	\$3,750	\$67,500
see also Task 1.5	FDOT											\$500,000			\$500,000
6. PUBLIC INVOLVEMENT															
6.1 Public Involvement	CRTPA	\$45,000	\$20,000	\$2,500	\$2,500	\$25,000						\$65,000	\$2,500	\$2,500	\$70,000
7. SYSTEMS PLANNING															
7.1 Bicycle / Pedestrian Planning	CRTPA	\$45,000										\$ 210,000			\$255,000
7.2 Transit Planning	COT-SM						\$130,000		\$130,000						\$130,000
7.3 Aviation Planning	COT-AD										\$170,000				\$170,000
7.4 Transportation Disadvantaged	CRTPA		\$2,000	\$250	\$250	\$2,500				\$86,000					\$88,500
7.5 Mobility Management	CRTPA	\$10,000	\$9,286	\$1,161	\$1,161	\$11,608									\$22,608
TOTAL Systems Planning		\$55,000	\$11,286	\$1,411	\$1,411	\$14,108	\$130,000	\$0	\$130,000	\$86,000	\$170,000	\$196,286	\$87,411	\$171,411	\$666,108
8. CRTPA COORDINATION															
8.1 CRTPA Coordination	CRTPA	\$110,000	\$30,000	\$3,750	\$3,750	\$37,500						\$140,000	\$3,750	\$3,750	\$147,500
9. OTHER PLANNING PROJECTS															
9.1 Corridor Analysis	CRTPA	\$20,000													\$20,000
9.2 Special Transportation Projects	CRTPA	\$10,000													\$10,000
TOTAL Other Planning Projects		\$30,000										\$30,000			\$30,000
GRAND TOTAL		\$567,000	\$186,286	\$23,286	\$23,286	\$232,858	\$130,000	\$0	\$130,000	\$86,000	\$386,000	\$1,383,286	\$396,974	\$409,286	\$2,258,577

Key to abbreviations: CRTPA = Capital Region Transportation Planning Agency FHWA = Federal Highway Administration TD = Commission for the Transportation Disadvantaged
 (1) HP funds: COT-TE = City of Tallahassee Traffic Engineering FTA = Federal Transit Administration LC-PW = Leon County Public Works
 (2) FDOT soft match included: COT-AD = City of Tallahassee Aviation Department COT-SM = City of Tallahassee StarMetro

TABLE 2.2: FY 2016 Proposed Funding Capital Region Transportation Study

TASK NUMBER/ PROJECT TITLE	AGENCY	FHWA SEC. 112 (PL) (2)	FTA SEC. 5303 80%	LOCAL MATCH 10%	STATE MATCH FDOT 10%	TOTAL FTA SEC 5303	FTA SEC. 5307	LOCAL MATCH (COT)	TOTAL FTA SEC. 5307	TD TRUST FUND 100%	LOCAL OR OTHER 100%	TOTAL FEDERAL (FHWA, FTA)	TOTAL STATE	TOTAL LOCAL	GRAND TOTAL
1. ADMINISTRATION															
1.1 Transportation Planning Management	CRTPA	\$110,000	\$20,000	\$2,500	\$2,500										\$135,000
1.2 CRTPA Certification	CRTPA	\$5,000													\$5,000
1.3 Capital Outlay	CRTPA	\$10,000													\$10,000
1.4 Funding Administration	CRTPA	\$20,000													\$20,000
1.5 FDOT Assistance for PL funds (1)	FDOT												\$ 145,719		\$0
1.6 FDOT Match for 530 funds	FDOT														\$0
1.7 Professional Services	CRTPA	\$72,000													\$72,000
TOTAL Administration		\$217,000	\$20,000	\$2,500	\$2,500	\$25,000						\$237,000	\$145,719	\$2,500	\$242,000
2. DATA COLLECTION AND DISTRIBUTION															
2.1 Data Collection and Distribution	CRTPA COT-TE LC-PW	\$10,000												\$171,000	\$10,000
											\$45,000				\$45,000
TOTAL Data Collection and Distribution		\$10,000									\$45,000	\$10,000		\$171,000	\$226,000
3. UNIFIED PLANNING WORK PROGRAM (UPWP)															
3.1 UPWP Development	CRTPA	\$18,000	\$25,000	\$3,125	\$3,125	\$31,250						\$43,000	\$3,125	\$3,125	\$49,250
4. TRANSPORTATION IMPROVEMENT PROGRAM (TIP)															
4.1 TIP Development	CRTPA	\$40,000	\$40,000	\$5,000	\$5,000	\$50,000						\$80,000	\$5,000	\$5,000	\$90,000
5. YEAR 2030 LONG RANGE TRANSPORTATION PLAN (LRTP)															
5.1 LRTP Development	CRTPA	\$30,000	\$30,000	\$3,750	\$3,750	\$37,500						\$60,000	\$3,750	\$3,750	\$67,500
see also Task 1.5	FDOT											\$972,908			\$972,908
6. PUBLIC INVOLVEMENT															
6.1 Public Involvement	CRTPA	\$45,000	\$20,000	\$2,500	\$2,500	\$25,000						\$65,000	\$2,500	\$2,500	\$70,000
7. SYSTEMS PLANNING															
7.1 Bicycle / Pedestrian Planning	CRTPA	\$45,000										\$ 210,000.00			\$255,000
7.2 Transit Planning	COT-SM						\$530,000								\$530,000
7.3 Aviation Planning	COT-AD										\$170,000				\$170,000
7.4 Transportation Disadvantaged	CRTPA		\$2,000	\$250	\$250	\$2,500				\$86,000					\$88,500
7.5 Mobility Management	CRTPA	\$10,000	\$9,286	\$1,161	\$1,161	\$11,608						\$ 22,608			\$22,608
TOTAL Systems Planning		\$55,000	\$11,286	\$1,411	\$1,411	\$14,108	\$530,000	\$0	\$530,000	\$86,000	\$170,000	\$ 232,608.00	\$87,411	\$171,411	\$1,066,108
8. CRTPA COORDINATION															
8.1 CRTPA Coordination	CRTPA	\$110,000	\$30,000	\$3,750	\$3,750	\$37,500						\$140,000	\$3,750	\$3,750	\$147,500
9. OTHER PLANNING PROJECTS															
9.1 Corridor Analysis	CRTPA	\$20,000													\$20,000
9.2 Special Transportation Projects	CRTPA	\$10,000													\$10,000
TOTAL Other Planning Projects		\$30,000										\$30,000			\$30,000
GRAND TOTAL		\$555,000	\$176,286	\$22,036	\$22,036	\$220,358	\$530,000	\$0	\$530,000	\$86,000	\$215,000	\$897,608	\$251,255	\$363,036	\$2,961,266

Key to abbreviations:

CRTPA = Capital Region Transportation Planning Agency

(1) HP funds COT-TE = City of Tallahassee Traffic Engineering

(2) FDOT soft match included COT-AD = City of Tallahassee Aviation Department

FHWA = Federal Highway Administration

FTA = Federal Transit Administration

COT-SM = City of Tallahassee StarMetro

TD = Commission for the Transportation Disadvantaged

LC-PW = Leon County Public Works



February 25, 2014

COMMITTEE AGENDA ITEM III F

I-10 GROUP 22-01 PD&E REEVALUATION AND INTERCHANGE STUDIES

REQUESTED BY: FDOT

TYPE OF ITEM: Information

STATEMENT OF ISSUE

The Florida Department of Transportation (FDOT) is completing a Project Development and Environment (PD&E) reevaluation of Interstate 10 (I-10) in Gadsden and Leon counties. The FDOT is also completing interchange studies at the I-10 and Capital Circle, Northwest, and I-10 and Thomasville Road interchanges (a project map is provided as *Attachment I*). Nick Arnio, with RS&H, will provide a presentation on these projects, formally known as the I-10 Group 22-01 PD&E Reevaluation and Interchange Studies

HISTORY AND ANALYSIS

The project involves a reevaluation of a larger study completed in 2002. The 2002 Environmental Assessment was completed for the widening of I-10 from US 90 (SR 10) in Gadsden County to US 90 (SR 10) in Leon County. At that time, the segments of I-10 from US 90 (SR 10) in Gadsden County to SR 263 (Capital Circle Northwest) and SR 61 (Thomasville Road) to US 90 (SR 10) in Leon County did not warrant capacity improvements.

The FDOT recently selected RS&H to complete the 6-lane PD&E Reevaluation of I-10 in Leon and Gadsden counties. The project consists of two segments of I-10, the first begins at US 90 (SR 10) in Gadsden County and continues to Capital Circle, Northwest (SR 263) in Leon County. The I-10 Master Plan indicated this segment of I-10 would not meet the adopted level of service in the year 2035. The CRTPA 2035 Regional Mobility Cost Feasible Plan includes the widening I-10 from west of US 90 in Gadsden County to east of the Rest Area in Leon County (Project #132).

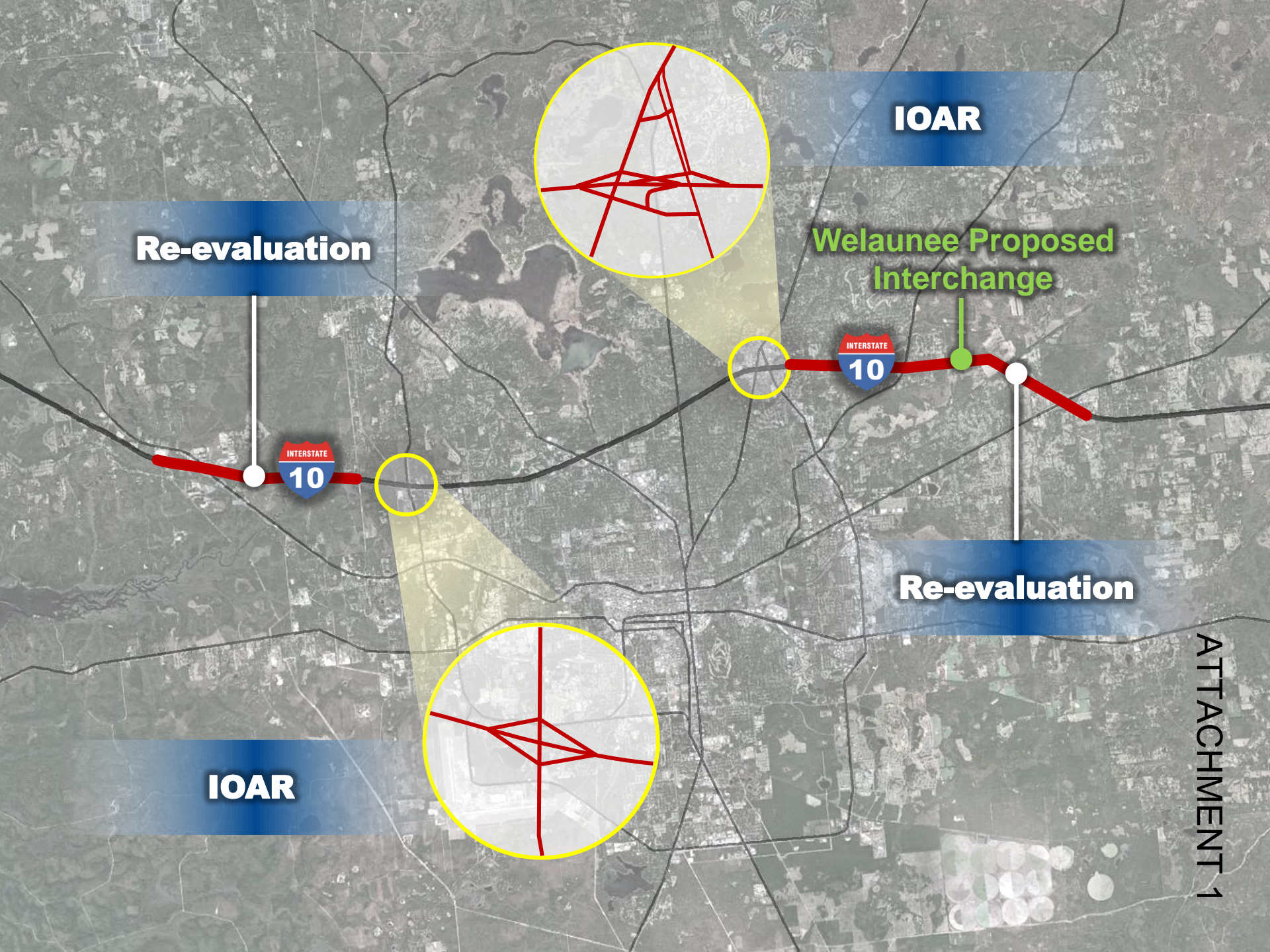
The second segment of the reevaluation is between the SR 263/US 319 Interchange to just east of the US 90/SR 10 Interchange in Leon County, a distance of approximately 5.5 miles. The project is located within the Tallahassee urban service area. The widening of this project section is currently not included in the CRTPA Regional Mobility Plan Cost Feasible Plan; however, it is included in the CRTPA 2035 Needs Plan. The CRTPA Regional Mobility Plan Cost Feasible Plan also includes a potential interchange with I-10 at Welaunee Boulevard. On 9/24/2002, the Tallahassee City Commission and the Leon County Board of County Commissioners approved the Welaunee Critical Area Plan (2002-2-T-008) which outlined this potential interchange with I-10. The I-10 Welaunee interchange is identified as planning screen #7943.

The project also includes the operational analysis (“Interchange Operational Analysis Report” (IOAR)) of the following two interchanges within Leon County: Capital Circle Northwest (Exit 196) and Thomasville Road (Exit 203). These interchanges are not meeting the adopted level of service or projected to not meet the adopted level of service in 2040.

FDOT is planning a public kick-off meeting for the Spring of 2014 and plans to have the reevaluations completed by December of 2015. The interchange operational analysis should be complete by Summer 2014.

ATTACHMENT

Attachment 1: Project location map



Re-evaluation

IOAR

Welaunee Proposed Interchange



Re-evaluation

IOAR

ATTACHMENT 1



February 25, 2014

AGENDA ITEM 5
CRTPA BOARD AGENDA FOR MARCH 10, 2014

REQUESTED BY: CRTPA

TYPE OF ITEM: Information

STATEMENT OF ISSUE

The draft CRTPA Board Agenda for the March 10, 2014 Meeting is provided as ***Attachment 1***.

ATTACHMENT

Attachment 1: March 10, 2014 CRTPA Board Agenda



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

Attachment # 1
Page 1 of 3

CRTPA BOARD

MEETING OF MONDAY, MARCH 10, 2014 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."

DRAFT AGENDA

1. **AGENDA MODIFICATIONS**

2. **CONSENT AGENDA**

- A. Minutes of the January 13, 2014 CRTPA Board Meeting
- B. Draft FY 2015 – FY 2016 Unified Planning Work Program
- C. FDOT Annual Certification

Recommended Action: <i>Approve consent agenda</i>
--

3. **CONSENT ITEMS PULLED FOR DISCUSSION**

4. CRTPA DISCUSSION

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. Woodville Highway Contract and Joint Participation Agreement (JPA) Amendment

The Woodville Highway project contract requires amending to reflect the need to address comments from the Federal Highway Administration (FHWA) related to the segment between Paul Russell Road and Gaile Avenue known as “The Loop”. The amendment to the contract also requires an amendment to the Joint Participation Agreement (JPA).

Recommended Action: *For Board Approval*

B. CRTPA Resurfacing Policy

Adopt a policy, by resolution, which will require the CRTPA to formally consider opportunities for the inclusion of identified pedestrian and bicycle facility projects as part of upcoming resurfacings of the region’s state roadways.

Recommended Action: *For Board Approval*

C. Capital City to the Sea Trails Master Plan

The consultant for the Capital City to the Sea Trails project has a brief presentation regarding the Final Master Plan and the Project Development and Environment phase of the project.

Recommended Action: *For Board Approval*

D. Year 2040 Regional Mobility Plan Update Kick off

The update to the CRTPA’s Regional Mobility Plan, adopted in November 2010, will be kicked off by the project’s consultant team.

Recommended Action: *For Board Information*

E. Interstate 10 Group 22-01 Project Development and Environment (PD&E) Reevaluation and Interchange Studies Kick off

The I-10 Group 22-01 PD&E Reevaluation and Interchange Studies will be discussed.

Recommended Action: *For Board Information*

5. **EXECUTIVE DIRECTOR'S REPORT**

A status report on CRTPA activities and items of interest will be provided

Recommended Action: *Information only - No action required*

6. **ITEMS FROM MEMBERS**

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

7. **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.

8. **INFORMATION**

A. Correspondence

B. Committee Actions (Citizen's Multimodal Advisory Committee/ Technical Advisory Committee/Transportation Disadvantaged Coordinating Board)

C. Future Meeting Dates and Agenda Items (Next Meeting: May 19, 2014)

D. CRTPA Expense Reports

Recommended Action: *Information only - No action required*